THE CITY OF



Punta Gorda

FLORIDA

ADOPTED BUDGET
FISCAL YEAR 2020

CITY OF PUNTA GORDA, FLORIDA

CITY COUNCIL

Nancy Prafke
Mayor

Lynne Matthews
Vice Mayor

Jaha Cummings
Council Member

Gary Wein
Council Member

Debby Carey
Council Member

CITY ADMINISTRATION

Howard Kunik
City Manager

David Levin
City Attorney

Karen Smith
City Clerk

DEPARTMENT DIRECTORS

Finance	**Kristin Simeone**
Fire	**Raymond A. Briggs**
Police	**Pamela Davis**
Public Works	**Rick Keeney**
Utilities	**Tom Jackson**

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Punta Gorda

Florida

For the Fiscal Year Beginning

October 1, 2018

Christopher P. Morrill

Executive Director

CITY OF PUNTA GORDA, FLORIDA
FY 2020 ANNUAL OPERATING BUDGET

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Distinguished Budget Presentation Award

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CITY OF PUNTA GORDA, FLORIDA
Reader's Guide

The following description of each section of the financial plan is intended to assist the reader in understanding and finding the desired information.

Punta Gorda
Florida's Harborside Hometown



Reader's Guide & City Profile

The reader's guide is provided first as a roadmap for the budget book.

The profile section assists the reader in identifying

- Where is Punta Gorda, Florida?
- When did the City incorporate and how?
- What services does Punta Gorda provide?
- Who lives and does business here?

Budget Message

The message provided by the City Manager is intended to communicate all of the key elements, issues and resolutions by using succinct topics followed up with detailed discussions, including proformas and graphs, of each fund. Upon completion of reading the message, the reader will have a grasp of the City's strategic priorities and goals, an overview of the strategic plan, which is detailed in a separate section of the document, knowledge of the City's demographics and how the economic outlook has affected the City's budget strategy and highlights of the entire budget – fund by fund.

Process & Policies

This section aids the reader in understanding the City's budget process. Explanation of the process: timing of providing facts and issues, seeking input, and the decision making points are included in a discussion format. Identification of the financial planning process by date is provided in a calendar listing. The City's adopted financial policies, descriptions of each fund, general budget comments, and a glossary of budget terms and acronyms complete the guide.

Overview

The overview section continues in the vein of the message to give the big financial picture of what the city is proposing for next year, what is projected for the current year, and what occurred in the previous two years. The four years of city-wide, all-fund summaries present, by category of

revenue and then by category of expenditure, along with graphs to display the information pictorially, what the City Council has authorized in appropriations. As primarily a service-based entity, the City's authorized employee positions both listed and graphically portrayed by function are also provided in the overview.

Strategic Plan

A full copy of the City Council adopted Strategic Plan for FY 2020 is included to complement the financial plan. The City's vision, mission and values are presented and it addresses five strategic priority areas: Financial/Economic Sustainability; Infrastructure Sustainability; Partnerships, Communication, & Collaboration; Strategic Communications Positioning; and Quality of Life. The plan delineates each priorities goals and action items to be accomplished, as well as timelines and costs.

Fund Presentations

Each fund, beginning with the General Fund, are defined, presented in summary with historical perspective, then presented with assumptions and 5-year proformas, followed with discussion of major revenue sources along with trend information, and including graphic portrayals of revenue and expenditures by category. This is followed by a detailed discussion of each operating division, including a narrative, statistics on key performance measures, costs of services provided and then a summary of budgetary and staffing allocations.

Capital Projects

Capital projects are used to account for financial resources to be used for the acquisition or construction of capital facilities, projects or significant purchases with a multi-year useful life. The budget document includes two sections dedicated to this: Capital Projects which includes 1% Sales Tax Fund and General Construction Fund that provides the details of projects funded by the General Fund and Special Revenue Funds, and Utilities Capital Projects, for detail of projects funded by the Utilities Fund. As with all other funds, the city develops a five year projection known as the Capital Improvement Plan (CIP). It is updated annually based on the City's overall goals and current opportunities for intergovernmental cooperation. Included in the CIP is an evaluation of impact on operating expenditures and revenues.

Debt

The debt section provides a concise summary of all outstanding debt as of September 30, 2019 and a summary, by operating fund, of debt service requirements in the next five years. For additional details of debt obligations the reader is directed to the City's Comprehensive Annual Financial Report, which is also located on the City's web site.

Appendix

The appendix contains the Long Range Financial Plan and statistical reference materials.

THE CITY
OF
PUNTA GORDA, FLORIDA

The City of Punta Gorda, located on the Southwest coast of Florida in Charlotte County, encompasses approximately thirty-two (32) square miles including water. Situated in an ideal climate, the City was originally incorporated on December 7, 1887.



City of Punta Gorda, Florida

With an estimated population of 19,285, Punta Gorda boasts a small town atmosphere with many of the pleasures of a larger city and amenities of a boating community. The City of Punta Gorda is approximately 32 square miles including water. It is located on the southwestern coast of Florida about 100 miles south of Tampa. With all the sunshine and local events, we are among the few who truly do live in paradise!

History

The City of Punta Gorda, which was incorporated on December 7, 1887, is the only incorporated city in Charlotte County. It was originally named “Trabue” in 1885 after developer, Colonel Isaac Trabue, who purchased the land from British investors.

Punta Gorda has traced its roots to a landing at Live Oak Point on the Peace River by Hernando DeSoto in 1539. Punta Gorda is Spanish for “Fat Point” and refers to its broad point of land jutting out into the harbor. Early Spanish attempts to colonize the outer islands in present-day Charlotte County were thwarted by Calusa Indian tribes and the area was slowly settled as the English migrated to Charlotte Harbor on the banks of the Peace River.

In 1884, surveyor Kelley B. Harvey worked to lay out streets and blocks according to instructions from Isaac Trabue, then a Kentucky resident. All waterfront property was designated to be parks and the streets were not to run in a north-south direction, but rather to wind along the Peace River. The Town of Trabue, a subdivision, was recorded on February 24, 1885; however, by 1887 enough residents in Trabue objecting to Trabue’s efforts to control the town’s destiny were able to outvote him and revert the name to Punta Gorda during the incorporation process. These 34 men, including carpenters stranded here after building the old Hotel Punta Gorda, met at the Tom Hector Building in Hector’s Pool Hall located upstairs from the town’s drug store to draft the City’s incorporation papers.

Most of Punta Gorda's downtown was destroyed by fire in 1905. After this disaster the City Council mandated that all new business structures be constructed of brick or concrete. With the completion of the first bridge across Charlotte Harbor in June of 1921, the great Florida land boom of the 1920's reached the fishing village of Punta Gorda. During this period many of the City's key structures were built including City Hall, the Old County Courthouse, and National Register Landmarks including the Punta Gorda Women's Club, Smith Arcade, Charlotte High School, and the Punta Gorda Atlantic Coast Line Depot.



In 2004, Punta Gorda was extensively damaged by Hurricane Charley - damage that included many of its homes, structures and historic landmarks. However, a revitalization of the City took place in the immediate years following the storm. The new buildings, remarkable restorations and exciting amenities concurrently preserved the City's past while showcasing state-of-the art modern facilities. During this time, Laishley Park Municipal Marina was built. Also the Punta Gorda Pathways plan, which encompasses the Harborwalk, Linear Park and various trails are built and/or are planned to create a link throughout the City for bicycle and pedestrian traffic.

City Services

Administration
City Hall and City Hall Annex
326 West Marion Avenue and 126 Harvey St, Punta Gorda
(941) 575-3302 – www.CityofPuntaGordaFL.com

The City Manager is the Chief Administrative Officer of the City. The City Manager carries out policies set by the City Council, directs and supervises all departments, and oversees all the functions of the City.

Utilities and Customer Service (941) 575-5088 – 3130 Cooper Street
Business Hours: Monday – Friday, 8:00 a.m. to 4:30 p.m. After hours, call the Utility Department's emergency number at (941) 575-5070.

Billing and Collection Division (941) 639-2528 – 126 Harvey Street
In the City's "Going Green" efforts, customers may now choose to receive bills via e-mail and may pay bills through a variety of methods such as automatic bank draft, recurring credit card payments, or online payments. For more information, visit www.aGREENERpg.net

Public Works (941) 575-5050 – 3130 Cooper Street
The Public Works Department encompasses the following divisions: Canal Maintenance, Engineering, Facilities Maintenance, Parks and Grounds, Right-of-Way Maintenance and Sanitation.

Sanitation (941) 575-5069 – 3130 Cooper Street
The City collects refuse, yardwaste and white goods from residential and commercial customers. In addition, weekly curbside recycling is provided to residential customers.

Public Safety - 1410 South Tamiami Trail
The City provides for the security and safety of citizens through the delivery of law enforcement services of the City Police. The City Fire Department helps citizens to prevent and survive fires, renders emergency fire, rescue and medical assistance and provides assistance during other emergencies
Police – (941) 639-4111 – Police@CityofPuntaGordaFL.com
Fire – (941) 575-5529 – PGFire@CityofPuntaGordaFL.com

Coastal & Heartland National Estuary Partnership (CHNEP) (941) 575-5090 – 326 West Marion Ave
The City is the host agency for CHNEP which is a partnership of citizens, elected officials, resource managers and commercial and recreational resource users who are working to protect the greater Charlotte Harbor estuarine system from Venice in Sarasota County to Bonita Springs in Lee County to Winter Haven in Polk County. www.chnep.org

Schools/Colleges/Universities
Good Shepherd Day (941) 575-2139 – 1800 Shreve St
Baker/Head Start (941) 575-5470 – 311 E Charlotte Ave
Sallie Jones Elementary School (941) 575-5440 – 1230 Narranja St
Punta Gorda Middle School (941) 575-5485 – 825 Carmalita St
Charlotte High School (941) 575-5450 – 1250 Cooper St
Florida Southwestern (previously Edison) State College (941) 637-5682 – 26300 Airport Rd
Florida Gulf Coast University (941) 505-0130 – 117 Herald Court, Suite 211

Hospital – Bayfront Health (941) 637-2451 – 809 E. Marion Ave

Airport – Charlotte County Airport (941) 639-4792 – 2800 A-1 Airport Rd

Arts/Culture
Charlotte Performing Arts Center (941) 625-5996 – 701 Carmalita St
Visual Arts Center (941) 639-8810 – 210 Maud St
Punta Gorda Historical Mural Society (941) 639-6959 – 1530 Suzi St

Recreation
City Parks (941) 575-5050 / Park Reservations (941) 575-3367
Gilchrist Park - 400 W. Retta Esplanade
Laishley Park - 100 Nesbit St
Laishley Park Municipal Marina (941) 575-0142 – 100 Nesbit St
Ponce de Leon Park – 3400 Ponce de Leon Parkway
Nature Park – 1623 Aqui Esta Dr
Hounds on Henry Dog Park – 601 Shreve St
Bailey Brothers Park – 361 Dr. Martin Luther King Jr Blvd
Elizabeth Park – Park Beach Cir
Wilson Park – Park Beach Cir
Brown Park – Breakers Court
Alice Park – 802 W. Retta Esplanade
Pittman Park – 802 W. Retta Esplanade
Shreve Park – 802 W. Retta Esplanade
History Park – 501 Shreve St
Trabue Park – Pattie Ave
Punta Gorda Pathways – This planned project is a system of approximately 18 miles of bicycle and pedestrian trails and paths that will connect the City's neighborhoods, parks, and commercial areas. Due to the scale of this undertaking, the Punta Gorda Pathways is composed of various projects: Harborwalk, Linear Park, US 41 Multi-Use Recreational Trail, and the Connector projects. These major component parts are broken down into several phases that are being accomplished as funding becomes available. See map on following page for completed phases and future planned phases.

County Parks
South County Regional Park (941) 505-8686 – 670 Cooper St
Carmalita Athletic/Skate/BMX Park (941) 505-8686 – 6905 Florida St

Other Recreational Activities/Attractions
Fisherman's Village (800) 639-0020 – 1200 W. Retta Esplanade
YMCA (941) 637-0797 – 750 W. Retta Esplanade
Peace River Wildlife Center (941) 637-3830 – 3400 Ponce de Leon Parkway
Charlotte Harbor Event & Conference Center (941) 833-5444 – 75 Taylor St
PicklePlex (941) 451-9923 – 26300 Airport Rd


Punta Gorda Pathways
Trabue Park
Laishley Park
Charlotte Harbor Events Center
Blanchard House
Gilchrist Park
AC Freeman House
Old County Courthouse
South County Regional Park
Historic City Hall
CHARLOTTE HARBOR
Historic Train Depot
Fishermen's Village
Visual Arts Center
History Park
41
Hounds on Henry
Sculpture Park
Punta Gorda Pathways Future Segments
Harborwalk
Linear Park
Shreve St MURT
US 41 MURT
MLK
Linear Park Extension
Harborwalk Improvements
Virginia Ave Complete Street
Cooper St Complete Street
Airport Rd Complete Street
Sidewalk
Parks
Points of Interest
Self-Fix Bicycle Stand
Miles
0
0.25
0.5
0.75

City of Punta Gorda, Florida

Climate

Temperature:	
Average Mean	74.2°
Average Low	63.7°
Average High	84.7°
Low month is January	51.3°
High month is August	92.5°
Average Annual Rainfall	50.71”

(US Climate Data)

Population

Population – 2018	18,656
Age Composition	
19 & under	5.8%
20-34	8.3%
35-54	12.5%
55-64	18.1%
65 & over	55.3%
Racial Composition	
Caucasian	95.5%
Non-Caucasian	4.5%
Households	
Owner occupied	7,721
Renter occupied	1,874

(U.S. Census Bureau, 2010 U.S. Census and QuickFacts and American Fact Finder)

Education

School	2019-20 Enrollment
East Elementary	679
Sallie Jones Elementary	646
Punta Gorda Middle	1,214
Charlotte High	1,870

School	2018-19 Enrollment
Florida Southwestern State College (previously Edison)	1,340
Florida Gulf Coast University Herald Court Centre	est. 2,300

Note: Enrollment includes non-City residents (Charlotte Co. Public Schools Demographics, Florida Southwestern State College Fall 2018 Charlotte Campus Profile & FGCU)

Principal Employers
(Punta Gorda MSA)

Employer	Employees
Charlotte County School Board	1,897
Publix Supermarkets	1,361
Wal-Mart	1,300
Charlotte County Board of Commissioners	1,189
Fawcett Memorial Hospital Inc	854
Bayfront Health Port Charlotte	825
Charlotte Sheriff/Correctional Inst	680
Gettel Automall	670
Winn-Dixie	664
Bayfront Health Punta Gorda	600

(FY 2018 CAFR)

Principal Taxpayers

Taxpayer	Taxable Assessed Value
Florida Power & Light	$67.3 m
Punta Gorda Medical Ctr, Inc	$23.6 m
Wal-Mart Stores East LP	$15.5 m
Embarq Sprint-United Telephone Co of FL	$ 8.6 m
ATA Fishville, LLC	$ 8.3 m
Gettel PG Dealership	$ 8.0 m
Punta Gorda AA Hotel, LLC	$ 7.2 m
Wyvern Hospitality, LLC	$ 6.8 m
Home Depot USA, Inc	$ 6.1 m
Isles Yacht Club, Inc	$ 6.0 m
Harbor Resort Hotel, LLC	$ 5.8 m

(FY 2018 CAFR)

Unemployment Rate

Fiscal Year Ended 9/30,	Unemployment Rate
2008	9.6%
2009	13.0%
2010	12.0%
2011	10.1%
2012	9.1%
2013	6.6%
2014	6.2%
2015	5.5%
2016	5.6%
2017	4.0%
2018	3.5%

(FY 2018 CAFR)

Per Capita Income

Fiscal Year Ended 9/30,	Per Capita Income
2008	$35,837
2009	$34,978
2010	$34,587
2011	$35,858
2012	$37,424
2013	$36,694
2014	$39,457
2015	$39,997
2016	$37,745
2017	$38,473
2018	$41,310

(FY 2018 CAFR)

CITY OF PUNTA GORDA
OFFICE OF THE CITY MANAGER
I N T E R O F F I C E M E M O R A N D U M

To: City Council Members
From: Howard Kunik, City Manager
Date: October 3, 2019
Subject: FY 2020 Adopted Budget

Members of City Council,

The final adopted budget (approved September 18, 2019) is $129,835,072, which is the same as the proposed budget. The adopted millage rate is 3.4337 mills, which is also the same as the proposed budget, and represents the first rate increase in six years.

On October 2, 2019, City Council approved the FY 2020 Strategic Plan action items to be undertaken in conjunction with budget priorities. The action items address the following five strategic priorities and goals:

- ✓ Financial/Economic Sustainability
- ✓ Infrastructure Sustainability
- ✓ Partnerships, Communication and Collaboration
- ✓ Strategic Communications Positioning
- ✓ Quality of Life

Progress has been made in all of the unresolved issues identified in the proposed budget message. Such updates are highlighted below:

- Ponce de Leon Park – At its September 18, 2019 meeting, City Council approved exploration of relocating the Peace River Wildlife Center (PRWC) to City-owned land off West Henry. Staff will meet with Center representatives to develop a concept plan and bring the proposal back to Council for consideration. Future improvements to Ponce Park will be determined based on the outcome of the PRWC relocation plans.

- Police Bargaining Unit Contract – At its September 18, 2019 meeting, City Council approved a three-year agreement with the Police bargaining unit for the period October 1, 2019 through September 30, 2022. The first year financial impact (approximately 7%) of the agreement fell within the set aside allotment in the proposed budget, and calls for overall 4% increases in years two and three.

- Citywide Master Plan – On August 21, 2019, Dover Kohl presented the draft Master Plan to the Punta Gorda community. City Council will hold public input sessions on the Plan at its October 2 and October 16, 2019 meetings. Adoption of the Plan will be considered by Council in the November/December 2019 timeframe. At that time, action items to be undertaken based on Plan recommendations will be developed.

- Septic to Sewer Master Plan – Jones Edmunds/Raftelis consulting engineers presented the sewer financial master plan to City Council on August 21, 2019. City staff will meet with Charlotte County Commission and staff over the next few months to garner support for Plan implementation, since all of the properties under consideration for transition from septic to sewer reside in unincorporated Charlotte County outside of City limits but within the City's utility system area.

- Health Insurance – The proposed budget projected an increase in employee health insurance premiums of 12%. The City initiated a competitive bid process that resulted in an overall increase of only 6.7%, resulting in a General Fund savings of approximately $120,000. City Council chose to retain those savings in reserves to mitigate any impact of future increases.

- Fair Share Impact Fees – City staff held an input meeting on September 9, 2019 with representatives of the building community and Chambers of Commerce to discuss the impact fee study performed by Raftelis Consultants. Recommendations regarding fee increases and affordable housing options will be presented to City Council in the coming months.

- 1% Local Option Sales Tax Extension – The Communications Manager has initiated meetings of the sales tax committee, who have begun to evaluate capital projects under consideration for future funding if approved by the voters of Charlotte County in November 2020. The committee's list of recommendations will be considered by City Council in the April 2020 timeframe.

CITY OF PUNTA GORDA
OFFICE OF THE CITY MANAGER

To: City Council Members
From: Howard Kunik
Date: August 6, 2019
Subject: FY 2020 Proposed Budget

MISSION STATEMENT

"To enhance Punta Gorda's identity as a vibrant waterfront community, unique in character and history, and one of the most desirable places to live, work and visit."

Members of City Council,

This is my fifteenth opportunity as City Manager to present you an annual financial plan. As the Southwest Florida region recovers from economic adversity, we continue to make great strides, and I appreciate the opportunity to serve you and this wonderful community. This budget message provides a narrative explanation that summarizes the philosophy driving our recommendations. As you review these recommendations, I encourage each of you to keep several important facts at the forefront of your thoughts. These facts will aid you in your efforts to evaluate our proposed service delivery plan and reach sound decisions to guide the City's future:

- The Charlotte County Property Appraiser reported that taxable property values increased Citywide by 7.1%, which is the seventh straight year of increasing property values, reversing a previous trend of six straight decreases in overall value.
- The Community Redevelopment Area (CRA) experienced a 10.1% increase from previous year property values, the fifth straight year of value increases.
- Increased value from new construction, annexations and other adjustments in the City is $54.2 million, down from $60.1 million the previous year.
- The proposed FY 2020 General Fund Budget, net of ending reserve and an $8.2 million transfer for a line of credit draw for the PGI Canal Maintenance Fund, totals $23.2 million, which is $1.6 million or 7.4% more than the original FY 2019 budget. The cumulative increase in the general fund since FY 2008 is 12.9%, which averages to an approximate 1.1% increase per year.
- The proposed millage rate is 3.4337, up from the 3.1969, which was held constant since FY 2014. The City's portion of a residential tax bill, excluding non-ad valorem assessments, is generally 20% or less. The majority of ad-valorem taxes paid are for services provided to Charlotte County government and Charlotte County School system.

- Incorporated in the overall budget is a proposed 4% merit increase for non-bargaining unit employees, implementation of the second year of the approved fire bargaining unit contract and a reserve for a pending agreement with the police bargaining unit.
- To assist you in measuring our performance, City Council approves an annual Strategic Plan. Action items to be undertaken during FY 2020 as part of the five strategic priority areas identified in the Plan are incorporated into the annual budget and the City's five-year capital improvements program.
- The Long Range Financial Plan has been updated for the City's major fund groups. The Plan highlights revenue and expenditure trends over a five-year timeframe and recommends strategies to minimize projected budgetary gaps, tax and/or fee increases. Information gleaned from the Plan was used to formulate guidelines for FY 2020 budget preparation.
- Also included in the Long Range Plan was an assessment of the City's financial management policies and recommended revisions that would lead toward future compliance with nationally recognized standards. Council recognized the desire to implement these changes during FY 2018, and they are carried forward into FY 2019 and FY 2020 budget development.
- The change in Consumer Price Index (CPI) as reflected in the State "Save Our Homes" Legislation is 1.9%. This means that no matter how high the market value of a homestead property increases, the assessed value can only rise 1.9%.

The gradual economic turnaround undoubtedly challenges our community's ability to forecast, plan for, and provide services that meet public needs. Along with those challenges comes the additional necessity of prudent and sensible funding for needed services. This proposed budget carefully balances available resources to continue moving the community along the path to an excellent quality of life at a reasonable level of cost.

STRATEGIC PLAN

The Strategic Plan (herein referred to as the "Plan") is used to set the overall goals for the City, provide direction to City departments, and create the basis for each year's annual budget and five-year capital improvements program. The plan provides a tool for more effective and economical operations and demonstrates to the public that careful consideration has been given to future development and direction of the organization. The Plan provides a realistic view of the expectations for the organization and community at-large. This diagram shows how the pieces of the Plan fit together.



On April 27, 2005, City Council approved moving forward with development of its first strategic plan and solicited input from residents, boards and committees, civic groups and staff on priorities to be addressed. Since 2005, the City has now completed thirteen strategic plans. Action items accomplished as part of the 2019 Plan are highlighted within each respective strategic priority area.

Financial/Economic Sustainability

- Updated the long range financial plan for the major fund groups and continued to assess the City's financial management policies with nationally recognized standards. Revised such policies, primarily reserves, to gradually address national standards.
- Conducted budget community conversation to garner input into development of FY 2020 budget proposal.
- Received $20.4 million through July 2019 in reimbursements from FEMA and State of Florida for seawall restoration due to damage caused by Hurricane Irma. These monies result in properties within Punta Gorda Isles (PGI) and Burnt Store Isles (BSI) canal maintenance assessment district having to pay only 12.5% of costs for repairs.
- Developed succession planning program for City organization and initiated implementation of such throughout departments.
- Secured services of Dover Kohl to prepare Citywide Master Plan; conducted series of charrettes to garner input into planning process; completed economic and budgetary analysis of plan concepts; and created website to disseminate information and receive comments.
- Created public Geographic Information Systems (GIS) map portfolio for citizens and populated it with the first of many planned map layers.

Infrastructure Sustainability

- Completed annual street resurfacing program. Brick installation on Goldstein underway; Sullivan forthcoming.
- Provided periodic status reports on six-year 1% Local Option Sales Tax capital projects plan. Projects completed include Gilchrist Park restrooms and Laishley Park additional parking. Projects under design include stormwater drainage improvements in Boca Grande area and Ponce Park. Projects in bidding phase or under construction include Gilchrist Park Phase 2 improvements, Veterans Park Phase 2, Alligator Creek pedestrian bridge over US 41 multi-use recreational trail, and Madrid sidewalk at US 41. Evaluation process to select engineering firm to design multi-use recreational trails on Airport and Cooper underway.
- Approved construction contract for Buckley's Pass navigational channel, which is projected for completion by February 2020. Approved special assessments to pay for project construction and received $1,886,192 in prepayments through July 26, 2019.
- Initiated construction for Groundwater Reverse Osmosis (RO) Water Treatment Plant. Production wells and disposal well complete. Underground piping complete. Block work for plant building underway. Water storage tank roof in place.
- Completed Jones Loop Road forcemain, which will pave the way for future commercial development within the Jones Loop Road area.
- Completed restoration of 55,000+ feet of seawalls damaged during Hurricane Irma, and achieved substantial completion of grading and sod installation.
- Developed and presented FY 2020-2024 Capital Improvements and Capital Outlay Plans for major infrastructure categories. Received consultant's report on Historic District (east) infrastructure analysis and improvements plan, presented to City Council in April.
- Approved contract with consulting form to explore seawall construction, materials and design alternatives.
- Completed installation of new and/or refurbished meters associated with Advanced Metering Infrastructure project. Online citizen's portal in final stages of development.

- Secured new contractor to undertake enhanced stormwater drainage program. As of June 14, work has been completed on 423 properties totaling 311,000 square feet of grading and sodding. 75% of work involves properties with floratam sod, while 25% are those with bahia.
- Received consultant's financial plan for implementation of transition from septic to sewer in City utility service area. Plan presented to Utility Advisory Board for review and recommendation to City Council.

Partnerships, Communication & Collaboration

- Completed ninth Citizen's Academy, reaching out to 34 attendees who learned about the City organization: administration, finance, public safety, public works, utilities and urban design.
- Partnered with Charlotte High School to inform students of municipal government functions.
- Partnered with TEAM Punta Gorda and Habitat for Humanity to build affordable single-family home on former City-owned property.
- Partnered with TEAM Punta Gorda to hold Journey to the Future community development summit, attended to by over 600 participants, prior to Master Plan charrette process being undertaken.
- Partnered with Punta Gorda Boaters Alliance to develop Waterfront Development Master Plan, presented to City Council in November 2018.
- Established Pickleball committee made up of representatives from all Council districts to explore options for location within City limits. Report presented to City Council in July.
- Approved land lease with Peace River Wildlife Center to relocate hospital and rehab area on City-owned land out of Ponce Park, thereby maximizing remaining area in park for administrative, gallery and viewing areas.
- Established 1% Local Option Sales Tax resident committee to establish and recommend project priorities for future program if approved by Charlotte County voters in November 2020. Committee consists of representatives from neighborhood associations, business sector, boaters' alliance, arts and history sectors and each Council district.
- Developed web pages devoted to Buckley's Pass and Citywide Master Plan.
- Held and/or participated in numerous neighborhood meetings to garner input and engage the community to address such issues as appropriate growth, Historic District infrastructure improvements, budget development, land development regulations and public safety services.
- Continued emphasis on financial transparency by placing annual budget, budget alternatives, long range financial plan, comprehensive annual financial report, community redevelopment agency annual report, city financial monthly reports, accounts payables, employee salary plan, strategic plan progress reports, paving program and special projects on City's website for public viewing.
- Provided letters of support for numerous initiatives to include City and Charlotte County legislative priorities; Florida League of Cities call for action on proposed legislative matters, Nature Conservancy's Living Shoreline project and Florida Resilient Coastline Program grant applications, and initiative to install signage along I75 for the Vietnam Memorial Wall and Military Heritage Museum.

- Continued to garner input from Land Development Committee regarding numerous code amendments that impact City neighborhoods.

Strategic Communications Positioning

- Disseminated Punta Gorda brochure throughout community and marketing partners to include local hotels, chambers of commerce, Event Center and visitors' bureau. Provided brochure as insert in Sunseeker magazine on Allegiant flights (40,000 in February/March and 40,000 April/May).
- Initiated digital campaign in eight key destinations.
- Published Punta Gorda Developments newsletter and continued dissemination on periodic basis. Newsletter highlights projects in planning, under construction and completed.
- Unveiled micro-website in November 2018 that highlights Punta Gorda amenities to residents, businesses and visitors.
- Installed Historic District sign toppers to coincide with unification of district neighborhoods and branding initiative.
- Partnered with Charlotte County Visitors Bureau to install new Welcome to Punta Gorda signs showcasing new brand and logo.

Quality of Life

- Secured contract with Dover Kohl to develop conceptual plans for Gilchrist Park Activity Center. Initial plans concepts presented and charrettes held in March. Final plans to be presented as part of Citywide Master Plan.
- Approved kayak launch area to be part of Ponce Park redesign.
- Approved property annexation with concept to develop mixed-use commercial and affordable housing.
- Received Together Charlotte 2020 Housing report and recommendations, presented at November City Council meeting. In conjunction with report recommendations, approved amended site plan with Punta Gorda Housing Authority to allow for additional, multi-family housing adjacent to Verandas. Approved land swap with Habitat for Humanity to pave way for construction of affordable single-family home, completed in May. Approved donation of City-owned land to Habitat for Humanity for future construction of affordable single-family home.
- Participated with Peace River Housing Partners in establishment and operations of organization, and Gulf Coast Partnership on housing initiatives.

The FY 2020 Strategic Plan Action Items have three distinct elements that help transform the City's vision into reality. They are:

- Strategies: The Plan document contains the strategies that the City will pursue and action items on how to achieve the strategies. Strategies and action items are funded through the annual budget, five-year capital improvements program and partnerships with other public, non-profit and private organizations.
- Key Performance Indicators: Metrics that the City uses as sources of evidence to determine if its strategies are having their intended impact.
- Financial Plan: The City performs multi-year fiscal forecasting to show the long term impacts of its decisions, model different scenarios and identify/address financial issues

well before they are realized. The forecasts are included in the Long Range Financial Plan presented to City Council in January of each year.

The five strategic priorities, identified above, and attendant goals are reiterated below.

Financial/Economic Sustainability

- Goal: Continue best management practices in financial planning.
- Goal: Identify sustainable spending policies and appropriate technologies to support business operations.
- Goal: Strengthen & diversify the City's tax base to increase the commercial base.
- Goal: Support Charlotte County efforts to facilitate & nurture high priority economic development projects.
- Goal: Ensure the competitiveness of Punta Gorda's business climate.
- Goal: Enhance workforce development & diversity in the City organization.

Infrastructure Sustainability

- Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
- Goal: Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods.
- Goal: Maximize use of new technology in applicable areas.
- Goal: Apply best management practices & systems in infrastructure maintenance.
- Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands.

Partnerships, Communication & Collaboration

- Goal: Promote partnership opportunities with public, private and non-profit organizations.
- Goal: Emphasize transparency in City operations, reporting, and activities.
- Goal: Continue to seek community input in decision making process.
- Goal: Support and assist community efforts to address City priorities through recognition and catalytic initiatives.

Strategic Communications Positioning

- Goal: Develop a cost effective strategic communications/marketing plan for the City.
- Goal: Optimize expertise of regional and local partners (i.e. Charlotte Harbor Tourism Bureau, Chambers of Commerce, Realtor Association, tourism-oriented private sector) to achieve stated objectives.
- Goal: Optimize waterfront, bicycle and pedestrian assets in the City.
- Goal: Coordinate with stakeholders in promoting Punta Gorda as a boating, fishing and bicycle friendly destination.
- Goal: Support and facilitate the marketing of Punta Gorda's assets as a core of a vibrant downtown.

Quality of Life

- Goal: Support, promote & maintain the City's historic character.
- Goal: Maintain the City's high safety rating and emergency response.
- Goal: Improve the City's water quality.

Goal: Achieve status as a waterfront destination for land and water visitors.
Goal: Support and promote a pedestrian & bicycle friendly community.
Goal: Ensure a diversity of housing stock that is attainable for all income levels, racial backgrounds, life stages and abilities.

The Plan helps us stay focused in our near term objectives and tasks, while still keeping our eye on the long range perspective of our actions. Our strategic plan is dynamic and can be adjusted or molded from time to time as needed. It is a working document that evolves as development takes place. Throughout the year, we will provide status reports on our progress. In this way, it is a document by which we can measure our success and by which the community can evaluate our performance.

In linking the City's strategic plan to development of the operating budget, each City department/division identified one or more of the five strategic priorities that significantly contribute towards achieving objectives. This information can be found within the key performance measure discussion for each operating division, along with division specific mission and objectives, initiatives, action items and metrics.

ECONOMIC OUTLOOK

National and state economies are key factors in assessing the City's future fiscal picture. Changes in the national, state and local economies can affect both revenues and expenditures, due to the impact on sales tax receipts and the costs and demand of providing city services. While economic changes at the state and national level can often translate into comparable changes locally, it is important to note that Punta Gorda and the Southwest Florida region as a whole often behave differently, displaying economic trends and reflecting experience that may lag or precede observed changes elsewhere.

National Economic Outlook

The January 2019 economic forecast from the Congressional Budget Office (CBO) includes the following key points:

- Outlays will remain near 20.8% of gross domestic product (GDP) for 2019, which is higher than the average of 20.3% over the past 50 years. By 2028, outlays are expected to rise to 23% of GDP. The aging of the population and the rising cost of health care contribute significantly to the growth spending in major benefit programs, such as Social Security and Medicare.
- Debt held by the public will rise from 78% of GDP ($16.6 trillion) by the end of 2019 to a projected 93% of GDP ($28.7 trillion) by 2028. That percentage would be the largest since 1946 and well above twice the average over the past five decades. Such high and rising debt will have serious consequences for the budget and nation as it would reduce national saving and income, boost the government's interest payments, limit lawmakers' ability to respond to unforeseen events, and increase the likelihood of a fiscal crisis.
- GDP is projected to grow 2.3% in 2019, down from 3.1% in 2018. This is expected to slow further to an average 1.7% growth per year through 2029.

- The unemployment rate is expected to continue to fall in 2019 to 3.5%, putting upward pressure on wages. The rate begins rising in 2020 because of the slower projected growth in GDP and increasing to 4.7% in 2029.
- Excess demand will push consumer price inflation slightly above the Federal Reserve's target of 2%. Inflation will rise at a modest pace over the next few years. This will rise to 2.1% in 2019 and to 2.6% in 2020. Projections show it remaining above 2% through 2029.
- Interest rates are projected to continue to rise over the next two years as the Federal Reserve raises the federal funds rate to slow the growth of overall demand and reduce the associated inflationary pressures. The federal funds rate is expected to rise from 2.2% in late 2018 to 3.4% by the beginning of 2020 where it remains steady through 2022. It is expected to fall again to 3.1% by the end of 2023.

Florida/Southwest Florida Regional Economic Outlook

The Florida Legislature Office of Economic and Demographic Research issued its economic overview in December 2018. Key highlights in the report are delineated below:

- For 2017, Florida's real growth further slowed to 2.2% over the prior year and matching the national average. This ranked Florida 16th among states for growth. The Estimating Conference expects that Florida's Real Gross Domestic Product (GDP) will show growth of 3.5% in Fiscal Year 2018-19 and then begin a slow decline to the 2.0% range in the mid- and long-term portions of the forecast.
- For 2017, the latest revised numbers show that Florida's state personal income growth increased to 5.0% over the prior year, compared to national growth of 4.4%. Over the long term, the annual growth rates for the state are expected to straddle 4.0%. Florida's per capita personal income growth trailed the nation in performance in 2017, growing only 3.3% compared to the national average of 3.6%.
- Two key measures of employment are job growth and the unemployment rate. The job market in Florida continues to grow at modest rates, with a 2.8 percent growth rate for nonfarm employment for November of 2018 compared to the same period last year.
- Florida's unemployment rate continues to drift downward and is now below the "full employment" unemployment rate (assumed to be about 4 percent). The state's actual unemployment rate in November was lower than the nation at 3.3 percent, compared to 3.7 percent in the U.S. The rate was as low as 3.1 percent from March through April 2006 (the lowest unemployment rate in more than thirty years), and most recently peaked at 11.3 percent in January 2010.
- Population growth is the state's primary engine of economic growth, fueling both employment and income growth. Florida's population grew by 1.74% between April 1, 2017 and April 1, 2018 to 20,840,568, adding 356,426 residents. This growth was bolstered by the in-migration of Puerto Ricans and US Virgin Islanders as a result of the 2017 hurricane season. Over the next four years, Florida's population growth is expected to remain at or above 1.4%, exceeding the national average growth rate of about 0.67%. Most of Florida's population growth through 2030 will be from net migration (98.0%).
- Florida is currently the third most populous state, behind California and Texas.
- Florida tourism is a major component of the state's economy. The most recent sales tax forecast relies heavily on strong tourism growth. It assumes no events that have significant

repercussions affecting tourism occur during the forecast window. Currently, tourism-related revenue losses pose the greatest potential risk to the economic outlook. Previous economic studies of disease outbreaks and natural or manmade disasters have shown that tourism demand is very sensitive to such events. A strong and strengthening dollar tends to have a chilling effect on international travel. Since mid-April, the broad dollar has appreciated nearly nine percent and is expected to remain elevated in the near-term forecast. Analysis of the various sources of the state's sales tax collections by the Legislative Office of Economic and Demographic Research shows that sales tax collections provided nearly $23.0 billion dollars or 76.8% of Florida's total General Revenue collections. Of this amount, an estimated 12.9% (nearly $2.97 billion) was attributable to purchases made by tourists.

The Florida Gulf Coast University (FGCU) Regional Economic Research Institute's Southwest Florida Regional Economic Indicators Report published in June 2019 continues to suggest a strong regional economy:

- Positive signs include an 11-percent increase in airport passenger activity from March 2018 to March 2019, a 2-percent increase in taxable sales for February 2019 versus February 2018, and a 2 to 4 percent growth in median home prices for each of the coastal counties from April 2018 to April 2019.
- Southwest Florida's seasonally-adjusted unemployment rate improved to 3.2 percent in April 2019, down from 3.5 percent in March 2019 and from 3.6 percent in April 2018. The region's unemployment rate is below Florida's 3.4 percent, as well as the nation's 3.6 percent.
- Coastal counties issued 822 single-family building permits in April 2019, down 5 percent from April 2018.
- Tourist tax revenues for Lee County fell 4 percent in March 2019 compared to March 2018. Meanwhile, Charlotte County and Collier County experienced year-to-year improvements in revenues (5 and 6 percent, respectively)
- Single-family home sales in Charlotte increased from April 2018 to April 2019 up 11 percent. Meanwhile, Lee County had a 7-percent decline in sales over the same period.
- The FGCU Industry Diversification Index (IDI) measures the degree to which a region's workforce is concentrated in few industries or dispersed into many. Industry diversification is an important factor explaining our state and region's tendency to overheat during expansions in the business cycle and overcorrect during contractions in the business cycle. After 2008, the region exhibits a seasonal trend, mainly due to the stronger influence of tourism and seasonal residents that visit Southwest Florida during the winter season, increasing the demand for retail trade and accommodation and food service jobs. During the third quarter of 2018, the IDI for Southwest Florida measured at 8.66, ranking it as the 5th most industrially diverse workforce region in the state of Florida (out of 24).

Charlotte County Economic Highlights

As part of the Southwest Florida region, Charlotte County has undertaken a number of initiatives to enhance its business opportunity environment. Some of the more pertinent initiatives and statistics are:

- Charlotte County continues to notice solid growth in population. The 2018 population estimates from the University of Florida, Bureau of Economic Research (BEBR) projects 2020 population at 183,700 up from their 2018 estimated population of 177,987 representing a 3.2% increase. The County ranks second in the state for its population age 65 and older, according to 2017 population estimates from the University of Florida, Bureau of Economic Business Research. By 2030, it's expected the County's population aged 55 and older will be 57%.
- For the seventh consecutive year, the taxable property value in the County has increased. The increase is 7.6% from the prior year. Of that amount, new construction accounted for 2.2%.
- Unemployment was 3.5% in May 2019, slightly higher than the state's rate of 3.1%. One year ago, the unemployment rate in the County was 3.8%.
- The median sales price of an existing single family home in the County was $230,000 in May 2019, an increase of $5,000 from the previous year.
- The County's taxable sales rose to $257.9 million in March, 2019, up 1% from one year ago and 6% higher than February 2019.
- The Punta Gorda Airport and Enterprise Charlotte Airport Park (ECAP) continue to represent major economic drivers in the area. Allegiant's service area from Punta Gorda flies to 40 nonstop destinations. The airport is home to a fleet of A320 planes, 400 general aviation aircraft and helicopters, 18 non-airline aviation entities and nearly 500 on-airport full-time employees. Passenger activity at the airport since calendar year 2010 has risen in significant numbers, as shown below:

Year	Passenger Count	Year	Passenger Count	Year	Passenger Count
2010	182,423	2011	291,626	2012	219,357
2013	333,611	2014	628,075	2015	836,472
2016	1,118,303	2017	1,293,337	2018	1,577,164

  Based on Florida Department of Transportation (FDOT) economic impact study of Florida airports, the Punta Gorda Airport generates on-airport impacts of $100.5 million, visitor spending impacts of $572.8 million, multiplier impacts of $601.8 million, total employment of 12,392, total payroll $418.8 million and total output of $1.3 billion.
- Sunseeker Resort is an estimated $770 million project in the Charlotte Harbor Community Redevelopment Area bordering the harbor on the north side of the US 41 South Bridge. The development will include three towers with 689 hotel rooms, along with multiple bars, restaurants and shops lining a public one-mile riverwalk along the waterfront. The resort is expected to bring 800 permanent jobs to Charlotte County. Demolition, underground utility, decorative wall and seawall work are underway.

- Tuckers Grade – a planned mixed-use development at the I-75 and Tuckers Grade interchange to include 1,689 residential units, 400 hotel rooms, and 480,000 commercial retail space. The proposed project plans to attract nearby residents and the traveling public.
- Babcock Ranch, a planned new town situated on 18,000 acres bordering Charlotte County and Lee County, broke ground in June 2016. When completed the development will house 19,500 residential units with an anticipated 50,000 population; six million square feet of commercial space; 75 mega-watt solar facility; and 50 miles of trails. The development is also planning a partnership with Florida Gulf Coast University to house higher educational programs. To-date, 424 single-family permits have been submitted since August 2016, and development of town center is well underway.
- Murdock Village redevelopment continues to be a future major economic driver in County development opportunities. In November 2016, a Private Equity Group signed a contract with Charlotte County to purchase 452 acres for a mixed-use development consisting of over 2,400 single and multi-family residential units, commercial uses and a 150-room hotel. In addition, Project Hills, a developer of sports and entertainment venues, submitted plans for a phased construction water park, hotels and other amenities on 160 acres. These plans are still in the developmental stage.

Punta Gorda Economic Highlights

Projections show a FY 2020 population of 19,957 up from the 2010 Census of 16,641.

- Changes in property values continue to contribute major influence on financial planning and budget preparation. Taxable property values (FY 2019) increased Citywide by 7.1% from the final previous fiscal year, including $54.2 million of new construction, annexation, and changes in exemption. This is the seventh straight year experiencing an increase in values after six straight years of declines in taxable value Citywide.
- New single-family housing unit building permit trends since FY 2005 are shown below.

Year	Units Permitted	Year	Units Permitted	Year	Units Permitted
FY 2005	467	FY 2006	241	FY 2007	190
FY 2008	98	FY 2009	12	FY 2010	37
FY 2011	30	FY 2012	56	FY 2013	88
FY 2014	100	FY 2015	125	FY 2016	113
FY 2017	127	FY 2018	115	FY 2019	125 (projected)

- New multi-family housing unit residential construction has also emerged in the City starting in FY 2012 as shown below.

Year	Units Permitted	Year	Units Permitted	Year	Units Permitted
FY 2012	4	FY 2013	4	FY 2014	0
FY 2015	86	FY 2016	90	FY 2017	4
FY 2018	35	FY 2019	41		

- Citywide Master Plan – The City secured the services of Dover Kohl to prepare a Citywide Master Plan, which is scheduled to be completed by September 2019. The Plan identifies a number of focus areas that offer opportunities for economic growth and sustainability.

Future years' strategic plans and budgets will prioritize implementation of Plan recommendations.

- Former IMPAC Campus – City Council approved a rezoning of the four plus acres for a mixed-use planned development to include conversion of one building to a 25-room hotel, relocation of the Military Heritage Museum in another building, and 3,500 square feet of office space. The museum opened in April.
- Terracap (former LOOP) development update - Goodkin Consulting (GC) was hired by the property owner to conduct a market analysis concerning development possibilities for Village Center, a proposed 171-acre mixed-use residential and commercial development. The site is at the intersection of Jones Loop Road and I-75 in Punta Gorda. The report's findings, published in August 2015, are highlighted below:

    - ✓ Residential component – 290 residential units of which 128 are single family detached, 90 single family semi attached and 72 townhome attached.
    - ✓ Retail component – 540,000 square feet of which 300,000 is an outlet mall and 240,000 a village center.
    - ✓ Office component – 150,000 square feet consisting of 80,000 in village center with office over retail, and 70,000 of two or three single users.
    - ✓ Hotel component – dual branded with 200 rooms.

    Terracap, the LOOP property owner uses this data in its marketing effort to attract developers to invest in the site. The first such development was an Aldi Market. Completion of the Jones Loop Road forcemain this year is intended to further incentivize development in the area.
- The City's business development strategy to enhance business and economic development was highlighted in the aforementioned Strategic Plan accomplishments and priorities.

THE PROPOSED BUDGET

Submitted herein is the proposed City of Punta Gorda Budget for FY 2020. The total FY 2020 budget including all transfers and carryover fund balance is $129,835,072 which is $29,515,287 (29.4%) greater than FY 2019. The major factors causing the net increase are related to the increase in transfers and debt service related to the PGI Canal Maintenance Seawall Repairs/Replacements ($7.5 million transfer and $7.5 million debt service increase) and rip rap hazard mitigation financing transfer ($8.2 million transfer). Ending carryovers increased $4 million overall and is mainly attributable to increased ending carryovers in the utilities funds for construction projects for use in the following year and increased debt service reserves. Personnel costs also increased ($1.6 million) for net increase of three positions, 4% merit increases for general employees, implementation of the second year of the fire bargaining unit contract, a reserve for the outcome of on-going police bargaining unit contract negotiations, 12% estimated increase in health insurance and 10% increase in workers compensation insurance. Other operating expenditures increased overall for estimated 5% increase in general liability insurance, increased computer overhead, and PGI Canal Maintenance return to normal operations level after completion of Hurricane Irma seawall replacements.

The following chart compares previous adopted budgets with the proposed FY 2020 budget. The expenditures are net of transfers to other funds, internal service funds and ending reserves. The FY 2020 net amount of $73,761,707 is an increase of $9,124,994 or 14.1% more than FY 2019.

Comparison of Net Budgeted Expenditures
Budget FY 2017 through Proposed Budget FY 2020
(Net of transfers, internal service funds and ending carryover fund balance)

	Budget FY 2017	Budget FY 2018	Budget FY 2019	Proposed Budget FY 2020
General Fund	$17,716,943	$18,765,827	$19,829,664	$21,345,723
Special Revenue Funds	10,164,555	10,990,332	22,599,137	25,810,740
General Construction Fund	685,747	2,164,683	1,680,000	890,000
Enterprise Funds	39,682,027	31,595,899	20,527,912	25,715,244
Total Funds	$68,249,272	$63,516,741	$64,636,713	$73,761,707
$ Net Increase (Decrease)	$13,779,455	($4,732,531)	$1,119,972	$9,124,994
% Net Increase (Decrease)	25.30%	-6.93%	1.76%	14.12%

The 291 funded full time equivalent (f.t.e.) position count for FY 2020 has increased by three from the amended count of FY 2019. The positions added: are a dispatcher, a civilian employee development coordinator and community engagement officer in the police department; an EMS training chief in fire department; a change that increases the part-time line & grade inspector in the building division to a full-time engineering technician position that will be funded 50% by the building division to continue to complete that work and 50% from the engineering division; a computer support specialist in the information technology division; and an outreach associate and a research associate in CHNEP funded through grants and contributions. This increase of 7.5 f.t.e. positions was offset by the reduction of 4 temporary f.t.e positions (seawall inspectors and a

communications liaison) that were approved for the Hurricane Irma seawall repair project that were budgeted in FY 2019 and not budgeted in FY 2020. During FY 2019 the following positions were added: one part-time line and grade inspector in the building division and one part-time maintenance worker was upgraded to a full-time advanced metering infrastructure (AMI) technician in the water distribution division. One of the key performance measures identified in the business plan is the ratio of full time employees to population (table below).

Fiscal Year	Population Estimates	Employees	Ratio Employees/ Per 100/Population
2020	**19,957**	**291**	**1.5**
2019	19,285	288	1.5
2018	18,811	286	1.5
2017	18,588	274	1.5
2016	18,368	271	1.5
2015	17,632	267	1.5
2014	17,556	263	1.5
2013	17,349	265	1.5
2012	17,177	265	1.5
2011	16,907	265	1.6
2010 Census	16,641	270	1.6
2009	16,989	291	1.7
2008	17,651	308	1.7
2007	17,444	313	1.8

BUDGET HIGHLIGHTS BY FUND

General Fund

The proposed FY 2020 General Fund Budget, net of ending reserve, totals $31,396,054, which is $9.8 million or 45.6% more than the original FY 2019 budget. $8.2 million of this is a transfer to the PGI Canal Maintenance District Fund of a line of credit draw to fund the rip rap mitigation from Hurricane Irma seawall project. Without this transfer, the increase would have been $1.6 million or 7.4% more than the original FY 2019 budget. Based on a proposed millage rate of 3.4337, an improving economy, with modest anticipated increases of 6% in taxable property valuations and 2% to 3% increases in shared state revenues and other general fund revenues, the current five year fiscal forecast (July 2019) projects deficits of approximately $.5 million per year from FY 2021 through FY 2024.

The general fund financial plan includes a five year look forward and then focuses on a two-year decision plan, based on the current assumptions. As a result the financial plan has been developed to eliminate any estimated gap in FY 2020 and provide sufficient reserves to fund the gap in FY 2021. It also initiates planning for future years' budgets. With a proposed millage rate to cover the proposed increased on-going service level enhancements in FY 2020, the annual shortfalls range from $513,000 to $563,000 for FY 2021 through FY 2024.

General Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2020 through Proforma FY 2024

	Proposed FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Change in Taxable Value of Property	**7.1%**	**6%**	**6%**	**6%**	**6%**
Revenues:					
Ad Valorem Tax	$10,971,580	$11,629,875	$12,327,667	$13,067,327	$13,851,367
Other Revenue	20,111,922	11,890,590	12,056,423	12,225,033	12,396,479
Use of Prior Year's Reserve	312,552	0	0	0	0
Total Revenues	31,396,054	23,520,465	24,384,090	25,292,360	26,247,846
Expenditures:					
Personnel Expenditures	15,646,522	16,318,829	17,032,349	17,780,471	18,565,019
Operating Expenditures	4,813,951	5,140,911	5,260,548	5,415,125	5,574,808
Capital Outlay	870,250	740,000	740,000	740,000	740,000
Transfers to other Funds	8,237,000	0	0	0	0
Transfers for Tax Increment Financing	749,331	779,303	810,474	842,897	876,613
Transfers for Capital Projects	305,000	280,000	280,000	280,000	280,000
Transfers for Roads	459,000	459,000	459,000	459,000	459,000
Transfers for Drainage	300,000	300,000	300,000	300,000	300,000
Contingency	15,000	15,000	15,000	15,000	15,000
Total General Expenditures	31,396,054	24,033,043	24,897,371	25,832,493	26,810,440
Expenditures in Excess of Revenue	$0	($512,578)	($513,281)	($540,133)	($562,594)
Minimum Reserve (8.5% to 10.5%)	$1,969,000	$2,163,000	$2,365,000	$2,583,000	$2,815,000

(Note: the FY 2020 minimum reserve excludes the $8.2 million one-time transfer)

Various initiatives are being taken to modify the variance between current revenues and current expenditures. The financial goal of reaching a balance between achieving revenues necessary to fund the level of service expected from the community through the most cost effective method available is being addressed through the following efforts:

- Use of long range proforma to identify effects of current decisions on future budgets
- Consistent review of alternative methods of service delivery
- Practical analysis of open positions and alternative methods of service delivery
- Competitive bidding where practical and competitive pricing
- Sales of scrap, repurposing of obsolete or auctioning for value of any fixed assets
- Maximization of collection of fees, taxes and rentals due the city
- Conscientious use of allocated funds
- Avoidance of lost opportunities
- Use of technology where possible to enhance level of service and to maximize personnel value

The general fund budgeted expenditures comparison below provides the financial overview of the divisions that provide service through the General Fund. Each department/division's stated function, accomplishments, budget narrative, initiatives and action items as they relate to the City's five strategic priorities, and key performance measures for purposes of transparency are provided

in Section 6 of the Budget Document along with summaries of expenditure by category, staffing history and service costs.

General Fund Expenditures Comparison
Original Budget FY 2017 through Proposed Budget FY 2020

	Original Budget FY 2017	Original Budget FY 2018	Original Budget FY 2019	Proposed Budget FY 2020	
General Fund Expenditures					
City Council	$ 98,442	$ 129,311	$ 133,909	$ 129,228	
City Manager	251,182	474,808	479,866	463,205	
Human Resources	304,543	346,560	342,314	364,037	
City Clerk	530,987	514,803	533,709	590,267	
Finance	880,793	927,959	942,750	962,076	
Procurement	592,583	571,939	617,078	643,158	
Legal Counsel	203,700	255,794	221,459	230,847	
Public Works Administration	312,020	351,303	364,821	343,643	
Engineering	435,082	469,099	492,181	541,408	
Right of Way Maintenance	1,254,571	1,548,578	1,198,125	1,229,902	
Parks & Grounds	1,499,740	1,465,069	1,565,591	1,692,120	
Police	5,560,536	5,766,363	6,357,578	6,949,841	
Fire	3,460,350	3,661,532	3,848,530	4,446,604	
Urban Design	652,304	619,990	591,093	646,058	
Zoning & Code Compliance	410,944	500,272	515,986	553,048	
Facilities Maintenance	771,601	798,453	864,704	891,360	
Non-Departmental	497,565	363,994	759,970	668,921	
Subtotal Operations	17,716,943	18,765,827	19,829,664	21,345,723	
Incr (Decr) from prior year	736,271	1,048,884	1,063,837	1,516,059	
% incr (-) decr from prior year	4.34%	5.92%	5.67%	7.65%	
Transfers to Other Funds	0	0	0	8,237,000	[1]
Tax Increment Financing Transfer	500,000	575,000	612,534	749,331	
Capital Projects Transfer	10,000	690,000	155,000	305,000	
Paving Transfer	459,000	459,000	459,000	459,000	
Drainage Transfer	500,000	500,000	500,000	300,000	
Subtotal Ops and Transfers	19,185,943	20,989,827	21,556,198	31,396,054	
Incr (Decr) from prior year	1,182,593	1,803,884	566,371	9,839,856	
% incr (-) decr from prior year	6.57%	9.40%	2.70%	45.65%	
Future Years' Budget - Reserve	574,626	671,695	512,270	512,578	
Fleet/Equip - Reserve	420,000	0	104,000	440,000	
Proj. Carryover - Ending Reserve	1,498,937	2,441,868	2,875,591	3,049,436	
Reserves as a % of Operations & Transfers	13.00%	14.83%	16.20%	12.75%	
Total General Fund Exp.	$ 21,679,506	$ 24,103,390	$ 25,048,059	$ 35,398,068	

[1] Transfer to PGI Canal Maintenance District from line of credit draw for rip rap mitigation of Hurricane Irma Seawall project.

General Fund Department/Division Highlights

It is important to note that due to increases in the Information Technology internal service fund for proposed increase in staffing and citywide projects such as electronic timekeeping, expansion of GIS technology, and various other upgrades to technology all departments/divisions saw a significant increase. The overall increase in computer overhead to the general fund was approximately 19%.

There are no major program changes to the following departments – City Council and Legal.

City Clerk
Budget includes $45,000 for a possible primary election in the summer of 2020. There will be an election in November 2019, and the budget will be reappropriated from remaining FY 2019 election expenses.

City Manager
The City continues the enhanced strategic communications program. Building on the foundation laid by the marketing consultant, Aqua, the City is now able to utilize the communications manager to continue the future efforts of the program. This allows a reduction of $50,000 needed for this program.

Human Resources
The budget for unemployment compensation can vary from year to year based on most current claims. For FY 2020, this budget was increased from $5,000 to $15,000.

Urban Design and Zoning & Code Compliance
There were no major program changes to these divisions. No funding for comprehensive planning is budgeted in FY 2020. Capital outlay includes $28,000 for a plotter for urban design.

Finance
There were no major program changes to this division for FY 2020.

Procurement
The FY 2020 budget includes $3,000 for replacement of outside pipe racks. There are no other major program changes.

Public Works
Public Works engineering staff continues to develop the annual plan and oversees the outside contractor for the drainage program as well as the paving plan in the gas tax fund. The engineering division includes the addition of an engineering technician position that will be shared with the building fund. This is an increase of 0.5 f.t.e to the general fund that will help with increased commercial construction permits and additional inspections due to NPDES requirements, and redistribute duties that were picked up by project managers in FY 2014 when an engineering technician position was eliminated as the City was recovering from the last economic downturn. The building division's current part-time line and grade position has been hard to fill and retain in

the current employment market. Combining the need of the two divisions will allow the City to offer a full-time position with benefits to be more competitive.

Capital outlays of $199,250 include ½ the cost of computer equipment for the new engineering position and the routine replacement of aging trucks and equipment: (1) asphalt patch trailer and (1) vehicle in right of way, and (2) vehicles in parks and grounds.

Public Safety
Public safety remains the most significant expenditure category within the General Fund. As a result, the information below highlights crime and response data related to the level of service provided.

Police
The proposed budget includes three additional employees:

- A dispatcher due to increased call volumes and service handling and that will relieve the communications supervisor to manage reporting and Quality Assurance reviews.
- A sworn position that will be utilized for a new community engagement program. This program will consist of two sworn officers that will provide proactive policing focusing on City "hotspots", engaging more with the community, and special enforcement activities.
- A reclassification of a sworn position that handles employee development to a civilian employee development coordinator. Adding the civilian development coordinator will free up a sworn position that will be utilized for the new community engagement team.

Finalization of the pay plan for all sworn personnel, excluding the police chief, is still pending the outcome of bargaining for the police officers. (See Unresolved Issues at the end of this message.) The budget includes $120,000 funding towards the plan.

The FY 2020 capital outlay of $369,060 includes five replacement vehicles ($100,000 funded from 1% Sales Tax), one new vehicle for the new sworn officer position, taser and radar equipment, a trailer mounted sign board, body armor, computers for two of the new positions, and purchase of body cameras for sworn personnel to add to safety and enhance the department's current in-car camera program.

One of the goals of the department is to respond and be on scene of all calls for service with an average time of 5:00 minutes of dispatch. Efforts have resulted in patrol response times of 4:00 minutes. Another goal is to achieve a monthly Quality Assurance survey approval rating of 95%. Survey results indicate a 98.7% approval rating.

Florida Municipal Law Enforcement Agencies 15,000-20,000 Service Population
2018 Uniform Crime Reporting Data (Ranked by Index Crime Rate/100,000)

Agency	Pop.	Total Crime Index	Crime Rate/ 100,000	% Cleared
Marco Island PD	17,094	104	608.4	20.2%
Groveland PD	16,407	214	1,304.3	14.5%
Safety Harbor PD	17,470	251	1,436.7	25.9%
Tavares PD	17,353	298	1,717.3	19.8%
Punta Gorda PD	**19,487**	**341**	**1,749.9**	**33.7%**
Maitland PD	18,612	340	1,826.8	24.4%
Lake Mary PD	16,746	306	1,827.3	10.1%
Lake Wales PD	15,791	426	2,697.7	47.2%
Pinecrest PD	18,490	499	2,698.8	11.2%
Vero Beach PD	16,274	449	2,759.0	23.6%
Longwood PD	15,279	487	3,187.4	15.6%
Stuart PD	16,425	543	3,305.9	33.1%
Auburndale PD	16,246	614	3,779.4	36.6%
Zephyrhills PD	15,839	659	4,160.6	51.1%
Bartow PD	19,342	870	4,498.0	25.2%
New Port Richey PD	15,863	759	4,784.7	33.3%
Belle Glade PD	17,589	993	5,645.6	20.9%
Cocoa PD	19,286	1,152	6,025.1	30.6%
Opa-Locka PD	18,017	1,271	7,054.4	13.9%

Upon reviewing the comprehensive 2018 Uniform Crime Rate (UCR) data for the City of Punta Gorda, highlights of the preceding report include:

- ✓ Punta Gorda's overall crime rate increased 25.8%.
- ✓ When compared to municipal police departments throughout Florida with a service population between 15,000 and 20,000, Punta Gorda was ranked fifth in overall crime rate, even with the largest population of these nineteen agencies.
- ✓ Among the eleven municipal law enforcement agencies in the Southwest Florida region (regardless of size or population), the crime rate in Punta Gorda ranks sixth behind Marco Island, Sanibel, Venice, Naples, and Cape Coral.
- ✓ Punta Gorda experienced a decrease in violent crimes. There were (16) violent crimes in 2017 compared to eleven (11) violent crimes in 2018.
- ✓ Non-violent crime increased 34.1% in 2018 with 330 non-violent crimes reported, as compared to 246 in 2017. A substantial reason for this increase was larcenies, of which approximately 21.0% were related to the annexation of Walmart.
- ✓ The clearance rate represents the percentage of index crimes cleared by the police department (pursuant to UCR guidelines) in a given year. This particular figure is of key importance to leadership as we assess our effectiveness in solving or reclassifying index crimes within the city. The statewide clearance percentage for 2018 was 25.3%. The Punta Gorda Police Department's 2018 clearance percentage of 33.7% remains above average compared to other similarly sized law enforcement agencies. Of the agencies in the 15,000-20,000 population range, the average clearance rate was 25.8%.

Fire

The proposed fire department budget includes the addition of one employee. A fire/EMS training chief is requested that will focus on high risk job functions such as ALS, medication administrations, technical rescue skills and assuring compliance of all programs.

The FY 2020 capital outlay budget of $105,000 includes personal protective equipment, suppression equipment, and medical equipment and the purchase of a new vehicle and computer equipment for the new position.

The National Fire Protection Association standard (NFPA 1710) for service response time is five minutes or less, 90% of the time. The average emergency response time during FY 2018 was 4 minutes and 11 seconds. Table below indicates response times.

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
Average response times	4:16	4:10	4:00	3:57	3:54	4:01	4.04	4.11
# Emergency < 5 minutes	1149	1822	1869	1983	2266	2621	3123	3237
% Emergency < 5 minutes	79.7%	72.2%	74.7%	77.1%	78.9%	79.3%	84.9%	82.7%

Non-Departmental

The non-departmental classification includes uses of funds not related to a specific department or division. Transfers, debt service, lot mowing program, City-related memberships, business development, undesignated personnel costs and fleet replacement smoothing, contributions and reserves are the primary categories in this classification.

The transfers to other funds category includes transfers to the general construction fund for: $300,000 for the fourth year of the drainage improvement program (this is a reduction of $200,000 from the prior program funding of $500,000 per year), $305,000 for the annual public works capital projects, $459,000 for the paving program, $749,331 for the Community Redevelopment Agency transfer, and $8,237,000 for PGI Canal Maintenance Fund of projected draw down on line of credit for rip rap mitigation project from Hurricane Irma.

All general fund debt service payments are reported in the debt fund. The payment for the Herald Court Centre loan, which is funded by tax increment financing (TIF) revenue, is paid through a transfer from the CRA fund to the debt fund. A loan for the Hurricane Irma seawall repairs will be paid through a transfer from the PGI Canal Maintenance fund assessments when payments become due.

The lot mowing program annual fee is placed on the property tax bill as an annual assessment. The proposed rate of $170 remains the same as the prior year and covers the costs of a coordinator, the mowing contract and administration. A public hearing for approval of the assessment will be held at the same date and time as the public hearing for the proposed FY 2020 budget.

There were no changes made to the funding levels of the City's charter membership contributions to the Charlotte Harbor Environmental Center (CHEC), Charlotte Harbor National Estuary

Program and United Way of Charlotte County community impact funding. No change to the reserve for general contingencies of $15,000. Operating reserves are discussed in detail beginning on page 2.25 –Fund Balance.

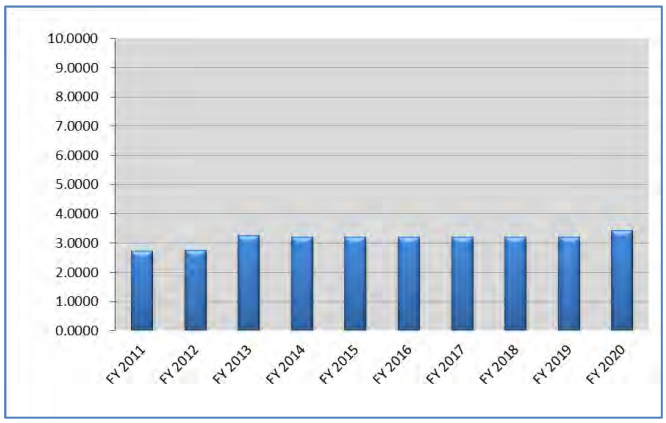
Millage and Taxable Assessed Value

The proposed FY 2020 millage rate of 3.4337 mills is 12.5% over the rolled back rate of 3.0521. The calculated rolled back rate results in the same property tax revenues, sans new construction, as the previous year. This is the first increase in the millage rate since FY 2013. Included in the millage rate is $459,000 earmarked for the road resurfacing program and $300,000 for the city-wide drainage improvement program. The increase is necessitated by proposed changes to staffing and on-going expenditures while still continuing to work towards the City's policy of on-going revenues covering on-going expenditures and that available reserves only be used for one-time expenditures.

Property Tax Millage Rates
Fiscal Years 2011 - Proposed 2020

A mill is equal to one dollar of tax for each $1,000 of taxable value. Florida Statutes caps the millage rate at 10 mills.

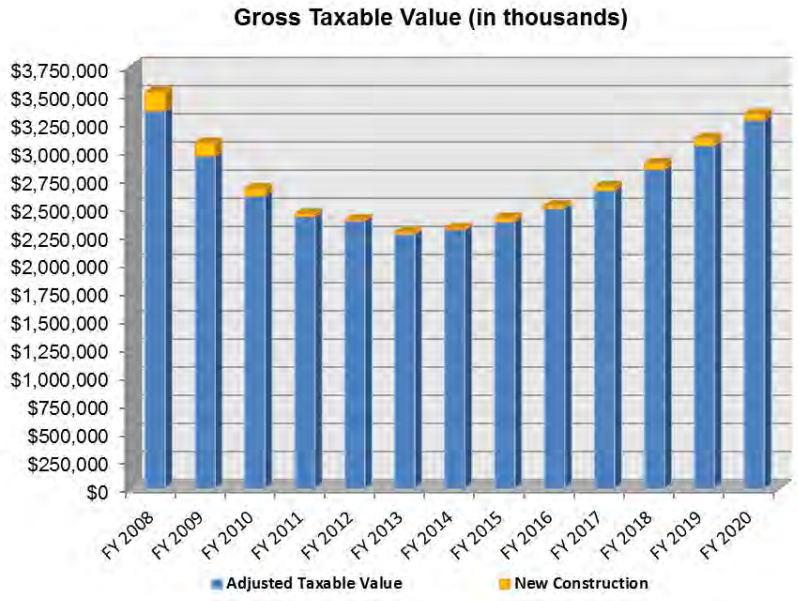
Fiscal Year	Millage Rate
2011	2.7251
2012	2.7462
2013	3.2462
2014	3.1969
2015	3.1969
2016	3.1969
2017	3.1969
2018	3.1969
2019	3.1969
2020	3.4337



History of Taxable Property Values

Fiscal Year	Final Gross Taxable Value*	$ Change from Previous Year	% Change from Previous Year	New Construction	% of Previous Year Gross Taxable Value
2008	$3,496,182,626	-$19,378,360	-0.6%	$168,546,000	4.8%
2009	$3,062,265,808	-$433,916,818	-12.4%	$115,280,000	3.3%
2010	$2,646,132,752	-$416,133,056	-13.6%	$65,914,000	2.2%
2011	$2,447,711,910	-$198,420,842	-7.5%	$24,317,000	0.9%
2012	$2,367,768,124	-$79,943,786	-3.3%	$7,854,000	0.3%
2013	$2,270,096,296	-$97,671,828	-4.1%	$16,856,000	0.7%
2014	$2,308,224,076	$38,127,780	1.7%	$9,890,893	0.4%
2015	$2,398,248,062	$90,023,986	3.9%	$32,800,312	1.4%
2016	$2,513,363,249	$115,115,187	4.8%	$23,895,443	1.0%
2017	$2,685,303,159	$171,939,910	6.8%	$38,357,930	1.5%
2018	$2,887,855,644	$202,552,485	7.5%	$50,549,762	1.9%
2019	$3,108,678,379	$220,822,735	7.6%	$60,086,894	2.1%
2020	$3,328,401,238	$219,722,859	7.1%	$54,169,154	1.7%

*Includes New Construction



The Charlotte County Appraiser's July 1st certification shows a 5.3% overall increase for properties on the books from the prior year, and an additional 1.8% provided by new construction, annexations and changes in exemption for calendar year 2018. This is the seventh straight year that property values increased in the City after six consecutive years of declining values (35% decrease from FY 2007 to FY 2013). The net effect of property value changes over the past thirteen years is a cumulative 4.8% decrease in taxable values. In previous years, the protection of Save Our Homes resulted in a majority of homestead property taxable values being below just values. Due to increasing property values, the number of homestead properties at parity (market or just value equaling assessed value) decreased significantly since FY 2013.

Homestead property owners whose taxable value is still below just value (non-parity) will be limited to a maximum of a 1.9% increase in assessed value due to the 1992 "Save Our Homes" constitutional amendment that mandates assessed values will increase by the lesser of the CPI Index, (this year 1.9%), or 3%, until such time as the taxable value attains parity with the market value.

Below are examples of the effects that the proposed millage rate may have on property taxes.

Calculation of City Ad Valorem Tax on Various Homestead Single Family Values

	$150,000			$300,000		
Mils	**FY 2019 Base 3.1969**	**FY 2020 1.90% 3.4337**	**Difference % $ Amount**	**FY 2019 Base 3.1969**	**FY 2020 1.90% 3.4337**	**Difference % $ Amount**
Assessed Value	$150,000	$152,850		$300,000	$305,700	
Less Homestead Exemption	$50,000	$50,000		$50,000	$50,000	
Net Taxable Value	$100,000	$102,850		$250,000	$255,700	
City Millage Rate	3.1969	3.4337	10.47%	3.1969	3.4337	9.86%
City Ad Valorem Tax	$320	$353	$33	$799	$878	$79

Fund Balance

City Council approved reserve objectives to the comprehensive set of financial management policies are below. FY 2020 amendments are highlighted in italics.

- An adequate level of unrestricted fund balance will be maintained so credit rating agencies will recognize the City is in sound financial condition when they evaluate the City's credit worthiness.
- The City will strive to follow the Government Finance Officers Association's (GFOA) recommendation for a minimum level of unrestricted fund balance for the General Fund. The GFOA states the unrestricted fund balance for the General Fund should be a minimum of 2 months of operating expenditures, or 16.7%.
- *For the General Fund and all other operating funds, except the Utilities Fund, the City will establish an unassigned fund balance minimum of 8.5% of total fund expenditures.* Note: It is intended that this percentage increase each year and eventually attain the GFOA best practice standard.
- The City should have a prudent level of unrestricted fund balance to protect against the need to reduce service levels or raise taxes and fees due to temporary revenue shortfalls or unexpected one time expenditures.
- The City should maintain an adequate level of unrestricted fund balance as working capital to support operations until sufficient current revenues (taxes) are received.
- The City will provide a Capital Outlay Reserve based on the 5 year capital outlay program needs, and will fund the average annualized 5 year need, in order to provide a stabilized funding plan.

Beginning in FY 2007, the City earmarked a portion of reserves over the minimum policy to assist in paying for ongoing levels of service until such time as the economy fully rebounds. FY 2020 continues this practice.

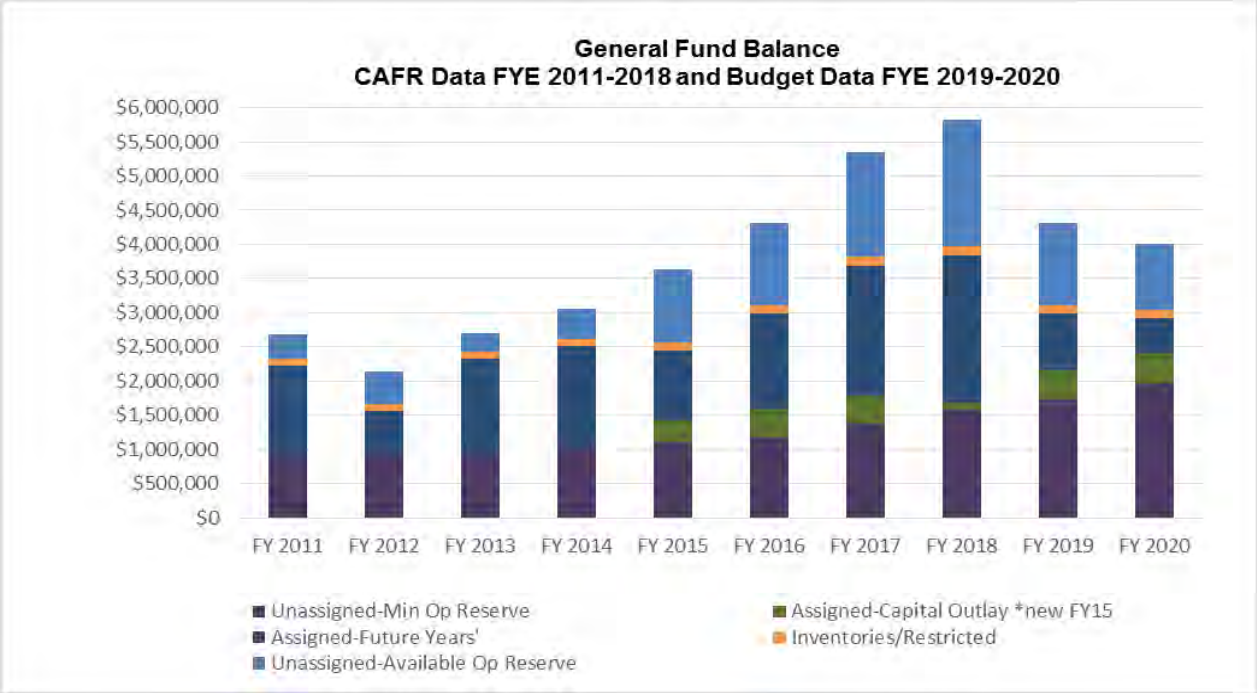
Analysis of General Fund Balance as a Percentage of General Fund Expenditures at Fiscal Year End

Fund Balance Category	FY 2017 Amount	% of Exp.	FY 2018 Amount	% of Exp.	Projected FY 2019 Amount	% of Exp.	Proposed FY 2020 Amount	% of Exp.
Inventories/Restricted	$ 136,582	0.8%	$ 126,529	0.6%	$ 125,000	0.6%	$ 125,000	0.5%
Assigned-Future Years' Use of Op. Reserve	1,908,690	9.9%	2,166,590	10.3%	825,130	3.8%	512,578	2.2%
Assigned-Capital Outlay Reserve	409,505	2.1%	104,000	0.5%	440,000	2.0%	440,000	1.9%
Unassigned-Minimum Op. Reserve (Orig)	1,372,000	7.2%	1,575,000	7.5%	1,725,000	8.0%	1,969,000	8.5%
Unassigned-Available Op. Reserve	1,524,556	7.9%	1,859,295	8.9%	1,199,437	5.6%	955,436	4.1%
Total Fund Balance	$ 5,351,333	27.9%	$ 5,831,414	27.8%	$ 4,314,567	20.0%	$ 4,002,014	17.3%
General Fund Orig Budgeted Expenditures	$ 19,185,943		$ 20,989,827		$ 21,556,198		$ 23,159,054 *	

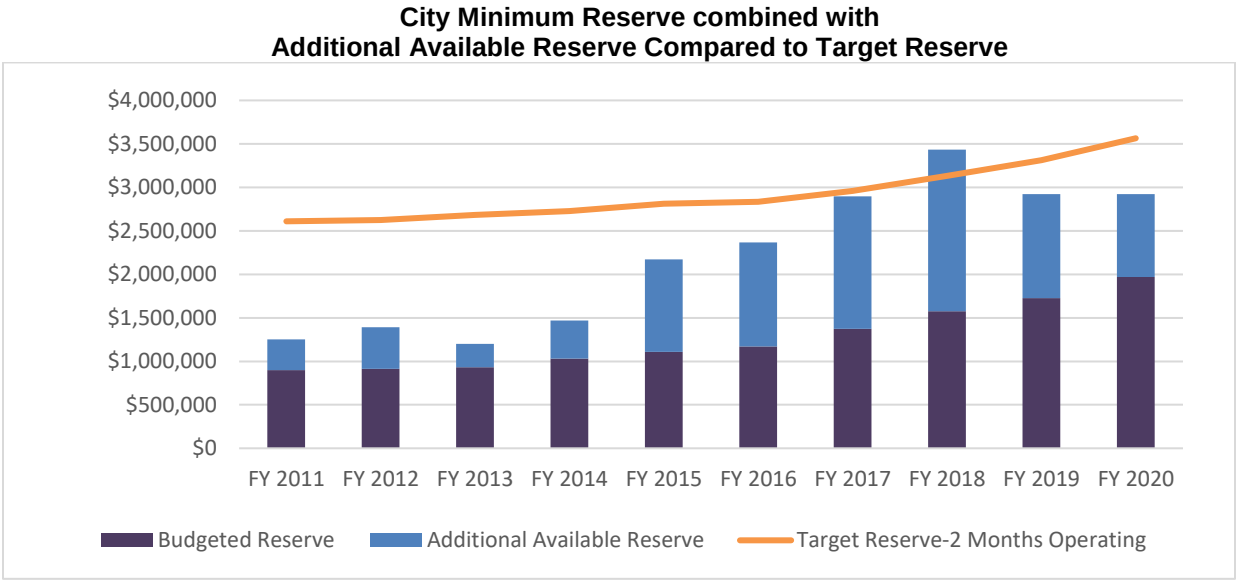
*FY 2020 Budgeted Expenditures excludes transfer of loan draw to PGI Canal Maintenance Fund

The following graph presents the general fund balance trend information. The minimum operating reserve is regulated by the City's financial policy. For fiscal year 2020, it is set at 8.5% of the total expenditure appropriations (excluding a loan draw transfer to PGI Canal Maintenance fund) for the general fund, which calculates to $1,969,000. It is the City Council's policy to continue to take steps each year to increase the minimum reserve. The base block of reserves has grown

steadily each year. If the economy continues to be positive, the proforma indicates that at end of FY 2024, the minimum reserve will be at 10.5%.



The Governmental Finance Officers Association of the U.S. and Canada has a best practice recommendation of a reserve of two months operating expenditures. The graph below shows the best practice level as a line that was reached in FY 2017, but is not yet being sustained.



The second block of the reserves was new in FY 2015. It is a funding mechanism for capital outlay that provides a smoothed amount to be funded annually, based on the five year capital outlay plan. The current annual smoothed level of general revenue funding for capital outlay is $740,000. Those amounts unused will be carried in the reserve until the year scheduled for use. See five year

capital outlay summary for details. In the FY 2019 reserve, the amount of $440,000 is reserved and will be reserved until FY 2021 to fund a larger capital outlay, without a spike in the operating budget. The third block of the reserves is the amount identified as needed to balance the subsequent year's budget in the proforma. In this case, FY 2021 as currently projected, would need an additional $512,578 from reserves to be balanced. The fourth block is the small amount of funds identified in the Comprehensive Annual Financial Report (CAFR) as inventories. The final and fifth block is the remaining amount of reserves that are available for use. The City has not appropriated them for expenditures, and as such, are considered as part of the current operating reserve for purposes of stabilizing the general fund. In future years, as the policy allows the minimum reserve to increase these funds will be shifted from the available reserve to the minimum required reserve.

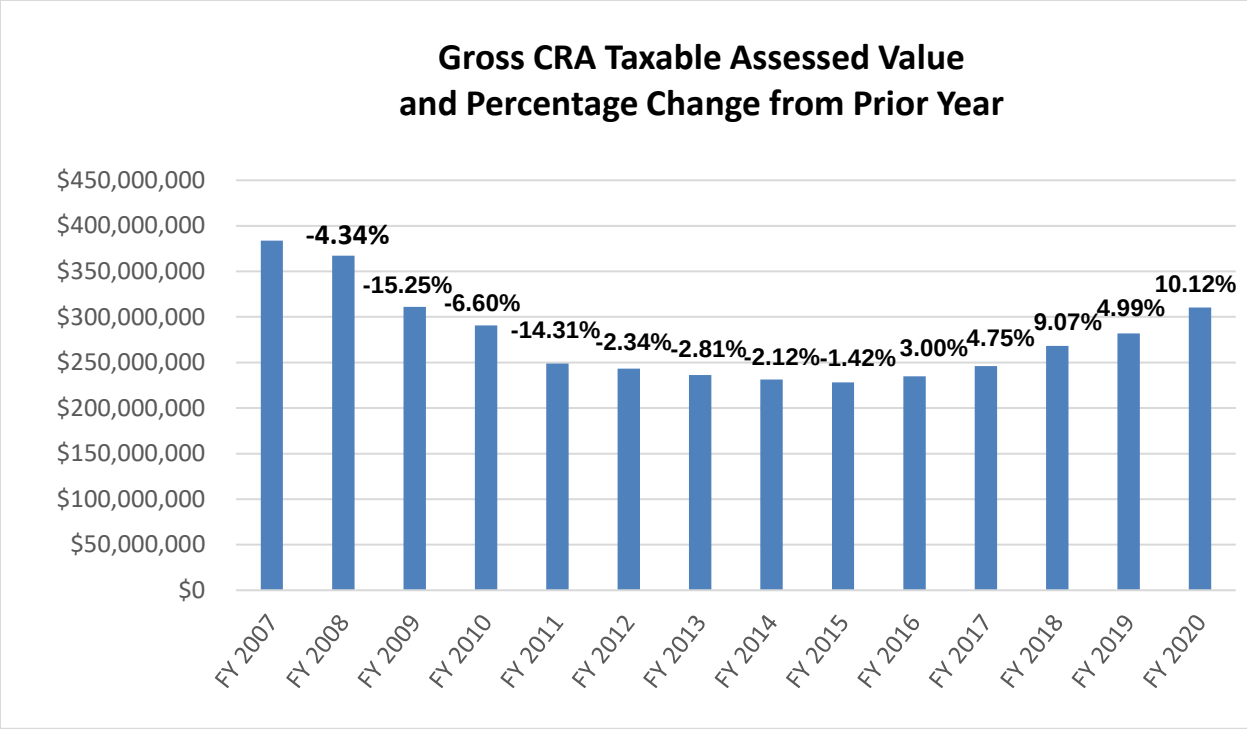
Community Redevelopment Agency

City Council created the Community Redevelopment Agency (CRA) in 1989 as a mechanism to carry out the goals and objectives of the Downtown Redevelopment Plan and Eastside & Downtown Planning Study. Projects constructed within the CRA are funded by property owners within the CRA from tax value increments generated over the 1989 base year. The CRA has focused redevelopment efforts on projects which assist in rebuilding our public spaces. These efforts concentrated on several expansive projects which stressed the importance of maintaining our public waterfront, alleviating parking issues and helped to re-establish the critical mass of structures and economic activity within the downtown area and adjacent neighborhoods. Over 60% of the CRA tax base is commercial and professional uses.

The CRA has experienced dramatic fluctuations in taxable assessed value and related City/County tax increment finance (TIF) contributions over the past thirteen years. The tables shown here provide history of taxable value and revenue generated from TIF since FY 2007.

Fiscal Year	Gross CRA Taxable Assessed Value	City TIF Contribution	County TIF Contribution	Total TIF Contribution
FY 2007	$383,774,587	$627,124	$1,394,380	$2,021,504
FY 2008	$367,113,862	$591,466	$1,236,559	$1,828,025
FY 2009	$311,130,098	$562,664	$1,250,570	$1,813,234
FY 2010	$290,592,852	$538,621	$1,139,173	$1,677,794
FY 2011	$249,005,996	$436,047	$974,342	$1,410,389
FY 2012	$243,188,559	$424,246	$970,103	$1,394,349
FY 2013	$236,361,169	$480,644	$929,373	$1,410,017
FY 2014	$231,340,961	$458,101	$902,447	$1,360,548
FY 2015	$228,049,842	$448,578	$884,092	$1,332,670
FY 2016	$234,899,693	$470,728	$927,748	$1,398,476
FY 2017	$246,050,943	$502,566	$988,358	$1,490,924
FY 2018	$268,367,069	$570,342	$1,124,073	$1,694,415
FY 2019	$281,762,265	$611,027	$1,204,258	$1,815,285
FY 2020	$310,287,148	$749,331	$1,374,992	$2,124,323

This graph depicts the historical trend of assessed values since the height prior to the recent economic recession and current recovery.



In July 2012, the CRA Board and City Council, in partnership with Charlotte County, recognized that declining taxable values could not support the repayment schedule of existing debt. In doing so, the three governing bodies approved the extension of the life of the CRA until December 31, 2030. Subsequently, the City completed refinancing CRA debt to better match income flow and to eliminate projected deficits. Due to the passed Tax Cuts and Jobs Act, the corporate tax rate was reduced to 21% from a maximum rate of 35% as if January 1, 2018. This change increased the City's interest cost over the remaining life of the loan by $454,000 and has been updated in the proforma. The proposed FY 2020 TIF revenue is based on 10.1% increase in taxable value in the district and no change in the County millage rate and the proposed 3.4337 City millage rate. The proforma continues to anticipate conservative assessed property value increases of 3%-2% in FY 2021 through FY 2024. The resulting estimated debt service reserve grows from $1,550,000 at end of FY 2020 to $4,041,000 at end of FY 2024, providing a buffer for economic downturns thereby ensuring that annual debt service can be met.

The proforma for the district has been divided into three divisions to better identify the funding sources for the three responsibilities of the district: 1) retirement of the CRA debt through the County and City TIF; 2) operations of Herald Court Centre (HCC); and 3) maintenance of the infrastructure contributed by the district, such as the marina, interactive fountain, restrooms and pavilions adjacent to the marina, mooring field, HCC parking structure and numerous gateway enhancements, intersection treatments, pocket parks and Martin Luther King Boulevard. As the infrastructure ages, the need for repair and maintenance will increase. Projected expenditures for FY 2020 reflect this trend with a budget of $145,000 for maintenance and repairs that continues through FY 2024. If funds are not needed in the current fiscal year, they will carryover to the next fiscal year, thereby ensuring funds are available to properly maintain the infrastructure. The reserve for other operations in this category shows a balance of $368,000 at end of FY 2020 and fluctuates only slightly through FY 2024.

The Herald Court lease revenue for FY 2020 includes fully rented units for the first time. So as not to over project revenues, FY 2021 through FY 2024 projects one vacant unit as leases are coming up for renewal. Florida Gulf Coast University is currently on a month to month lease term. Based on these projections, the reserve for the Herald Court Centre shows a balance of $284,000 in FY 2020 and growing to $476,000 at end of FY 2024. This reserve has two segments, the first is those funds received through the common area maintenance (CAM) fee and prepaid taxes from tenants that must be reserved for such use, and the second is available to cover shortfalls in lease revenue for purposes of ongoing operations and maintenance.

Community Redevelopment Agency Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2020 through Proforma FY 2024

	Proposed FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Debt Service Division					
Assessed Property Valuation change	**10.1%**	**3%**	**3%**	**2%**	**2%**
Tax Increment Financing (TIF) Revenue	$2,124,323	$2,180,553	$2,245,970	$2,290,889	$2,336,707
CRA Lease Payments (Debt Service)	1,538,772	1,578,405	1,620,749	1,660,731	1,703,276
Revenues in Excess of Debt Svc	585,551	602,148	625,221	630,158	633,431
Reserve - TIF for Debt Svc (Beg)	964,413	1,549,964	2,152,112	2,777,333	3,407,491
Reserve - TIF for Debt Svc (End)	**$1,549,964**	**$2,152,112**	**$2,777,333**	**$3,407,491**	**$4,040,922**
Herald Court Operations Division					
Herald Court Revenues	$276,635	$264,804	$269,627	$274,525	$279,366
Herald Court Operating Expenditures	203,850	214,456	220,444	227,058	233,870
Revenues in Excess of Herald Ct Operations	72,785	50,348	49,183	47,467	45,496
Reserve - Herald Ct (Beg)	211,105	283,890	334,238	383,421	430,888
Reserve - Herald Ct (End)	**$283,890**	**$334,238**	**$383,421**	**$430,888**	**$476,384**
CRA Operations Division					
Other CRA Revenues	$139,563	$145,433	$151,312	$157,200	$163,097
Other CRA Operating Expenditures	154,000	154,000	154,000	154,000	154,000
Revenues in Excess (Shortfall) of Other Operations	(14,437)	(8,567)	(2,688)	3,200	9,097
Reserve - Other Operations (Beg)	381,994	367,557	358,990	356,302	359,502
Reserve - Other Operations (End)	**$367,557**	**$358,990**	**$356,302**	**$359,502**	**$368,599**

Utilities

The FY 2020 spending plan for Utilities operations, maintenance and repair (OM&R) is $18,592,145 which is $2,785,913 or 17.6% more than budget FY 2019. The significant increase is attributable to the $1,500,000 contribution to the regional pipeline project, the $735,000 increase in transfer to the Utilities construction fund, and the $273,300 increase in debt transfers. The major projects funded in FY 2019 such as the reverse osmosis water plant project and the wastewater plant forcemain project will carryover into FY 2020. Increases in operational expenses of

$277,613 are due to 4% employee salary increases, estimated 12% health insurance increases, the increase of 0.5 f.t.e for adjusting a part-time maintenance worker position in water distribution to a full-time AMI technician, 20% increase in computer overhead, and an estimated 3% change to operating contracts and materials due to growth and consumer price index adjustments. There is also a $24,760 increase in capital outlay funding. It is projected that debt service payments on the Groundwater Reverse Osmosis (RO) Water Treatment Plant will begin in FY 2020 with only a half year of debt service of $592,500 becoming due. The final transfer for the related debt reserve of $225,000 is also scheduled for FY 2020.

Utilities O M & R Fund
Revenue and Expense Comparison
Actual FY 2017 through Budget FY 2020

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Revenues:					
Chg for Serv - Water	$10,467,321	$10,094,997	$ 9,941,070	$ 9,941,070	$ 9,990,790
Chg for Serv - Sewer	7,303,050	7,387,866	7,335,040	7,448,975	7,486,220
Other	507,881	835,532	645,505	1,044,590	1,037,320
Subtotal	18,278,252	18,318,395	17,921,615	18,434,635	18,514,330
Reserves	7,642,386	9,083,084	5,370,259	6,680,555	9,295,588
Total Revenues	**$25,920,638**	**$27,401,479**	**$23,291,874**	**$25,115,190**	**$27,809,918**
Expenses:					
Administration	$ 1,469,204	$ 1,437,239	$ 1,711,877	$ 1,653,805	$ 1,730,885
Water	4,771,348	5,301,755	5,465,752	5,312,285	5,744,415
Wastewater	5,117,232	4,902,159	5,537,331	5,713,695	5,843,900
Other	697,770	743,970	762,072	762,117	435,445
Debt and Debt Transfers	200,000	615,801	744,200	744,200	1,017,500
Transfer for Capital	4,582,000	7,720,000	1,585,000	1,633,500	2,320,000
Contribution for Pipeline	0	0	0	0	1,500,000
Subtotal	16,837,554	20,720,924	15,806,232	15,819,602	18,592,145
Reserves	9,083,084	6,680,555	7,485,642	9,295,588	9,217,773
Total Expenses	**$25,920,638**	**$27,401,479**	**$23,291,874**	**$25,115,190**	**$27,809,918**

The current five-year financial forecast is based on 2-day per week watering; average rainfall; and new financing based on the FY 2020-2024 capital improvement plan. The City Council adopted a financial policy in March 2014 to fund $1,120,000 with current revenues those expenses for recurring line and lift station repairs and replacements. Remaining funds from this program that have accumulated over the years are being used to fund FY 2020. The current proforma continues to suspend the recommended 4% water & sewer rate increase that was planned for FY 2018 based on the 2015 Rate Sufficiency Study by Burton & Associates with a 50% grant for the RO plant. Based on the current proforma, the projected revenues and reserves as shown are sufficient to fund the FY 2020-2024 capital improvements plan. A financial plan to fund the Septic to Sewer plan for properties in the Utilities service area that are outside the City limits is being developed and will need to be incorporated into the FY 2021-2025 capital improvement plan. Wastewater plant improvements or expansion options are also currently being developed and will need to be incorporated into the capital improvement plan.

Utilities OM&R Fund
Proforma Schedule of Revenues and Expenses
Proposed FY 2020 through Proforma FY 2024

	Proposed FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues:					
Chg for Serv - Water	$9,990,790	$10,040,745	$10,090,950	$10,141,405	$10,192,110
Chg for Serv - Sewer	7,486,220	7,523,650	7,561,270	7,599,075	7,637,070
Other Revenue	1,037,320	1,270,595	881,625	912,680	898,770
Total Revenues	18,514,330	18,834,990	18,533,845	18,653,160	18,727,950
Expenses:					
Operations	13,754,645	14,214,063	14,722,496	15,252,026	15,803,622
Renewal & Replacement of Infrastructure	0	920,000	270,000	270,000	1,120,000
Transfer for Capital Improvement Projects	2,320,000	7,450,000	500,000	525,000	3,745,000
Existing Debt Service	200,000	200,000	0	0	0
New Debt Service	592,500	1,185,000	1,185,000	1,185,000	1,185,000
Transfer to SRF Fund-reserve incr(decr)	225,000	(375,000)	0	0	0
Contribution to Pipeline Project	1,500,000	0	0	0	0
Total Expenses	18,592,145	23,594,063	16,677,496	17,232,026	21,853,622
Revenues in Excess (Shortfall) of Expenses	(77,815)	(4,759,073)	1,856,349	1,421,134	(3,125,672)
Operating Reserves-Beg	9,295,588	9,217,773	4,458,700	6,315,049	7,736,183
Operating Reserves-End	$9,217,773	$4,458,700	$6,315,049	$7,736,183	$4,610,511

Utilities Reserves

The City has legal and adopted financial policies utilizing reserves for the following purposes:

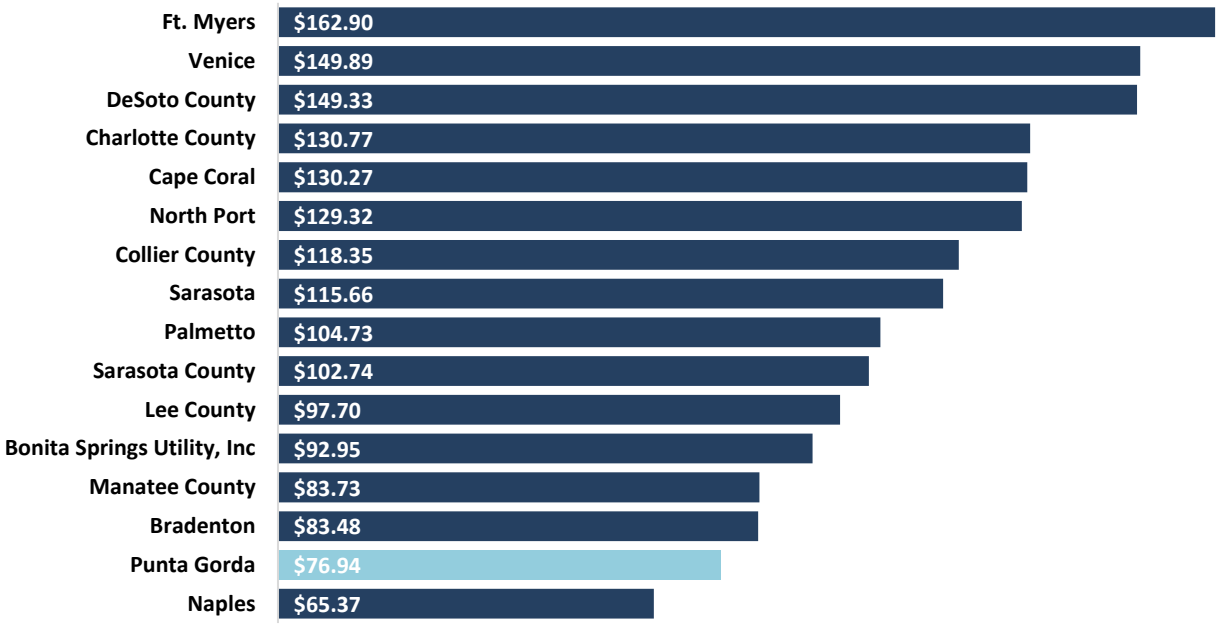
- Maintain an unassigned fund balance minimum of $3.1 million; protection against unforeseen revenue declines and extraordinary operating expenses due to economic or weather disasters, and contract bids or equipment failures.
- Provide an emergency fund for existing infrastructure by retaining the Renewal and Replacement fund of $1.5 million, which until January 2014 was required by bond covenants;
- Utilize a Capital Outlay reserve to provide level funding. City Council has approved the $728,850 funding level in FY 2020; and $700,000 for FY 2021 through FY 2024. If the funds are not spent in the budgeted fiscal year, they will be placed in the Capital Outlay reserves. This will ensure that current and future aging issues of mechanical parts in both plants can be addressed in an adequate manner.

- Existing State Revolving Loan Fund (SRF) reserve fund maintains one year of debt service payments and proforma shows addition of $225,000 in FY 2020, adding to the one year of debt service on the new SRF loan.
- The water and sewer impacts have restricted use and are kept in a reserve for growth related capital projects, such as the new Groundwater Reverse Osmosis (RO) Water Treatment Plant, Taylor Rd water main upgrade, wastewater force main on Jones Loop Road, and planned expansion of the wastewater plant.

Utilities Rate Comparison

The City's utility rates are the 2nd lowest among the Southwest Florida utilities surveyed at the projected FY 2020 rates.

Combined Water & Sewer Bill Survey at 7,000 Gallons per Month



Findings indicated that entities considering rate increases (reflected above) at this time are: Venice, Charlotte County (increased 4/1/19), North Port, Collier County, Sarasota, Palmetto, Manatee (increased 4/1/19), and Naples. With the City not proposing any rate increase, it is anticipated that the City will continue to remain one of the lowest cost service providers in the area.

Utilities Construction

A significant capital project currently in progress that will be carried over to FY 2020 is the Groundwater Reverse Osmosis (RO) Water Treatment Plant construction.

Total FY 2020 capital projects of $3.6 million are being funded with reserves for ongoing recurring capital replacement that were accumulated over several years from the $1.1 million funded each year per policy, an additional $2.3 million from user charges and unassigned operating reserves through a transfer to the Utilities Construction Fund, and $100,000 transfer from sewer system capacity fees towards the wastewater treatment plant expansion. Some of the projects included in the FY 2020

are: the water treatment plant solid contact unit tank coating; design and engineering for the Taylor Rd water main upgrade, Solona water main replacement and Henry St force main; wastewater plant tank coating; funding towards the wastewater treatment plant expansion project.

Some funding for the wastewater treatment plant expansion has been set aside through FY 2024, but full costs will be unknown until the study with various alternatives is presented late in FY 2019. Additionally, a septic to sewer financial plan for the first three priority areas within the utility service area, but outside the City limits, is being developed as directed by City Council and Utilities Advisory Board when they approved the Sewer Master Plan. This is currently an unfunded project until a funding plan that includes coordination with the County is finalized. Appropriations in FY 2020 or beyond would be needed as the project is developed further.

Utilities Construction Fund
Proforma Schedule of Revenues and Expenses
Proposed FY 2020 through Proforma FY 2024

	Proposed FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues:					
Transfer from Utilities OM&R	$2,320,000	$8,370,000	$770,000	$795,000	$4,865,000
Transfer from Sewer System Impacts	100,000	100,000	850,000	850,000	350,000
Transfer from Water System Impacts	0	975,000	0	0	0
Total Revenues	2,420,000	9,445,000	1,620,000	1,645,000	5,215,000
Expenses:					
Contingency	37,216	0	0	0	0
Water Treatment Plant Imprv	275,000	25,000	0	25,000	3,195,000
Water Distribution System Imprv	520,000	6,020,000	220,000	220,000	220,000
Wastewater Collection System Imprv	1,150,000	2,900,000	900,000	900,000	900,000
Wastewater Treatment Plant Imprv	1,595,000	500,000	500,000	500,000	900,000
Total Expenses	3,577,216	9,445,000	1,620,000	1,645,000	5,215,000
Revenues in Excess of Expenses	($1,157,216)	$0	$0	$0	$0
Beg. Reserve for R&R Projects	$1,157,216	$0	$0	$0	$0
End. Reserve for R&R Projects	$0	$0	$0	$0	$0

Sanitation

The City operates its sanitation services as an enterprise fund and collects refuse two days per week and horticulture one day per week for 11,850 residential accounts. For the 660 commercial accounts collection is available 6 days per week. The City has improved the recycling program by providing a 48 gallon rolling cart to each household, which is collected one day per week by an outside vendor. The projected diversion of waste stream from the landfill is 37%, which exceeds the 30% mandate. The program continues in FY 2020 with a proposed rate increase of $0.42 per month or $5.04 per year, due to a contract increase. The City implemented semi-automatic pickup system with carts which is expected to reduce injuries and yet allow the full-service that Punta Gorda residents appreciate. The budget also reflects a 10-year fleet replacement program which is under review. The proposed FY 2020 budget includes the replacement of (3) packers and projects replacements of a packer, clamshell loader, and flatbed truck in FY 2022. As with the general and utility fund, City

Council has approved funding of a capital outlay reserve in order to stabilize the funding source. However rates will need to be reviewed as FY 2023 approaches since the current proforma does not show sufficient funding to continue to accumulate funds for the next set of packer purchases after FY 2024. Additional rate increases may be needed in FY 2023 or FY 2024 to support the fleet replacement. This will be addressed in a future budget process.

Sanitation Fund
Proforma Schedule of Revenues and Expenses
Proposed FY 2020 through Proforma FY 2024

	Proposed FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues:					
Chg for Serv - Refuse Collection	$3,753,850	$3,869,015	$3,981,270	$4,093,790	$4,206,574
Other Revenue	33,720	31,740	30,045	27,480	26,715
Total Revenues	3,787,570	3,900,755	4,011,315	4,121,270	4,233,289
Expenses:					
Operations	3,602,290	3,784,947	3,973,387	4,168,088	4,369,312
Capital	767,000	0	530,600	0	0
Total Expenses	4,369,290	3,784,947	4,503,987	4,168,088	4,369,312
Revenues in Excess (Shortfall) of Expenses	(581,720)	115,808	(492,672)	(46,818)	(136,023)
Operating Reserves-Beg	958,903	627,183	492,991	500,319	453,501
Capital Outlay Reserves-Beg	500,000	250,000	500,000	0	0
Capital Outlay Reserves-End	$250,000	$500,000	$0	$0	$0
Operating Reserves-End	$627,183	$492,991	$500,319	$453,501	$317,478

To compare the City's rates with surrounding jurisdictions, a survey was taken during July 2019. All rates include once per week service for yard waste and recycling and either once or twice per week refuse pickup, as noted.

Sanitation Rate Comparison for FY 2020

Jurisdiction	Proposed FY 2020 Cost/Year	Frequency of Service per Week	Outsourced
City of Sarasota	$294.60	1	No
Naples	$286.68	2	No
Punta Gorda	$271.44	2	No
Venice	$262.44	2	No
North Port	$249.00	1	No
Fort Myers	$228.96	1	No
Collier County	$217.50	2	Yes
Charlotte County	$206.80	1	Yes
Cape Coral	$196.22	1	Yes
Sarasota County	$186.59	1	Yes
Manatee County	$171.96	2	Yes

Punta Gorda Isles Canal Maintenance District

The proposed budget for the Punta Gorda Isles (PGI) canal maintenance assessment district reflects the Advisory Committee recommendation to maintain the annual operating assessment of $650 which includes $100 for the repayment of debt service on the City's 12.5% share of expenditures of the Hurricane Irma (September 2017) seawall projects. The repairs to the estimated 50,399 lineal feet of seawall failures are nearing 100% completion at the end of FY 2019. The City continues to work closely with FEMA and the State for recovery of 87.5% of the expenditures of the seawall repairs and has received approximately $20.4 million in reimbursements through the end of July. The rip rap mitigation has been delayed pending permitting and therefore the budget for the expenditures and loan draws have been moved to FY 2020 with expected FEMA and State reimbursements and loan repayments to occur in FY 2021.

The five-year proforma proposes the $650 assessment through FY 2022, before being reduced back to the $550 in FY 2023. The proforma reduces the four full-time temporary personnel that were hired to oversee the contractors work and communications for the Hurricane Irma repairs in FY 2020. Replacement of one vehicle is included in capital outlay in FY 2020 and channel construction to access spoil site and Ponce de Leon Inlet widening & dredging projects are scheduled FY 2020 through FY 2022.

Results of a study to review new seawall panel technologies and/or installation methods while maintaining the character of the district is scheduled for the end of calendar year 2019.

PGI Canal Maintenance Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2020 through Proforma FY 2024

	Proposed FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Assessment Rate	**$650**	**$650**	**$650**	**$550**	**$550**
Revenues:					
Operating Assessment	$3,381,400	$3,381,400	$3,381,400	$2,861,750	$2,861,750
FEMA & State-Hurr. Irma Reimb.	0	$7,207,375	0	0	0
Transfer from General Fund(Financing)	8,237,000	0	0	0	0
Other Revenue	12,000	12,000	12,000	12,000	12,000
Total Revenues	11,630,400	10,600,775	3,393,400	2,873,750	2,873,750
Expenditures:					
Operations	1,164,660	1,024,685	1,065,545	1,108,340	1,153,180
Inlet Dredging	58,000	58,000	58,000	58,000	58,000
Seawalls and Stabilization	1,560,000	1,720,045	1,829,645	1,839,535	1,849,720
Capital	40,000	300,000	300,000	0	0
Trsfr to Debt Svc Fd-Repay Seawall Ln	5,985,000	8,484,500	0	0	0
Seawall Repairs & Mitigation-Hurr.Irma	8,237,000	0	0	0	0
Total Expenditures	17,044,660	11,587,230	3,253,190	3,005,875	3,060,900
Revenues in Excess (Shortfall) of Expenditures	(5,414,260)	(986,455)	140,210	(132,125)	(187,150)
Operating Reserves-Beg	6,730,384	1,141,124	454,669	894,879	762,754
Reserve Seawall Replacement-Beg	425,000	600,000	300,000	0	0
Reserve Seawall Replacement-End	$600,000	$300,000	$0	$0	$0
Operating Reserves-End	$1,141,124	$454,669	$894,879	$762,754	$575,604

Burnt Store Isles Canal Maintenance District

The proposed budget for the Burnt Store Isles (BSI) canal maintenance assessment district reflects the Advisory Committee recommendation to maintain the annual assessment of $555.

The City was impacted by Hurricane Irma in September 2017. As a result, there were seawall failures in the BSI Canal Maintenance District, an estimated 2,146 lineal feet. The City expects to fully complete the repairs by the end of FY 2019. The City continues to work closely with FEMA and the State and is receiving reimbursement for 87.5% of the expenditures on the seawall repairs in FY 2019. The rip rap mitigation portion of the project has been delayed pending permitting. It is still expected that the current assessment is sufficient to fund the City's share of the project, 12.5% of the expenditures.

The five-year proforma proposes maintaining the $555 assessment through FY 2021. The $555 assessment is broken down each year to indicate that $460 is for normal operations and annual funding of seawall replacement reserve and $95 is for debt service on completed perimeter dredging project through FY 2021. Construction of barge access/inlet widening project and engineering and construction of channel corner widening project are under consideration and are not budgeted in FY 2020 or beyond. If projects are approved at a later date funding sources would need to be determined and supplemental appropriation would be needed. Proforma includes a separate section that shows the effect on reserves if projects were to move forward without additional funding/assessments.

BSI Canal Maintenance Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2020 through Proforma FY 2024

	Proposed FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Operating Rate	**$460**	**$460**	**$460**	**$460**	**$460**
Dredging Rate	**$95**	**$95**	**0**	**0**	**0**
Revenues:					
Operating Assessment	$474,800	$474,800	$474,800	$474,800	$474,800
Dredging Assessment	97,950	97,950	0	0	0
Interest	7,875	4,875	1,800	1,575	3,525
Total Revenues	580,625	577,625	476,600	476,375	478,325
Expenditures:					
Operations	101,500	103,735	104,855	106,015	107,220
Inlet Dredging	38,000	38,000	38,000	38,000	38,000
Seawalls and Stabilization	300,000	300,000	300,000	300,000	300,000
Perimeter Dredging Proj Debt Service	95,860	95,860	0	0	0
Total Expenditures	535,360	537,595	442,855	444,015	445,220
Revenues in Excess (Shortfall) of Expenditures	45,265	40,030	33,745	32,360	33,105
Operating Reserves-Beg	492,907	493,172	488,202	476,947	464,307
Reserve Seawall Repl & Spec.Proj-Beg	135,000	180,000	225,000	270,000	315,000
Reserve Seawall Repl & Spec.Proj-End	$180,000	$225,000	$270,000	$315,000	$360,000
Operating Reserves-End	$493,172	$488,202	$476,947	$464,307	$452,412

Projects Requiring Approval & Funding:					
Barge Access-Inlet Widening Construction	125,000	125,000	0	0	0
Channel Corner Widening Proj	75,000	180,000	300,000	0	0
Est. Beg. Reserves with projects	627,907	473,172	208,202	(58,053)	(25,693)
Est. End. Reserves with projects	$473,172	$208,202	($58,053)	($25,693)	$7,412

Laishley Park Marina

Opened in April 2007, Laishley Park is operated as an enterprise fund to include the marina and park grounds. The City outsourced management of the marina to Marina Park LLC, however retained the authority to set boat slip, community room, ship's store and pavilion rental rates. The budget reflects projected revenues from the above sources as well as personnel and operating costs associated with management of the marina area. The marina is operated and open year round.

The FY 2020 budget incorporates the July 2016 adopted marina fee and East Mooring Field fee schedules which were based on a survey of neighboring marinas. The City will apply for a Department of Environmental Protection Clean Vessel Act (CVA) Grant and a Charlotte County Marine Advisory Committee (MAC) Grant for FY 2020 to offset costs of maintenance and repairs of the Laishley Park Municipal Marina Pumpout Boat. Funding for dredging and for repair and maintenance of the mooring field and docks continues to be budgeted. FY 2020 includes capital outlay for replacement of appliances in the boaters' laundry facilities.

Laishley Park Marina Fund
Proforma Schedule of Revenues and Expenses
Proposed FY 2020 through Proforma FY 2024

	Proposed FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues:					
Slip & Mooring Rentals	$430,995	$430,995	$430,995	$430,995	$430,995
Intergovernmental Revenue	11,000	11,000	11,000	11,000	11,000
Other Revenue	22,750	22,960	23,165	23,375	23,590
Total Revenues	464,745	464,955	465,160	465,370	465,585
Expenses:					
Laishley Park Marina Expenses	203,275	208,675	214,250	220,000	225,930
Marina Park Contract Expenses	237,050	243,260	249,660	256,250	263,040
Capital Outlay	6,000	6,000	6,000	6,000	6,000
Total Expenses	446,325	457,935	469,910	482,250	494,970
Revenues in Excess (Shortfall) of Expenses	18,420	7,020	(4,750)	(16,880)	(29,385)
Operating Reserves-Beg	370,534	388,954	395,974	391,224	374,344
Operating Reserves-End	$388,954	$395,974	$391,224	$374,344	$344,959

The five-year proforma maintains the July 2016 rate schedules. Operations were increased in FY 2018 to allow for dredging, dock and mooring field maintenance. This funding level continues in the current five-year proforma. Based on current usage the fund is self-sustaining for operations.

Building

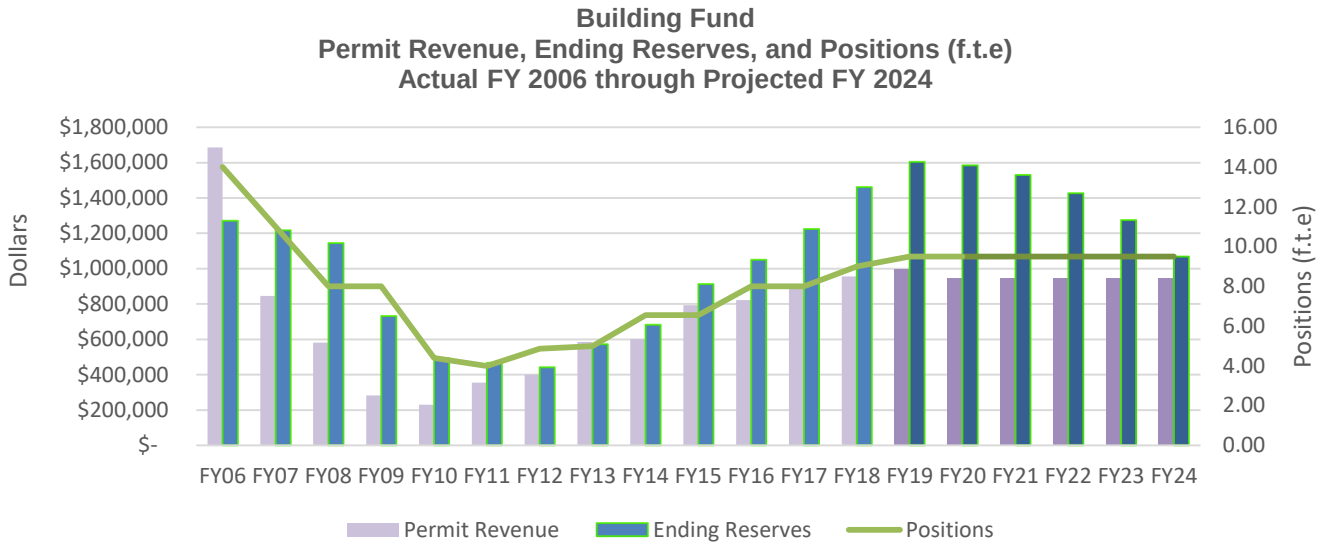
The Building fund is operated as an enterprise fund and includes all aspects of permitting, inspections, plans review and licensing of contractors to support the State and City building codes. The City has established various permit fees to pay for services provided. Staffing had been reduced from thirteen positions in FY 2006 to five in FY 2013 with furloughs due to a decline in permit applications, inspections and stagnant growth trends. Since the turnaround that began in FY 2013, staff was reinstated to full 40 hour work weeks, a full-time building inspector and a part-time permit clerk were added mid-year in FY 2014, and an additional full-time building inspector was added and the part-time permit clerk position was increased to full-time during FY 2016. A mid-year authorization in FY 2018 added an additional full-time building inspector. A part-time line and grade inspector was added in the beginning of FY 2019 bringing total positions to 9.5 f.t.e. For FY 2020, this position is being upgraded to a full-time engineering technician that will continue to complete the line and grade inspections. The position will be funded equally by the two divisions that will utilize this position: 50% building division and 50% engineering division in the general fund.

Permit fees will remain the same in FY 2020. The five year proforma projects permit revenues remaining level FY 2020 through FY 2024. The City will continue to monitor activity and may adjust work schedules or staffing levels in the future if activity warrants and revenues allow. Capital outlay is projected for a new vehicle in FY 2020 for the new position added in FY 2019. The position was using a vehicle that would have gone to auction during FY 2019.

Building Fund
Proforma Schedule of Revenues and Expenses
Proposed FY 2020 through Proforma FY 2024

	Proposed FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues:					
Permits, Fees & Spec.Assessments	$1,012,350	$1,012,350	$1,012,350	$1,012,350	$1,012,350
Other Revenue	65,000	52,500	52,500	51,000	48,750
Total Revenues	1,077,350	1,064,850	1,064,850	1,063,350	1,061,100
Expenses:					
Operations	1,091,445	1,137,095	1,184,760	1,234,545	1,286,545
Capital	23,250				
Total Expenses	1,114,695	1,137,095	1,184,760	1,234,545	1,286,545
Revenues in Excess (Shortfall) of Expenses	(37,345)	(72,245)	(119,910)	(171,195)	(225,445)
Operating Reserves-Beg	1,605,299	1,567,954	1,495,709	1,375,799	1,204,604
Operating Reserves-End	$1,567,954	$1,495,709	$1,375,799	$1,204,604	$979,159

As experienced in the previous economic downturn (FY 2008 – 2013), the level of reserves projected is necessary to continue necessary levels of service even during downturns in new construction starts. The chart below shows actual permit revenue, ending reserves and staffing from actual FY 2006 through FY 2018 and projected FY 2019 through FY 2024. It is clear that the permit revenues have not reached the same levels as before the last economic downturn and that if another downturn were to occur, there are fewer positions that could be reduced than before.



Gas Tax

Based on state statutes providing restrictions on use of gas tax revenue, the City has established local option fuel taxes in two funds. The first six cents is used for transportation expenditures such as roadway and right of way maintenance, drainage, street sweeping, street lights, traffic sign and signals, bridge maintenance, railroad crossings and sidewalk repairs. The second five cents is used only for road capital improvement such as paving rejuvenation and resurfacing.

Proceeds from fuel taxes are distributed by the State to Charlotte County and the City. The City's share for the first six cents distribution was reduced from 11.14% to 10.34% beginning in FY 2011, and the next five cents remains at 6.74%. The distribution allocation is determined by the five-year average transportation expenditures or interlocal agreement, which has remained the same for FY 2020. A history of revenue received since FY 2011 is displayed below.

Fiscal Year	6 Cents	5 Cents	Total
2011	$ 507,120	$ 234,770	$ 741,890
2012	$ 531,480	$ 248,440	$ 779,920
2013	$ 526,830	$ 243,570	$ 770,400
2014	$ 548,900	$ 259,200	$ 808,100
2015	$ 573,000	$ 266,700	$ 839,700
2016	$ 588,200	$ 274,500	$ 862,700
2017	$ 593,900	$ 277,500	$ 871,400
2018	$ 607,200	$ 279,200	$ 877,300
2019	$ 589,000	$ 266,000	$ 855,000
2020	$ 589,000	$ 266,000	$ 855,000

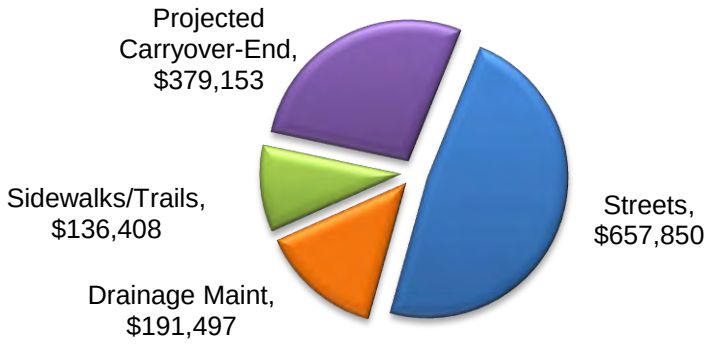
The effect of elasticity of gas consumption (the tax is charged on gallons not dollars) in the past years of increased gas prices resulted in a decline of revenue in the high priced years. Revenues had been increasing during the recent gas price reduction. However, during FY 2019 the City has been experiencing a decrease in revenues as compared to FY 2018. Projections for FY 2019 and FY 2020 have been reduced accordingly.

The Six Cent Gas Tax Fund five-year proforma projects additional road and right of way maintenance due to the Jones Loop annexation and an increase in sidewalk replacements, capital outlay for a traffic monitoring system in FY 2020 and projects the use of reserves to cover shortfalls through FY 2024.

Six Cent Gas Tax Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2020 through Proforma FY 2024

	Proposed FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues:					
Local Option Gas Tax	$589,000	$594,890	$600,840	$606,850	$612,920
Other Revenue	291,410	294,390	297,875	302,345	305,960
Total Revenues	880,410	889,280	898,715	909,195	918,880
Expenditures:					
Operating Expenditures	960,755	973,980	987,600	1,001,625	1,016,075
Capital	25,000	0	0	0	0
Total Expenditures	985,755	973,980	987,600	1,001,625	1,016,075
Revenues in Excess (Shortfall) of Expenditures	(105,345)	(84,700)	(88,885)	(92,430)	(97,195)
Operating Reserves-Beg	484,498	379,153	294,453	205,568	113,138
Operating Reserves-End	$379,153	$294,453	$205,568	$113,138	$15,943

Six Cent Gas Tax Fund
FY 2020 Budgeted Expenditures

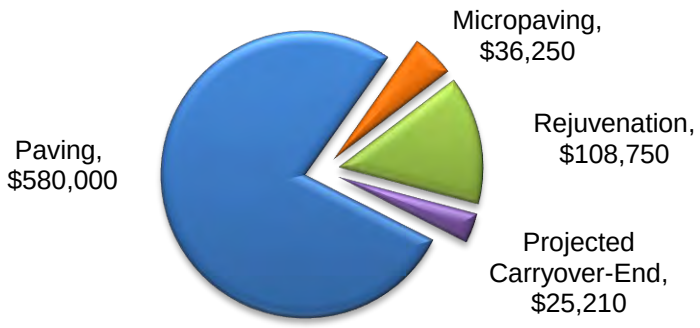


The Additional Five Cent Gas Tax Fund five-year proforma projects a slightly increasing tax revenue FY 2021 through FY 2024, which does not fully support the required annual paving program as identified by the City Engineering Division. Council addressed the importance of maintaining the City's road infrastructure with a policy of transferring ad valorem millage revenue of $459,000 as an ongoing subsidy.

Additional Five Cent Gas Tax Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2020 through Proforma FY 2024

	Proposed FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues:					
Local Option Gas Tax	$266,000	$268,660	$271,350	$274,070	$276,810
Transfer from General Fund Ad Valorem	459,000	459,000	459,000	459,000	459,000
Other Revenues	830	850	900	950	1,000
Total Revenues	725,830	728,510	731,250	734,020	736,810
Expenditures:					
Paving	725,000	725,000	730,000	730,000	735,000
Total Expenditures	725,000	725,000	730,000	730,000	735,000
Revenues in Excess (Shortfall) of Expenditures	830	3,510	1,250	4,020	1,810
Operating Reserves-Beg	24,380	25,210	28,720	29,970	33,990
Operating Reserves-End	$25,210	$28,720	$29,970	$33,990	$35,800

Additional Five Cent Gas Tax Fund
FY 2020 Budgeted Expenditures



Coastal & Heartland National Estuary Partnership (CHNEP)

On October 1, 2014, the City became host to CHNEP, transitioning from their previous host the Southwest Florida Regional Planning Council. At the time, they were known as Charlotte Harbor National Estuary Program. On June 1, 2019, they enacted a program name change to Coastal & Heartland National Estuary Partnership to better reflect the updated service area and partnering communities that they work with. This program is funded fully by grants and contributions from federal, state and local agencies and corporations and donations.

The proposed FY 2020 work plan increases the f.t.e. count to six (up from four f.t.e) and updates most of the positon titles to better reflect the redistribution of the program needs to each position. The six positions are: Executive Director, Research & Outreach Manager, Outreach Associate, Research Associate, Finance & Grants Specialist, and Conservation Intern.

The FY 2020 budget is presented below. Several divisions were created to account for the various funding sources of the program. A five year proforma is not completed for CHNEP because the majority of each year's funding is dependent on federal and state grant awards and local government contributions. Therefore each year's work plan is developed based on the granting agencies award for each year. The following technical projects are included in the FY 2020 work plan:

- Coastal Charlotte Harbor Monitoring Network (CCHMN) - Upper Charlotte Harbor
- CCHMN - Lower Charlotte Harbor
- Water Atlas Maintenance
- Lower Charlotte Harbor Flatwoods Hydrologic Restoration Initiative, Yucca Pens Unit
- Funding for technical project(s) still to be determined with CHNEP's partnering agencies.

Coastal & Heartland National Estuary Partnership Fund
Proposed FY 2020 Schedule of Revenues and Expenditures

	Proposed FY 2020
FDEP, Local and Donations Division - 1536	
FDEP, Local & Misc. Revenues	$205,600
Operating Expenditures	231,593
Revenues in Excess (Shortfall) of Expenditures	**(25,993)**
Reserve - Division 1536 (Beg)	**252,942**
Reserve - Division 1536 (End)	**$226,949**
Remaining Divisions have no reserves	
EPA Grant Division - 1537	
EPA Grant	$600,000
Operating Expenditures	600,000
Revenues in Excess (Shortfall) of Expenditures	**$0**
SWFWMD Grant Division - 1538	
SWFWMD Grant	$130,000
Operating Expenditures	130,000
Revenues in Excess (Shortfall) of Expenditures	**$0**
Mosaic Grant Division - 1539 (FY 2020 no funding budgeted)	
Small or One-time Grants Division - 1540	
NRDA Grant and MAC Grant	$510,750
Operating Expenditures	510,750
Revenues in Excess (Shortfall) of Expenditures	**$0**

1% Local Option Sales Tax

The voters of Charlotte County approved a six-year extension of the 1% Local Option Sales Tax in November 2014. A special revenue fund is being used to account for all activity. The previous revenue was accounted for in the general fund and then transferred to the capital construction fund, thereby creating unnecessary transfers and loss of transparency.

The City anticipates funding in the amount of $17.4 million from January 1, 2015 through December 31, 2020 when the tax sunsets unless extended by the voters of the County. Projects incorporated in the six-year program for FY 2020 include:

- City-wide ADA Improvements
- Design of Virginia Ave Improvements
- Design and Construction of Airport Rd and Cooper St multi-use recreational trails
- Public Safety vehicles
- Project Management

The following projects will continue during FY 2020:

- Punta Gorda Pathways Enhancements
- Baynard/Vasco Sidewalk Improvements
- US 41 Bridge Approach Lighting
- Taylor Street Re-Brick
- Shreve Street MURT Lighting
- Corto Andra/Boca Grande Stormwater Project
- Sidewalk Improvements
- Ponce de Leon Park and Restroom re-design and improvements, to include the Peace River Wildlife Center and ADA Improvements
- Veterans Park Phase 2 improvements

DEBT MANAGEMENT

As of September 30, 2018 the City had $29.7 million in notes. The City is not subject to state debt limits, nor is there a limit set by the City Charter. The City's financial policies address appropriate uses and levels of debt. Detail of all current city debt can be found in Section 11 of the budget document.

The projected FY 2019 and FY 2020 combined budgets anticipates continued financing draws in the amount of $14.6 million for the Reverse Osmosis water treatment plant project. Debt service associated with the above financing will be repaid with water user and impact fees. See Utilities fund for more details.

The projected FY 2019 budget also anticipates reimbursing the line of credit $10 million from FEMA and State reimbursements for repairing the failed seawalls that occurred as a result of Hurricane Irma in September 2017 in the Punta Gorda Isles and Burnt Store Isles Canal Maintenance Districts. An additional $5.8 million is scheduled for repayment in FY 2020. Draws of $8.2 million for the rip rap mitigation are also scheduled in late FY 2020.

UNRESOLVED ISSUES

Most issues are resolved during the budget preparation and adoption process. However, there are usually several issues which will be worked out after the new fiscal year has begun and developments begin to unfold or new information becomes available. This budget is not unusual in that respect. We have several issues that are still in formative stages that will need resolution and some may need additional funding in FY 2020 or the years to come.

Police Bargaining Unit Contract – The City is currently bargaining with the police union for a contract that would begin October 1, 2019. The proposed budget includes a reserve set aside for the eventual fiscal impact of a new agreement.

Citywide Master Plan – City Council secured the services of Dover Kohl to prepare a Citywide Master Plan, which is scheduled for completion in September 2019. Future strategic plans and annual budgets will take into account Master Plan recommendations and priorities.

Ponce de Leon Park – The City is currently reviewing 60% design plans for redesign of Ponce Park, in conjunction with the Peace River Wildlife Center relocation into the park environs. Additional funding may be needed for this project.

Septic to Sewer Project - City Council approved a Sewer Master Plan in the Punta Gorda utility service area, for purposes of coordinating a county-wide effort to provide sewer system in areas now treated by septic systems. Jones Edward, a consulting firm also used by the County prepared the plan in conjunction with input from the County plan and City staff. It was presented to the City Utilities Advisory Board (UAB) on May 29, 2018 and to City Council on June 6, 2018. The City believes that reduction of pollution to the water quality in Charlotte Harbor, the Peace River and the Myakka River will require a regional effort to protect this crucial natural resource. The second phase of the project is to develop a financial plan establishing the scope, timeline, cost estimates and funding sources for the construction phase. The financial plan was presented to the UAB on June 24, 2019. City Council will consider the financial information in August 2019, and any further appropriations will be reviewed thereafter.

Fair Share Impact Fees – Results of the Fair Share/Development Impact Fee study were presented to City Council on July 10, 2019. The study updated development projections and land use assumptions based on most recent and localized demographics, documented current and projected infrastructure needs, transitioned from a road impact fee based on vehicular capacity to a mobility fee that focuses on moving people and multimodal improvements, resurrected impact fees for public safety facilities (previously suspended in 2011), and simplified the residential fee schedule with five size ranges for residential development. The consultant will be providing a comparison for other area cities that includes county impact fees in addition to the cities' impact fees which had been presented. The City will also solicit input from the community and business development groups and may hold a workshop for further discussion prior to initiating the ordinance amendment process.

Health Insurance – The proposed budget currently estimates 12% increase in health insurance rates with the current provider. In an effort to reduce this expenditure, the City initiated a bid process, the results of which will be presented to Council on August 21, 2019. If approved, this would give the option for a slight reduction in the currently proposed millage rate.

1% Local Option Sales Tax Extension – A committee has been formed to develop a list of projects to present to Council for consideration for use of an extension of 1% local option sale tax. These projects along with the County's proposed projects list would go on the November 2020 ballot for voters to decide whether to extend the 1% local option sales tax after December 31, 2020.

I believe this proposed operating budget is a reflection of the City Council's priorities and established policies. As always, the development of the budget takes a concerted effort from all departments. I would like to commend the efforts of all employees for their prompt and thoughtful response to the

budget process. I would also like to thank the Finance Department, in particular, for their united effort in assisting me in the development of this document.

Throughout the year, we will continue monitoring economic trends as they may affect current and future City revenues.

Finally, I would like to thank the City Council for giving me this opportunity to propose the City of Punta Gorda budget for fiscal year 2020.

Sincerely,



Howard Kunik
City Manager

PROCESS AND POLICIES

- Components of Financial Planning Process
- Basis of Budgeting and Basis of Accounting
- Financial Planning Process Chart
- Financial Planning Calendar
- Information and Input Opportunities Chart
- Financial Policies
- Desciption of Funds
- General Budgeting Comments
- Capital Asset Comments
- Glossary of Terms
- Acronyms

Punta Gorda

CITY OF PUNTA GORDA, FLORIDA
FINANCIAL PLANNING PROCESS

Introduction

The City's budget process is guided by the City's Vision and Mission Statements (see planning chart on page 3.06). Towards this end the City establishes an annual budget calendar (see pages 3.07 to 3.13). The calendar provides a framework and timeline that identifies the key processes, documents and critical dates. The budget process is designed to assist in the development of a balanced budget that will allow the City to fulfill the annual strategic plan in furtherance of the overall City strategic priorities and goals. The following documents are the integral part of the City's Budget Process:

Long Range Plan

The City begins the annual budget process with an update of the Long Range Financial Plan and through Council discussion some specific guidelines and general direction is given to staff. Key areas addressed are:

- Analysis of current economic conditions
- Identification of areas of concern such as federal/state unfunded mandates and cost trends with a discussion of alternative solutions
- Five year Proforma of Revenue and Expenses based on an identified set of assumptions with a focus on fiscal viability; including benchmarking charges for services type revenues
- Cost of Services with projected levels of service for the upcoming budget year

Strategic Plan

Under direction of the City Council and City Manager, a thorough review of the City's mission, values, vision and goals as well as the external and internal environment that offer opportunities or threats to the City being able to achieve its vision was undertaken in 2012. A new feature added at that time was a set of performance measures for each priority. The Plan delineates five strategic priorities and an action plan of measurable goals to be accomplished; including timelines, costs and funding sources, where appropriate. During this year's budget process the projects were updated, along with timelines, estimated costs and funding sources. Related action items were reviewed and updated. The FY 2020 Strategic Plan is adopted and included in the FY 2020 Financial Plan document. Quarterly status reports are made addressing implementation and accomplishment of actions items, providing accountability to Council and Citizens.

Capital Improvement Plan

The five year Capital Improvement Plan (CIP) is updated based on the City's strategic priorities, goals and current opportunities for intergovernmental cooperation. Included in the CIP document is an evaluation of impact on operating expenditures and revenues. This information is then utilized in developing the annual operating budget.

Fund/Department/Division Annual Operating Budget

Under direction of the City Manager, staff develops line item budgets which will allow the City to provide the proposed levels of services. The budget is adopted and appropriations are made at the fund level. The financial plan document provides a city-wide summary by fund, individual fund summaries by division operations, non-departmental, debt service, transfers, and projected ending reserves. A summary of each operating division is also provided, identifying the three major categories of personnel services, operations, and capital outlay. Each operating division provides a narrative of their mission & objectives, and initiatives & action items as they relate to the City's strategic plan; key performance measures; summary of cost of services; and staffing information.

Comprehensive Annual Financial Report (CAFR)

The CAFR summarizes financial data in a nationally standardized format known as "Generally Accepted Accounting Principles" (GAAP). To provide accountability and transparency there are two basic types of information provided: balance sheets that compare assets with liabilities and fund balance; operating statements that compare revenues with expenditures. For the governmental fund types comparisons are presented as budget to actual. This is an annual audited document which presents fairly the financial condition of the City at the end of the fiscal year. This information is used to update beginning carryover reserves which are critical to the analysis of the 5 year proformas.

Budget Amendment Process

The City Code authorizes the City Manager or his/her delegate to allow budget transfers. The Controller reviews and approves transfers within department spending and between internal service funds; the City Manager or his/her delegate approves transfers between operating and capital and between departments within a fund. The City Council approves supplemental appropriations and changes between funds. All documentation is maintained by the City Controller and is subject to review by the City's independent auditors.

Budgetary Controls

Although appropriations are made at the fund level, budgetary control and review is maintained at the line-item level. Compliance is maintained at the Department level, and with City Manager approval transfers can be made between departments within a fund. Contractual commitments of funds are encumbered and included in analyzing budget compliance. Monthly reports providing budget to actual comparisons are prepared monthly. Annual reports are provided within the City's CAFR and subject to review by the City's independent auditors.

Statutory Requirements

The City is required to meet the following to be in compliance with Florida State statute:

- On or before July first, the County Property Appraiser certifies taxable value (DR-420).
- Within 35 days the City Council establishes a tentative millage rate and sets a time and place for the first public hearing.
- No later than 55 days from July 1st the Property Appraiser mails out the Notice of Proposed Property Taxes (TRIM Notice.)
- Within 65 to 80 days, the City shall hold a public hearing on the proposed budget and the proposed millage rate.
- At least two days prior to the budget hearing, the proposed operating budget must be posted on the city's official website. The operating budget includes proposed expenditures and the means of financing them.
- The City must advertise for final hearing within 15 days of adopting a tentative millage and budget. Specific format requirements must be adhered to.
- The final budget hearing must be held within 2 to 5 days after the advertisement appears in the newspaper.
- On or before September 30th, the budget is legally enacted for the General, Special Revenue, Enterprise and Internal Service Funds through passage of an ordinance. Project-length financial plans are adopted for all Capital Projects Funds.
- Within 30 days of adoption, the final budget must be posted on the City's official website
- Budget amounts are presented as originally adopted or as amended by the City Council. Unused appropriations lapse at year-end. Any increases or transfers between funds must be approved by the City Council. The City Manager can amend the budget within existing appropriations by fund. Supplemental appropriations approved by Council in the General

Fund for FY 2018 totaled $10,532,974 which included the $9,250,000 temporary line of credit transferred to the Canal Maintenance District used for the Hurricane Irma seawall project while awaiting FEMA and State reimbursements.

Budget Preparation Calendar

An annual budget calendar is provided to identify the steps required, deadlines for submittals, and points in time when presentations/hearings on budget issues will be made. The calendar provides a concise summary of the entire budget process. An abbreviated calendar is provided on the City Website, it excludes the internal deadlines of submittals and reviews by staff and focuses on the dissemination of budget information to the public and opportunities for public input.

Budget Forms and Procedures

Budget software, integrated with the City's financial software is utilized to develop a line-item budget. Details of specific components of each line are expected and can be printed and reviewed for compliance. Approved staffing levels including job classifications are provided. Forms are provided for specific needs, such as capital outlay and capital projects. A budget narrative is required to highlight what the department has accomplished in the current year, and what the upcoming budget will allow them to provide. Costs of service for the department's identified performance area are provided to aid in this analysis.

Departmental Submittals

Departments are responsible for developing budgets based on decisions made during the long range plan hearing with the City Council, and instructions/guidelines provide by the City Manager. Service levels and performance measures are the key components considered in developing the appropriate line item budget. Assistance is provided by Finance in the development stage.

Finance Review and Analysis

Ten year history information is pulled to compare and use for support and identification of line-item needs. Current economic information, State forecasts, and local knowledge are also used to project revenues and utilities and commodity costs. Personnel costs are calculated by Finance in accordance with the City Manger's guidelines and based on current staffing, with any approved deletions or additions taken into consideration. Tight budgetary control of personnel costs is a key area in managing and balancing the budget.

Finance interacts with the departments to review budgets and documentation submitted. Suggestions and recommendations for cost-effective changes are made and considered during this process. Finance advises the City Manager as to compliance by departments of the instructions/guidelines provided. Finance takes a leadership role in providing alternatives for balancing the operating budget.

Budget Alternative Hearings

Midway in the budget process, the City Manager and Finance present to the City Council the status of each major fund, and what alternatives need be considered to aid in balancing each fund. Direction is provided by City Council by setting policies and service levels that are expected. The City Manager then provides additional direction to staff in order to proceed with alternatives in balancing.

City Manager Review and Submittal to City Council

Ultimately the operating budget is the City Manager's to recommend to the City Council. This document, in conjunction with the annual strategic plan, provided the financial plan that will allow

the City to accomplish the strategic priorities set during the long range plan process. The City Manager conducts interviews with department directors and takes under advisement the recommendations of the Finance staff, the Human Resource manager and provides an in-depth budget message to the City Council, summarizing the financial status of each major fund, highlighting changes and important issues, and recommending a financial plan.

Citizen Participation

Citizen participation is encouraged through the City's website, public meetings, city newsletter, and an annual citizens' academy. The City Council is active in pursuing public interest and input in all areas of city policy and weekly information is disseminated. Bimonthly meetings include a segment of the agenda specifically for budget, and citizen input. See chart on page 3.12 identifying the phases of the budget process and opportunities for citizen participation.

Adoption

The budget is adopted through a state-mandated strict timeline and publication requirements. See section above entitled "Statutory Requirements." As an overview, the tentative budget is always approved in July and the final budget is adopted in September and becomes effective October 1st.

Basis of Budgeting

Budgets for all funds are prepared on the modified accrual basis, which means it conforms to GAAP except for a few notable differences:

- Lease and financing proceeds are included as revenues
- Principal payments on debt are included as expenditures
- Cash outlay for both equipment and capital projects are included as expenditures
- Depreciation expense and other non-cash expenses such as amortization of bond premiums are not included.

These variances are necessitated to comply with state regulations requiring an appropriation for all activity. Within the CAFR there is a reconciliation of budget to GAAP.

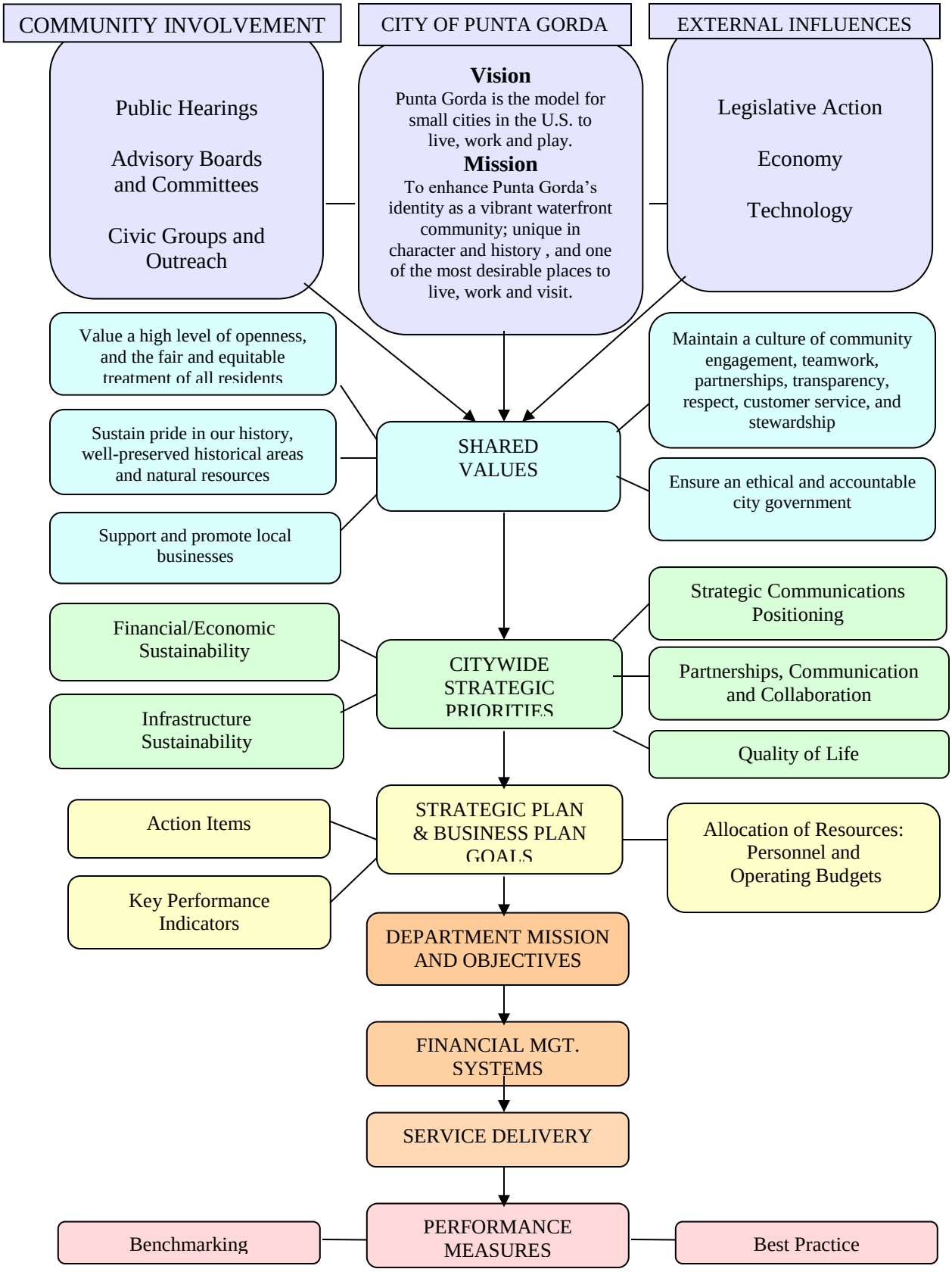
Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus.

All governmental funds, expendable trust funds, and agency funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are included on the balance sheet. The modified accrual basis of accounting is used by these fund types. Under the modified accrual basis of accounting, revenues are recognized when they become both measurable and available. “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay current liabilities.

All proprietary funds, non-expendable trust funds and pension trust funds are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the balance sheet. The accrual basis of accounting is utilized by these fund types. Revenues are recorded when earned and expenses are recorded when the liability is incurred.

How We Got Here:



City of Punta Gorda, FL
Financial Planning Calendar
For Fiscal Year 2020

2018	
October	
	Review FY 2018 Revenues and Expenditures for rollover authorization to FY 2019
November	
	Final adjustments and accruals to close out FY 2018
December	
19	City Council Re-appropriation of FY 2018 incomplete projects for carryover authorization into FY 2019
19	City Council Presentation of Capital Improvements Program project status
2019	
January	
2	FY 2020 Budget Community Input Project
16	City Council presentation of Strategic Plan FY 2019 January progress report
February	
1	City Weekly Highlights Report Notice of Long Range Plan for FY2019-2023 presentation at City Council meeting on February 6
6	City Council presentation and discussion of FY 2019-2023 Long Range Financial Plan
12	Department budget instructions and worksheets distributed for requesting FY 2020 Operating Budget and 5 year replacement plan for capital outlay (due by Mar 18) and Five-Year Capital Improvement Program – FY 2020-2024 (due by Mar 25)
22	City Weekly Highlights Report Request for community to attend Citywide Master Plan charrette workshops to be held March 11, 9 am and 6 pm at First United Methodist Church. Work in Progress Presentation will be held March 15 at 4:30 pm at the First United Methodist Church

City of Punta Gorda, FL
Financial Planning Calendar
For Fiscal Year 2020

February (continued)

25	City Weekly Highlights Reported on City Manager update at Punta Gorda Rotary meeting on Capital Projects and urged attendees to sign up for upcoming Charrettes.

March

1	Request for customer input regarding the development of the FY 2020 budget priorities, community conversation on 3/28 at 5 pm at the Punta Gorda Isles Civic Association in City Weekly Highlights Report
12	Burnt Store Isles Canal Advisory Committee – Presentation of Long Range Financial Plan
18	Departments submit FY 2020 Operating Budget including detail in comments, Budget Narratives, Service Costs, Performance Measures and 5 year Replacement Plan for Capital Outlay. Update key performance measures for "actual" FY 2018 and "projected actual" FY 2019. Staff developing budget alternatives proposal for April 18th City Council discussion
18	Punta Gorda Isles Canal Advisory Committee – Presentation of Long Range Financial Plan
25	FY 2020-2024 Capital Improvement Program (CIP) final sheets with backup due to Finance
28 5:00 pm	Community Budget Conversation at the Punta Gorda Isles Civic Association

April

3	City Council Special Public Hearing adopting final Buckley's Pass Assessment Resolution
5	City Weekly Highlights report recaps community conversation regarding priorities in development of FY 2020 budget
6	Report to City Council initial findings Citywide Master Plan

City of Punta Gorda, FL
Financial Planning Calendar
For Fiscal Year 2020

April (continued)

12	City Weekly Highlights Report Notice of Budget Alternatives for FY 2020 presentation at City Council meeting on April 17 and availability of details at http://www.ci.puntagorda.fl.us/government/city-clerk/agendas-minutes.
17	City Council discussion of formation of 1% Local Option Sales Tax Committee for purpose of vetting proposed infrastructure projects for future funding
17	City Council Presentation and status report for development of the FY 2020 Budget - General Fund (including FY 2020-2024 Capital Outlay Plan), Information Technology Fund, 1% Sales Tax, and General Construction capital improvement projects
19	City Weekly Highlights Report identifies areas of support for service level enhancements and advises of continued evaluation during the following months
22	Utilities Advisory Board – Presentation of Long Range Financial Plan
26	City Weekly Highlights Report overview of comparison of economic and population changes to personnel changes and impact to the FY 2020 budget

May

	Departments review Budget Summary and update Service Costs
10	City Weekly Highlights Report Notice of FY 2020 proposed budgets for Sanitation, Building, Marina, and Gas Tax Funds to be presented at the May 15 City Council meeting including a proposed increase of $0.42 per month for recycling rates
15	City Council Presentation FY 2018 Comprehensive Annual Financial Report (CAFR)

City of Punta Gorda, FL
Financial Planning Calendar
For Fiscal Year 2020

May(continued)

20	Punta Gorda Isles Canal Advisory Committee presentation and discussion of FY 2020 Budget, FY 2020-2024 Special Projects and proposed FY 2020 assessment
20	Presentation and Utility Advisory Board discussion of FY 2020–2024 Utilities Capital Improvement Plan and FY 2020 operating budget
31	Property Appraiser provides preliminary taxable value

June

5	City Council Presentation and discussion of FY 2020 – 2024 Utilities Capital Improvement Plan and FY 2020 operating budget
7	City Weekly Highlights Report Overview of Utilities Funds discussions at June 5 City Council
11	Burnt Store Isles Canal Advisory Committee presentation and discussion of FY 2020 Budget, FY 2020-2024 Special Projects and proposed FY 2020 assessment
14	City Weekly Highlights Report Notice of FY 2020 proposed budgets for the Canal Districts and FY 2020 assessments to be presented as at the June 19 City Council meeting
19	City Council presentation of FY 2020 Operating Budget Status update for Burnt Store Isles and Punta Gorda Isles Canal Maintenance Funds including FY 2020-2024 Special Project Program
19	City Council presentation of FY 2019 Operating Budget Status for Buckley's Pass project and assessments
28	City Weekly Highlights Report overview of the FY 2020 tentative millage rate and assessment rates to be discussed at July 3 City Council meeting
28	Property Appraiser certifies taxable value (DR-420)

City of Punta Gorda, FL
Financial Planning Calendar
For Fiscal Year 2020

July

3	City Council presentation of FY 2020 General Fund Budget status update
3	Community Redevelopment Agency presentation of FY 2020 CRA Fund Budget status update
3	City Council Public Hearing regarding tentative proposed assessments for PGI and BSI Canal Maintenance Districts and Lot Mowing District and setting budget hearing dates
5	City Weekly Highlights Recap of proposed General Fund millage rate and effect on representative homestead properties
10	City Council presentation of FY 2020 Lot Mowing Fund Budget and proposed assessment
10	City Council Public Hearing regarding millage rate, setting budget hearing dates, and tentative proposed assessment for Lot Mowing District
10	City Council presentation of draft FY 2020 Strategic Plan
10	DR-420 completed and submitted to Property Appraiser
12	City Weekly Highlights Report overview of the proposed General Fund FY 2020 budget
19	City Weekly Highlights overview of proposed FY 2020 millage rate and chart illustrating specific home values and related changes and dollar effect of tax
23	Charlotte County Commission presentation of CRA FY 2020 Budget status

August

9	Weekly Highlights Report Notice of City website www.ci.punta-gorda.fl.us viewing availability of the FY 2020 Budget Message, proposed budget and proposed Strategic Plan

City of Punta Gorda, FL
Financial Planning Calendar
For Fiscal Year 2020

August (continued)

16	City Weekly Highlights Report Notification of Charlotte County Property Appraiser mailing of notifications of proposed property taxes, assessments and the date, time, and place of Public Hearing on tentative budget and proposed millage rate per the Truth In Millage Act (TRIM). Tentative proposed 3 assessments for PGI and BSI Canal Maintenance Districts, and Lot Mowing District and notification of first public hearing for September 4h at 5:01 pm and final FY 2020 budget hearing on September 18th at 5:01 pm
19	Charlotte County Property Appraiser mails notifications of proposed property taxes, assessments and the date, time and place of Public Hearing on tentative budget and proposed millage rate per the Truth In Millage Act (TRIM)
21	City Council presentation of Septic to Sewer Master Plan phase 2, financial analysis
28	City Council hosts strategic planning session to gather stakeholder input for the FY 2020 Strategic Plan
30	Weekly Highlights Report Notice of City website www.ci.punta-gorda.fl.us viewing availability of the proposed FY 2020 Budget and notice of public hearing on proposed annual budget, general fund millage rate, Community Redevelopment Area budget, and special assessments for lot mowing and canal maintenance on September 4 at 5:01 p.m.
30	Notice in newspaper regarding Punta Gorda Isles and Burnt Store Isles canal maintenance assessments, Lot Mowing district assessments, and CRA budget and related public hearings

City of Punta Gorda, FL
Financial Planning Calendar
For Fiscal Year 2020

September

4 5:01PM	City Council first Public Hearing regarding millage rate and proposed FY 2020 City budget Resolution adopting FY 2020 budget for Community Redevelopment Agency (CRA) Resolution adopting a special assessment fee for Punta Gorda Isles Canal Maintenance District Resolution adopting a special assessment fee for Burnt Store Isles Canal Maintenance District Resolution adopting a special assessment fee for Lot Mowing District
6	Weekly Highlights Report recap of City Council budget hearing discussion regarding tentative millage rate and approved assessments for FY 2020
13, 16	Notice in newspaper of Public Hearings regarding notice of proposed tax rate increase and related public hearing and FY 2020 Budget summary
13	City Weekly Highlights Report Notice of 2nd and final public hearing on September 18th on the proposed millage rate and FY 2020 budget. The City Manger's budget message available at www.ci.punta-gorda.fl.us
18	City Council discussion of FY 2020 Strategic Plan to be adopted in October 2019
18 5:01PM	City Council second Public Hearing regarding millage rate and proposed FY 2020 budget Resolution adopting a final millage rate Ordinance adopting a final budget
20	Electronically certified E-Trim forms to County and State
20	City Weekly Highlights Report Notification of approved FY 2020 annual budget, millage rate

October

18	Truth in Millage (TRIM) documentation provided to State within 30 days of final public hearing

FY 2020 FINANCIAL PLANNING PROCESS
INFORMATION PROVIDED AND INPUT OPPORTUNITIES FOR CITIZENS

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
CITIZEN INPUT (informal)	✓	✓	✓	✓	✓	✓	✓	✓	✓
LONG RANGE PLAN									
Weekly Highlights Report		✓							
City Council Agenda Posting		✓							
City Council Public Meeting		✓							
Advisory Board(s) Public Meeting			✓	✓					
Website Document Avalailable		✓							
FINANCIAL POLICIES									
Weekly Highlights Report		✓							
City Council Agenda Posting		✓							
City Council Public Meeting		✓							
Advisory Board(s) Public Meeting			✓	✓					
Website Document Avalailable		✓							
STRATEGIC PLAN									
Weekly Highlights Report	✓						✓	✓	✓
City Council Agenda Posting	✓						✓		✓
City Council Public Meeting	✓						✓		✓
Website Document Avalailable	✓						✓	✓	✓
Community Strategic Planning								✓	
CAPITAL IMPROVEMENT PLAN									
Weekly Highlights Report		✓	✓	✓	✓	✓			✓
City Council Agenda Posting		✓		✓	✓	✓			✓
City Council Meeting		✓		✓	✓	✓			✓
Advisory Board(s) Public Meeting					✓	✓			
Website Document Avalailable				✓	✓	✓		✓	✓
Community Budget Conversations			✓						
OPERATING BUDGET PLAN									
Weekly Highlights Report		✓	✓	✓	✓	✓	✓	✓	✓
City Council Agenda Posting		✓		✓	✓	✓	✓	✓	✓
City Council Public Meeting		✓		✓	✓	✓	✓	✓	✓
Advisory Board(s) Public Meeting					✓	✓			
Website Document Avalailable				✓	✓	✓	✓	✓	✓
Community Budget Conversations			✓						
TRIM advertising Notifications								✓	✓

City of Punta Gorda, Florida
Budget FY 2020
Financial Policies

The City of Punta Gorda has prepared a comprehensive set of financial management policies in the areas of financial planning, revenues, and expenditures for adoption by the City Council. These policies are based on recommended, best management practices established by the Governmental Finance Officers Association (GFOA). The most recent comprehensive update of the financial policies were adopted January 18, 2012 and last amended February 6, 2019.

Financial Planning Policies

Balanced Budget Policy: Defines a balanced operating budget and provides for disclosure when a deviation from a balanced operating budget is planned or when it occurs.

Long Range Planning Policy: Supports a financial planning process that assesses the long term financial implications of current and proposed operating and capital budgets, budget policies, cash management and investment policies, programs and assumptions.

Asset Inventory Policy: Requires an inventory and assessment of the condition of all major capital assets. This information will be used to plan for the ongoing financial commitments required to maximize the public's benefit.

Revenue Policies

Understanding the revenue stream is essential to prudent planning. Policies should be established to recognize stable versus volatile revenues, or at best economically-sensitive revenue sources and predetermine the method to minimize the effect and thereby avoid potential service disruptions caused by revenue fluctuations.

Expenditure Policies

The expenditures of municipalities define the ongoing public service commitment. Prudent expenditure planning and accountability will ensure fiscal stability. Policies should reflect the City's desire to maximize efficiency and allocation of scarce resources.

The policies on the following pages provide the framework for the City's financial management planning and decision-making process.

City of Punta Gorda, Florida
Budget FY 2020
Financial Policies

Financial Planning Policies

The City makes program and service decisions and allocates scarce resources through the budget process. The mission of the budget process is to help decision makers make informed decisions about the provision of services and capital assets and to promote stakeholder participation in the process.

Balanced Budget:

Policy: The City will adopt a balanced operating budget and will provide for disclosure when a deviation from a balanced operating budget is planned or when it occurs. The City's definition of a balanced budget is current revenues, including financing proceeds plus unrestricted fund balance, exceeds or equals current year appropriations.

Status: The City's annual budget is balanced in accordance with the above defined parameters.

Policy: A calendar will be designed each year to provide the framework necessary to formulate a sound budget and allow for stakeholder participation. The calendar will be set to ensure the City complies with the Truth in Millage (TRIM) law, Chapter 200, Florida Statutes.

Status: The City's budget calendar adheres to the State TRIM law.

Policy: For each fund all reasonably expected revenues and projected beginning carryover balance will equal the budgeted expenditures and year end carryover balance.

Status: All funds budgeted include projections of annual revenues and expenditures and beginning/ending fund balances.

Policy: All funds are included in the annual budget process and incorporated in the budget document.

Status: The annual budget document includes all funds.

Policy: The City will budget at least 95 percent of the anticipated gross ad valorem proceeds which provide a discount for early tax payments. Florida Statutes, section 200.065, states each taxing authority will not utilize less than 95 percent of the taxable value.

Status: The FY 2020 budget reflects 96 percent of anticipated ad valorem revenue, in order to account for discounts and delinquent property owners.

City of Punta Gorda, Florida
Budget FY 2020
Financial Policies

Policy: The City will maintain a budgetary control system, including an encumbrance system to ensure adherence to the budgeted appropriations.

Status: The City uses an encumbrance system as required by the Code of Ordinances.

Policy: Project length budgets are adopted for the Capital Improvement Projects. Appropriations for these projects will remain open and carry over to succeeding years until they are completed.

Status: Capital improvements budgets for general construction, 1% local option sales tax, community redevelopment area, community development block grant, sanitation and utilities remain open until complete or canceled.

Policy: Supplemental appropriations. If during the fiscal year the City Manager certifies that there are available for appropriation revenues in excess of those estimated in the budget, the City Council by resolution may make supplemental appropriations for the year up to the amount of such excess.

Status: Grant awards were supplemental appropriations that were made during the FY 2019 period. Prior year incomplete projects are re-appropriated.

Policy: Emergency appropriations. To meet a public emergency affecting life, health, property or the public peace, the City Council may by resolution make emergency appropriations. To the extent that there are no available unappropriated revenues to meet such appropriations, the City Council may by such resolution authorize the issuance of emergency notes which may be renewed from time to time, but the emergency notes and renewals of any fiscal year shall be paid not later than the last day of the fiscal year next succeeding that in which the emergency appropriation was made.

Status: There were no emergency appropriations necessary for the FY 2019 period. The City has not been required to implement emergency appropriations in the past 26 years due to revenue shortfalls.

Policy: Reduction of appropriations. If at any time during the fiscal year it appears probable to the City Manager that the revenues available will be insufficient to meet the amount appropriated, he or she shall report to the City Council without delay, indicating the estimated amount of the deficit, any remedial action taken and recommendations as to any other steps to be taken. The City Council shall then take such further action as it deems necessary to prevent or minimize any deficit and for that purpose it may by resolution reduce one or more appropriations.

Status: There was no need for a reduction of appropriations during FY 2019. There has not been such a need in the past 26 years.

Policy: Transfer of appropriations. At any time during the fiscal year the City Manager may transfer part or all of any unencumbered appropriation balance among programs within a department, office or agency and, upon written request by the City Manager, the City Council may by resolution transfer part or all of any unencumbered appropriation balance from one department, office or agency to another.

Status: All transfers to date have been approved at the appropriate level. Reappropriations from the previous year's budget were approved by City Council. Any uses of operating reserves were approved by City Council.

Policy: No appropriation for bonded debt service may be reduced or transferred, and no appropriation may be reduced below any amount required by law to be appropriated or by more than the amount of the unencumbered balance thereof.

Status: All debt service appropriations remain in compliance with legal stipulations.

Long Range Planning:

Policy: The City will support a financial planning process that assesses the long term financial implications of current and proposed operating and capital budgets, budget policies, cash management and investment policies, programs and assumptions.

Status: This is an ongoing process of which the City will continue to adhere.

Policy: The City will prepare multi-year fiscal forecasts for all of its major funds.

Status: Multi-year fiscal forecasts are prepared for all major fund groups and delineated in the Long Range Financial Plan, Annual Budget and updated periodically throughout the fiscal year.

Policy: The City will maintain a prudent cash management and investment program in order to meet daily cash requirements, increase funds available for investment and earn maximum rates of return on invested funds commensurate with appropriate security and the approved investment policy.

Status: On September 5, 2001, the City adopted an Investment Policy in accordance with guidelines developed by the State of Florida. The City's cash management and investment program complies with such policies.

Policy: The City will follow its adopted investment/portfolio policy when handling public funds.

Status: As stated above, the City complies with guidelines in its Investment Policy.

Policy: The City will pool cash from each fund for investment purposes.

Status: The City pools cash for optimum tracking as well as investment purposes.

Policy: On a monthly basis the Finance Department will prepare a Schedule of Investments report that details the amounts and types of U. S. Government securities, the amounts invested with the Local Government Surplus Trust Funds Investment Pool (LGSTFIP) and the amount in the interest earning checking account. The schedule will include the interest rate, market value, purchase date and maturity date.

Status: The above schedules are prepared on a monthly basis.

Asset Inventory:

Policy: The City will inventory and assess the condition of all major capital assets. This information will be used to plan for the ongoing financial commitments required to maximize the public's benefit.

Status: The asset inventory is conducted on an annual basis which coincides with the annual audit. Assets are purchased in compliance with the budget process, and records are maintained within the Finance Department. Asset write-offs are approved by the affected Department Director.

Policy: The review of capital assets will assess the need for and condition of these assets. This review is an important component of an overall evaluation of community needs and priorities. This review will also focus on the impact of deferred maintenance, funding issues and legal or regulatory changes.

Status: The inventory and review process assists the various departments as to age, condition, availability and quantity of their equipment. This review helps during the budget process.

Policy: The City will annually prepare a 5 year capital outlay plan for replacement of existing capital outlay, based on an assessment of identified criteria including safety, efficiency and end of life.

Status: Each Fund has a detailed 5 year capital outlay plan included in the budget document.

Policy: The City shall encourage Charlotte County participation in the funding of the capital improvements that jointly serve both City and Charlotte County residents.

Status: The City has and will continue to work with the County on any joint capital improvement needs. The most recent joint capital improvement projects were Public Safety communications center upgrade and 800 MHz radio frequency.

Policy: The City will stay abreast of developments that may affect the major capital assets, such as regulatory changes, population movements or technological advances, and consider the impact of these issues in the goal setting process.

Status: The above review takes place during the annual inventory audit and annual budget preparation.

Policy: Capital projects will be budgeted in the General Construction Fund or the Utility Construction Fund as needed. 1% Local Option Sales Tax capital projects will by budgeted in the 1% Local Option Sales Tax Fund. CRA capital projects will be budgeted in the CRA budget. Canal Maintenance District capital projects will be budgeted within the District.

Status: The annual budget reflects capital improvements projects within their respective fund groups as denoted above.

Policy: Equipment that has a cost basis in excess of State of Florida statutory minimums will be assigned a fixed asset number and tagged to identify the equipment as property of the City.

Status: The State statutory minimum is currently $1,000. The City tags its fixed assets at this rate in compliance with the statutory minimum.

Policy: City departments and divisions will be provided a list of equipment to perform an inventory check on an annual basis. Variances from the inventory list will be reported and the fixed asset inventory records will be updated.

Status: The fixed asset inventory check is done at the end of each fiscal year, which is September 30. Variances are signed off by Department Directors.

Policy: The Procurement Division shall have the power to sell or dispose of obsolete and surplus property by public auction, competitive sealed bidding, trade-in, or other appropriate methods in conformance with any applicable state law. No employee of the department having direct control of the commodities or handling the disposition of the commodities shall be entitled to purchase such commodities. No other City employee shall be allowed to purchase obsolete or surplus property except through a competitive bid process or public auction.

Status: The City adheres to this policy for all disposed items.

City of Punta Gorda, Florida
Budget FY 2020
Financial Policies

Revenue Policies:

An understanding of the revenue stream is essential to prudent financial planning. Most of these policies seek stability to avoid potential service disruptions caused by revenue shortfalls.

Policy: The City will estimate its annual revenues by objective and analytical processes. The budget document will include documentation of major revenue sources.

Status: The analytical review of revenues uses 10 year historical data for various revenue sources and projected economic indicators. Use of both historical trends and economic indicators enhances reliability in revenue estimation.

Policy: The City shall maintain a diversified revenue system to the extent provided by Florida Statutes, in order to insulate it from short term fluctuations from any one revenue source.

Status: The FY 2020 revenue structure (all funds) is as follows:

Service Charges, Fines & Forfeitures	19%
Intergovernmental	7%
Ad Valorem Taxes	9%
Permits, Fees & Assessments	6%
Other Taxes	3%
Miscellaneous	4%
Carryover, Financing & Transfers	52%

As shown above, the City's revenue system is diverse and does not rely on any one revenue source to fund its overall operations.

Policy: The City will analyze and prepare monthly reports that compare the budget with actual revenues for major funds. The reports will monitor progress toward the planned revenue goals. Significant changes may be uncovered in advance, permitting action to avoid a crisis.

Status: Financial reports for major funds are prepared monthly. The reports include budget vs. actual revenues and expenditures and identification of trends that denote any projected revenue variances or extraordinary expenses.

Policy: The City discourages the use of one time revenues to fund ongoing expenditures.

Status: One time revenues such as sale of property, equipment and/or capital grants are used to finance capital projects and/or purchase of equipment. FY 2019 supplemental appropriations included use of Fund Balances.

City of Punta Gorda, Florida
Budget FY 2020
Financial Policies

Policy: Grants should be actively pursued. All costs of grant requirements will be analyzed and presented with the proposal for City Council consideration. Revenues will be budgeted for current grants. The budget will be amended for new grants upon award.

Status: Grants are pursued by all of the City's departments. The City has received and/or been awarded $52.1 million including a State Revolving Fund Loan partial award of $15.7 million (FY 2019) and $0.2 million (FY 2020) in grant monies to fund such projects as the Reverse Osmosis Plant, FEMA recovery from Hurricane Irma, streetscape/pathways, boating-related facilities, police equipment, and climate adaptation planning. The five year Capital Improvement Program identifies several pending capital grants. In addition to the above, the City is host for the Charlotte Harbor National Estuary Program (CHNEP). Their funding is all grants from Federal, State and Local Sources in the amount of $1.5 million (FY 2019) and $1.4 million (FY 2020). In addition, the City is still working with FEMA for mitigation project from Hurricane Irma totaling approximately $8 million.

Policy: Sometimes governmental services are provided on credit. Properly documented controls over revenues are imperative in accounts receivable management. Timely efforts should be made to pursue the collection of delinquent accounts by the department generating the receivable.

Status: The City has implemented a variety of measures to collect monies owed, including lien powers, code enforcement and utility turn off.

Policy: Adjustments to account receivables must be properly documented using internal controls that include segregation of duties and supervisory review. Upon any suspicion of fraud, management should be notified in a timely manner.

Status: Internal controls over accounts receivable are in place. Suspicion of fraud or other malfeasance are brought to management and if necessary Police Department's attention, although these actions have not been necessary.

Policy: The use of revenues which have been pledged to bondholders will conform to the bond covenants which commit those revenues.

Status: Currently there are no outstanding bond issues.

Policy: The City will recalculate the full cost of activities supported by user fees to identify the impact of inflation and other cost increases and will revise user fees upon approval of the City Council.

Status: Fee changes are initiated through the ordinance process and, as such, are reviewed and approved by City Council through public hearings. Based on the results of the consulting firm hired to analyze water and wastewater user fees and impact fees, modifications to the utilities rate structure and changes to impact fees were approved after public hearing and were implemented in FY 2016 and provided for scheduled increases in FY 2017 and FY 2018 that may be evaluated each year. The FY 2018 scheduled rate increase continues to be delayed until further need is determined. Recycling fees for Sanitation are increasing due to contract changes. Marina slip fees were updated July FY 2016. User fees in the City's enterprise funds are established to pay for ongoing operations and adjusted accordingly.

Policy: All revenues, which are reasonably expected to be unexpended and unencumbered at the end of the fiscal year, will be anticipated as "projected carryover ending" and budgeted accordingly for the following fiscal year.

Status: Projected carryover balances are budgeted within the City's fund groups. Staff completes a review of purchase orders, accounts receivable and final personnel/operating expenses prior to reaching a fund balance projection.

Expenditure Policies:

The expenditures of municipalities define an ongoing public service commitment. Prudent expenditure planning and accountability will ensure fiscal stability.

Debt Management:

Policy: A significant portion of a City's capacity to influence and/or encourage economic development can be measured by the adequacy of its infrastructure and its capacity to support growth.

Status: The City maintains a five year capital improvements program that prioritizes investment in its infrastructure necessary to support growth and economic development. The City's water plant has sufficient capacity to support projected growth in the 10 year plan, however the City is in the process of evaluating the percentage of growth and when expansion of the wastewater treatment plant will be necessary. Funds for this purpose are identified in the 5 year CIP plan. Road network and parks facilities sufficiently accommodate demand. A 5 year CIP plan has been developed to address all ADA requirements for City facilities. Funding is provided in the 5 year CIP plan.

City of Punta Gorda, Florida
Budget FY 2020
Financial Policies

Policy: The City will seek to maintain high bond ratings to minimize borrowing costs and preserve access to credit.

Status: As part of the 2016 Long Range Financial Plan, the City undertook a review of its economic condition and outlook, financial position and performance, debt profile and management in relation to credit rating agency criteria. The City utilizes a five year proforma to quantify the effects of current decisions on future financial condition.

Policy: Whenever possible the City will use revenue bonds instead of general obligation bonds.

Status: The City does not have any outstanding general obligation bonds, nor does it have any plans to undertake such a process. All debt outstanding is in the form of revenue or tax increment financing to be retired with the use of utility user fees and community redevelopment area tax proceeds.

Policy: The term of any bonds, notes or leases shall not exceed the useful life of the asset being financed.

Status: All debt outstanding does not extend beyond the useful life of the asset.

Policy: The City shall not issue notes or bonds for non-capital items.

Status: The City does not issue notes or bonds for its operations.

Policy: If cost effective, the City will purchase private bond insurance at the time of issuance.

Status: When the City is in the midst of bond issuance, a price to benefit calculation will be made to see if bond insurance is cost effective to produce a higher rating and reduced interest rate.

Policy: The City will analyze its existing debt to take advantage of changing market conditions and to minimize future costs.

Status: The City monitors market conditions and undertakes refinancing/refunding opportunities where feasible. CRA loans for Laishley Park and Herald Court Centre were refinanced with a lower interest rate in FY 2013.

Policy: The City will maintain an adequate debt service fund regarding each issue and budget for the annual payment of principal and interest.

Status: The annual budget includes a debt service fund, schedule of debt outstanding and a five year projection of debt service payments. The fund includes sufficient monies to pay all principal and interest obligations as required by loan agreements.

City of Punta Gorda, Florida
Budget FY 2020
Financial Policies

Reserve or Stabilization Accounts:

Policy: The City will use Governmental Accounting Standards Board (GASB) Statement #54 definitions for the five classifications of fund balance for governmental fund types. These are non-spendable, restricted, committed, assigned and unassigned.

Status: Under the GASB definition the City's General Fund balance is categorized as: *non-spendable*- including prepaid expenses and inventories; *restricted*- including outside parties, grants and bond agreements; *committed*- including requirements established by city ordinance prior to end of fiscal year (there are none currently); *assigned*- intended use established by council, including appropriated reserves used to balance the subsequent year's budget, purchase order rollovers and reappropriations for incomplete projects from prior fiscal year; and *unassigned*- which is all other general fund balance. The latter three comprise the GFOA defined *unrestricted fund balance*, and is the amount which is to be used to verify the calculation of the 16.7% of operating expenditures. Operating expenditures include personnel, operations, contingency and capital outlay.

Policy: The City will strive to follow the Government Finance Officers Association (GFOA) recommendation for a minimum level of unrestricted fund balance for the following major operation funds: General Fund, Utilities OM&R Fund, Sanitation Fund, Building Fund, and Marina Fund. The GFOA states the unrestricted fund balance for the General Fund should be a minimum of 2 months of operating expenditures.

Status: Based on GFOA recommended best practice, the City's unrestricted fund balance in the General Fund should be 16.7% of operating expenditures. The September 30, 2020 unrestricted fund balance is projected to be $4.0 million. This is 17.3% of budgeted general fund operating expenditures, excluding a transfer of the loan draw to PGI Canal Maintenance Fund. It is the City Council's intention to continue increasing the minimum reserve as the improving economy allows.

Policy: An adequate level of unrestricted fund balance will be maintained as working capital to support operations until sufficient current revenues (taxes) are received.

Status: The City has not needed to issue tax or revenue anticipation notes to support operations until sufficient current revenue is generated. Sufficient cash balances are maintained to support operations throughout the year.

City of Punta Gorda, Florida
Budget FY 2020
Financial Policies

Policy: The City should have a prudent level of unrestricted fund balance to protect against the need to reduce service levels or raise taxes and fees due to temporary revenue shortfalls or unexpected one time expenditures.

Status:

	FY 2020 Budgeted Expenditures	9/30/20 Budgeted Unrestricted Fund Balance	% of Unrestricted Fund Balance to Expenditures
General Fund	$31,275,594	$3,997,475	13%
PGI Canal Maint Fund	17,044,660	$1,741,124	10%
BSI Canal Maint Fund	535,360	$673,172	126%
Park Impact Fees Fund	80,000	107,742	135%
Transportation Impact Fees Fund	55,000	82,905	151%
CRA Fund	1,896,622	2,201,411	116%
Additional Five Cent Gas Tax Fund	725,000	25,210	3%
Six Cent Gas Tax Fund	985,755	379,153	38%
Coastal&Heartland Ntnl Estuary Prtshp	1,472,353	226,949	15%
Utilities OM&R Fund	18,592,145	9,217,773	50%
Water System Capacity Escrow Fund	296,250	2,789,506	942%
Sewer System Capacity Escrow Fund	610,573	1,143,021	187%
Sanitation Fund	4,369,290	877,183	20%
Building Code Fund	1,114,695	1,567,954	140%
Laishley Park Marina Fund	446,325	388,954	87%

Generally, the unrestricted fund balance is limited to use within its own fund and/or for specific types of expenditures. The collective reserve level is sufficient to cover for any temporary revenue shortfalls or unexpected expenses. Of the $4.0 million General Fund unrestricted fund balance, $0.8 million is assigned to reducing the FY 2021 projected shortfall.

Policy: An adequate level of unrestricted fund balance will be maintained so credit rating agencies will recognize the City is in sound financial condition when they evaluate the City's credit worthiness.

Status: As noted previously, the collective reserve level is adequate to support the City's sound financial condition.

City of Punta Gorda, Florida
Budget FY 2020
Financial Policies

Policy: For the General Fund, and all other operating funds, except the Utilities Fund, the City requires an unassigned fund balance minimum of 8.5% of total fund budgeted appropriations. Council intends to reach a 16.7% unassigned fund balance minimum. Each year, as the economy improvement allows, the City will increase the minimum by 0.5%.

Status: For the fiscal year ended September 30, 2019, the General Fund's unassigned balance is projected to be $2,924,737. Projected for the fiscal year ended September 30, 2020, the City's operating funds, except the Utilities Funds, meets the established unassigned fund balance minimum. The General Fund unassigned balance is $3,044,896, 13.2% of total general fund expenditures (excluding the transfer of the loan draw to PGI Canal Maintenance Fund).

Policy: For the Utilities Fund, the City will maintain an unassigned fund balance minimum of at least $3.1 million.

Status: For the fiscal year ended September 30, 2019, the City's Utilities O, M & R Fund unassigned balance is projected to be $9,217,773. This is adequate for funding the five year capital improvement plan.

Policy: For the Utilities Fund, for protection of infrastructure, a renewal and replacement reserve of $1,500,000 will continue for unforeseen major line breaks and equipment failures.

Status: This reserve has been maintained.

Policy: The Utilities Fund, for protection of infrastructure, will cash fund a minimum of $1,120,000 annually for recurring line and lift station renewal and replacements as identified in the five year capital improvement plan.

Status: The Utilities Fund has budgeted to cash fund $920,000 of the recurring line and lift station renewal and replacements for FY 2020 due to specific water main replacements currently identified in FY 2020 and FY 2021 which are being cash funded. The City will continue to cash fund the recurring line and lift station renewal replacements at the higher level in the future.

Policy: The City will provide a Capital Outlay Reserve (COR) for each of the major funds based on the 5 year capital outlay program needs, and will fund the average annualized 5 year need, in order to provide a stabilized funding plan for the General Fund and other funds as practical.

Status: The City Council has established a COR for the General Fund, Utilities Fund, and Sanitation Fund.

Policy: The Canal Maintenance Districts will fund replacement of seawalls to allow for adequate linear footage replacement based on existing analysis.

Status: Burnt Store Isles Canal Maintenance District has established a Seawall Replacement Reserve. The funding is set at $45,000 annually and will be reevaluated as costs per linear foot increase. Use of reserve includes study of alternative seawall panel technologies and installation methods and permitting of lock removal. Punta Gorda Isles Canal Maintenance District has established a Seawall Replacement Reserve for study of alternative seawall panel technologies and installation methods, dredging channel to spoil site and Ponce De Leon Inlet widening and dredging. Seawall expenditures estimate 3% increase in the 5 year proforma.

Policy: The City will not permit a deteriorating financial condition as described by the Florida Auditor General and Florida Statutes section 218.503 that would result in an audit management letter finding.

Status: Florida Statutes identify a number of items that can trigger the State described indicator of deteriorating financial conditions. The City is in compliance with all of those indicators thereby avoiding a finding of deteriorating financial condition.

Policy: The City will monitor financial indicator trends. We will follow the Florida Auditor General Financial Condition Assessment Procedures.

Status: The City monitors financial indicators, as recommended by the Auditor General, as part of its annual budget process. These trends are discussed as well with the City's external auditor each year during the audit process.

Policy: Annually the City will appropriate a contingency line item in funds where deemed necessary to provide for unanticipated expenditures of a nonrecurring nature or to meet small increases in service delivery costs.

Status: Two of the City's larger funds, General and Utilities, have contingency accounts set aside for unanticipated emergencies or small increases in service delivery. The City does not foresee a need to supplement fund balances with a budgeted contingency in its smaller funds.

Policy: All projected beginning and ending fund balances will be presented in the annual budget.

Status: The annual budget includes all fund balance projections within each fund.

City of Punta Gorda, Florida
Budget FY 2020
Financial Policies

Operating/Capital Expenditure Accountability:

Policy: Governmental Funds are accounted for in accordance with Generally Accepted Accounting Principles (GAAP). Expenditures are recorded when the services or goods are received and the liabilities incurred. All proprietary funds use the accrual basis of accounting and expenses are recognized when they are incurred.

Status: Governmental Funds are defined as the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds. Proprietary Funds are enterprise funds and internal service funds. The City follows GAAP in its accounting function.

Policy: The City Manager will present a balanced budget. Essential services will receive first priority for funding. The City will identify low priority services for reduction or elimination, if necessary, before essential services.

Status: In compliance with State law, the City Manager presents and the City adopts a balanced budget each year. Budget alternatives which identify service level cost reduction options as well as costs associated with any service level enhancements are presented to City Council each year and updated, as requested, through September as part of the annual budget process.

Policy: The budget will provide for adequate maintenance and repair of capital plant and equipment and for their orderly replacement.

Status: The City provides adequate funding for repair and maintenance of its capital assets as well as implements a structured program for replacement.

Policy: The budget will consider the cost effect on the operating budget from additional capital items and program.

Status: An integral part of the five year capital improvements program is the impact on operating budget calculations for each project included in the program. In this manner, the City fully understands future operating budget implications prior to initiation of planned capital improvements.

Policy: The budget will provide sufficient funding to cover annual debt retirement.

Status: Debt service coverage is a requirement of our lenders, and the City provides sufficient coverage as required by loan agreements.

City of Punta Gorda, Florida
Budget FY 2020
Financial Policies

Policy: The City will analyze and prepare monthly reports that compare the budget with actual expenditures for major funds. The reports will monitor progress toward the budgeted appropriations. Significant changes may be uncovered in advance, permitting action to avoid a crisis.

Status: Monthly financial reports are prepared as required by the City's Code of Ordinances.

Policy: Enterprise fund operations shall be self supporting and shall pay administrative charges to the General Fund for administrative support.

Status: Enterprise funds are Proprietary Funds as defined and, as such, are self supported by user fee charges. Each enterprise fund pays an administrative charge to the General Fund for support provided based on an annual review of such administrative expenses. In the FY 2020 budget, the following administrative charges are included within the enterprise funds: Utilities $2,226,435, Sanitation $392,100, Building $103,755, Laishley Marina $35,900.

Policy: The City will prepare a five year Capital Improvement Program (CIP) as part of the annual budget process. Coordination of the CIP budget with the operating budget will ensure that all funding considerations are made. The CIP details major infrastructure type improvements and construction projects. Capital items of an operating nature such as automobiles or personal computers are budgeted in each operating department budget.

Status: The City prepares a five year CIP on an annual basis. Project detail includes a description of planned improvements, estimated cost, financing sources, project status, impact on operating budget and project area map, if applicable.

Policy: The City will adopt the first year of a multi-year plan for capital improvements, update it annually and make every attempt to complete all capital improvements in accordance with the plan.

Status: The City adheres to the policy with the understanding that planned capital projects may be delayed due to delays in permitting, environmental conditions, bidding and/or re-prioritization by elected officials.

CITY OF PUNTA GORDA, FLORIDA
DESCRIPTION OF FUNDS
APPROPRIATED FUNDS (Modified Accrual)

GOVERNMENTAL FUNDS

GENERAL FUND

#001 General Fund: Operating fund accounts for normal recurring activities funded by property taxes, intergovernmental revenues, licenses, fees and programmed use of General Fund Reserves-Used for Operations.

SPECIAL REVENUE FUNDS

#103 Punta Gorda Isles Canal Maintenance District: Special taxing district to provide relief of maintaining seawalls and removing silt. Annual fee levied.

#104 Burnt Store Isles Canal Maintenance District: Special taxing district to provide relief of maintaining seawalls and removing silt. Annual fee levied.

#105 Impact Fees - Parks #106 Impact Fees - Police Service #107 Impact Fees - Fire Protection #108 Impact Fees - Government Services #109 Impact Fees - Transportation: These impact fees are paid when a building is built or expanded. The fees are based on projected impact to city services and infrastructure. Currently Police Service, Fire Protection, and Government Services Impact Fees are suspended.

#110 Community Redevelopment Agency: Revenue from City and County ad valorem taxes computed on property value increment increase over the 1989 base year assessment.

#111 Community Development Block Grant: Revenue from federal funding administered by the U.S. Department of Housing and Urban Development. Eligible projects include housing, building improvements, community facilities, infrastructure installation, public service programs and economic development activities. City discontinued program in FY 2019.

#113 Special Use Fund: To account for revenues and expenditures resulting from special circumstances such as the recovery from natural disasters, including assistance from federal, state, & local agencies and one-time revenue sources such as real property asset sales which will be used for approved special projects, rather than funding operations.

#114 Additional Five Cent Gas Tax Fund: The legislation allows this tax to be used for road capital. The paving program was previously budgeted in the Right of Way division.

#115 Six Cent Gas Tax Fund: The legislation allows this tax to be used for transportation expenditures. It is used for various allowable items that were previously budgeted in the Right of Way division, including street sweeping, street lights, traffic lights, bridge maintenance, railroad crossings and sidewalk repairs.

#116 Coastal & Heartland National Estuary Partnership (CHNEP): A grant funded program used to protect Charlotte Harbor and its environs.

#118 1% Local Option Sales Tax Fund: To account for revenues and capital improvement or infrastructure projects as allowed by statute related to the 1% local option sales tax.

SPECIAL REVENUE FUNDS (continued)

#130 Buckley's Pass Assessment Area Fund: To account for assessment revenues and transfers for expenditures related to the construction of Buckley's Pass which provides additional access to Charlotte Harbor. Benefited properties in the assessment area had the option to pay the full assessment or have it spread over three years as a non-ad valorem assessment on their property tax bill.

DEBT SERVICE FUND

#201 Debt Service Fund: To accumulate and pay the governmental debt service. Currently this includes debt on public works projects within the CRA district and the Herald Court parking garage funded from CRA tax increment financing.

CAPITAL PROJECTS FUND

#301 General Construction Fund: Capital improvement projects not specifically for Enterprise Funds. Revenue sources are grants, transfers from other funds, or other financing.

PERMANENT FUND

#610 Gilchrist Intention Trust: Per resolution #568-76 Albert W. Gilchrist willed $5,000 to the city. The interest is to be used for bridge approach beautification.

FIDUCIARY FUNDS
Unappropriated funds (Included in the CAFR but not included in the budget document.)

#602 Municipal Police Officers' Retirement Fund: Municipal Police Officers Pension Trust accounts for assets held for the City's police officers' retirement.

#603 Municipal Firemen's Retirement Fund: Municipal Firefighters Pension Trust accounts for assets held for the City's firefighters' retirement.

#604 General Employee's Retirement Fund: General Employees Pension Trust accounts for assets held for the City's general employee retirement.

PROPRIETARY FUNDS

ENTERPRISE FUNDS

#402 Utilities Operation, Maintenance & Repair: Accounts for the operations of several departments responsible for Billings and Collections, Water Treatment, Wastewater Collection, Wastewater Treatment and Water Distribution. A renewal and replacement account is maintained.

#411 Utilities Construction Fund: Water and sewer capital projects are financed and spent from this fund. Revenue is received from grants, interest income, transfers from the Utilities O M & R Fund and debt financing. If the project is eligible to be financed by impact fees, a transfer is budgeted from the Sewer System or Water System Capacity Escrow Funds.

ENTERPRISE FUNDS (continued)

#414 Utilities Renewal and Replacement Reserve: Reserve established for protection of infrastructure such as unforeseen major line breaks and equipment failures.

#415 Water System Capacity Escrow: Reserve to pay for expansion of the water treatment system. Financed by impact fees for connection to the water system (single family residence costs $2,646. The impact fees are transferred to the Utilities O M & R Fund, #402 or the State Revolving Loan Fund, #419, to help pay debt service or to the Utilities Construction Fund, #411, for allowed uses.

#416 Sewer System Capacity Escrow: Reserve to pay for expansion of the wastewater treatment system. The impact fee for connection by a single-family residence is $2,677. These fees are transferred to the State Revolving Loan Fund, #419, or to the Utilities O M & R Fund, #402, to help pay debt service or to the Utilities Construction Fund, #411, for allowed uses.

#417 Special Assessment District #4: Sewer improvements being paid by the benefited customers.

#419 State Revolving Loan Fund: This is a sinking fund for the State Revolving Fund Loan.

#430 Sanitation Fund: Collects refuse, trash, recycling items and yard waste. Disposes of same by recycling, mulching or dumping at the county landfill.

#440 Building Fund: This fund includes the building permit fees and related fees charged to support the cost of enforcing the building code.

#450 Laishley Park Marina: The Laishley Park Marina Fund is used to account for the revenues and expenses of the marina.

INTERNAL SERVICE FUNDS

#502 Information Technology (Intragovernmental): Provides and supports a central computer system for Applications, Internet, Network, Telecommunications, and Geographic Information Systems to all city departments and is reimbursed by them.

CITY OF PUNTA GORDA, FLORIDA
GENERAL BUDGETING COMMENTS

In order to understand and review a municipal budget, one must keep in mind a general understanding of fund accounting and separation of funds. The Punta Gorda Budget, as recommended, addresses in detail the operating funds broken down into the various departments and divisions within the city. The General Fund is the fund that receives ad valorem property taxes. Certain departments are funded entirely by the General Fund. The Utilities Fund receives revenues primarily from water and wastewater billings, and in turn funds the operation and maintenance of the utility systems. It should be noted that the revenue generated for the water and wastewater funds are from the entire water and wastewater service area, not just the City of Punta Gorda. The Utilities, Sanitation, Building, and Marina Funds are "Enterprise Funds" which are essentially self-supporting by charges paid directly to the city by the users of the service. The two canal maintenance district funds (PGI and BSI) are maintenance assessment district funds into which annual levies are paid by the direct beneficiaries of those funds, not by the general property owners within the City. Expenses to maintain the canal systems are paid from the respective funds. The Intergovernmental Service Fund, Information Technology, is funded entirely by the other operating departments of the city on a charge for service basis. Thus, no direct revenue from the public is received by this fund.

On the expense side of the budget, there are a number of accounts, which are carried, in essentially all-operating departments. Certain formulas or explanations may be appropriate for overall understanding since these accounts are budgeted on a very consistent basis in each operating department.

Accounts are categorized into Personnel Services, Operating Expenses and Capital Outlay.

PERSONNEL SERVICES

Personnel Services include the actual salary cost for all positions as well as related benefits. Costs are based on actual participation in benefit programs and anticipated usage of various other personal service expenses such as overtime and temporary services.

Salaries:

The computer system has allowed more precise salary budgeting based on City employees' current pay rates. A 4% merit increase was budgeted in FY 2020 along with fire bargaining contract changes as approved by City Council. Police bargaining has not been completed and budget reflects an estimate for possible changes.

Retirement Contribution:

The City's contribution is budgeted at an actuarially determined amount. For FY 2020, the General Pension plan was budgeted at the FY 2019 contribution amount which was higher than the actuarially determined amount. Fire Pension plan also includes additional funding to help smooth actuarially determined amounts that will reflect fire bargaining payroll estimates based on new contract.

Life and Health Insurance:

These expenses are budgeted according to current employee participation with an 12% increase in FY 2020 health insurance rates.

Worker's Compensation:

An estimated 10% increase was budgeted over last year's budget.

Unemployment:

This account covers all City departments and is budgeted based on this year's experience and economic conditions. Human Resources continues to oppose all unjustified claims.

OPERATING EXPENSES

This category of expenditure includes all of the materials, supplies and services used by the operating departments to carry out their normal functions. Budget requests are developed through projections of actual expenditure for each commodity or service required for the various functions.

Fire and General Liability:

An estimated 5% increase was budgeted over last year's budget, based on the results of competitive bid and including the cost of managing prior year claims.

Gasoline, Oil, Lubricants:

Fuel costs for the FY 2020 budget estimated $3.00 per gallon for unleaded and $3.50 per gallon for diesel.

Clothing and Uniforms:

For the various categories of uniforms, precise calculations have been made based on anticipated contract prices times the frequency and number of employees authorized for various uniform categories.

Computer Maintenance and Overhead:

Computer purchases, maintenance and overhead costs are combined into the computer overhead account for each department and pro-rated based upon the department usage of the computer system and equipment. This is the source of funding for the Information Technology Division.

Departmental Materials and Supplies:

Departments have developed specific details of the supplies and materials required for their operation and have based their budget requests on known and anticipated costs for the needed commodities.

Communication Services:

Communication services accounts include telephone, radio, cellular phone and the maintenance and monthly charges for each of these categories.

CAPITAL OUTLAY

Capital Outlay accounts include those items in excess of one thousand dollars which are budgeted by the departments and are broken down into the accounts. The narrative portion lists specific details as to what purchases are included in the Capital Outlay Accounts for each department.

Automobiles (64-01):

New and replacement cars, trucks and other similar type equipment.

Equipment (64-03):

All specialized types of equipment and off-road vehicles/heavy equipment would be carried in detail for each department in this section, including backhoes, front-end loaders, and Sanitation trucks.

Computer Equipment (64-20)

NON OPERATING EXPENSES

Transfers, Fund Balance and other accounting functions are found in the Non Operating Expenses Category.

Transfers:

This type of account is generally an accounting transfer between funds and is not considered an operational matter.

Contingency:

The General Fund budget contains a $15,000 contingency account, which by City Council authorization may be transferred to a specific operating account. The Utilities OM&R Fund has a $50,000 contingency, which may be transferred to a specific operating account with the authorization of the City Manager.

Fund Balance:

This account indentifies the balance of funds available for use in future years and a reserve for emergencies as identified in the financial policies. GASB Statement 54 further delineated components and was implemented for the Fiscal Year ending September 30, 2011.

CITY OF PUNTA GORDA, FLORIDA
CAPITAL ASSET COMMENTS

The City of Punta Gorda has five major categories of capital assets which are buildings, land, infrastructure, improvements (other than buildings) and machinery & equipment.

Buildings are permanent structures. The account descriptions for buildings are:

- Buildings
- Improvements to buildings
- Sheds

Infrastructure is the term used to describe the capital assets that are normally stationary in nature and can be preserved for a significantly greater number of years than most capital assets. Infrastructure assets examples include roads, bridges, tunnels, drainage systems, water and sewer systems, dams and lighting systems. The account descriptions for infrastructure are:

- Bridges and piers
- Decorator street lights
- Dredging
- Sidewalks
- Seawalls
- Storm Drains
- Streets
- Traffic Lights
- Water/sewer system pre FY03/04
- Water system
- Sewer system

Improvements (other than building) are permanent improvements, other than buildings, that add value to land such as fences, landscaping, parking lots, and retaining walls. The account descriptions for improvements are:

- Improvements – other
- Improvements – land
- Improvements – parks
- Improvements – signage

Land and the costs incurred preparing the land for use such as clearing or filling. The account descriptions for land are:

- City land
- Easements
- Harbor/marina property
- Lift station property
- City owned lots/blocks
- Other – property w/buildings – excluding building costs
- Parks – (land not equipment)
- Right of Way

Machinery & equipment are the tangible property of a more or less permanent nature for example machinery, vehicles, tools, furnishings and the transportation costs to acquire these items. The account descriptions for machinery & equipment are:

- Autos & on-road vehicles
- Equipment
- Computer equipment

CITY OF PUNTA GORDA, FLORIDA
GLOSSARY OF TERMS

Account Number	In accordance with the state chart of accounts, each class of expenditures and revenues is assigned a specific account number for use within the City's accounting system.
Accrual Basis of Accounting	Method of accounting that recognizes transactions & events when they occur, regardless of the timing of when the related cash flows are received or paid.
Actuarial	A person or methodology that makes determinations of required contributions to achieve future funding levels that addresses risk and time.
Ad Valorem Taxes	A tax levied on assessed value of real and personal property within the City and not expressly exempted. This tax is also known as property tax.
Amortization	Debt - The paying off of debt in regular installments over a period of time. Intangible Assets – Annual allocation of the value of an intangible asset over a period of time.
Appropriation	The City Council's legal authorization for the City to make expenditures and incur obligations for specific purposes. The amount and time when the appropriation may be expended are usually limited.
Assessed Valuation	The County Property Appraiser's estimation of the Fair Market Value of real estate or other property. This valuation is used to determine taxes levied upon the property.
Assessment Roll	The official list containing the legal description of each parcel of property, its assessed valuation, and the name and address of the last known owners.
Audit	Professional examination and verification of accounting documents and supporting data for the purpose of rendering an opinion as to their fairness, consistency, and conformity with Generally Accepted Accounting Principles.
Balanced Budget	The City's definition of a balanced budget is current revenues, including financing proceeds, plus unrestricted fund balance exceeds or equals current year appropriations.
Bond	A written promise to pay a designated sum of money (called the principal), at a specific date in the future, together with periodic interest at a specified rate. These payments are identified as debt service. Bonds are generally used to obtain long-term financing for capital improvements
Bond Rating	Evaluation by a rating company of a bond issuer's financial strength, or its ability to pay a bond's principal and interest in a timely fashion.
Budget	A plan of financial operation embodying an estimate of proposed expenditures for a given period (usually a single fiscal year) and the proposed means of financing. The budget, once adopted, is the legal authorization to expend city funds during the fiscal year. The budget may be amended during the fiscal year by the governing body and/or management, in accordance with procedures specified by law, charter, and/or administrative rules & regulations.
Budget Message	A general discussion of the proposed budget as presented in writing by the City Manager to the City Council.

Building Contractors Certificate of Competency	The annual certificate fee is seventy-five dollars per Code section 7-12.
Capital Improvement Plan (CIP)	A financial plan for construction of physical assets such as buildings, streets, sewers, etc. The plan extends over several future years indicating the beginning and ending date of each project, the amount to be expended in each year, and the method of financing those expenditures.
Capital Lease	An agreement conveying the right to use property, plant, or equipment usually for a stated period of time where the lessee assumes all the risks and rewards of ownership.
Capital Outlays	Outlays for the acquisition of or addition to fixed assets which are durable in nature. Such outlays are charged as expenditures through an individual department's operating budget and do not include those provided for in the capital improvement program. The asset will have a unit cost of $1,000 or more and a useful life in excess of one year.
Capital Projects	Any program, project, or purchase with a useful life span of 10 years and a cost of at least $5,000 or major maintenance and repair items with a useful life span of five years.
Charges for Services	Revenues derived from charging fees for providing certain government services. These revenues can be received from individuals, entities, or other governmental units. Charges for services include water/sewer fees, solid waste fees, fees for planning and zoning services, etc.
Comprehensive Annual Financial Report (CAFR)	This report is prepared by the Finance Department. It is usually referred to by its abbreviation, and summarizes financial data for the previous fiscal year in a standardized format. The CAFR is organized by fund and contains two basic types of information: a balance sheet that compares assets with liabilities and fund balance; and an operating statement that compares revenues with expenditures.
Community Development Block Grant (CDBG)	An entitlement grant program authorized by the federal government, which provides a federal grant for each year in which the program is authorized by Congress. The entitlement is based upon a formula, which includes the City's population. The CDBG is limited in eligible uses of the funds to projects generally affecting low and moderate-income persons.
Community Redevelopment Agency (CRA)	The Community Redevelopment Agency is a revenue generating mechanism used to finance capital improvements in a neighborhood suffering from blighted conditions. As the property is improved, the difference between the original tax assessment and the revised assessment is returned to the CRA fund.
Consumer Price Index (CPI)	A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living (e.g., economic inflation).
Debt Service	The payment of principal and interest of all bonds and other debt instruments according to a predetermined schedule.

CITY OF PUNTA GORDA, FLORIDA
GLOSSARY OF TERMS

Debt Service Funds	One or more funds created to account for expenditures used to repay principal and interest on all bonds and other debt instruments.
Department	The City's organizational unit that is composed of Divisions and which is responsible for a major governmental function.
Depreciation	The decrease in value of physical assets due to use and the passage of time.
Distinguished Budget Presentation Program	A voluntary program administered by the Government Finance Officers Association to encourage governments to publish efficiently organized and easily readable budget documents and to provide peer recognition and technical assistance to the fiscal officers preparing them.
Encumbrances	Commitments of funds for contracts and services to be performed. When encumbrances are recorded, available appropriations are correspondingly reduced.
Enterprise Funds	Funds established to account for operations, which are financed and operated in a manner similar to private enterprises. The intent is that the expense of providing goods or services to the general public on a continuing basis (including depreciation) to be financed or recovered primarily through user fees.
Estimated Revenues	Projections of funds to be received during the fiscal year.
Expenditure	The total amount of funds paid out by a government to acquire various goods and services.
Fines and Forfeits	Fines and forfeits are derived from penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations, and for the neglect of official duty. These revenues include court fines, confiscated property, and parking violations.
Fiscal Year (FY)	The 12-month period to which the annual budget applies. The City's fiscal year begins October 1 and ends September 30.
Fixed Assets	Assets of a long-term character which are intended to continue to be held or used, such as land, building, improvements other than buildings, machinery, and equipment.
Franchise Fees	Fees levied by the City in return for granting a privilege, which permits the continual use of public property such as city rights of ways.
Fund	A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources along with all related liabilities and residual equities or balances and related changes. These accounts are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.
Fund Balance	The resources available for appropriation in accordance with the prescribed basis of budgeting. Accordingly, only undesignated and/or unencumbered resources are considered fund balance for budget purposes.

CITY OF PUNTA GORDA, FLORIDA
GLOSSARY OF TERMS

General Fund	The fund used to account for all governmental functions not required to be separately recorded by laws or governmental policy. Most of the essential governmental services such as police, fire, public works, and general administration are provided by the General Fund.
Generally Accepted Accounting Principles (GAAP)	Uniform minimum standards and guidelines for financial accounting and reporting that govern the form and content of the basic financial statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define accounting practices. They include not only broad guidelines of general application, but also detailed practices and procedures. The primary authoritative statement on the application of GAAP to state and local governments are GASB (Governmental Accounting Standards Board) pronouncements. Every government should prepare and publish financial statements in conformity with GAAP.
Government Finance Officers Association (GFOA)	GFOA is the professional association of state/provincial and local finance officers in the United States and Canada, as has served the public finance profession since 1906. Approximately 18,000 GFOA members are dedicated to the sound management of government financial resources.
Governmental Accounting Standards Board (GASB)	An organization whose main purpose is to improve and create accounting reporting standards for generally accepted accounting principles (GAAP) for both state and local governments.
Governmental Funds	All funds except for enterprise, internal service, fiduciary, trust, and agency funds. There are five different types of governmental funds: the General Fund, other general purpose funds, special revenue funds, debt service funds, and capital projects funds.
Grant	Financial assistance awards, not requiring repayment, from the county, state, or federal government to the City, usually for specific programs or activities and frequently with specific requirements.
Homestead Exemption	Pursuant to the Florida State Constitution, the first and second $25,000 of assessed value of a home, which the owner occupies as principal residence, is exempt from the City's property tax.
Housing Authority Payment in Lieu of Taxes	The Punta Gorda Housing Authority remits annually an amount based on a percentage of rents received less utilities expenses.
Impact Fees (for Parks, Police Service, Fire Protection, Government Service, and Transportation)	These fees are paid when a building is built or expanded. The fees are based on the projected impact to City services and infrastructure. The revenues are used for capital improvements made to the City. Currently, Police Service, Fire Protection, and Government Service Impact Fees are suspended.
Infrastructure	Public domain fixed assets including roads, bridges, curbs, sidewalks, drainage systems, lighting systems, and other items that have value only to the City.
Interest Income	Revenue associated with the City cash management activities of investing fund balances.

Intergovernmental Revenue	Funds received from federal, state, and other local governmental sources in the form of grants, shared revenues, and payments in lieu of taxes (P.I.L.O.T. fees).
Internal Service Funds	Funds established for the financing of goods or services provided by one department to other departments within the City on a cost-reimbursement basis.
Licenses and Permits	This category includes revenue derived from the issuance of local licenses and permits including professional and occupational licenses, building permits, and other miscellaneous permits.
Lot Mowing Program	The City has a lot mowing program for vacant lots. This service is bid annually and rate adjusted accordingly. This program benefits the residents since it controls the rat, snake, and mosquito populations. The billings are placed on the non-ad valorem portion of the users' property tax bill.
Millage	The tax rate on real property, based on 1 mill equals $1 per $1,000 of assessed property value.
Modified accrual basis of accounting	Basis of accounting used in conjunction with the current financial resources measurement focus that modifies the accrual basis accounting in two important ways: 1) revenues are not recognized until they are measurable and available; and 2) expenditures are recognized in the period in which governments in general normally liquidate the related liability rather than when that liability is first incurred (if earlier).
Non-Ad Valorem Assessment	A fee levied on certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit those properties. The value of the property is not considered when calculating a Non-Ad Valorem Assessment. Instead, the cost of the service or facility is allocated proportionately to the benefited properties in a defined area. It is sometimes referred to as a Special Assessment. Generally, this is collected by the Tax Collector's Office on the annual consolidated tax bill like Ad Valorem Taxes.
Objective	Something to be accomplished in specific, well defined, and measurable terms and that is achievable within a specified time frame. A good statement of objectives should state a specific standard of performance for a given program: (1) An operational objective focuses on service delivery; and (2) A managerial objective focuses on those aspects of management that help staff achieve operational objectives; i.e., staff training, work plan development, etc.
Operating Expenses	Expenditures for goods and services, which primarily benefit the current period and not defined as either personnel services or capital outlays.
Operating Lease	A lease that is paid out of current operating income rather than capitalized.
Ordinance	A formal legislative enactment by the City that carries the full faith and effect of the law within the boundaries of the City or Utility District unless it is in conflict with any higher form of law, such as state or federal.
Pay-As-You-Go	Capital expenditures included in the CIP which are funded on a cash basis by a contribution from an operating fund rather than through financing.

Performance Measures	Data collected to determine how effective and/or efficient a program is in achieving its objectives.
Personnel Services	Expenditures for salaries, wages, and related employee fringe benefits.
Planning and Zoning Fees	Charges for the filing and processing of various development permits such as rezoning, zoning variances, and special exemptions. Fees are established by ordinance.
Projected Expense	The estimated expense through the end of the current fiscal year for a respective budget line item.
Property Tax	Another term for Ad Valorem Tax. See Ad Valorem Tax.
Reserves	A portion of the fund balance legally segregated for specific purposes.
Revenue	Additions to assets which do not increase any liability or represent the recovery of an expenditure; do not represent the cancellation of certain liabilities or decreases in assets; and do not represent contributions of fund capital in enterprise and internal service funds.
Rollback Rate	The millage necessary to raise the same amount of Ad Valorem tax revenue as the previous year, excluding taxes from new construction.
Sewer System Capacity Escrow Fund	Sewer System Impact Fees-City code section 17-17 discusses the impact fee cost for connection to the City sewer system. The ERU cost for a single unit is $2,677.
Special Assessment	Another name for Non-Ad Valorem Assessment.
Special Revenue Funds	To account for revenues derived from specific sources which are restricted by law or policy to finance specific activities.
Statute	A written law enacted by a duly organized and constituted legislative body.
Supplemental Requests	Budget requests by Departments for new positions, new equipment, and/or program expansions.
Taxable Valuation	The value used for computing the ad valorem taxes levied against property. The taxable value is the assessed value less any exemptions allowed by law. The most common exemption allowed is the homestead exemption, if the owner uses the property as the principal residence.
Taxes	Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits, such as special assessments. Neither does the term include charges for services rendered only to those paying such charges as for example, sewer service charges.
Transfers In/Out	Amounts transferred from one fund to another to assist in financing the services of the recipient fund. Transfers do not constitute revenues or expenditures of the governmental unit, but only of the individual funds. Thus, they are budgeted and accounted for separately from other revenues and expenditures.

TRIM Notice	"Truth in Millage" notice, a tentative tax notice sent to all property owners in August, to provide information reflecting tentatively adopted millage rates.
Truth in Millage	The Florida Truth in Millage Act (TRIM) serves to formalize the property tax levying process by requiring a specific method of tax rate calculation, form of notice, public hearing requirements, and advertising specifications prior to the adoption of a budget tax rate. The intent of TRIM is to inform tax payers that their property taxes are changing (up or down), the cause (a change in the assessed value of their property and/or an increase in the proposed spending level), and how the proposed tax rate compares to the rate that would generate the same property tax dollars as the current year (the "rolled-back" rate).
User Fee	Charges for specific services assessed only to those using such services.
Water System Capacity Escrow Fund	Water System Impact Fees - The definitions and fee schedule are found in City code section 17-6. An ERU (Equivalent Residential Unit) fee for increase of the water system capacity is $2,646.
Working Capital	Estimated resources available for appropriation after consideration of non-restricted current assets and current liabilities.

CITY OF PUNTA GORDA, FLORIDA
ACRONYMS

ADA	Americans with Disabilities Act
ALS	Advanced Life Support
BLS	Basic Life Support
BSI	Burnt Store Isles
CAD	Computer Aided Dispatch
CAFR	Comprehensive Annual Financial Report
CDBG	Community Development Block Grant
CERT	Community Emergency Response Team
CHEC	Charlotte Harbor Environmental Center
CHNEP	Coastal & Heartland National Estuary Partnership
CIP	Capital Improvement Plan
COR	Capital Outlay Reserve
CPI	Consumer Price Index
CRA	Community Redevelopment Agency
CVA	Clean Vessel Act
DARE	Drug Abuse Resistance Education
DIW	Deep Injection Well
DOR	Department of Revenue
DRC	Development Review Committee
EAR	Evaluation and Appraisal Report
EFT	Electronic Funds Transfer
EMS	Emergency Medical Services
EOL	End of Life
EPA	Environmental Protection Agency
ERU	Equivalent Residential Unit
FAPPO	Florida Association of Public Procurement Officials
FDEP	Florida Department of Environmental Protection
FDLE	Florida Department of Law Enforcement
FDOT	Florida Department of Transportation
FEMA	Federal Emergency Management Agency
FS	Florida Statute
FTE	Full Time Equivalent
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GIS	Geographic Information Systems
GREAT	Gang Resistance Education and Training
HCC	Herald Court Centre
HR	Human Resources
ISS	Infrastructure Sales Surtax
IT	Information Technology

CITY OF PUNTA GORDA, FLORIDA
ACRONYMS

JPA	Joint Participation Agreement
LAP	Local Agency Program
MAC	Marine Advisory Committee
MGD	Million Gallons per Day
MIT	Mechanical Integrity Testing
MHz	Megahertz
MPO	Metropolitan Planning Organization
MURT	Multi Use Regional Trail
NFPA	National Fire Protection Association
NPDES	National Pollutant Discharge Elimination System
OM&R	Operation, Maintenance and Repair
PGHA	Punta Gorda Housing Authority
PGI	Punta Gorda Isles
PILOT	Payment in Lieu of Taxes
PRM	Public Risk Management
R&M	Repair and Maintenance
R&R	Renewal and Replacement
RO	Reverse Osmosis
ROW	Right-Of-Way
SAFE	Self Defense Familiarization and Exchange
SCADA	Supervisory Control and Data Acquisition
SCU	Solid Contact Unit
SFR	Single Family Residence
SRO	School Resource Officer
SWFWMD	Southwest Florida Water Management District
TDS	Total Dissolved Solids
TIF	Tax Incremental Financing
TMDL	Total Maximum Daily Loads
TRIM	Truth in Millage
UCR	Uniform Crime Report
UIC	Underground Injection Control
VIP	Volunteer in Policing
WCIND	West Coast Inland Navigation District
WTP	Water Treatment Plant
WWTP	Wastewater Treatment Plant

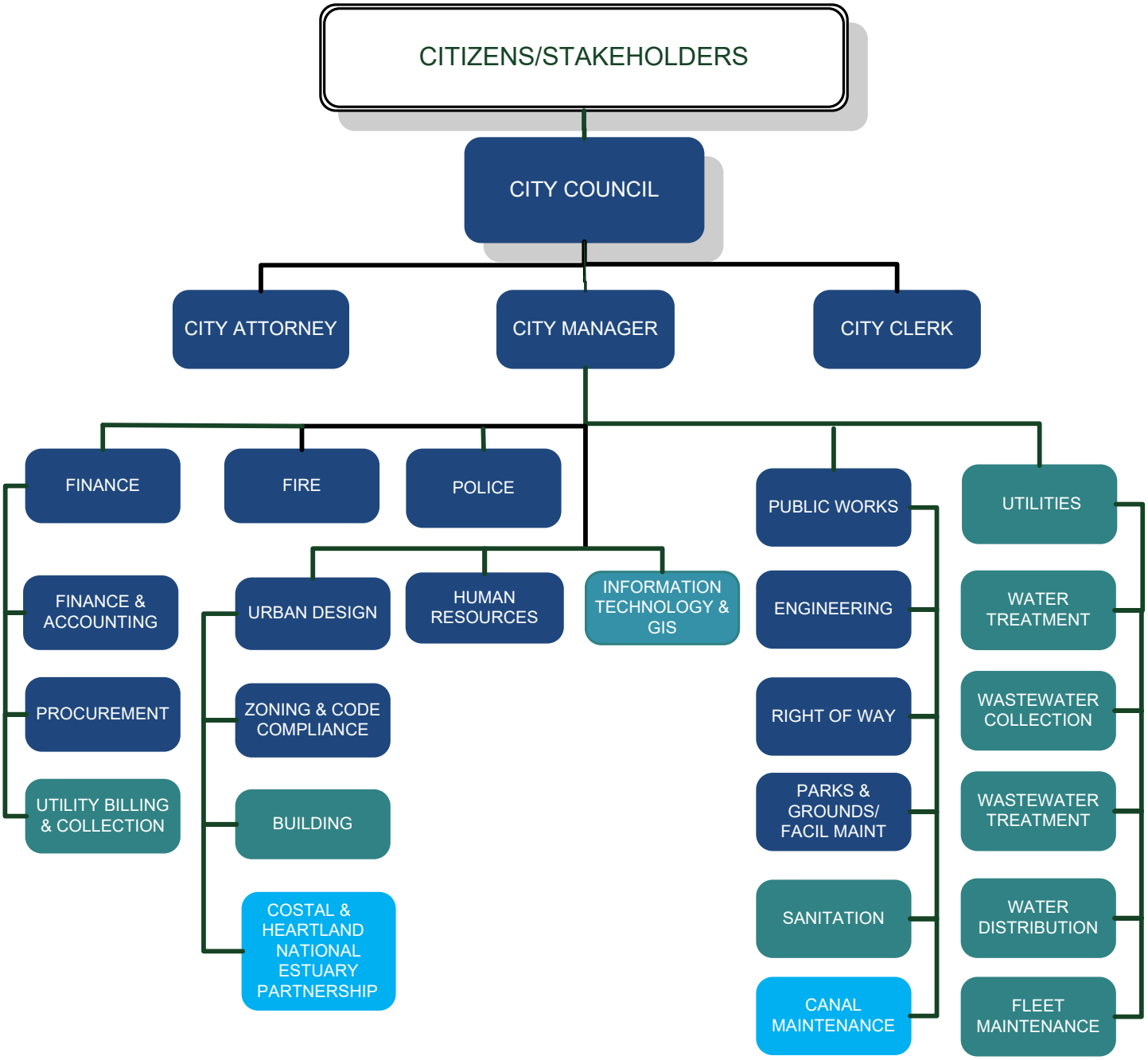
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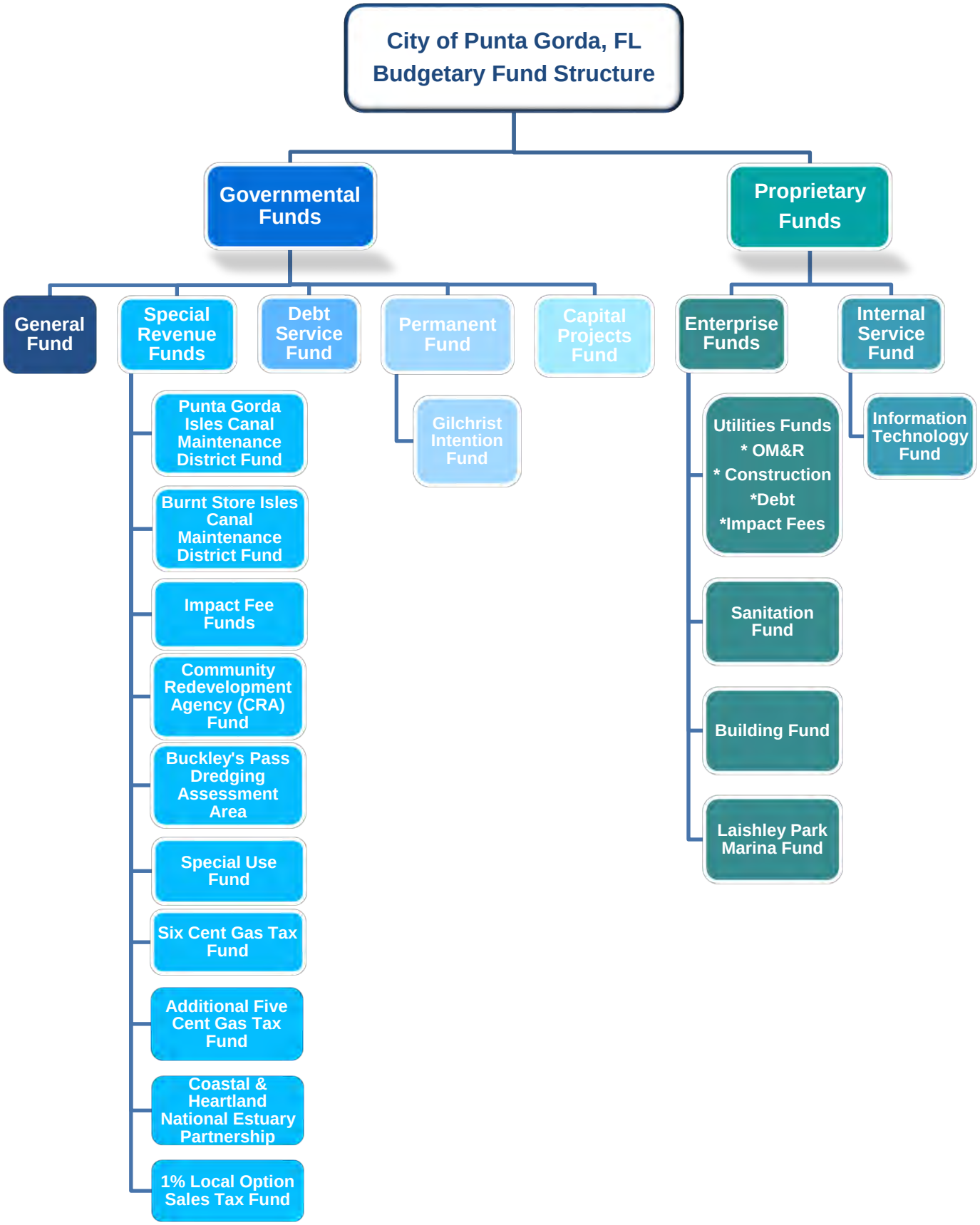
BUDGET OVERVIEW – ALL FUNDS

- Organization Structure
- Budgetary Fund Structure
- All Funds Summaries
    - Budget FY 2020
    - Projected FY 2019
    - Actual FY 2018
    - Actual FY 2017
- Position Summary

Punta Gorda

CITY OF PUNTA GORDA
ORGANIZATION STRUCTURE
BUDGET FY 2020




City of Punta Gorda, FL
Budgetary Fund Structure
Governmental Funds
Proprietary Funds
General Fund
Special Revenue Funds
Debt Service Fund
Permanent Fund
Capital Projects Fund
Enterprise Funds
Internal Service Fund
Punta Gorda Isles Canal Maintenance District Fund
Burnt Store Isles Canal Maintenance District Fund
Impact Fee Funds
Community Redevelopment Agency (CRA) Fund
Buckley's Pass Dredging Assessment Area
Special Use Fund
Six Cent Gas Tax Fund
Additional Five Cent Gas Tax Fund
Coastal & Heartland National Estuary Partnership
1% Local Option Sales Tax Fund
Gilchrist Intention Fund
Utilities Funds
* OM&R
* Construction
*Debt
*Impact Fees
Sanitation Fund
Building Fund
Laishley Park Marina Fund
Information Technology Fund

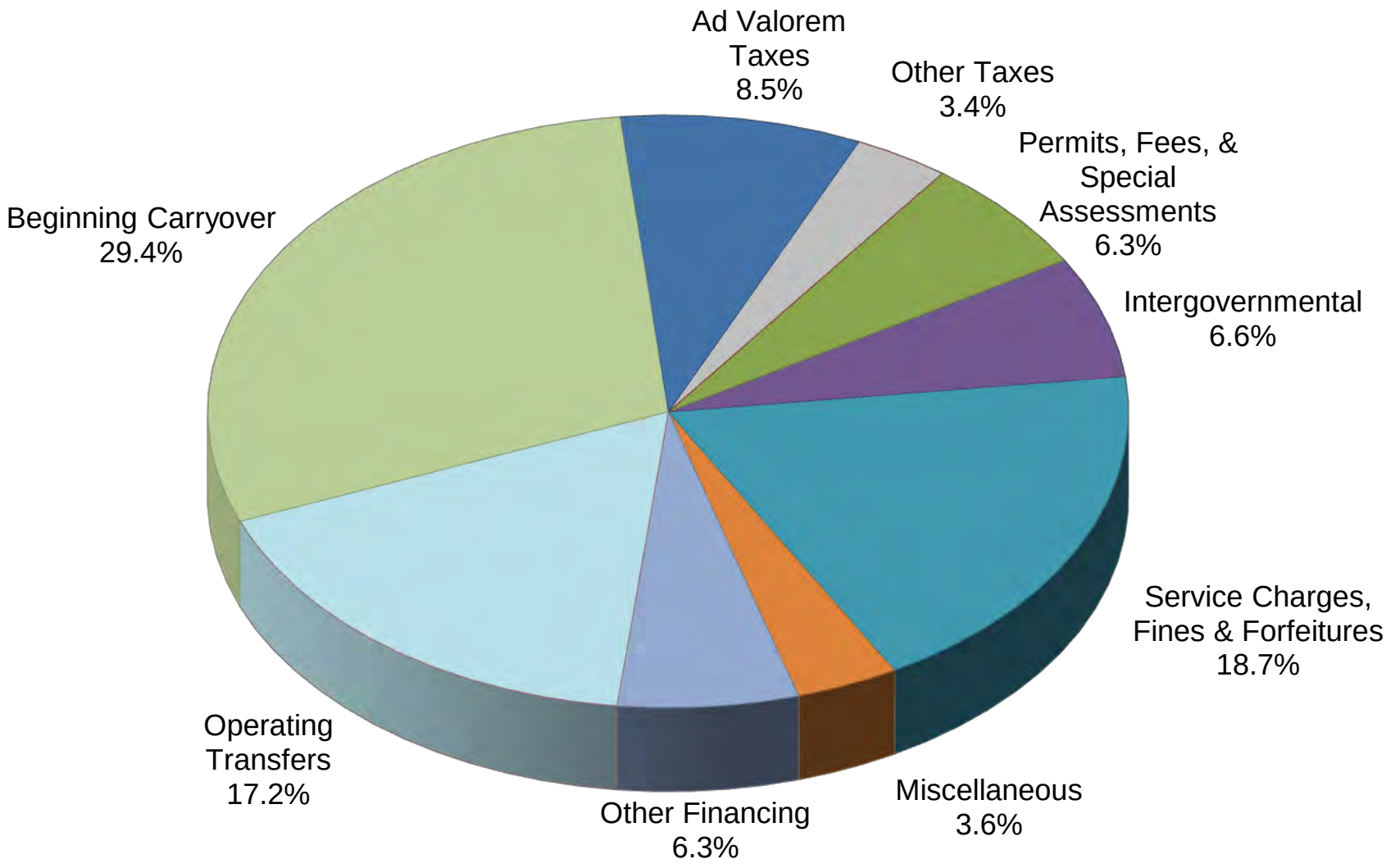
CITY OF PUNTA GORDA, FL
REVENUE SUMMARY
BUDGET FY 2020

* General Fund Ad Valorem Tax $10,971,580 3.4337 mills

Estimated Revenues	TAXES		PERMITS, FEES, & SPECIAL ASSESSMENTS	INTERGOV'T REVENUE	SERVICE CHARGES, FINES & FORFEITURES	MISC REVENUES	OTHER FINANCING	ALL FUND SUBTOTAL **less Interfund	OPERATING TRANSFERS	BEGINNING CARRYOVER	SUBTOTAL Incl. Interfund	INTERFUND ELIMINATIONS	ENTITY-WIDE TOTAL
001 GENERAL FUND	$14,477,915	*	$1,517,180	$2,470,105	$467,745	$3,699,555	$8,237,000	$30,869,500	$214,002	$4,314,567	$35,398,069	($214,002)	$35,184,067
103 P G I CANAL MTCE DISTRICT	0		3,381,400	0	0	12,000	0	3,393,400	8,237,000	7,155,384	18,785,784	(8,237,000)	10,548,784
104 B S I CANAL MTCE DISTRICT	0		572,750	0	0	7,875	0	580,625	0	627,907	1,208,532	0	1,208,532
105 IMPACT FEES PARKS	0		80,000	0	0	2,000	0	82,000	0	105,742	187,742	0	187,742
109 IMPACT FEES TRANSPORTATION	0		46,000	0	0	1,700	0	47,700	0	90,205	137,905	0	137,905
110 COMMUNITY REDEVELOP AGENCY	0		0	1,374,992	0	416,198	0	1,791,190	749,331	1,557,512	4,098,033	(749,331)	3,348,702
113 SPECIAL USE FUND	0		0	0	0	90,000	0	90,000	164,550	3,034,091	3,288,641	(164,550)	3,124,091
114 ADDITIONAL FIVE CENT GAS TAX	266,000		0	0	0	830	0	266,830	459,000	24,380	750,210	(459,000)	291,210
115 SIX CENT GAS TAX FUND	589,000		0	0	279,823	11,587	0	880,410	0	484,498	1,364,908	0	1,364,908
116 CSTL&HRTL NATL ESTUARY PRTSHP	0		0	1,440,750	0	5,600	0	1,446,350	0	252,942	1,699,292	0	1,699,292
118 1% LOCAL OPTION SALES TAX	0		0	3,150,000	0	32,000	0	3,182,000	0	54,000	3,236,000	0	3,236,000
130 BUCKLEY'S PASS DREDGING AREA	0		293,552	0	0	0	0	293,552	0	0	293,552	0	293,552
201 DEBT FUND	0		0	0	0	0	0	0	7,523,772	0	7,523,772	(7,523,772)	0
301 GENERAL CONSTRUCTION	0		0	150,000	0	0	0	150,000	740,000	0	890,000	(740,000)	150,000
402 UTILITIES O M & R FUND	0		1,400	0	17,622,460	244,220	0	17,868,080	646,250	9,295,588	27,809,918	(646,250)	27,163,668
411 UTILITIES CONSTRUCTION	0		0	0	0	0	0	0	2,420,000	1,157,216	3,577,216	(2,420,000)	1,157,216
414 UTILITIES R&R RESERVE FUND	0		0	0	0	0	0	0	0	1,500,000	1,500,000	0	1,500,000
415 WATER SYSTEM CAPACITY ESCROW	0		650,000	0	0	34,000	0	684,000	0	2,401,756	3,085,756	0	3,085,756
416 SEWER SYSTEM CAPACITY ESCROW	0		650,000	0	0	19,000	0	669,000	0	1,084,594	1,753,594	0	1,753,594
417 SPECIAL ASSESS DISTRICT 4	0		0	0	0	1,250	0	1,250	0	50,430	51,680	0	51,680
419 STATE REVOLVING LOAN FUND	0		0	0	0	22,000	0	22,000	1,178,073	1,371,709	2,571,782	(1,178,073)	1,393,709
430 SANITATION FUND	0		18,170	0	3,753,850	15,550	0	3,787,570	0	1,458,903	5,246,473	0	5,246,473
440 BUILDING CODE FUND	0		1,012,350	0	25,000	40,000	0	1,077,350	0	1,605,299	2,682,649	0	2,682,649
450 LAISHLEY PARK MARINA	0		0	11,000	430,995	22,750	0	464,745	0	370,534	835,279	0	835,279
502 INFORMATION TECHNOLOGY	0		0	0	1,747,055	1,500	0	**	0	104,183	1,852,738	(1,747,055)	105,683
610 GILCHRIST INTENTION FUND	0		0	0	0	140	0	140	0	5,407	5,547	0	5,547
TOTAL	$15,332,915		$8,222,802	$8,596,847	$24,326,928	$4,679,755	$8,237,000	** $67,647,692	$22,331,978	$38,106,847	$129,835,072	($24,079,033)	$105,756,039

~ Enterprise and Internal Service Funds are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions and expenses in the construction fund not capitalized, cash received from the sale of fixed assets and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

REVENUE BUDGET SUMMARY FY 2020
$129,835,072

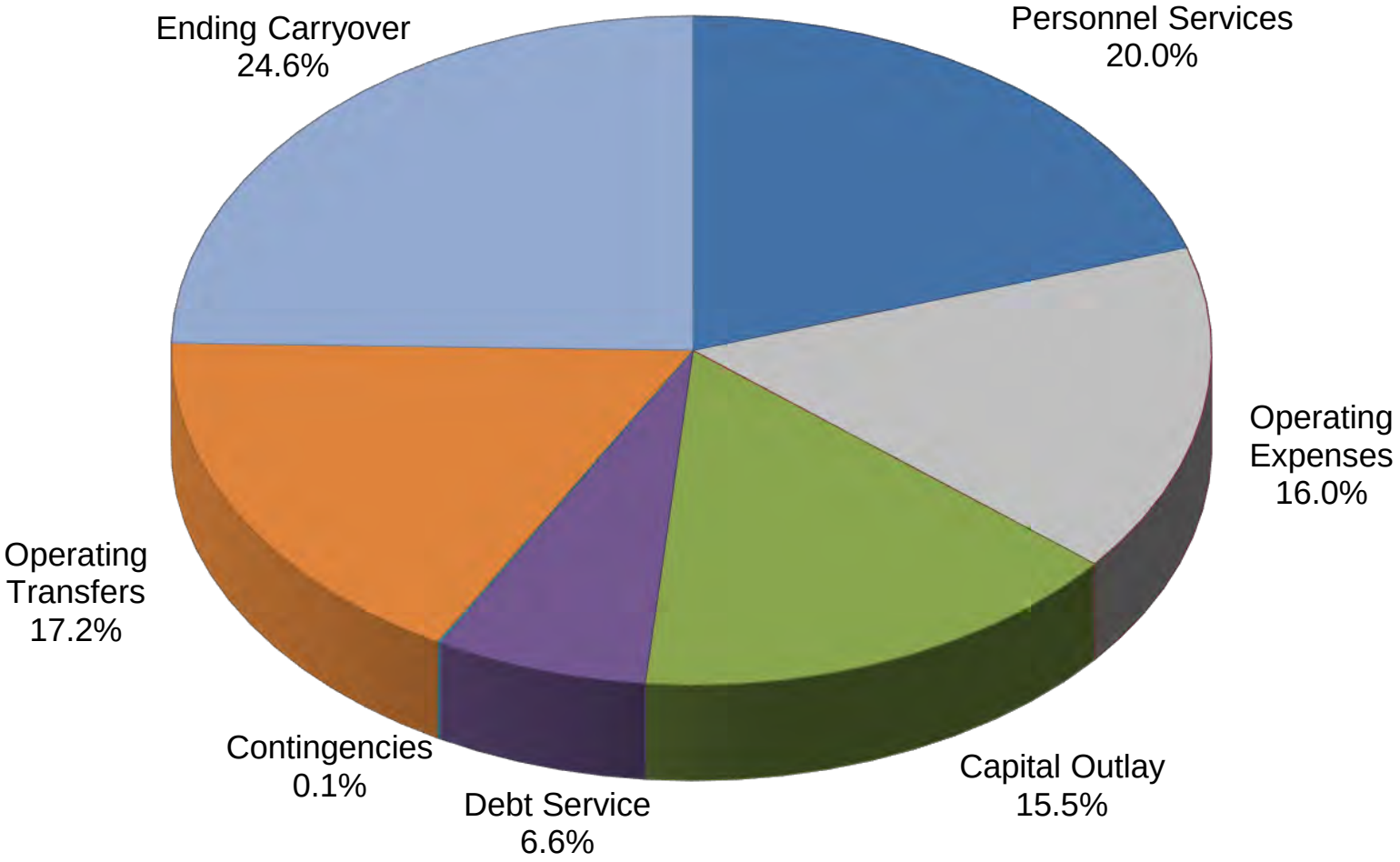


CITY OF PUNTA GORDA, FL
EXPENDITURE SUMMARY
BUDGET FY 2020

Appropriations	PERSONNEL SERVICES	OPERATING EXPENSES	CAPITAL OUTLAY	DEBT SERVICE	CONTINGENCY	ALL FUND SUBTOTAL *less Interfund	OPERATING TRANSFERS	ENDING CARRYOVER	SUBTOTAL Incl. Interfund	INTERFUND ELIMINATIONS	ENTITY-WIDE TOTAL
001 GENERAL FUND	$15,526,062	$4,813,951	$870,250	$0	$15,000	$21,225,263	$10,050,331	$4,122,475	$35,398,069	($214,002)	$35,184,067
103 P G I CANAL MTCE DISTRICT	684,150	2,098,510	8,277,000	0	0	11,059,660	5,985,000	1,741,124	18,785,784	(8,237,000)	10,548,784
104 B S I CANAL MTCE DISTRICT	38,450	401,050	0	95,860	0	535,360	0	673,172	1,208,532	0	1,208,532
105 IMPACT FEES PARKS	0	0	0	0	0	0	80,000	107,742	187,742	0	187,742
109 IMPACT FEES TRANSPORTATION	0	0	0	0	0	0	55,000	82,905	137,905	0	137,905
110 COMMUNITY REDEVELOP AGENCY	0	357,850	0	0	0	357,850	1,538,772	2,201,411	4,098,033	(749,331)	3,348,702
113 SPECIAL USE FUND	0	0	0	0	0	0	0	3,288,641	3,288,641	(164,550)	3,124,091
114 ADDITIONAL FIVE CENT GAS TAX	0	725,000	0	0	0	725,000	0	25,210	750,210	(459,000)	291,210
115 SIX CENT GAS TAX FUND	0	960,755	25,000	0	0	985,755	0	379,153	1,364,908	0	1,364,908
116 CSTL&HRTL NATL ESTUARY PRTSHP	474,025	998,318	0	0	0	1,472,343	0	226,949	1,699,292	0	1,699,292
118 1% LOCAL OPTION SALES TAX	0	0	3,146,000	0	0	3,146,000	90,000	0	3,236,000	0	3,236,000
130 BUCKLEY'S PASS DREDGING AREA	0	5,000	0	0	0	5,000	288,552	0	293,552	0	293,552
201 DEBT FUND	0	0	0	7,523,772	0	7,523,772	0	0	7,523,772	(7,523,772)	0
301 GENERAL CONSTRUCTION	0	0	890,000	0	0	890,000	0	0	890,000	(740,000)	150,000
402 UTILITIES O M & R FUND	6,355,550	6,620,245	2,228,850	0	50,000	15,254,645	3,337,500	9,217,773	27,809,918	(646,250)	27,163,668
411 UTILITIES CONSTRUCTION	0	75,000	3,465,000	0	37,216	3,577,216	0	0	3,577,216	(2,420,000)	1,157,216
414 UTILITIES R&R RESERVE FUND	0	0	0	0	0	0	0	1,500,000	1,500,000	0	1,500,000
415 WATER SYSTEM CAPACITY ESCROW	0	0	0	0	0	0	296,250	2,789,506	3,085,756	0	3,085,756
416 SEWER SYSTEM CAPACITY ESCROW	0	0	0	0	0	0	610,573	1,143,021	1,753,594	0	1,753,594
417 SPECIAL ASSESS DISTRICT 4	0	0	0	0	0	0	0	51,680	51,680	0	51,680
419 STATE REVOLVING LOAN FUND	0	0	0	953,073	0	953,073	0	1,618,709	2,571,782	(1,178,073)	1,393,709
430 SANITATION FUND	1,418,095	2,184,195	767,000	0	0	4,369,290	0	877,183	5,246,473	0	5,246,473
440 BUILDING CODE FUND	854,970	236,475	23,250	0	0	1,114,695	0	1,567,954	2,682,649	0	2,682,649
450 LAISHLEY PARK MARINA		440,325	6,000	0	0	446,325	0	388,954	835,279	0	835,279
502 INFORMATION TECHNOLOGY	639,893	846,870	362,300	0	0	*	0	3,675	1,852,738	(1,747,055)	105,683
610 GILCHRIST INTENTION FUND	0	0	0	0	0	0	0	5,547	5,547	0	5,547
TOTAL	$25,991,195	$20,763,544	$20,060,650	$8,572,705	$102,216	* $73,641,247	$22,331,978	$32,012,784	$129,835,072	($24,079,033)	$105,756,039

~ Enterprise and Internal Service Funds are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions and expenses in the construction fund not capitalized, cash received from the sale of fixed assets and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

EXPENDITURES BUDGET SUMMARY FY 2020
$129,835,072



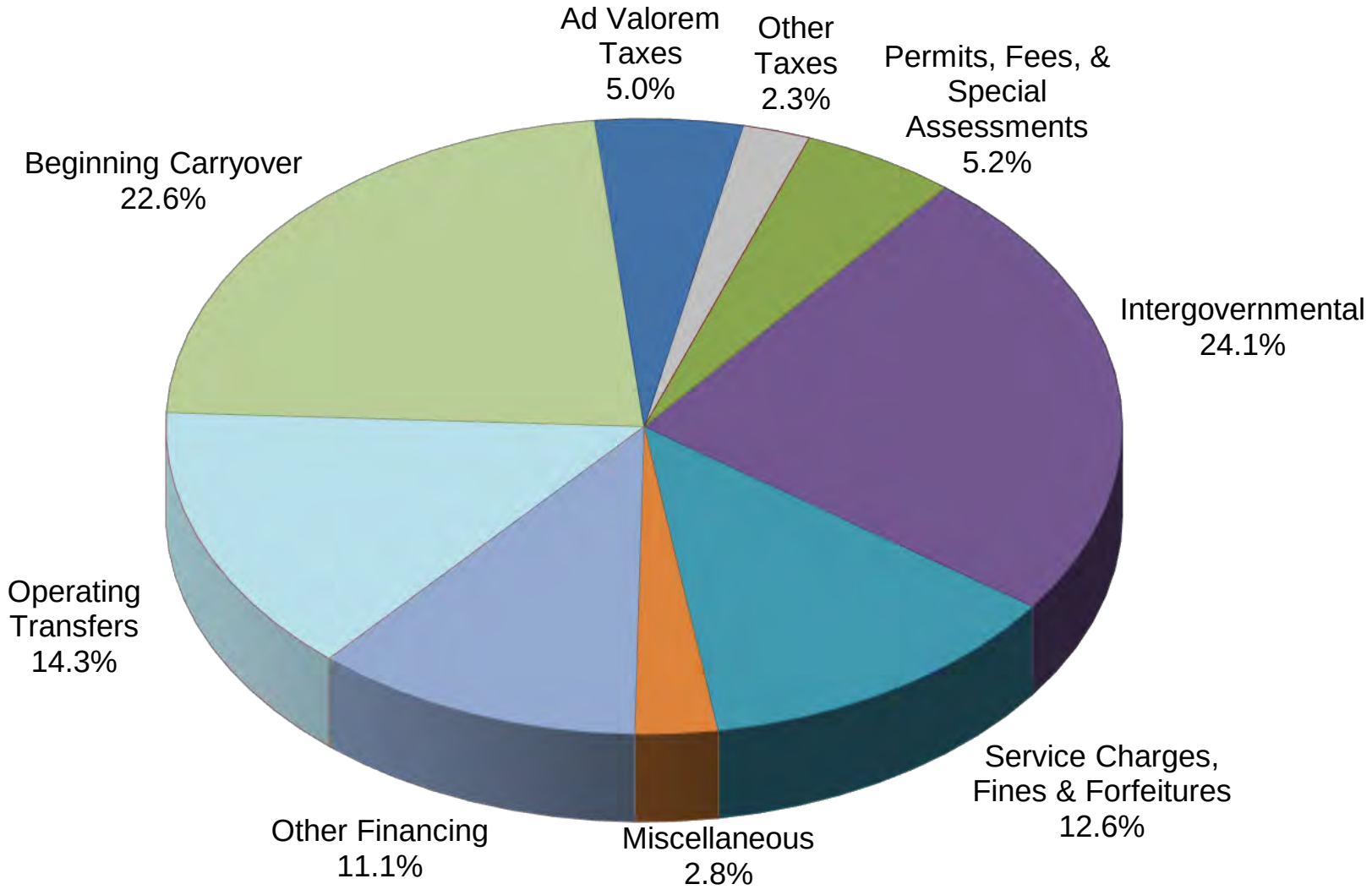
CITY OF PUNTA GORDA, FL
REVENUE SUMMARY
PROJECTED FY 2019

* General Fund Ad Valorem Tax $9,527,820 3.1969 mills

Estimated Revenues	TAXES		PERMITS, FEES, & SPECIAL ASSESSMENTS	INTERGOV'T REVENUE	SERVICE CHARGES, FINES & FORFEITURES	MISC REVENUES	OTHER FINANCING	ALL FUND SUBTOTAL **less Interfund	OPERATING TRANSFERS	BEGINNING CARRYOVER	SUBTOTAL Incl. Interfund	INTERFUND ELIMINATIONS	ENTITY-WIDE TOTAL
001 GENERAL FUND	$13,032,345	*	$1,490,040	$2,568,280	$526,190	$3,904,325	$6,610,000	$28,131,180	$418,330	$5,831,413	$34,380,923	($418,330)	$33,962,593
103 P G I CANAL MTCE DISTRICT	0		3,381,400	21,525,000	0	34,010	0	24,940,410	6,610,000	790,534	32,340,944	(6,610,000)	25,730,944
104 B S I CANAL MTCE DISTRICT	0		572,750	763,248	0	19,500	0	1,355,498	0	737,852	2,093,350	0	2,093,350
105 IMPACT FEES PARKS	0		76,000	0	0	4,100	0	80,100	0	125,448	205,548	0	205,548
109 IMPACT FEES TRANSPORTATION	0		50,900	0	0	6,800	0	57,700	0	275,660	333,360	0	333,360
110 COMMUNITY REDEVELOP AGENCY	0		0	1,210,705	0	381,583	0	1,592,288	611,027	1,525,294	3,728,609	(611,027)	3,117,582
111 COMMUNITY DEV BLOCK GRANT	0		0	33,091	0	0	0	33,091	0	(1,091)	32,000	0	32,000
113 SPECIAL USE FUND	0		0	4,498	0	91,080	0	95,578	0	3,911,180	4,006,758	0	4,006,758
114 ADDITIONAL FIVE CENT GAS TAX	266,000		0	0	0	4,500	0	270,500	459,000	155,432	884,932	(459,000)	425,932
115 SIX CENT GAS TAX FUND	589,000		0	0	279,105	15,865	0	883,970	0	590,728	1,474,698	0	1,474,698
116 CSTL&HRTL NATL ESTUARY PRTSHP	0		0	1,460,162	0	57,000	0	1,517,162	0	293,025	1,810,187	0	1,810,187
118 1% LOCAL OPTION SALES TAX	0		0	3,100,000	0	115,000	0	3,215,000	0	4,632,621	7,847,621	0	7,847,621
130 BUCKLEY'S PASS DREDGING AREA	0		1,929,140	0	0	0	0	1,929,140	0	0	1,929,140	0	1,929,140
201 DEBT FUND	0		0	0	0	0	0	0	11,971,924	0	11,971,924	(11,971,924)	0
301 GENERAL CONSTRUCTION	0		0	782,023	0	0	0	782,023	4,265,998	1,427,806	6,475,827	(4,265,998)	2,209,829
402 UTILITIES O M & R FUND	0		1,400	19,625	17,615,995	447,615		18,084,635	350,000	6,680,555	25,115,190	(350,000)	24,765,190
411 UTILITIES CONSTRUCTION	0		0	14,350,196	0	0	14,602,983	28,953,179	1,633,500	7,848,870	38,435,549	(1,633,500)	36,802,049
414 UTILITIES R&R RESERVE FUND	0		0	0	0	0	0	0	0	1,500,000	1,500,000	0	1,500,000
415 WATER SYSTEM CAPACITY ESCROW	0		696,870	0	0	46,000	0	742,870	0	1,658,886	2,401,756	0	2,401,756
416 SEWER SYSTEM CAPACITY ESCROW	0		687,450	0	0	18,000	0	705,450	0	889,717	1,595,167	0	1,595,167
417 SPECIAL ASSESS DISTRICT 4	0		0	0	0	1,250	0	1,250	0	49,180	50,430	0	50,430
419 STATE REVOLVING LOAN FUND	0		0	0	0	20,000	0	20,000	904,773	807,509	1,732,282	(904,773)	827,509
430 SANITATION FUND	0		18,170	0	3,674,170	82,365	0	3,774,705	0	1,332,478	5,107,183	0	5,107,183
440 BUILDING CODE FUND	0		1,062,350	0	41,555	47,595	0	1,151,500	0	1,461,699	2,613,199	0	2,613,199
450 LAISHLEY PARK MARINA	0		0	80,435	437,495	22,350	0	540,280	0	368,439	908,719	0	908,719
502 INFORMATION TECHNOLOGY	0		0	0	1,451,150	1,500	0	**	0	214,312	1,666,962	(1,451,150)	215,812
610 GILCHRIST INTENTION FUND	0		0	0	0	135	0	135	0	5,272	5,407	0	5,407
TOTAL	$13,887,345		$9,966,470	$45,897,263	$24,025,660	$5,320,573	$21,212,983	** $118,857,644	$27,224,552	$43,112,819	$190,647,665	($28,675,702)	$161,971,963

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REVENUE BUDGET SUMMARY PROJECTED FY 2019
$190,647,665

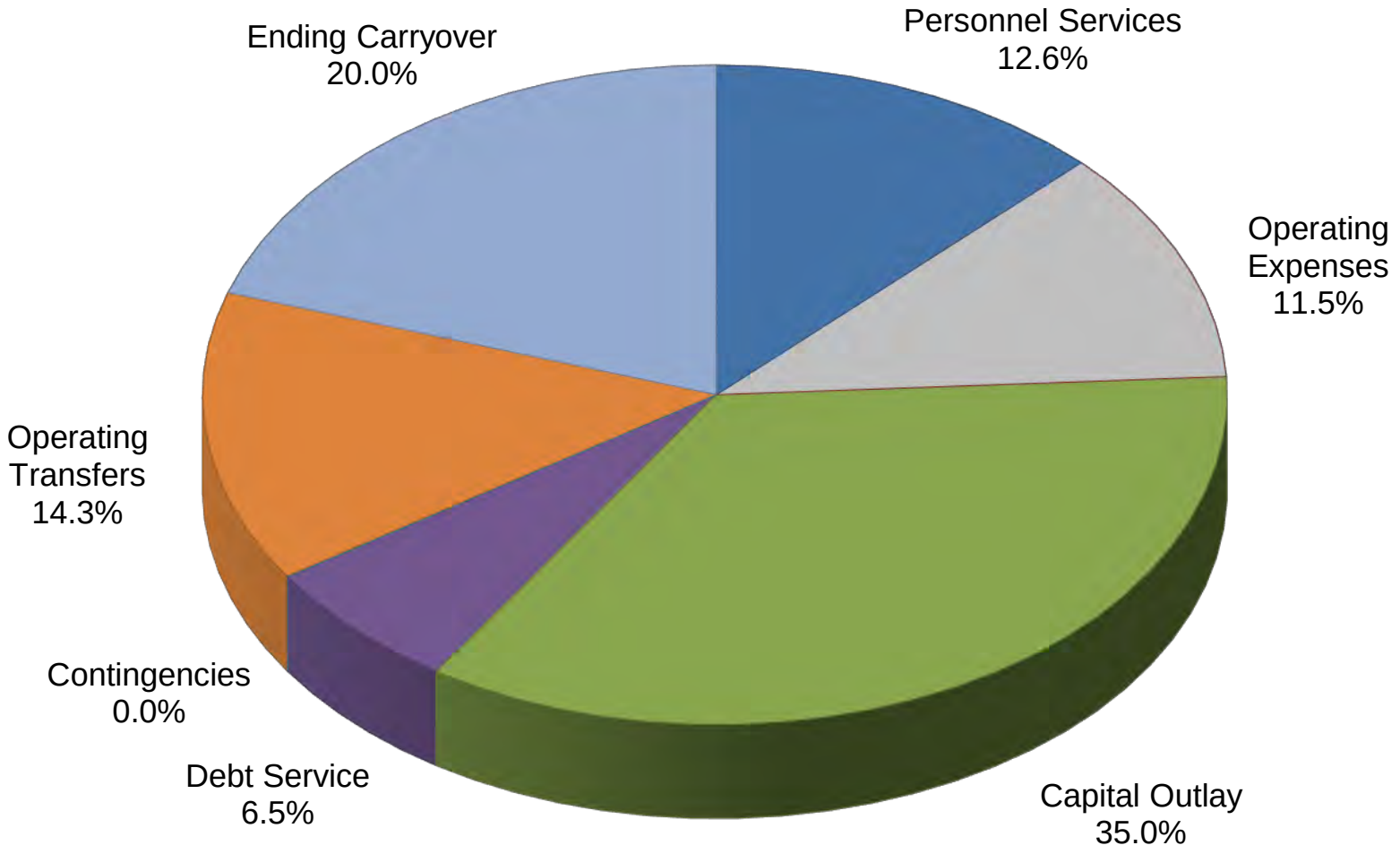


CITY OF PUNTA GORDA, FL
EXPENDITURE SUMMARY
PROJECTED FY 2019

Appropriations	PERSONNEL SERVICES	OPERATING EXPENSES	CAPITAL OUTLAY	DEBT SERVICE	CONTINGENCY	ALL FUND SUBTOTAL *less Interfund	OPERATING TRANSFERS	ENDING CARRYOVER	SUBTOTAL Incl. Interfund	INTERFUND ELIMINATIONS	ENTITY-WIDE TOTAL
001 GENERAL FUND	$14,240,465	$5,650,871	$1,169,143	$0	$14,150	$21,074,629	$8,991,727	$4,314,567	$34,380,923	($418,330)	$33,962,593
103 P G I CANAL MTCE DISTRICT	797,435	1,713,125	12,200,000	0	0	14,710,560	10,475,000	7,155,384	32,340,944	(6,610,000)	25,730,944
104 B S I CANAL MTCE DISTRICT	57,085	460,215	852,283	95,860	0	1,465,443	0	627,907	2,093,350	0	2,093,350
105 IMPACT FEES PARKS	0	0	0	0	0	0	99,806	105,742	205,548	0	205,548
109 IMPACT FEES TRANSPORTATION	0	0	0	0	0	0	243,155	90,205	333,360	0	333,360
110 COMMUNITY REDEVELOP AGENCY	0	596,716	77,457	0	0	674,173	1,496,924	1,557,512	3,728,609	(611,027)	3,117,582
111 COMMUNITY DEV BLOCK GRANT	0	32,000	0	0	0	32,000	0	0	32,000	0	32,000
113 SPECIAL USE FUND	0	5,140	0	0	0	5,140	967,527	3,034,091	4,006,758	0	4,006,758
114 ADDITIONAL FIVE CENT GAS TAX	0	860,552	0	0	0	860,552	0	24,380	884,932	(459,000)	425,932
115 SIX CENT GAS TAX FUND	0	990,200	0	0	0	990,200	0	484,498	1,474,698	0	1,474,698
116 CSTL&HRTL NATL ESTUARY PRTSHP	338,020	1,219,225	0	0	0	1,557,245	0	252,942	1,810,187	0	1,810,187
118 1% LOCAL OPTION SALES TAX	0	0	7,660,621	0	0	7,660,621	133,000	54,000	7,847,621	0	7,847,621
130 BUCKLEY'S PASS DREDGING AREA	0	0	0	0	0	0	1,929,140	0	1,929,140	0	1,929,140
201 DEBT FUND	0	0	0	11,971,924	0	11,971,924	0	0	11,971,924	(11,971,924)	0
301 GENERAL CONSTRUCTION	0	0	6,465,220	0	10,607	6,475,827	0	0	6,475,827	(4,265,998)	2,209,829
402 UTILITIES O M & R FUND	5,921,895	6,582,977	887,030	0	50,000	13,441,902	2,377,700	9,295,588	25,115,190	(350,000)	24,765,190
411 UTILITIES CONSTRUCTION	0	286,960	36,991,373	0	0	37,278,333	0	1,157,216	38,435,549	(1,633,500)	36,802,049
414 UTILITIES R&R RESERVE FUND	0	0	0	0	0	0	0	1,500,000	1,500,000	0	1,500,000
415 WATER SYSTEM CAPACITY ESCROW	0	0	0	0	0	0	0	2,401,756	2,401,756	0	2,401,756
416 SEWER SYSTEM CAPACITY ESCROW	0	0	0	0	0	0	510,573	1,084,594	1,595,167	0	1,595,167
417 SPECIAL ASSESS DISTRICT 4	0	0	0	0	0	0	0	50,430	50,430	0	50,430
419 STATE REVOLVING LOAN FUND	0	0	0	360,573	0	360,573	0	1,371,709	1,732,282	(904,773)	827,509
430 SANITATION FUND	1,295,690	2,118,425	234,165	0	0	3,648,280	0	1,458,903	5,107,183	0	5,107,183
440 BUILDING CODE FUND	768,310	195,725	43,865	0	0	1,007,900	0	1,605,299	2,613,199	0	2,613,199
450 LAISHLEY PARK MARINA		484,870	53,315	0	0	538,185	0	370,534	908,719	0	908,719
502 INFORMATION TECHNOLOGY	551,289	817,490	194,000	0	0	*	0	104,183	1,666,962	(1,451,150)	215,812
610 GILCHRIST INTENTION FUND	0	0	0	0	0	0	0	5,407	5,407	0	5,407
TOTAL	$23,970,189	$22,014,491	$66,828,472	$12,428,357	$74,757	* $123,753,487	$27,224,552	$38,106,847	$190,647,665	($28,675,702)	$161,971,963

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EXPENDITURES BUDGET SUMMARY PROJECTED FY 2019
$190,647,665



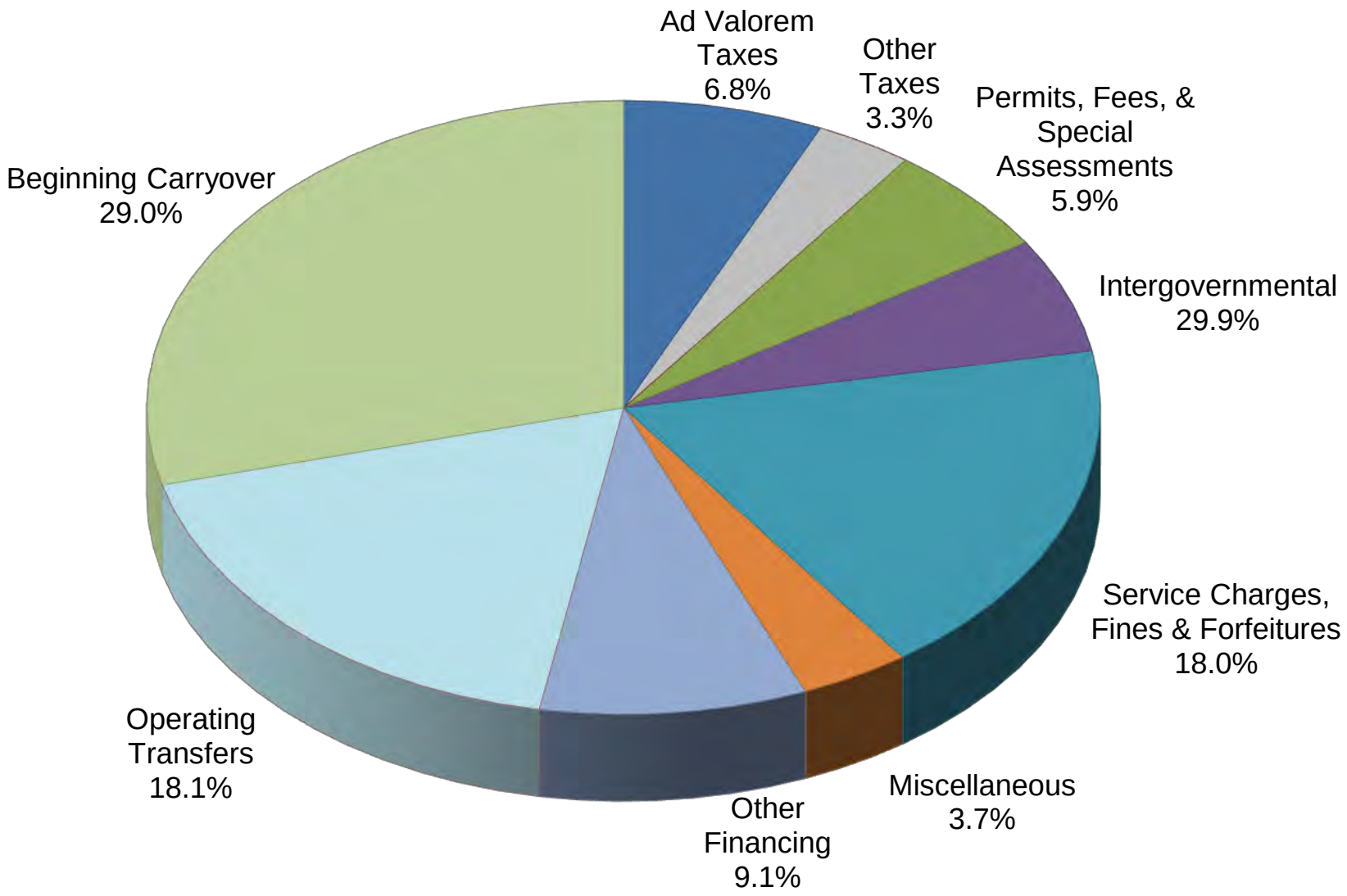
CITY OF PUNTA GORDA, FL
REVENUE SUMMARY
ACTUAL FY 2018

* General Fund Ad Valorem Tax $8,898,730 3.1969 mills

Estimated Revenues	TAXES		PERMITS, FEES, & SPECIAL ASSESSMENTS	INTERGOV'T REVENUE	SERVICE CHARGES, FINES & FORFEITURES	MISC REVENUES	OTHER FINANCING	ALL FUND SUBTOTAL **less Interfund	OPERATING TRANSFERS	BEGINNING CARRYOVER	SUBTOTAL Incl. Interfund	INTERFUND ELIMINATIONS	ENTITY-WIDE TOTAL
001 GENERAL FUND	$12,366,062	*	$1,485,592	$2,355,312	$464,326	$3,719,050	$9,250,000	$29,640,342	$329,335	$5,351,333	$35,321,010	($329,335)	$34,991,675
103 P G I CANAL MTCE DISTRICT	0		2,874,153	58,365	0	30,929	0	2,963,447	9,180,900	1,499,082	13,643,429	($9,180,900)	4,462,529
104 B S I CANAL MTCE DISTRICT	0		574,635	0	0	10,515	0	585,150	0	308,004	893,154	0	893,154
105 IMPACT FEES PARKS	0		89,095	0	0	2,859	0	91,954	0	323,441	415,395	0	415,395
109 IMPACT FEES TRANSPORTATION	0		67,581	0	0	1,793	0	69,374	0	213,918	283,292	0	283,292
110 COMMUNITY REDEVELOP AGENCY	0		0	1,124,073	0	332,756	0	1,456,829	570,342	1,191,953	3,219,124	(570,342)	2,648,782
111 COMMUNITY DEV BLOCK GRANT	0		0	2,895	0	0	0	2,895	210	(2,866)	239	($210)	29
113 SPECIAL USE FUND	0		0	370,110	0	77,677	0	447,787	0	4,403,815	4,851,602	0	4,851,602
114 ADDITIONAL FIVE CENT GAS TAX	279,234		0	0	0	784	0	280,018	459,000	55,273	794,291	(459,000)	335,291
115 SIX CENT GAS TAX FUND	607,175		0	0	238,265	40,575	0	886,015	0	541,640	1,427,655	0	1,427,655
116 CHAR HBR NATL ESTUARY PRG	0		0	944,780	0	68,258	0	1,013,038	0	184,341	1,197,379	0	1,197,379
118 1% LOCAL OPTION SALES TAX	0		0	3,023,012	0	64,173	0	3,087,185	0	3,203,281	6,290,466	0	6,290,466
201 DEBT FUND	0		0	0	0	0	0	0	1,417,358	0	1,417,358	(1,417,358)	0
301 GENERAL CONSTRUCTION	0		0	63,153	0	10,160	64,172	137,485	1,795,807	950,284	2,883,576	(1,795,807)	1,087,769
402 UTILITIES O M & R FUND	0		2,300	0	17,778,679	356,420		18,137,399	180,996	9,083,084	27,401,479	(180,996)	27,220,483
411 UTILITIES CONSTRUCTION	0		0	0	0	160	2,596,604	2,596,764	9,120,000	2,300,413	14,017,177	(9,120,000)	4,897,177
414 UTILITIES R&R RESERVE FUND	0		0	0	0	0	0	0	0	1,500,000	1,500,000	0	1,500,000
415 WATER SYSTEM CAPACITY ESCROW	0		805,960	0	0	30,996	0	836,956	0	1,471,930	2,308,886	0	2,308,886
416 SEWER SYSTEM CAPACITY ESCROW	0		793,219	0	0	21,651	0	814,870	0	985,420	1,800,290	0	1,800,290
417 SPECIAL ASSESS DISTRICT 4	0		0	0	0	912	0	912	0	48,268	49,180	0	49,180
419 STATE REVOLVING LOAN FUND	0		0	0	0	9,496	0	9,496	776,374	382,212	1,168,082	(776,374)	391,708
430 SANITATION FUND	0		18,089	22,899	3,532,148	45,217	0	3,618,353	0	2,378,889	5,997,242	0	5,997,242
440 BUILDING CODE FUND	0		1,034,105	0	43,866	44,173	0	1,122,144	0	1,224,884	2,347,028	0	2,347,028
450 LAISHLEY PARK MARINA	0		0	12,479	395,514	29,460	0	437,453	0	378,453	815,906	0	815,906
502 INFORMATION TECHNOLOGY	0		0	0	1,272,896	1,871	0	**	0	234,712	1,509,479	(1,272,896)	236,583
610 GILCHRIST INTENTION FUND	0		0	0	0	97	0	97	0	5,175	5,272	0	5,272
TOTAL	$13,252,471		$7,744,729	$7,977,078	$23,725,694	$4,899,982	$11,910,776	** $68,235,963	$23,830,322	$38,216,939	$131,557,991	($25,103,218)	$106,454,773

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REVENUE BUDGET SUMMARY ACTUAL FY 2018
$131,557,991

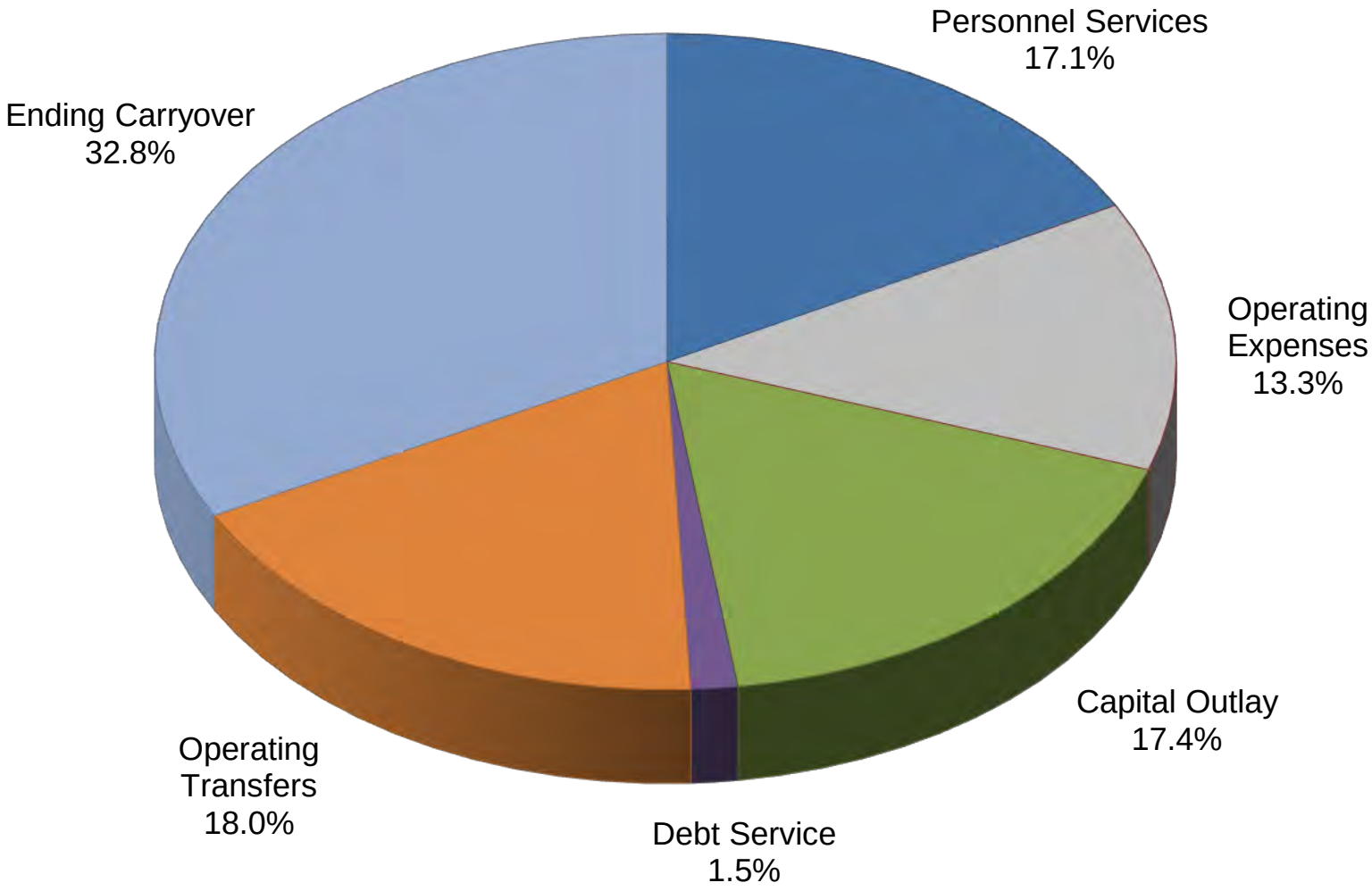


CITY OF PUNTA GORDA, FL
EXPENDITURE SUMMARY
ACTUAL FY 2018

Appropriations	PERSONNEL SERVICES	OPERATING EXPENSES	CAPITAL OUTLAY	DEBT SERVICE	CONTINGENCY	ALL FUND SUBTOTAL *less Interfund	OPERATING TRANSFERS	ENDING CARRYOVER	SUBTOTAL Incl. Interfund	INTERFUND ELIMINATIONS	ENTITY-WIDE TOTAL
001 GENERAL FUND	$13,370,748	$4,059,479	$658,918	$0	$0	$18,089,145	$11,400,452	$5,831,413	$35,321,010	($329,335)	$34,991,675
103 P G I CANAL MTCE DISTRICT	722,663	994,812	11,135,420	0	0	12,852,895	0	790,534	13,643,429	(9,180,900)	4,462,529
104 B S I CANAL MTCE DISTRICT	25,642	33,802	0	95,858	0	155,302	0	737,852	893,154	0	893,154
105 IMPACT FEES PARKS	0	0	0	0	0	0	289,947	125,448	415,395	0	415,395
109 IMPACT FEES TRANSPORTATION	0	0	0	0	0	0	7,632	275,660	283,292	0	283,292
110 COMMUNITY REDEVELOP AGENCY	0	216,863	59,609	0	0	276,472	1,417,358	1,525,294	3,219,124	(570,342)	2,648,782
111 COMMUNITY DEV BLOCK GRANT	0	0	1,330	0	0	1,330	0	(1,091)	239	(210)	29
113 SPECIAL USE FUND	0	328,687	0	64,172	0	392,859	547,563	3,911,180	4,851,602	0	4,851,602
114 ADDITIONAL FIVE CENT GAS TAX	0	638,859	0	0	0	638,859	0	155,432	794,291	(459,000)	335,291
115 SIX CENT GAS TAX FUND	0	792,142	44,785	0	0	836,927	0	590,728	1,427,655	0	1,427,655
116 CHAR HBR NATL ESTUARY PRG	366,454	537,900	0	0	0	904,354	0	293,025	1,197,379	0	1,197,379
118 1% LOCAL OPTION SALES TAX	0	0	1,567,845	0	0	1,567,845	90,000	4,632,621	6,290,466	0	6,290,466
201 DEBT FUND	0	0	0	1,417,358	0	1,417,358	0	0	1,417,358	(1,417,358)	0
301 GENERAL CONSTRUCTION	0	308,227	1,147,543	0	0	1,455,770	0	1,427,806	2,883,576	(1,795,807)	1,087,769
402 UTILITIES O M & R FUND	5,581,565	6,313,146	490,412	0	0	12,385,123	8,335,801	6,680,555	27,401,479	(180,996)	27,220,483
411 UTILITIES CONSTRUCTION	0	11,540	6,156,767	0	0	6,168,307	0	7,848,870	14,017,177	(9,120,000)	4,897,177
414 UTILITIES R&R RESERVE FUND	0	0	0	0	0	0	0	1,500,000	1,500,000	0	1,500,000
415 WATER SYSTEM CAPACITY ESCROW	0	0	0	0	0	0	650,000	1,658,886	2,308,886	0	2,308,886
416 SEWER SYSTEM CAPACITY ESCROW	0	0	0	0	0	0	910,573	889,717	1,800,290	0	1,800,290
417 SPECIAL ASSESS DISTRICT 4	0	0	0	0	0	0	0	49,180	49,180	0	49,180
419 STATE REVOLVING LOAN FUND	0	0	0	360,573	0	360,573	0	807,509	1,168,082	(776,374)	391,708
430 SANITATION FUND	1,258,530	1,942,988	1,463,246	0	0	4,664,764	0	1,332,478	5,997,242	0	5,997,242
440 BUILDING CODE FUND	698,309	168,441	18,579	0	0	885,329	0	1,461,699	2,347,028	0	2,347,028
450 LAISHLEY PARK MARINA	0	447,467	0	0	0	447,467	0	368,439	815,906	0	815,906
502 INFORMATION TECHNOLOGY	456,857	643,457	194,853	0	0	*	0	214,312	1,509,479	(1,272,896)	236,583
610 GILCHRIST INTENTION FUND	0	0	0	0	0	0	0	5,272	5,272	0	5,272
TOTAL	$22,480,768	$17,437,810	$22,939,307	$1,937,961	$0 *	$63,500,679	$23,649,326	$43,112,819	$131,557,991	($25,103,218)	$106,454,773

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EXPENDITURES BUDGET SUMMARY ACTUAL FY 2018
$131,557,991



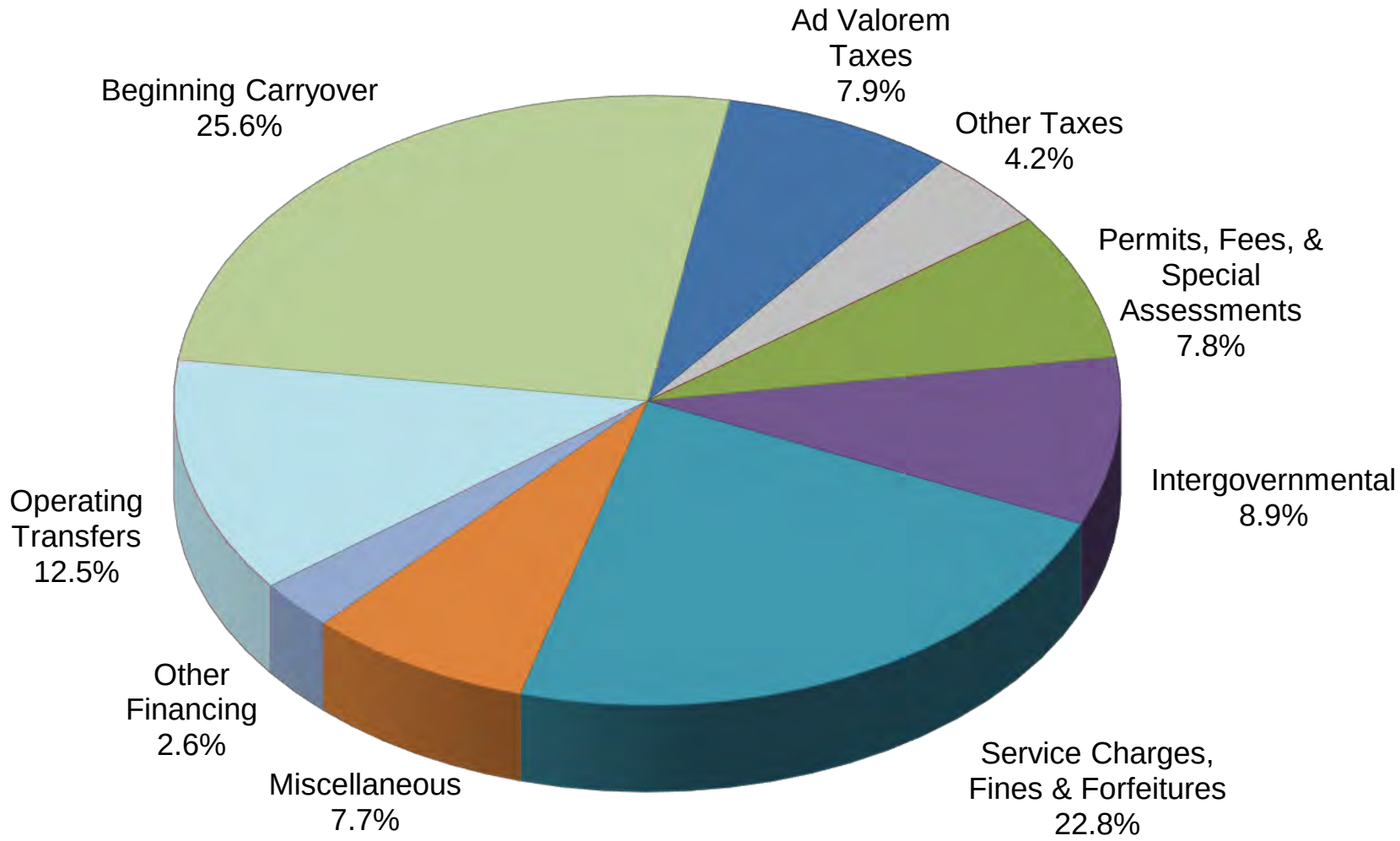
CITY OF PUNTA GORDA, FL
REVENUE SUMMARY
ACTUAL FY 2017

* General Fund Ad Valorem Tax $8,288,276 3.1969 mills

Estimated Revenues	TAXES		PERMITS, FEES, & SPECIAL ASSESSMENTS	INTERGOV'T REVENUE	SERVICE CHARGES, FINES & FORFEITURES	MISC REVENUES	OTHER FINANCING	ALL FUND SUBTOTAL **less Interfund		OPERATING TRANSFERS	BEGINNING CARRYOVER	SUBTOTAL Incl. Interfund	INTERFUND ELIMINATIONS	ENTITY-WIDE TOTAL
001 GENERAL FUND	$11,741,191	*	$1,426,439	$2,249,776	$511,356	$7,118,027	0	$23,046,789		$233,735	$4,306,287	$27,586,811	($233,735)	$27,353,076
103 P G I CANAL MTCE DISTRICT	0		2,874,876	21,635	0	29,009	0	2,925,520		0	1,084,439	4,009,959	0	4,009,959
104 B S I CANAL MTCE DISTRICT	0		590,837	0	0	4,541	365,000	960,378		0	168,867	1,129,245	0	1,129,245
105 IMPACT FEES PARKS	0		90,249	0	0	0	0	90,249		0	233,192	323,441	0	323,441
109 IMPACT FEES TRANSPORTATION	0		58,323	0	0	0	0	58,323		0	155,595	213,918	0	213,918
110 COMMUNITY REDEVELOP AGENCY	0		0	988,358	0	332,472	0	1,320,830		502,566	1,261,015	3,084,411	(502,566)	2,581,845
111 COMMUNITY DEV BLOCK GRANT	0		0	0	0	142	0	142		0	0	142	0	142
113 SPECIAL USE FUND	0		0	0	0	23,931	0	23,931		3,510,000	1,465,661	4,999,592	(3,510,000)	1,489,592
114 ADDITIONAL FIVE CENT GAS TAX	277,456		0	0	0	345	0	277,801		459,000	57,891	794,692	(459,000)	335,692
115 SIX CENT GAS TAX FUND	593,919		0	0	227,672	15,832	0	837,423		0	374,505	1,211,928	0	1,211,928
116 CHAR HBR NATL ESTUARY PRG	0		0	694,750	0	93,155	0	787,905		0	132,144	920,049	0	920,049
118 1% LOCAL OPTION SALES TAX	0		0	2,861,601	0	9,782	0	2,871,383		0	2,045,156	4,916,539	0	4,916,539
201 DEBT FUND	0		0	0	0	0	0	0		1,338,313	1	1,338,314	(1,338,313)	1
301 GENERAL CONSTRUCTION	0		0	1,968,574	0	11,212	45,164	2,024,950		976,671	481,521	3,483,142	(976,671)	2,506,471
402 UTILITIES O M & R FUND	0		2,200	0	18,018,443	225,549	0	18,246,192		32,060	7,642,386	25,920,638	(32,060)	25,888,578
411 UTILITIES CONSTRUCTION	0		0	494,899	0	855	2,350,413	2,846,167		5,644,600	224,999	8,715,766	(5,644,600)	3,071,166
414 UTILITIES R&R RESERVE FUND	0		0	0	0	0	0	0		0	1,500,000	1,500,000	0	1,500,000
415 WATER SYSTEM CAPACITY ESCROW	0		1,361,272	0	0	11,539	0	1,372,811		0	724,119	2,096,930	0	2,096,930
416 SEWER SYSTEM CAPACITY ESCROW	0		763,327	0	0	14,134	0	777,461		0	806,132	1,583,593	0	1,583,593
417 SPECIAL ASSESS DISTRICT 4	0		0	0	0	582	0	582		0	47,686	48,268	0	48,268
419 STATE REVOLVING LOAN FUND	0		0	0	0	4,651	0	4,651		360,573	377,561	742,785	(360,573)	382,212
430 SANITATION FUND	0		19,392	0	3,357,064	31,304	0	3,407,760		0	2,002,871	5,410,631	0	5,410,631
440 BUILDING CODE FUND	0		989,492	0	29,045	30,594	0	1,049,131		0	1,050,229	2,099,360	0	2,099,360
450 LAISHLEY PARK MARINA	0		0	5,726	410,002	26,899	0	442,627		0	287,102	729,729	0	729,729
502 INFORMATION TECHNOLOGY	0		0	0	1,189,119	2,788	0	**		0	322,845	1,514,752	(1,189,119)	325,633
610 GILCHRIST INTENTION FUND	0		0	0	0	62	0	62		0	5,113	5,175	0	5,175
TOTAL	$12,612,566		$8,176,407	$9,285,319	$23,742,701	$7,987,405	$2,760,577	** $63,373,068		$13,057,518	$26,757,317	$104,379,810	($14,246,637)	$90,133,173

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REVENUE BUDGET SUMMARY ACTUAL FY 2017
$104,379,810

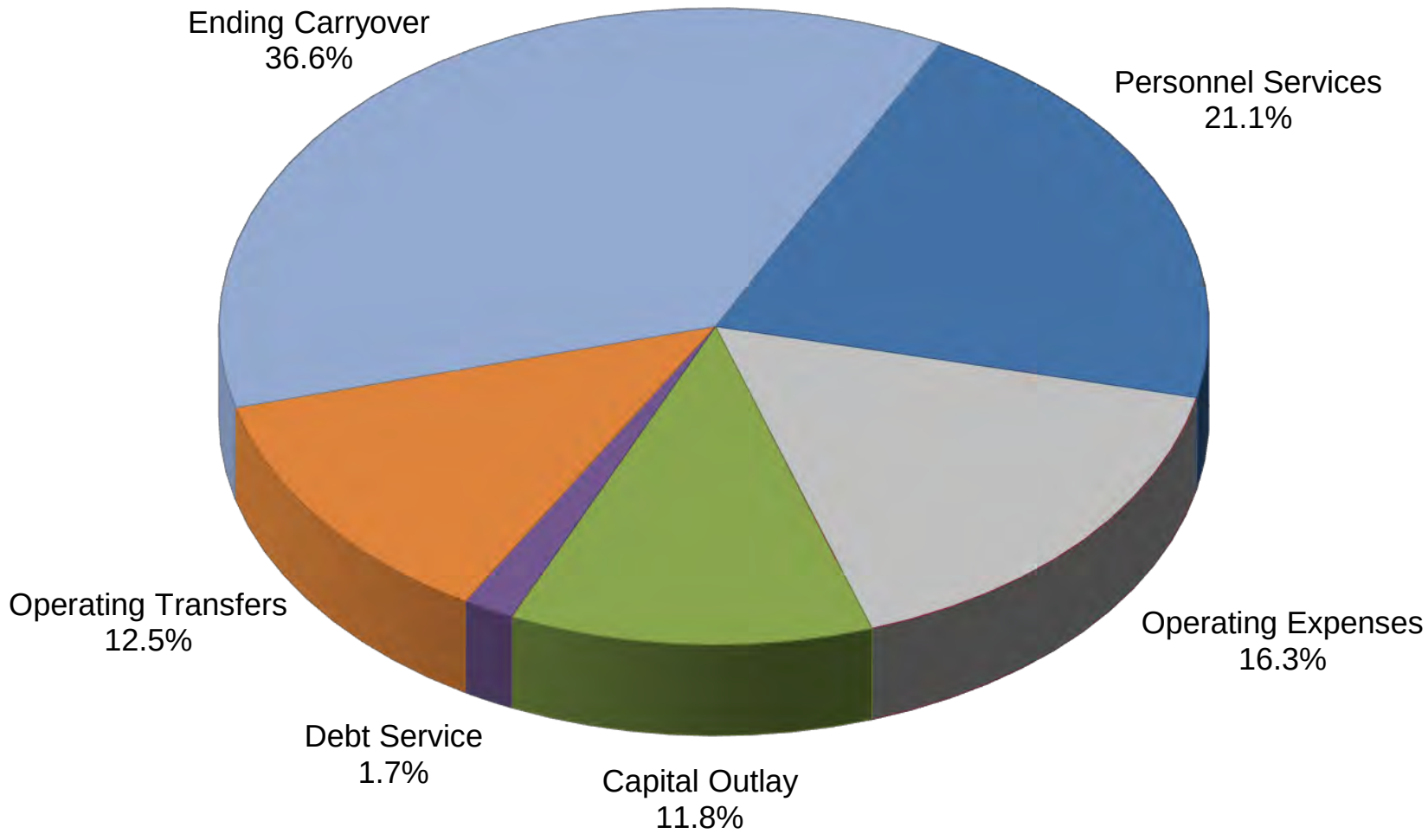


CITY OF PUNTA GORDA, FL
EXPENDITURE SUMMARY
ACTUAL FY 2017

Appropriations	PERSONNEL SERVICES	OPERATING EXPENSES	CAPTIAL OUTLAY	DEBT SERVICE	CONTINGENCY	ALL FUND SUBTOTAL *less Interfund	OPERATING TRANSFERS	ENDING CARRYOVER	SUBTOTAL Incl. Interfund	INTERFUND ELIMINATIONS	ENTITY-WIDE TOTAL
001 GENERAL FUND	$13,204,632	$3,601,991	$316,549	0	0	$17,123,172	$5,112,306	$5,351,333	$27,586,811	($233,735)	$27,353,076
103 P G I CANAL MTCE DISTRICT	584,586	1,904,656	21,635	0	0	2,510,877	0	1,499,082	4,009,959	0	4,009,959
104 B S I CANAL MTCE DISTRICT	30,779	320,888	469,574	0	0	821,241	0	308,004	1,129,245	0	1,129,245
105 IMPACT FEES PARKS	0	0	0	0	0	0	0	323,441	323,441	0	323,441
109 IMPACT FEES TRANSPORTATION	0	0	0	0	0	0	0	213,918	213,918	0	213,918
110 COMMUNITY REDEVELOP AGENCY		475,633	78,512	0	0	554,145	1,338,313	1,191,953	3,084,411	(502,566)	2,581,845
111 COMMUNITY DEV BLOCK GRANT		3,008	0	0	0	3,008	0	(2,866)	142	0	142
113 SPECIAL USE FUND		70,947	0	45,164	0	116,111	479,666	4,403,815	4,999,592	(3,510,000)	1,489,592
114 ADDITIONAL FIVE CENT GAS TAX		739,419	0	0	0	739,419	0	55,273	794,692	(459,000)	335,692
115 SIX CENT GAS TAX FUND		666,948	3,340	0	0	670,288	0	541,640	1,211,928	0	1,211,928
116 CHAR HBR NATL ESTUARY PRG	360,856	374,852	0	0	0	735,708	0	184,341	920,049	0	920,049
118 1% LOCAL OPTION SALES TAX		0	1,623,258	0	0	1,623,258	90,000	3,203,281	4,916,539	0	4,916,539
201 DEBT FUND		0	0	1,338,314	0	1,338,314	0	0	1,338,314	(1,338,313)	1
301 GENERAL CONSTRUCTION		165,148	2,367,710	0	0	2,532,858	0	950,284	3,483,142	(976,671)	2,506,471
402 UTILITIES O M & R FUND	5,463,091	5,855,915	736,548	0	0	12,055,554	4,782,000	9,083,084	25,920,638	(32,060)	25,888,578
411 UTILITIES CONSTRUCTION		0	6,415,353	0	0	6,415,353	0	2,300,413	8,715,766	(5,644,600)	3,071,166
414 UTILITIES R&R RESERVE FUND		0	0	0	0	0	0	1,500,000	1,500,000	0	1,500,000
415 WATER SYSTEM CAPACITY ESCROW		0	0	0	0	0	625,000	1,471,930	2,096,930	0	2,096,930
416 SEWER SYSTEM CAPACITY ESCROW		0	0	0	0	0	598,173	985,420	1,583,593	0	1,583,593
417 SPECIAL ASSESS DISTRICT 4		0	0	0	0	0	0	48,268	48,268	0	48,268
419 STATE REVOLVING LOAN FUND		0	0	360,573	0	360,573	0	382,212	742,785	(360,573)	382,212
430 SANITATION FUND	1,248,097	1,780,635	3,010	0	0	3,031,742	0	2,378,889	5,410,631	0	5,410,631
440 BUILDING CODE FUND	685,882	169,587	19,007	0	0	874,476	0	1,224,884	2,099,360	0	2,099,360
450 LAISHLEY PARK MARINA		346,430	4,846	0	0	351,276	0	378,453	729,729	0	729,729
502 INFORMATION TECHNOLOGY	439,072	538,451	302,517	0	0	*	0	234,712	1,514,752	(1,189,119)	325,633
610 GILCHRIST INTENTION FUND		0	0	0	0	0	0	5,175	5,175	0	5,175
TOTAL	$22,016,995	$17,014,508	$12,361,859	$1,744,051	$0	* $51,857,373	$13,025,458	$38,216,939	$104,379,810	($14,246,637)	$90,133,173

~ Enterprise and Internal Service Funds are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions and expenses in the construction fund not capitalized, cash received from the sale of fixed assets and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

EXPENDITURES BUDGET SUMMARY ACTUAL FY 2017
$104,379,810



CITY OF PUNTA GORDA, FL
POSITION SUMMARY
BUDGET FY 2020

FUND NUMBER	FUND NAME Department/Division	Amended Authorized FY 2017	Amended Authorized FY 2018	Amended Authorized FY 2019	Changes [4]	Proposed Authorized FY 2020
001 01-00	CITY COUNCIL [1]	5.00	5.00	5.00		5.00
	ADMINISTRATION					
001 02-00	City Manager	1.50	2.50	2.50		2.50
001 02-18	Human Resources	3.00	3.00	3.00		3.00
001 03-00	City Clerk	4.00	4.00	4.00		4.00
001 06-00	Legal	0.50	0.50	0.50		0.50
		9.00	**10.00**	**10.00**	**0.00**	**10.00**
	FINANCE					
001 04-00	Finance	8.00	8.50	8.50		8.50
001 04-05	Procurement	7.50	7.50	7.50		7.50
		15.50	**16.00**	**16.00**	**0.00**	**16.00**
	PUBLIC WORKS					
001 09-01	Public Works Admin	3.00	3.00	3.00		3.00
001 09-08	Engineering	4.00	4.00	4.00	0.50	4.50
001 15-15	Facilities Maintenance	3.00	3.00	3.00		3.00
001 09-16	Right of Way Maintenance	13.00	13.00	13.00		13.00
001 09-19	Parks & Grounds	10.00	10.00	10.00		10.00
		33.00	**33.00**	**33.00**	**0.50**	**33.50**
001 12-00	POLICE	**50.00**	**53.00** [2]	**53.00**	**3.00**	**56.00**
001 13-00	FIRE	**29.00**	**29.00**	**29.00**	**1.00**	**30.00**
	URBAN DESIGN					
001 15-00	Urban Design	5.00	5.00	5.00		5.00
001 15-10	Zoning & Code Compliance	6.00	6.00	6.00		6.00
		11.00	**11.00**	**11.00**	**0.00**	**11.00**
	GENERAL FUND	**152.50**	**157.00**	**157.00**	**4.50**	**161.50**
103 09-60	**PGI CANAL MAINTENANCE**	**9.00**	**13.00** [2]	**13.00**	**-4.00**	**9.00**
116 15-36	**CSTL&HRTLND NAT EST PRT**	**4.00**	**4.00**	**4.00**	**2.00**	**6.00**
402 16-20	Administration	5.00	5.00	6.00		6.00
402 16-21	Water Treatment	17.00	18.00	18.00		18.00
402 16-22	Wastewater Collection	15.00	15.00	15.00		15.00
402 16-25	Wastewater Treatment	15.00	15.50	15.75		15.75
402 16-26	Water Distribution	16.50	16.50	17.00 [3]		17.00
402 16-50	Fleet/Equipment Maint	1.50	1.50	1.50		1.50
402 04-23	Billing & Collections	6.00	6.00	6.00		6.00
	UTILITIES	**76.00**	**77.50**	**79.25**	**0.00**	**79.25**
430 09-30	**SANITATION**	**19.00**	**19.00**	**19.00**		**19.00**
440 15-14	**BUILDING**	**8.00**	**9.00** [2]	**9.50** [3]		**9.50**
502 02-51	**INFORMATION TECHNOLOGY**	**5.00**	**6.00**	**6.00**	**1.00**	**7.00**
	TOTAL	**273.50**	**285.50**	**287.75**	**3.50**	**291.25**

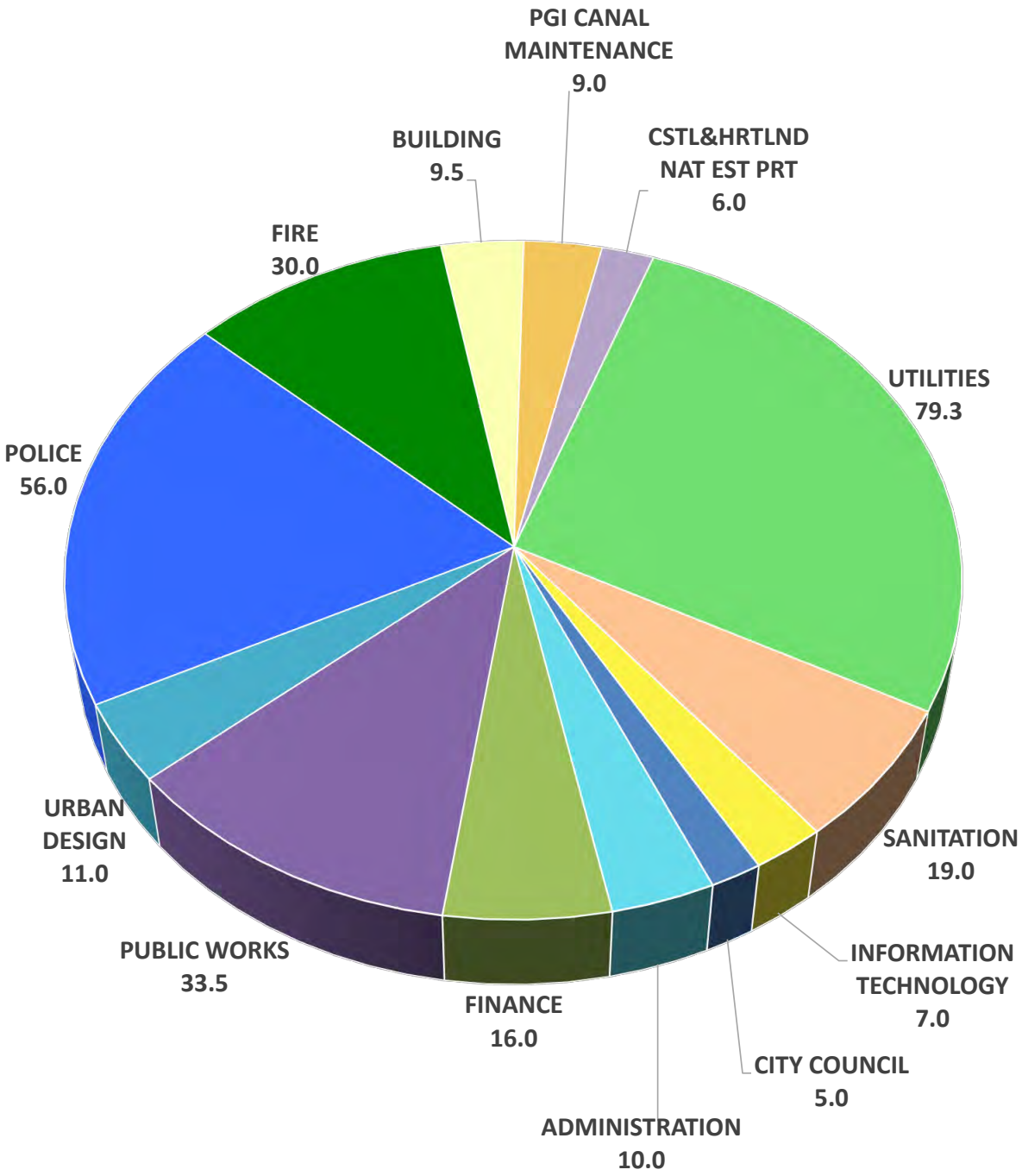
[1] Employee count includes 5 City Council members as 5 FTEs

[2] Mid-Year FY 2018 adjustment - (3) School Resource Officers added
(3) Temp Seawall Inspectors and (1) Temp Communications Person
(1) Buidling Inspector (single license)

[3] Mid-Year FY 2019 adjustment - (0.5) Upgrade part-time Utility Maint. Worker to full-time AMI Technician
(0.5) Part-time Line and Grade Inspector

[4] Changes for FY 2020 are explained in the budget message and each divisions' budget narrative

POSITION SUMMARY FY 2020



City of Punta Gorda, Florida

STRATEGIC PLAN

Fiscal Year 2020

Punta Gorda
FLORIDA

Adopted October 2, 2019

CITY COUNCIL

Nancy Prafke, Mayor (District 5)
Lynne Matthews, Vice Mayor (District 4)
Debby Carey, Council Member (District 2)
Jaha Cummings, Council Member (District 1)
Gary Wein, Council Member (District 3)

CITY OFFICIALS

Howard Kunik, City Manager
David Levin, City Attorney
Karen Smith, City Clerk

DEPARTMENT DIRECTORS & MANAGERS

Ray Briggs, Fire Chief
Pam Davis, Police Chief
Macalle Finkle, Paralegal/Assistant to City Manager
Tom Jackson, Utilities Director
Rick Keeney, Public Works Director
Joan LeBeau, Urban Design Manager
Melissa Reichert, Communications Manager
Brad Schuette, Information Technology Manager
Kristin Simeone, Finance Director
Phil Wickstrom, Human Resources Manager

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Overview

The Strategic Plan (herein referred to as the "Plan") is used to set the overall goals for the City, provide direction to City departments, and create the basis for each year's annual budget. The plan provides a tool for more effective and economical operations and demonstrates to the public that careful consideration has been given to future development and direction of the organization. The Plan provides a realistic view of the expectations for the organization and community at-large. The diagram below shows how the pieces of the Plan fit together.



On April 27, 2005, City Council approved moving forward with development of its first strategic plan and solicited input from residents, boards and committees, civic groups and staff on priorities to be addressed. Since 2005, the City has annually adopted a strategic plan. The FY 2013 Plan, which was developed after solicitation of input and engagement from the entire community followed by two workshops focusing on all elements of what make up a strategic plan, formed the base from which future action items evolved. Preparation of the FY 2014 Plan took a slightly different direction than the previous year, which involved a more thorough review of the City's mission, values, vision and goals.

The current Plan has different elements that help transform the City's vision into reality. They are:

- ✓ *Strategies*: The Plan document contains the strategies that the City will pursue and action items on how to achieve the strategies. Strategies and action items are funded through the annual budget, five-year capital improvements program and partnerships with other public, non-profit and private organizations.

- ✓ *Key Performance Indicators*: Metrics that the City uses as sources of evidence to determine if its strategies are having their intended impact.

- ✓ *Financial Plan*: The City performs multi-year fiscal forecasting to show the long term impacts of its decisions, model different scenarios and identify/address financial issues well before they are realized. The forecasts are included in the Long-Range Financial Plan presented to City Council in January of each year.

The plan helps us stay focused in our near term objectives and tasks, while still keeping our eye on the long range perspective of our actions. Our strategic plan is dynamic and can be adjusted or molded from time to time as needed. It is a working document that evolves as development takes place. Throughout the year, we will provide status reports on our progress. In this way, it is a document by which we can measure our success and by which the community can evaluate our performance.

Vision

A vision statement is essentially a description of what a community should look like once it has successfully implemented its strategies and achieved its full potential. An achievable vision is compromised between what an organization wants and what it can have. In Punta Gorda, this contrast is often manifested in perceived tradeoffs between having sufficient financial resources and preserving the values. A vision can provide guidance to help decision-makers identify the "bottom line" of what is truly important. Based on public input, the City's overall vision is:

"Punta Gorda is the model for small cities in the U.S. to live, work and play."

Vision Elements:

- Punta Gorda will preserve and enhance its historic small town, self-sufficient community character.
- Punta Gorda will be an economically sustainable four season community and cultural hub of Charlotte County.
- Punta Gorda will continue to be a safe and secure community.
- Punta Gorda will be a place where residents and visitors recognize the significance and character of its waterfront amenities, natural resources, and vibrant downtown.
- Strong partnerships and collaboration between the City government and all sectors of the community will embody Punta Gorda's ability to sustain its small-town, self-sufficient character.
- Punta Gorda will have a financially-sustainable city government.
- Punta Gorda will position itself as the best small town to live, work and visit.

As shown above, the core of the City's vision includes elements of sustainability. Sustainability is the ability of communities to consistently thrive over time as they make decisions to improve the community today without sacrificing the future. Sustainability can provide an organizing framework for building better and stronger communities. Building sustainable communities is at the core of the leadership responsibilities of local government leaders. A sustainable community demonstrates through policy and practices a long-term view and respect for people and for place. The sustainable community will assess impact on the following three areas - ensuring a positive effect on the environment, establishing that there will not be a drain on community resources, and making certain that disparaging treatment for any sector of the community will not be created.

Sustainable communities are those that maintain a reliable economic base, practice sound financial management, provide a stable environment for their residents, and act as stewards of their land and other environmental resources. These actions are defined as follows:

- Economic sustainability
  - ✓ Maintain a sound economic base
  - ✓ Provide reliable public services
  - ✓ Create an environment conducive to businesses
  - ✓ Become and remain competitive in the marketplace

- Financial sustainability
  - ✓ Remain financially viable
  - ✓ Establish and maintain professionally recognized, transparent budgeting and financial management practices and systems

- Social sustainability
  - ✓ Provide a stable environment for citizens
  - ✓ Ensure public safety
  - ✓ Offer an environment that encourages job creation
  - ✓ Engage the community in local decision making
  - ✓ Provide amenities that enhance quality of life

- Environmental sustainability
  - ✓ Safeguard the water supply, open space & other physical assets by preparing for and mitigating natural disasters and by employing environmentally responsible methods for energy generation, waste reduction and disposal and other services

Mission

A mission statement clarifies an organization's purpose and philosophy. It should:

- Specify the reason for the organization's existence
- Establish the scope of the organization
- Identify the organization's unique characteristics
- Provide the overall direction for the organization
- Act as a foundation for development of general and specific objectives as well as program plans

A summary of public input responses revealed that the City's mission should incorporate the following ideals:

- Become a desired, waterfront destination
- Be a better place to live, work and play
- Deliver a high level of service
- Enhance quality of life
- Retain our unique character

Based on the above public comments, including City Council input, the mission of the City is:

**"To enhance Punta Gorda's identity as a vibrant waterfront community,
unique in character and history, and one of the most desirable places to live, work and visit."**

Values

Values identify the philosophical guidelines for an organization's activities and:

- Identify the values held by constituents
- Establish guidelines upon which all initiatives will be based
- Provide the basis for assessing the organization's strategic objectives and plans
- Respect constituent needs and expectations

Through public input garnered from the community survey and workshops, Punta Gorda's residents and leaders value the City's small town, self-sufficient, community-partnerships nature. In this vein, the

City should pursue policies and actions that enhance these elements. Revised, key values of the City organization are:

- Maintain a culture of community engagement, teamwork, partnerships, transparency, respect, customer service, and stewardship.
- Sustain pride in Punta Gorda's history and well-preserved historical areas and natural resources.
- Support and promote local businesses.
- Value a high level of openness, and the fair and equitable treatment of all residents.
- Ensure an ethical and accountable city government.

Strategic Priorities & Goals

While the City's vision has set the course for the future, the strategic priorities highlighted below provide the roadmap that encompasses governing policies and strategies, operational approaches to implementing the strategies and performance measures/timelines to ensure achievement of these strategies. Included in each section are goals that specify how the general policy directions of the organization's mission will be carried out, and action items that aim to accomplish desired goals.

Based on input received during the community engagement sessions, City Council has established five strategic priorities identified below and goals highlighted within each priority area.

- Financial/Economic Sustainability
- Infrastructure Sustainability
- Partnerships, Communication & Collaboration
- Strategic Communications Positioning
- Quality of Life

As mentioned earlier, key performance indicators will be used to summarize progress toward achieving strategic priorities. These outcomes form a scorecard of the City's progress and will facilitate ongoing monitoring of Plan implementation and communication to the public.

Priority 1: Financial/Economic Sustainability - Advance and promote local business development and long-term financial and economic sustainability

Long term financial sustainability is a critical component to the ultimate success of a strategic plan. This section of the Plan provides a basis for future budgets and guides workforce planning and other efforts to improve the effectiveness and efficiency of City services. Long term financial sustainability can only be achieved when recurring revenue and expenses are aligned. How well the City achieves sustainability is reflected in its ability to address financial issues identified in multi-year fiscal forecasts. It also means providing valued public service as efficiently as possible.

An integral part of a community's financial sustainability is to be an economically sustainable community and to enhance the economic well-being of its residents. The City has excellent access to two major roadways, most notably I-75 and US 41, and Punta Gorda Airport. The community's diversity and mix of income levels provides a range of tastes for the business community to serve. Diversity also results in a variety of housing options for prospective residents and provides the community with an array of talents to draw on. The downtown and waterfront areas enhance the City's economic environment. The success of its business sector is through a combination of economic and business development.

Economic development involves the recruitment and retention of high-skill, high-wage diversified industry. Diversified industry means companies that bring wealth to a community by exporting their goods and services to customers outside of the local market, and do not rely on the local economy for income.

Business development encourages a variety of small businesses, retail stores, restaurants, entertainment centers, medical facilities and service-oriented businesses within a city's boundaries, compatible with the demands and desires of the community. Traditionally, business development is market driven, based on population and household demand, and generally occurs by developers and private property owners marketing to fill planned and existing retail and office space. Its premise is that local entrepreneurs and public/private strategies create the environment that can bring economic growth to a community in the form of jobs, increased revenues, a vibrant business sector and healthy life attributes. It seeks to focus on growing and nurturing local businesses that can create spin off business and employment, rather than hunting for the large corporation outside the area. One study on the subject identified the following premises to encourage shopping and promoting locally owned businesses:

- More money re-circulates in your community when one buys from locally owned businesses as opposed to nationally owned businesses;
- Local businesses provide most new jobs;
- One-of-a-kind businesses are an integral part of a community's distinct character;
- Local business owners invest in the community;
- Customer service is, in many instances, better;
- Competition and diversity lead to more choices;
- Local businesses have less environmental impact;
- Local businesses' public benefits outweigh their public costs;
- Local businesses encourage investment in the community; and
- Local businesses tend to give more support to nonprofits.

The City's strategic priorities focus more on business development initiatives, while Charlotte County concentrates its efforts on economic development opportunities for both Punta Gorda and unincorporated areas of the County**.**

Goal: Continue best management practices in financial planning and appropriate reserves policies
Goal: Identify sustainable spending policies and appropriate technologies to support business operations and connect the City with the community
Goal: Strengthen & diversify the City's tax base to increase the commercial base, for example, through annexation
Goal: Support Charlotte County efforts to facilitate and nurture high priority economic development projects
Goal: Ensure the competitiveness of Punta Gorda's business climate
Goal: Enhance workforce development and diversity in the City organization

Action Item	Timeframe	Cost (if applicable)
Internal		
Conduct comprehensive re-evaluation of Strategic Plan with City Manager's Office as facilitator.	January/February 2020	-
Conduct budget updates and/or workshops based on financial trends and fiscal forecasts included in the long-range financial plan, program of service overviews and alternatives to eliminate any projected budget gaps. Use revised Strategic Plan as an additional framework for development of annual budget.	January through September 2020	-
Initiate implementation of Plan Punta Gorda Citywide Master Plan 2019 in accordance with Plan recommendations as directed by Council.	October 2019 through September 2020	-
Undertake recruitment process to hire new City Manager.	January through December 2020	$7,500 with City Human Resources
Seek new technology and applications that will help connect the City and the community and deliver services and information in a timely, cost-effective manner to include server upgrades; geographic information systems enhancements; upgrading field connectivity, network security upgrades, and customer online portals.	Ongoing	-
External		
Pro-actively support public/private efforts that facilitate development of undeveloped properties identified in Citywide Master Plan as growth nodes within focus areas.	Ongoing	-
Initiate revisions to Land Development Regulations as identified in Citywide Master Plan.	FY 2020	-

Key Performance Indicator	Actual FY 2018	Projected FY 2019	Proposed FY 2020
GFOA Certificate of Conformance in Financial Reporting	Awarded	To Be Submitted	To Be Submitted
GFOA Distinguished Budget Presentation Award	Awarded	Awarded	To Be Submitted
General Fund recurring revenues aligned with recurring expenditures	106%	94%	98%
Unqualified Audit Opinion	Achieved	To Be Determined	To Be Determined
% compliance with financial management policies	100%	100%	100%
Tax base diversity (goal 75% residential & 25% commercial)	90.3% residential 9.7% commercial	89.9% residential 10.1% commercial	89.5% residential 10.5% commercial
Annexation (acreage and type)- Fully map out desired annexation areas.	26.7 acres developed commercial	13.78 acres vacant commercial	50+ acres vacant, residential, low industrial
% of space leased in Herald Court Centre	74%	100%	100%
Cost per capita – General Fund services	$980	$1,142	$1,086
Utility rates in relation to 16 SWFL communities	2nd lowest	2nd lowest	2nd lowest
Solid Waste rates in relation to SWFL communities with comparable service area	+23%	+21%	+21%
Minorities in City workforce	9.1%	11%	11%
Females in Managerial/Supervisory Positions	37.5%	37.5%	37.5%
City employees per 100/Population	1.5	1.5	1.5
Taxable sales (Monthly Ave. PG MSA)	$240 million	$248 million	$250 million
# of new businesses	82	80	90
# of closed businesses	57	45	60
Workforce in Charlotte County (Bureau of Labor Statistics)	63,723	To Be Determined	To Be Determined

Priority 2: Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services

As an older community and one with its own water and wastewater utility, canal/seawall system as well as an historic district, infrastructure takes on particular importance in Punta Gorda. While new infrastructure projects are well publicized and generally well received, ongoing maintenance of a city's assets are not very visible nor always appreciated. Maintenance is never a problem until it is. The City's insurable capital assets (i.e. infrastructure) are valued at $120 million and consist of two components – city infrastructure and internal infrastructure, defined below.

City infrastructure is the physical system of roads, bridges, sidewalks, seawalls, drainage, water and sewer facilities. Internal infrastructure refers to infrastructure used in the provision of municipal services (i.e. fleet, information technology, facilities, office services, radio services, telecommunications, etc.). A snapshot of the City's infrastructure is:

- 13 public buildings - City Hall, City Hall Annex, Public Works/Utilities Campus, Public Safety Building, Fire Stations 2 and 3, Water & Wastewater Treatment Plants, Bayfront Center, Freeman House, Cooper Street Center, Laishley Park Marina Building, and Herald Court Centre.
- 116 miles of streets, 849 streetlights, 19 traffic signal intersections, 4 bridges and 110 miles of seawall. The City's canal systems are unique in that the City provides maintenance of the seawalls and canals through Canal Maintenance Districts.
- 237 miles of water mains, 129 miles of sanitary sewer, 2 storage tanks, master pumping station, booster pumping facility, 119 lift stations and Hendrickson Dam (reservoir).
- 23 parks totaling 122 acres and 9 miles of Pathways (harborwalk, linear park, MURTs)
- 208 motorized pieces of equipment (fleet, cranes, boats, compactors).
- 96 Windows Servers (85 virtualized), 4 virtual server hosts (four-node VMware ESXi cluster.), 1 IBM midrange server, three-node VMware Virtual Desktop Interface (VDI) ESXi cluster, four datacenter switches, twenty-one access switches, three firewalls (2 a state of the art next-generation firewall), two Storage Area Networks (SANs). Thirty-five wireless access points, VoIP phone system with 250 phone sets, 5 miles of dark fiber, a total of 320 PC's, laptops, and tablets.

Issues to be addressed to ensure sustainable infrastructure include:

- How can the City best maintain its stock of infrastructure in addition to procuring needed new assets?
- How can the City fund maintenance of its open space (active and passive park system) and waterfront?
- What is a livable level of traffic and how do proposed traffic-generating projects fit within the City's comprehensive traffic safety/circulation plan?
- Does the City have a long-range plan that ensures infrastructure is in place to meet projected growth demands?
- With more people using the web and social media the City must continue to find new ways to connect the City to the community.

Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal

Goal: Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods
Goal: Maximize use of new technology in applicable areas
Goal: Apply best management practices and systems in infrastructure maintenance
Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

Action Item	Timeframe	Cost (if applicable)
Undertake through design, permitting and/or construction a myriad of ongoing infrastructure improvements including:		
Street Resurfacing (citywide)	FY 2020	$740,000
Drainage (citywide)	FY 2020	$300,000
Corto Andra/Boca Grande Area Drainage Improvements with focus on land purchases and implementation	FY 2019 through FY 2021	$4,100,000
Groundwater Reverse Osmosis (RO) Water Treatment Plant	June 2020	$39,500,000
Taylor Street Rebricking (Harborside to W. Marion)	February 2020	$195,000
Veterans Park Phase 2	February 2020	$420,000
US 41 Multi-Use Recreational Trail/Alligator Creek Pedestrian Bridge	April 2020	$800,000
Gilchrist Park Renovation Harborwalk	FY 2020	TBD
Madrid Blvd. Sidewalk (Tripoli to east drive of Burnt Store Promenade shopping center)	FY 2020	$51,000
Ponce de Leon Park Redesign/Construction	FY 2020	$1,000,000
Buckley's Pass Additional Harbor Access Channel	February 2020	$2,600,000
Cooper Street and Airport Road Multi-Use Recreational Trail Design	FY 2020	$210,000
Shreve Street Multi-Use Recreational Trail Lighting	September 2020	$225,000
Update plan for all major infrastructure categories to include fleet, equipment, buildings, grounds, streets, utilities and lighting. Incorporate infrastructure-related recommendations identified in Master Plan within five-year capital improvements program.	June 2020	Included in FY 2021-2025 Capital Improvements, Road Resurfacing and Drainage Programs
Review alternatives of products and construction methodology for seawall maintenance and construction. Present report findings before canal maintenance advisory committees and City Council.	FY 2020	$80,000
Initiate implementation of Financial Plan for Transition from Septic to Sewer in Utility Service Area, as prioritized in Sewer Master Plan.	FY 2020 through FY 2023	$14,336,000 Years One to Three
Add sidewalks on W. Marion and W. Olympia missing links.	November 2020	To be determined as part of 1% Local Option Sales Tax recommendations

Encourage County to plan for additional event center parking.	November 2020	To be determined as part of County's 1% Local Option Sales Tax recommendations
Develop prioritized list of 1% Sales Tax Projects for Council consideration	Completed by April 2020	To be determined as part of County's 1% Local Option Sales Tax recommendations

Key Performance Indicator	Actual FY 2018	Projected FY 2019	Proposed FY 2020
% of projects completed within timeframe & estimated cost	81%	100%	100%
Fuel use (gallons)	148,728	155,000	163,000
Five-year capital improvements program that identifies infrastructure needs with funding source	Yes	Yes	Yes

Priority 3: Partnerships, Communication & Collaboration – Continue to promote partnerships, communication and transparency with all stakeholders

Partnership and collaboration opportunities have been an integral part of the City's strategic planning priorities for some time and embody how the organization delivers services to the community. While a city government doesn't necessarily have to provide all services; it should be a catalyst for action. In this vein, the City works with numerous public, private and non-profit agencies that provide a wide variety of recreational, cultural, educational, administrative and operational services to the community.

Goal: Promote partnership opportunities with public, private and non-profit organizations
Goal: Emphasize transparency in City operations, reporting, and activities
Goal: Continue to seek community input in decision making process
Goal: Support and assist community efforts to address City priorities through recognition and process initiatives

Action Item	Timeframe	Cost (if applicable)
Continue communications programs through neighborhood meetings, weekly reporting, televise Council meetings, social media, customer surveys, and use available technology to find new ways to provide information in a cost-effective and timely manner. Work towards live streaming of city meetings.	Ongoing	-
Optimize relationships at all levels with the City's partners through a proactive presence (Congress, State Legislators, Charlotte County, Airport Authority, Charlotte County School District, Charlotte County-Punta Gorda Metropolitan Planning Organization, Economic Development Partnership, Charlotte County Tourism Bureau, Southwest Florida Water Management District, Peace River/Manasota Regional Water Supply Authority, Coastal & Heartland National Estuary Partnerships, TEAM Punta Gorda, Punta Gorda and Charlotte County Chambers of Commerce, Downtown Merchants Association, United Way, Homeowners' Associations, Punta Gorda Historical Society, Punta Gorda Historic Mural Society, Punta Gorda History Center, Cultural Heritage Center of SW Florida, Punta Gorda Housing Authority, ADA Advisory Committee, PGI Green Thumbs, Drug Free Punta Gorda, Drug Free Charlotte County, etc.) which lead to effective collaboration.	Ongoing	-
Facilitate representation and communication between Punta Gorda Housing Authority and Charlotte County Affordable Housing Advisory Council. Facilitate communication and collaboration between the City and Gulf Coast Partnership.	Ongoing	-
Continue participation/partnership with Economic Development Partnership, Punta Gorda Chamber of Commerce Business Development Committee, Downtown Merchants Association and TEAM Punta Gorda to enhance business development initiatives.	Ongoing	-

Emphasize transparency in operations through Citizens Academy, communications programs, posting of financial information on the City's website and thru other available technology.	Citizens Academy January through April 2020. Other initiatives ongoing.	-
Continue apprenticeship program for high school students to introduce them to our City and County government.	FY 2020	-
Create and launch Punta Gorda Police Department Youth Police Academy with 30 participants between 10 and 14 years old to be held at the Public Safety Building. Will allow outreach to area youth and give them the opportunity to learn about law enforcement.	FY 2020	$6,000
Partner with community groups to implement Citywide Master Plan recommendations.	FY 2020	-
Continue to garner input from Land Development Committee, consisting of representation from the City's neighborhoods, as part of ordinance review process, with focus on Citywide Master Plan recommendations.	Ongoing	-
Continue Police Department monthly resident's advisory and every other month business advisory councils to enhance communication and address issues as they arise.	Ongoing	-

Key Performance Indicator	Actual FY 2018	Projected FY 2019	Proposed FY 2020
City Communications (Weekly Highlights Reports, Information Sharing Reports and Action Registers)	132	154	156
Citizen Interaction through Social Media	182,082	420,000	432,600
Citizen's Academy customer satisfaction rating	100%	100%	100%
Financial information on City website	Yes	Yes	Yes
Civic involvement – volunteer hours provided to City service delivery (Police and Fire)	18,000	17,500	18,000
Business Satisfaction Survey results - % excellent rating	100%	100%	100%
Punta Gorda clients served through United Way *(*10% of clients served within county-wide area estimated to be city residents)*	592*	To Be Determined	To Be Determined

Priority 4: Strategic Communications Positioning – Develop and promote the City through creation of public/private partnerships that diversify the tax base, enhance the area as a visitor destination, and secure the future of the City's distinct quality of life through the introduction and consistent communication of the new City brand.

Strategic communications positioning and marketing can be referred to as the management process responsible for identifying, anticipating and satisfying stakeholder requirements and in so doing serves to facilitate the achievement of the organization's objectives. There exist a number of partners within the City environs that deliver such service, to include:

- ADA Advisory Committee
- Charlotte County Airport Authority
- Charlotte County Chamber of Commerce
- Charlotte County Economic Development Office
- Charlotte County/Punta Gorda Board of Realtors
- Charlotte Harbor Visitor & Convention Bureau
- Economic Development Partnership
- Fishermen's Village
- Punta Gorda Boaters Alliance
- Punta Gorda Chamber of Commerce
- Punta Gorda Downtown Merchants Association
- TEAM Punta Gorda
- Homeowner Associations (Punta Gorda Isles Civic Association, Burnt Store Isles Association, Seminole Lakes Property Owner's Association, Burnt Store Meadows Property Owner's Association, Bethel-St Mark Neighborhood Associations, Emerald Point Homeowner's Association, Parkhill/Eagle Point, Historic District Homeowner's Association)
- Local Arts Organizations

The goals identified below illustrate the City's efforts to identify its brand and market its lifestyle and infrastructure qualities with the assistance of its many partners.

Goal: Implement the three-year strategic communications/marketing plan for the City
Goal: Optimize waterfront, bicycle and pedestrian assets of the City
Goal: Coordinate with stakeholders in promoting Punta Gorda as a boating, fishing and bicycle-friendly destination
Goal: Support and facilitate the marketing of Punta Gorda's assets as a core to a vibrant downtown
Goal: Optimize expertise of regional and local partners (i.e. Charlotte Harbor Tourism Bureau, Chambers of Commerce, Realtor Association, Economic Development Partnership, tourism-oriented private sector) to achieve stated objectives

Action Item	Timeframe	Cost (if applicable)
Market City's assets to include private/public building and infrastructure improvements, downtown amenities, heritage tourism and festivals by working with public, private and non-profit agencies/organizations to develop a consistent strategy and approach that can be leveraged across all community channels.	Ongoing	Included in Strategic Communications/Marketing Plan budget below.

Implement Year Three of Strategic Communications/Marketing Plan in partnership with above mentioned organizations. Activities include; local information guide, advertising in partner publications, PGD in airport advertising, targeted business attraction, and Sunseeker Inflight Magazine marketing.	FY 2020	$61,000

Key Performance Indicator	Actual FY 2018	Projected FY 2019	Proposed FY 2020
New website visits	204,462	254,904	305,884
Return website visits	44,936	48,924	53,816
Microsite visits	N/A	19,240	19,817
Marketing Efforts to Support Explore Punta Gorda	N/A	17	19
Liveaboards at Laishley Marina (monthly avg.)	15	19	20
Laishley Marina Occupancy Rate	79%	90%	90%
Mooring Field Occupants	5	5	5
# of fishing/boating events	12	14	13
# of festivals/parades	67	65	66
# of sporting events (bicycle, runs, walks)	22	17	20

Priority 5: Quality of Life – Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle, and its vibrant, safe City status

Quality of life is an all-inclusive term that includes such elements as economic prosperity, an affordable home, gainful employment, clean air and water, quality healthcare, safe and attractive neighborhoods and working environments, ample education and recreational opportunities, convenient transportation systems, and an active and diverse community which is rich in art and cultural amenities. The following elements embody Punta Gorda's quality of life:

- ✓ The Punta Gorda Historic District includes three neighborhoods, each with their own varying level of preservation interest; a burgeoning waterfront and planned 18-mile Punta Gorda Pathways linking all neighborhoods with a pedestrian/bicycle pathway; and numerous festivals promoting the arts, culture and outdoor recreational activities.
- ✓ Within Punta Gorda are such arts and cultural facilities as the Charlotte County Event & Conference Center, Charlotte Performing Arts Center, Visual Arts Center, Artisan's Atelier, Historic Women's Club & Train Depot, Blanchard House Museum of African American History & Culture, Cultural Heritage Center of SW Florida, Punta Gorda History Center and numerous private art galleries/shops.
- ✓ The Charlotte Harbor ecosystem supports abundant recreational and research opportunities.
- ✓ Punta Gorda's public safety component has achieved a ranking of being the second safest city in Florida for communities with a population between 15,000 and 20,000.
- ✓ The City places an emphasis on land development regulations that are modeled after new urbanism, mixed-use building standards, strong code compliance and aesthetic considerations.
- ✓ The City's potable water supply comes from the Shell Creek/Prairie Creek Watershed which flows into the Hendrickson Dam. With the exception of Total Dissolved Solids (TDS), a secondary non-health related standard for which the City has received an exemption, the City meets all primary and other secondary treatment standards. A future project will construct a groundwater reverse osmosis plant to further enhance the quality of the water supply by addressing TDS and increasing capacity when demand warrants such an investment.
- ✓ Punta Gorda continues to work toward a diverse housing mix that is affordable and attainable for all income levels, racial backgrounds, life stages and abilities.

Goal: Support, promote & maintain the City's historic character
Goal: Maintain the City's high safety rating, emergency response and storm preparedness
Goal: Improve the City's water quality
Goal: Achieve status as a waterfront destination for land and water visitors
Goal: Support and promote a pedestrian & bicycle friendly community
Goal: Ensure a diversity of housing stock that is attainable for all income levels, racial backgrounds, life stages and abilities
Goal: Continue Universal Accessibility transition plan efforts within the City
Goal: Continue planning and implementing climate change strategies that; 1) protect significant natural resources 2) support economic growth, improve protection of life and property in hazardous areas.

Action Item	Timeframe	Cost (if applicable)
Participate in Together Charlotte activities focused on a plan to ensure diverse housing for all City residents.	Ongoing	-

Complete an update to the Parks and Recreation Master Plan (awaiting results of Citywide Master Plan).	Complete by end of FY 2020	In-house
Promote housing alternatives that meet workforce needs by reviewing how City may assist in creation of such housing to meet growing demand of workers in our area, by creatively offering developers assistance (i.e. utility incentives, etc.). With annexed land, consider opportunities for affordable housing.	Ongoing	-
Partner with TEAM Punta Gorda and cycling groups to incorporate enhanced pedestrian amenities based on recommendations from the Citywide Master Plan. Consider bicycle friendly strategies as part of the annual road resurfacing program. Explore feasibility of implementation of dedicated bike lanes on Royal Poinciana in Burnt Store Meadows. Replace "Share the Lane" signs with "Bicycles May Use Full Lane" signs.	Ongoing	-
Assess and enhance, where appropriate, pedestrian friendly amenities in the central business district to include re-bricking, landscaping, street furniture, waste receptacles, decorative lighting, street trees and intersection access. Re-brick west side of Taylor from Harborside to Marion. Install bollard lights along east side of Taylor south of Marion intersection. Complete the bricking and lighting of Sullivan Street (W. Retta to W. Marion).	Taylor bricking – 2020 Taylor bollard lights – 2019 Sullivan bricking – 2021	($195,000 see project under Infrastructure) $ 9,000 $100,000
Redesign Ponce Park	TBD	TBD
Begin implementation of Climate Adaptation Plan Update if adopted by Council	Presentation of Plan October of FY2020	Determined by projects that are undertaken

Key Performance Indicator	Actual FY 2018	Projected FY 2019	Proposed FY 2020
Uniform Crime Index*	341	346	351
Average patrol response time for calls for service (minutes)*	4:00	4:30	5:00
Clearance rate*	33.7%	41.8%	43.8%
Quality Assurance Review results (% satisfied with service provided by police officer) *	99.3%	99%	99%
% fire emergency calls with response time less than 5 min	76%	74%	73%
Average fire response time for calls for service (minutes)	3:56	4:01	4:00
% Waste diverted from landfill due to recycling (tons)	55% (5828)	54% (6142)	54% (6450)
Stormwater (NPDES) compliance with state standards	100%	100%	100%
Achievement of water quality standards (excluding TDS)	Yes	Yes	Yes
General Fund invested in United Way programs	$27,500	$27,500	$27,500

**Police data above is reported by calendar year*

Appendix: Multi-Year Fiscal Forecasts FY 2020-2024

In January 2008, the City published its first Business Plan which incorporated economic and financial strategies and key performance measures into a single document. In order to augment the financial strategy component of the Plan, a long-range financial plan was developed in January 2009 to assist management in the planning and allocation of resources to achieve the City Council's goal of maintaining fiscally responsible decision making within all sectors of the organization. The Plan provided the organization with an opportunity to change or influence current policies and practices before they created critical fiscal strains on the budgetary fabric. The proformas provided in the Long Range Financial Plan are updated during the budget process and then provide a baseline for action items contained in the financial/economic sustainability element of the Strategic Plan. The proformas presented have been updated to reflect FY 2020 proposed budget through FY 2024.

General Fund

	Proposed FY 2020	**Proforma FY 2021**	**Proforma FY 2022**	**Proforma FY 2023**	**Proforma FY 2024**
Change in Taxable Value of Property	**7.1%**	**6%**	**6%**	**6%**	**6%**
Revenues:					
Ad Valorem Taxes	$10,971,580	$11,629,875	$12,327,667	$13,067,327	$13,851,367
Other Revenue	20,111,922	11,890,590	12,056,423	12,225,033	12,396,479
Use of Prior Year's Reserve	192,092	0	0	0	0
Total Revenues	31,275,594	23,520,465	24,384,090	25,292,360	26,247,846
Expenditures:					
Personnel Expenditures	15,526,062	16,193,551	16,902,059	17,644,970	18,424,098
Operating Expenditures	4,813,951	5,140,911	5,260,548	5,415,125	5,574,808
Capital	870,250	740,000	740,000	740,000	740,000
Transfers to Other Funds	8,237,000	0	0	0	0
Transfers for Tax Increment Financing	749,331	779,303	810,474	842,897	876,613
Transfers for Capital Projects	305,000	280,000	280,000	280,000	280,000
Transfers for Roads	459,000	459,000	459,000	459,000	459,000
Transfers for Drainage	300,000	300,000	300,000	300,000	300,000
Contingency	15,000	15,000	15,000	15,000	15,000
Total General Expenditures	31,275,594	23,907,765	24,767,081	25,696,992	26,669,519
Expenditures in Excess of Revenue	$0	($387,300)	($382,991)	($404,632)	($421,673)
Minimum Reserve (8.5% to 10.5%) Plus additional $120,460 all years	$2,089,460	$2,273,000	$2,474,000	$2,691,000	$2,921,000

(Note: the FY 2020 minimum reserve excludes the $8.2 million one-time transfer)

Community Redevelopment Agency

	Proposed FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Debt Service Division					
Assessed Property Valuation change	**10.1%**	**3%**	**3%**	**2%**	**2%**
Tax Increment Financing (TIF) Revenue	$2,124,323	$2,180,553	$2,245,970	$2,290,889	$2,336,707
CRA Lease Payments (Debt Service)	1,538,772	1,578,405	1,620,749	1,660,731	1,703,276
Revenues in Excess of Debt Svc	585,551	602,148	625,221	630,158	633,431
Reserve - TIF for Debt Svc (Beg)	964,413	1,549,964	2,152,112	2,777,333	3,407,491
Reserve - TIF for Debt Svc (End)	**$1,549,964**	**$2,152,112**	**$2,777,333**	**$3,407,491**	**$4,040,922**
Herald Court Operations Division					
Herald Court Revenues	$276,635	$264,804	$269,627	$274,525	$279,366
Herald Court Operating Expenditures	203,850	214,456	220,444	227,058	233,870
Revenues in Excess of Herald Ct Oper.	72,785	50,348	49,183	47,467	45,496
Reserve - Herald Ct (Beg)	211,105	283,890	334,238	383,421	430,888
Reserve - Herald Ct (End)	**$283,890**	**$334,238**	**$383,421**	**$430,888**	**$476,384**
CRA Operations Division					
Other CRA Revenues	$139,563	$145,433	$151,312	$157,200	$163,097
Other CRA Operating Expenditures	154,000	154,000	154,000	154,000	154,000
Expenditures in Excess (Shortfall) of Revenue	(14,437)	(8,567)	(2,688)	3,200	9,097
Reserve - Other Operations (Beg)	381,994	367,557	358,990	356,302	359,502
Reserve - Other Operations (End)	**$367,557**	**$358,990**	**$356,302**	**$359,502**	**$368,599**

Utilities OM&R Fund

	Proposed FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues:					
Chg for Service - Water	$9,990,790	$10,040,745	$10,090,950	$10,141,405	$10,192,110
Chg for Service - Sewer	7,486,220	7,523,650	7,561,270	7,559,075	7,637,070
Other Revenue	1,037,320	1,270,595	881,625	912,680	898,770
Total Revenues	18,541,330	18,834,990	18,533,845	18,653,160	18,727,950
Expenses:					
Operations	13,754,645	14,214,063	14,722,496	15,252,026	15,803,622
Renewal & Replacement of Infrastructure	0	920,000	270,000	270,000	1,120,000
Transfer-Capital Improv. Projs.	2,320,000	7,450,000	500,000	525,000	3,745,000
Existing Debt Service	200,000	200,000	0	0	0
New Debt Service	592,500	1,185,000	1,185,000	1,185,000	1,185,000
Trsfr to SRF Fd-resrv incr(decr)	225,000	(375,000)	0	0	0
Contribution to Pipeline Project	1,500,000	0	0	0	0
Total Expenses	18,592,145	23,594,063	16,667,496	17,232,026	21,853,622
Revenues in Excess (Shortfall) of Expenses	(77,815)	(4,759,073)	1,856,349	1,421,134	(3,125,672)
Operating Reserves-Beg	9,295,588	9,217,773	4,458,700	6,315,049	7,736,183
Operating Reserves-End	$9,217,773	$4,458,700	$6,315,049	$7,736,183	$4,610,511

Sanitation Fund

	Proposed FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues:					
Chg. for Service - Refuse Collection	$3,753,850	$3,869,015	$3,981,270	$4,093,790	$4,260,574
Other Revenue	33,720	31,740	30,045	27,480	26,715
Total Revenues	3,787,570	3,900,755	4,011,315	4,121,270	4,233,289
Expenses:					
Operations	3,602,290	3,784,947	3,973,387	4,168,088	4,369,312
Capital	767,000	0	530,600	0	0
Total Expenses	4,369,290	3,784,947	4,503,987	4,168,088	4,369,312
Revenues in Excess (Shortfall) of Expenses	(581,720)	115,808	(492,672)	(46,818)	(136,023)
Operating Reserves-Beg	958,903	627,183	492,991	500,319	453,501
Capital Outlay Reserves-Beg	500,000	250,000	500,000	0	0
Capital Outlay Reserves-End	$250,000	$500,000	$0	$0	$0
Operating Reserves-End	$627,183	$492,991	$500,319	$453,501	$317,478

Building Fund

	Proposed FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues:					
Permits, Fees & Special Assmnts.	$1,012,350	$1,012,350	$1,012,350	$1,012,350	$1,012,350
Other Revenue	65,000	52,500	52,500	51,000	48,750
Total Revenues	1,077,350	1,064,850	1,064,850	1,063,350	1,061,100
Expenses:					
Operations	1,091,445	1,137,095	1,184,760	1,234,545	1,286,545
Capital	23,250				
Total Expenses	1,114,695	1,137,095	1,184,760	1,234,545	1,286,545
Revenues in Excess (Shortfall) of Expenses	(37,345)	(72,245)	(119,910)	(171,195)	(225,445)
Operating Reserves-Beg	1,605,299	1,567,954	1,495,709	1,375,799	1,204,604
Operating Reserves-End	$1,567,954	$1,495,709	$1,375,799	$1,204,604	$979,159

PGI Canal Maintenance Fund

	Proposed FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Assessment Rate	**$650**	**$650**	**$650**	**$550**	**$550**
Revenues:					
Operating Assessment	$3,381,400	$3,381,400	$3,381,400	$2,861,750	$2,861,750
FEMA & State-Hurr Irma Reimb	0	7,207,375	0	0	0
Trsfr from General Fund(Financing)	8,237,000	0	0	0	0
Other Revenue	12,000	12,000	12,000	12,000	12,000
Total Revenues	11,630,400	10,600,775	3,393,400	2,873,750	2,873,750
Expenditures:					
Operations	1,164,660	1,024,685	1,065,545	1,108,340	1,153,180
Inlet Dredging	58,000	58,000	58,000	58,000	58,000
Seawalls & Caps R&M	1,560,000	1,720,045	1,829,645	1,839,535	1,849,720
Capital	40,000	300,000	300,000	0	0
Trsfr to Debt Svc Fd-Repay Seawall Ln	5,985,000	8,484,500	0	0	0
Seawall Repairs & Mitigation-Hurr.Irma	8,237,000	0	0	0	0
Total Expenditures	17,044,660	11,587,230	3,253,190	3,005,875	3,060,900
Revenues in Excess (Shortfall) of Expenditures	(5,414.260)	(986,455)	140,210	(132,125)	(187,150)
Operating Reserves-Beg	6,730,384	1,141,124	454,669	894,879	762,754
Resrv Seawall Replace-Beg	425,000	600,000	300,000	0	0
Resrv Seawall Replace-End	$600,000	$300,000	$0	$0	$0
Operating Reserves-End	$1,141,124	$454,669	$894,879	$762,754	$575,604

BSI Canal Maintenance Fund

	Proposed FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Operating Rate	**$460**	**$460**	**$460**	**$460**	**$460**
Dredging Rate	**$95**	**$95**	**0**	**0**	**0**
Revenues:					
Operating Assessment	$474,800	$474,800	$474,800	$474,800	$474,800
Dredging Assessment	97,950	97,950	0	0	0
Interest	7,875	4,875	1,800	1,575	3,525
Total Revenues	580,625	577,595	476,600	476,375	478,325
Expenditures:					
Operations	101,500	103,735	104,855	106,015	107,220
Inlet Dredging	38,000	38,000	38,000	38,000	38,000
Seawalls & Stabalization	300,000	300,000	300,000	300,000	300,000
Rim Dredging Proj Debt Svc	95,860	95,860	0	0	0
Total Expenditures	535,360	537,595	442,855	444,015	445,220
Revenues in Excess (Shortfall) of Expenditures	45,265	40,030	33,745	32,360	33,105
Operating Reserves-Beg	492,907	493,172	488,202	476,947	464,307
Resrv Seawall Repl & Spec.Proj-Beg	135,000	180,000	225,000	270,000	315,000
Resrv Seawall Repl & Spec.Proj-End	$180,000	$225,000	$270,000	$315,000	$360,000
Operating Reserves-End	$493,172	$488,202	$476,947	$464,307	$452,412
Projects Requiring Approval & Funding:					
Barge Access-Inlet Widening Construction	125,000	125,000	0	0	0
Channel Corner Widening Project	75,000	180,000	300,000	0	0
Est. Beg. Reserves with projects	627,907	473,172	208,202	(58,503)	(25,693)
Est. End. Reserves with projects	$473,172	$208,202	($58,053)	($25,693)	$7,412

Laishley Park Marina Fund

	Proposed FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues:					
Slip & Mooring Rentals	$430,995	$430,995	$430,995	$430,995	$430,995
Intergovernmental Revenue	11,000	11,000	11,000	11,000	11,000
Other Revenue	22,750	22,960	23,165	23,375	23,590
Total Revenues	464,745	464,955	465,160	465,370	465,585
Expenses:					
Laishley Park Marina Expenses	203,275	208,675	214,250	220,000	225,930
Marina Park Contract Expenses	237,050	243,260	249,660	256,250	263,040
Capital Outlay	6,000	6,000	6,000	6,000	6,000
Total Expenses	446,325	457,935	469,910	482,250	494,970
Revenues in Excess (Shortfall) of Expenses	18,420	7,020	(4,750)	(16,880)	(29,385)
Operating Reserves-Beg	370,534	388,954	395,974	391,224	374,344
Operating Reserves-End	$388,954	$395,974	$391,224	$374,344	$344,959

Six Cent Gas Tax Fund

	Proposed FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues:					
Local Option Gas Tax	$589,000	$594,890	$600,840	$606,850	$612,920
Other Revenue	291,410	294,390	297,875	302,345	305,960
Total Revenues	880,410	889,280	898,715	909,185	918,880
Expenditures:					
Operating Expenditures	960,755	973,980	987,600	1,001,625	1,016,075
Capital	25,000	0	0	0	0
Total Expenditures	985,755	973,980	987,600	1,001,625	1,016,075
Revenues in Excess (Shortfall) of Expenditures	(105,345)	(84,700)	(88,885)	(92,430)	(97,195)
Operating Reserves-Beg	484,498	379,153	294,453	205,568	113,138
Operating Reserves-End	$379,153	$294,453	$205,568	$113,138	$15,943

Additional Five Cent Gas Tax Fund

	Proposed FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues:					
Local Option Gas Tax	$266,000	$268,660	$271,350	$274,070	$276,810
Transfer from General Fund Ad Valorem	459,000	459,000	459,000	459,000	459,000
Other Revenues	830	850	900	950	1,000
Total Revenues	725,830	728,510	731,250	734,020	736,810
Expenditures:					
Paving	725,000	725,000	730,000	730,000	735,000
Total Expenditures	725,000	725,000	730,000	730,000	735,000
Revenues in Excess (Shortfall) of Expenditures	830	3,510	1,250	4,020	1,810
Operating Reserves-Beg	24,380	25,210	28,720	29,970	33,990
Operating Reserves-End	$25,210	$28,720	$29,970	$33,990	$35,800

GENERAL FUND

The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

- The General Fund accounts for normal recurring activities funded by property taxes, intergovernmental revenues, licenses, fees and programmed use of General Fund Reserves-Used for Operations.

Punta Gorda

City of Punta Gorda, FL
General Fund
Revenue and Expenditure Comparison
Actual FY 2017 through Budget FY 2020

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
General Fund Revenues:					
Ad Valorem Taxes	$ 8,288,276	$ 8,898,730	$ 9,527,820	$ 9,527,820	$ 10,971,580
Other Taxes	3,452,915	3,467,332	3,491,495	3,504,525	3,506,335
Permits, Fees, & Spec Assmts	1,426,439	1,485,592	1,503,240	1,490,040	1,517,180
Intergovernmental Revenue	2,249,776	2,355,312	2,414,660	2,568,280	2,470,105
Charges for Services, Fines & Forfeits	187,009	139,294	116,945	208,440	149,995
Lot Mowing	324,347	325,032	317,750	317,750	317,750
Administrative Charges	3,037,860	3,136,987	3,019,747	3,019,747	3,072,610
Other Miscellaneous Revenue	4,080,167	582,063	615,011	884,578	626,945
Financing for PGI Canal Maint. District	0	9,250,000	0	6,610,000	8,361,002
Transfers	233,735	329,335	90,000	418,330	90,000
	23,280,524	29,969,677	21,096,668	28,549,510	31,083,502
Prior Year Encumbrances & Reappropriations	327,620	735,045	0	875,290	0
General Fund Reserve-Used for Operations	0	0	459,530	0	192,092
-Used for Capital, Paving, & Drainage	281,269	0	0	641,556	0
General Fund Reserve	3,697,398	4,616,288	3,491,861	4,314,567	4,122,475
Total General Fund	$ 27,586,811	$ 35,321,010	$ 25,048,059	$ 34,380,923	$ 35,398,069
General Fund Expenditures:					
City Council	$ 119,439	$ 125,229	$ 133,909	$ 124,998	$ 129,228
City Manager	250,766	442,118	479,866	494,838	463,205
Human Resources	294,596	318,932	342,314	332,826	364,037
City Clerk	468,577	473,849	533,709	547,760	590,267
Legal	223,336	172,791	221,459	242,009	230,847
Finance	837,616	926,294	942,750	925,084	962,076
Procurement	570,371	556,190	617,078	618,076	643,158
Public Works Admin	310,574	316,505	364,821	394,415	343,643
Engineering	411,254	431,809	492,181	520,317	541,408
Facilities Maint	715,458	830,906	864,704	944,173	891,360
Right of Way Maint	1,174,865	1,244,044	1,198,125	1,536,132	1,229,902
Parks & Grounds	1,366,051	1,391,103	1,565,591	1,671,779	1,692,120
Police	5,510,683	5,668,031	6,357,578	6,354,259	6,949,841
Fire	3,463,905	3,634,096	3,848,530	4,076,977	4,446,604
Urban Design	618,287	607,686	591,093	793,246	646,058
Zoning & Code Compliance	430,864	487,594	515,986	569,396	553,048
Non-Departmental:					
Lot Mowing	176,153	213,639	282,220	332,220	290,686
Other Non-Departmental	180,377	248,329	477,750	596,124	257,775
Subtotal Operations	17,123,172	18,089,145	19,829,664	21,074,629	21,225,263
Transfer to CRA Fund	502,566	570,342	612,534	611,027	749,331
Transfer for Capital Projects	140,740	690,000	155,000	811,700	305,000
Transfer for Drainage	500,000	500,000	500,000	500,000	300,000
Transfer for Paving	459,000	459,000	459,000	459,000	459,000
Transfer to Special Use Fund	3,510,000	0	0	0	0
Tranfer to CDBG Fund	0	210	0	0	0
Transfer to PGI Canal Maintenance Fund	0	9,180,900	0	6,610,000	8,237,000
Subtotal Operations & Transfers	22,235,478	29,489,597	21,556,198	30,066,356	31,275,594
Reserve-Carryovers & Reappropriations	735,045	875,290	0	0	0
Reserve-Fleet/Equip	409,505	104,000	104,000	440,000	440,000
Reserve-Future Years' Budget	1,310,227	1,417,828	512,270	579,392	387,300
Projected Carryover - End	2,896,556	3,434,295	2,875,591	3,295,175	3,295,175
Total General Fund	$ 27,586,811	$ 35,321,010	$ 25,048,059	$ 34,380,923	$ 35,398,069

City of Punta Gorda, FL
General Fund
Proforma Schedule of Revenues and Expenditures
FY 2017 through FY 2024

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues: Millage Rate					**3.4337**				
Ad Valorem Taxes	$ 8,288,276	$8,898,730	$9,527,820	$ 9,527,820	$10,971,580	$11,629,875	$ 12,327,667	$ 13,067,327	$ 13,851,367
Other Taxes	3,452,915	3,467,332	3,491,495	3,504,525	3,506,335	3,567,610	3,630,025	3,693,598	3,758,352
Permits, Fees, & Spec.Assmts	1,426,439	1,485,592	1,503,240	1,490,040	1,517,180	1,547,523	1,578,473	1,610,041	1,642,241
Intergovernmental Revenues	2,249,776	2,355,312	2,414,660	2,568,280	2,470,105	2,495,337	2,520,834	2,546,598	2,572,633
Charges for services, Fines & Forfeits	511,356	464,326	434,695	526,190	467,745	444,859	445,995	447,154	448,336
Administrative Charges	3,037,860	3,136,987	3,019,747	3,019,747	3,072,610	3,103,752	3,134,634	3,165,826	3,197,329
Debt Proceeds	0	9,250,000	0	6,610,000	8,361,002	0	0	0	0
Other Misc. Revenue	4,080,167	582,063	615,011	884,578	626,945	641,509	656,462	671,816	687,589
Transfers	233,735	329,335	90,000	418,330	90,000	90,000	90,000	90,000	90,000
Subtotal Current Revenues	23,280,524	29,969,677	21,096,668	28,549,510	31,083,502	23,520,465	24,384,090	25,292,360	26,247,847
Use of Operating Reserves/(Incr. to Reserves)	(1,045,046)	(480,080)	459,530	1,516,846	192,092	387,300	0	0	0
Total General Revenues	22,235,478	29,489,597	21,556,198	30,066,356	31,275,594	23,907,765	24,384,090	25,292,360	26,247,847
Expenditures:									
Personnel Expenditures	13,204,632	13,370,748	14,382,868	14,240,465	15,526,062	16,193,551	16,902,059	17,644,970	18,424,098
Operating Expenditures	3,601,991	4,059,479	4,567,996	5,638,091	4,813,951	5,140,911	5,260,548	5,415,125	5,574,808
Contingency	0	0	15,000	14,150	15,000	15,000	15,000	15,000	15,000
Capital Outlay	316,549	658,918	537,300	1,181,923	604,310	1,444,000	612,000	614,000	731,000
5 Yr. Capital Outlay, net funding*	0	0	326,500	0	265,940	(704,000)	128,000	126,000	9,000
Transfers to other Funds	3,510,000	9,181,110	0	6,610,000	8,237,000	0	0	0	0
Transfer for Capital Projects	140,740	690,000	155,000	811,700	305,000	280,000	280,000	280,000	280,000
Transfer to CRA for TIF	502,566	570,342	612,534	611,027	749,331	779,303	810,474	842,897	876,613
Transfer for Drainage	500,000	500,000	500,000	500,000	300,000	300,000	300,000	300,000	300,000
Transfers for Roads	459,000	459,000	459,000	459,000	459,000	459,000	459,000	459,000	459,000
Total General Expenditures	22,235,478	29,489,597	21,556,198	30,066,356	31,275,594	23,907,765	24,767,081	25,696,992	26,669,519
Expenditures in Excess of Revenues (Shortfall)	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ (382,991)	$ (404,632)	$ (421,672)
Estimated Operating Reserve - Beg	$3,886,287	$4,941,828	$3,847,392	$5,727,413	$3,874,567	$3,682,475	$3,735,175	$3,352,184	$2,947,552
Estimated Capital Outlay Reserve - Beg	$420,000	$409,505	$104,000	$104,000	$440,000	$440,000	$0	$0	$0
Estimated Operating Reserve - End	$4,941,829	$5,727,413	$3,387,861	$3,874,567	$3,682,475	$3,735,175	$3,352,184	$2,947,552	$2,525,880
Estimated Capital Outlay Reserve - End	$409,505	$104,000	$104,000	$440,000	$440,000	$0	$0	$0	$0
Information:									
Minimum Operating Reserve 8.5%-10.5% plus $120,460 all years (FY 2020 excludes $8.2 million one-time transfer)					$2,089,460	$2,273,000	$2,474,000	$2,691,000	$2,921,000

* New reserve established in FY 2015 to smooth funding of 5 year capital outlay needs. Funds are budgeted in the Proforma each year and are intended to smooth the funding by increasing the capital outlay reserve if not spent. Proforma reflects use of prior years expenditure line before use of the initial reserve established.

City of Punta Gorda, FL
General Fund
Proforma Schedule of Revenues and Expenditures
FY 2017 through FY 2024

Assumptions:

Revenue:

FY 2020 Ad Valorem Taxes based on net 7.1% increase in taxable values and millage rate of 3.4337
FY 2012-2024 6% est. increase in Ad Valorem Taxes
Other Taxes - FY 2020 based on current trends, FY 2021-2024 1%-2% est. increases
Permits, Fees and Special Assessments - FY 2020 based on current trends, FY 2021-2024 2% est. increase
Intergovernmental Revenues - FY 2020 per projections, FY 2021-2024 0%-3% est. increases. Grants are not budgeted until official notification by grantor
Charges for Service, Fines & Forfeits - FY 2020 per projections, FY 2021-2024 minimal increases except for slight decrease in lot mowing assessments
Admin Charges - interfund charges for services FY 2020 per schedule, FY 2021-2024 1% est. increase
Debt Proceeds - FY 2020 $8.2 million financing transferred to PGI Canal Maint. Fd for FEMA Hurricane Irma rip rap hazard mitigation project. $0.1 is Buckley's pass assessments for repayment of interfund loan
Other Misc. Revenues - FY 2020 per projections, FY 2021-2024 0%-3% est. increases
Transfers - FY 2020-2024 from 1% Local Option Sales Tax Fund for project management

Personnel Expense:

FY 2020 - Increase of 4.5 FTEs to operating departments (4 in public safety and 1 in engineering)
4% merit increases for general employees, Fire and Police bargaining units per contracts
Overtime per departments
Health Insurance - est. increase 6.7%
Fire and Police pension contributions per actuarial requirements. Fire additional $100,000 to smooth future years. General pension contributions flat with FY 2019, which is above actuarial requirements
Workers Compensation per schedule, est. 10% increase
FY 2021-2024 - 4% merit wage incr, pension est 5% incr, health insurance est 6% incr, & workers comp insurance est 10% incr

Operating Expense:

FY 2020 - Per Departmental approved requests, Computer Overhead per schedule, Fire/General Liability per schedule est. 5% increase
FY 2021-2024 - Election Expenses $35,000, Comprehensive Planning per schedule, and all other operating expenses 3% est. incr except Fire/General Liability 5% est incr

Capital Expense:

FY 2020 Police, Fire, and Public Works vehicle and equipment replacements and body cameras for Police plus approved equipment for new positions, plotter for Urban Design
FY 2021-2024 $740,000 average funded per year - Capital Outlay Reserve increased or decreased based on specific year's capital outlay needs

Transfers:

Transfer to CRA for Tax Incremental Financing is estimate of $749,331 for FY 2020 (10.1% valuation increase from FY 2019 & millage rate of 3.4337); FY 2021-2024 est. 4% increases
Transfer to Other Funds is $8.2 million for line of credit draw for PGI Canal Maintenance Fund for FEMA Hurricane Irma rip rap hazard mitigation project
Transfer to General Construction Fund for capital projects (excluding Drainage Improvements) is $305,000 for FY 2020 and $280,000 in future years per 5 year CIP plan
Transfer to General Construction Fund for Drainage Improvements is $300,000 for FY 2020-2024
Transfer for Paving is $459,000 for FY 2020-2024

City of Punta Gorda, FL
General Fund

Budget Overview

The proposed FY 2020 General Fund Revenue Budget is $35,398,069 with two components:

- Current revenues which are estimated at $31,083,502.
- Carryover of prior year's fund balance which is estimated at $4,314,567

The estimated fund balance carryover is comprised of:

- $192,092 designated for use to balance the FY 2020 equation of matching current revenues to current operating expenditures;
- $440,000 designated for use to balance the FY 2020 equation of smoothing the funding of the 5 year capital outlay for current capital outlay expenditures.
- $387,300 designated for use in balancing the anticipated shortfall in the FY 2021 budget based on the current proforma;
- $3,295,175 is the remaining fund balance of which $2,089,460 is designated by financial policy as the minimum operating reserve required (8.5% plus $120,460) at end of FY 2020. The minimum increases to 9.0% plus $120,460 at end of FY 2021, which based on the proforma would be $2,273,000.

The proposed FY 2020 General Fund planned current expenditures of $31,275,594 are $9,719,396 or 45.1% more than the FY 2019 budgeted expenditures. $8,237,000 of this is a transfer to the PGI Canal Maintenance District Fund of a line of credit draw to fund the rip rap mitigation from Hurricane Irma seawall project. See pg. 6.02 for the FY 2020 budget by category provided in the 5 year proforma and see next page for the graphic portrayal of categories.

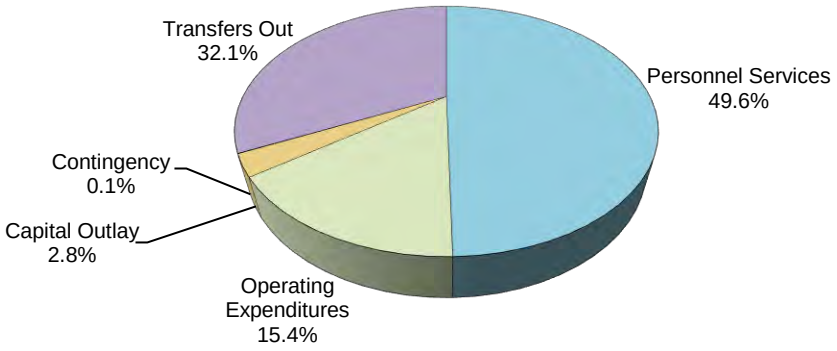
Changes in expenditures include:
Personnel increase of $1.1 million or 7.9% including addition of 4.5 full time equivalent b(f.t.e.); public safety bargaining contracts impacts; continued career progression increases; health insurance premium increase of 6.7%; and approximately 5% pension increase overall.

Operating increase of $245,955 or 5.4% including $200,540 for increased computer overhead for information technology needs; 5% estimated increase in general liability insurance; remaining contractual, commodities and supplies are estimated at an average of 3% increase.

Capital Outlay includes $130,000 of new equipment purchases for approved new positions and a replacement plotter for urban design division. The 5 year capital outlay replacement plan remains at funding level of $740,000 per year (pg. 6.08). Net overall increase of $6,450 from FY 2019.

Transfers for Capital Projects increase of $150,000 due to funding of one time-purchase/projects of $25,000 for Laishley Park playground equipment and new on-going funding of $125,000 annually for Harborwalk wooden pathways and pier pilings.
Transfer for TIF to CRA increase of $136,797 due to increased valuation of CRA district and increase in City's millage rate.
Transfer for Drainage decrease of $200,000 to a reduced program of $300,000 annually. This program is funded by general fund ad valorem revenue.
Transfer for Paving there is no change. This infrastructure work is also intended to be funded by general fund ad valorem revenue and currently is.
Transfer to PGI Canal Maintenance Fund for $8,237,000 of financing for the FEMA rip rap hazard mitigation related to Hurricane Irma seawall project. Financing will be repaid by FEMA and State reimbursements and PGI Canal Maintenance assessments.

General Fund Expenditures FY 2020 - $31,275,594



Expenditure Discussion

Total current expenditures discussed above, are also budgeted by department and division. See summary on pg. 6.01. The Budget Message highlights the division program changes. Major areas of expenditure are identified as departments with a common work program. Within a department, separate divisions are identified if staffing and complexity warrant the breakout of accounting. See page 6.23 for a summary of the category spending and position summary for the entire general fund. See page 6.24 for the department/division itemization and see page 6.25 for the graphic portrayal. Department/divisions are presented with the stated function, accomplishments, budget narrative, initiatives and action items as they relate to the City's five strategic priorities, and key performance measures for purposes of transparency, along with summaries of expenditure by category, staffing history and service costs (beginning on pg. 6.31).

Revenue Discussion

Categories of revenue are determined by the State of Florida and are also compliant with the Governmental Accounting Standards Board (GASB) and therefore can be compared with other municipal governmental entities. For purposes of transparency to our stakeholders, Ad Valorem tax is identified separately, although included in the tax category.

Total Current Revenues for FY 2020 are $31,083,502 and are identified on pg. 6.01 and graphically portrayed on the next page. Line item detail is on pgs. 6.21-6.22.

Ad Valorem Taxes of $10,971,580 represents 35.1% of the necessary funding for the FY 2020 budget. Taxable property values increased Citywide by 7.1%, which is the seventh straight year of increasing property values, reversing a previous trend of six straight decreases in overall value. Increased value from new construction, annexations and other adjustments in the City is $54.2 million, down from $60.1 million the previous year. The change in Consumer Price Index (CPI) as reflected in the State "Save Our Homes" Legislation is 1.9%. Homestead property assessed values can only rise to the CPI – 1.9% (detail pages 6.09-6.12).

Other Taxes of $3,506,335 include a utilities tax on electricity, water, and gas; a communications tax on telecommunications, cable, satellite, data, and other related transmissions (detail pgs. 6.14-6.17).

Permits, Fees, & Special Assessments of $1,517,180 include primarily electric (detail pg. 6.13) and gas franchise fees of $1,493,340; permits are the balance of the revenues.

Intergovernmental Revenues of $2,470,105 include State Revenue Sharing and Local Government ½ Cent Sales Tax (detail pgs. 6.18 and 6.19). The 1% Local Option Sales Tax is now accounted for in a separate special projects fund (pg. 6.20, pg. 8.03). Due to State practice of revised projections at various times during a fiscal year, the City budgets approximately 92% of State estimates.

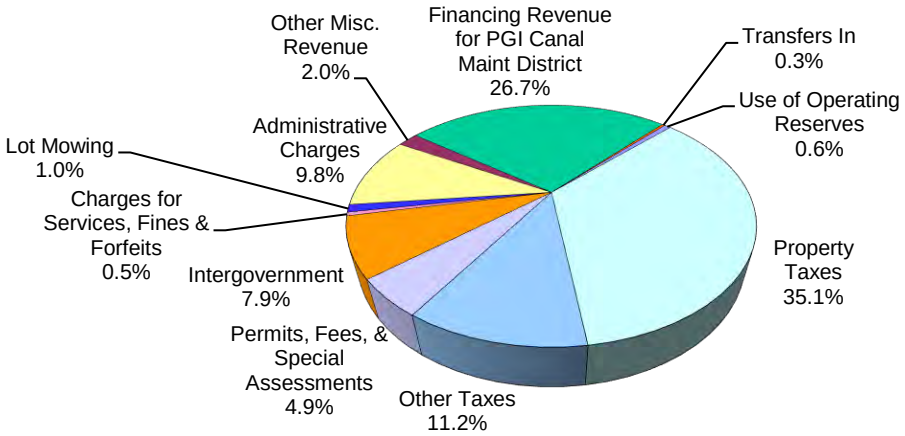
Charges for Services, Fines & Forfeits of $467,745 includes $317,750 assessment to vacant lot owners to provide mowing and trim services to meet City code; various fees for specific planning, zoning and engineering and event applications, finger print fees, procurement contract use fees, fines and forfeits awarded by the County court, code enforcement violations and fines awarded by the City code enforcement board, false alarms, and parking violations issued by the City police department.

Administrative Charges and Miscellaneous Revenue of $3,699,555 includes $3,072,610 for the interfund charges to other City funds for their respective share of the services provided including general government, legal, human resources, procurement, payroll, accounting, budgeting, financing, engineering, zoning and planning. Other miscellaneous revenues are rental income of $124,510, investment income of $76,000**,** cost sharing program of $372,795 with Charlotte County School Board for school resource officers, and another with Charlotte County for sharing space at City fire stations for $24,000.

Financing Revenue of $8,361,002 includes estimated loan amount, $8,237,000 that will be transferred to PGI Canal Maintenance District Fund for completing the FEMA rip rap hazard mitigation portion of the Hurricane Irma seawall project and $124,002 repayment from the Buckley's Pass assessments.

Transfers from other Funds of $90,000 is the ongoing annual $90,000 contribution from the Sales Tax fund to assist in funding project managers for the sales tax projects.

General Fund Revenues FY 2020 - $31,275,594



CITY OF PUNTA GORDA, FLORIDA
CAPITAL OUTLAY

Introduction

Beginning in FY 2015, the City established a minimum funding for the purpose of building a reserve to smooth out the funding of the costs of the five year capital outlay plan. In FY 2020, the the projected annual amount for FY 2020-FY 2024 is $740,000.

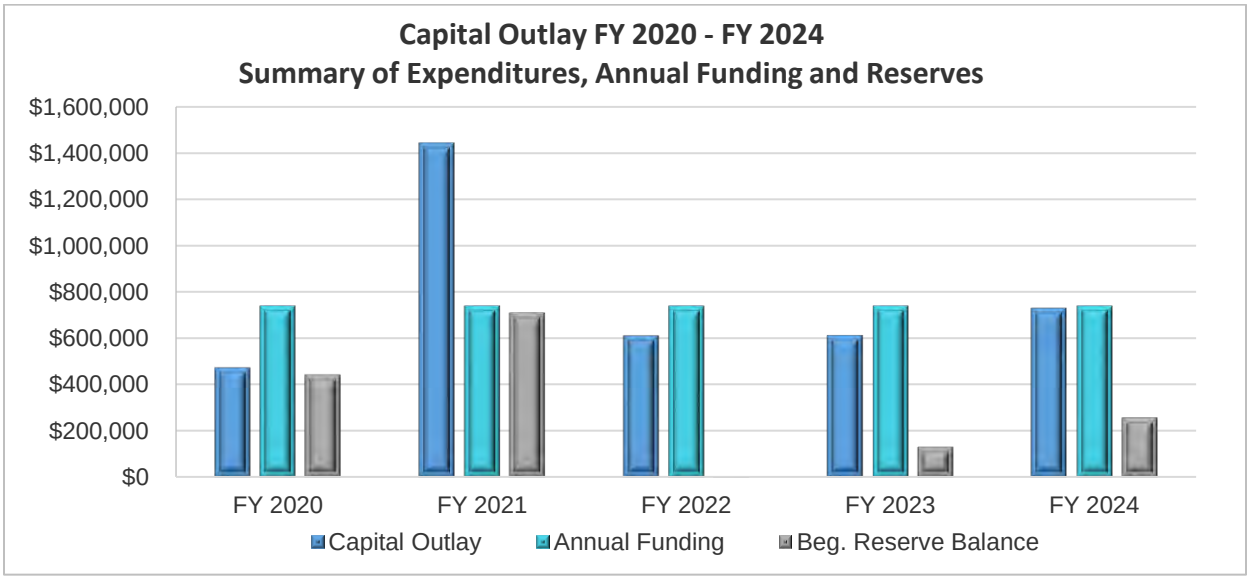
History

During the 6 year economic decline that lasted until FY 2013, replacement of general fund capital was kept to a minimum, resulting in an aging fleet and equipment and resulting in ineffective repairs and maintenance costs as well as lower service levels due to lack of equipment. With the beginning of a turnaround in the economy, the City instituted a method to plan for replacement of necessary fleet and equipment to avoid the future ineffective measures.

Goal

The new method will result in a funding plan to provide adequate and timely replacement for fleet and equipment without over burdening the financial capabilities of the general fund. When the most current year drops out of the 5 year plan, a new year will be included in the plan. The average amount needed for funding will be adjusted to meet the new 5 year plan. This will keep the reserve current and fund the anticipated needs in the 5 year proforma.

The added benefit of the new method was the flexibility provided by the reserve to allow for timing and cost adjustments to fleet and equipment replacement. Case in point is the $96,000 police fleet replacement funds scheduled for FY 2019. Recently, the vendor notified the City regarding upcoming increased pricing and delays in the next year model delivery, the flexibility of the plan allowed the City to place its order early to take advantage of the current pricing. The funds budgeted in FY 2019 for the police fleet replacement program replaced the reserve funds used early.



GENERAL FUND
VEHICLE & EQUIPMENT REPLACEMENT DETAIL
FY 2020 - FY 2024
(All figures in thousands of dollars)

Capital Outlay Replacement Plan	Page No.	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024+
		(All figures in thousands of dollars)				
Procurement:						
1990 Outside pipe rack replacement	n/a	3	0	0	0	0
Facilities:						
2007 1/2 ton pickup truck (6810)	6.69	0	36	0	0	0
2006 F750 XL Utility truck 2 door (6812)	6.70	0	150	0	0	0
Right of Way:						
1987 Asphalt Heater Patch (2321) (50% split w/Utilities)	6.74	25	0	0	0	0
2008 3/4 ton pickup truck (6826)	6.75	45	0	0	0	0
2002 Grader (5411)	6.76	0	0	175	0	0
1999 Flatbed Dump Truck (4409)	6.77	0	0	80	0	0
2003 All-terrain vehicle (5434)	6.78	0	0	20	0	0
2002 Front End Loader (5413)	6.79	0	0	0	225	0
2007 Dump Truck (5977)	6.80	0	0	0	0	125
2007 Tractor Loader Backhoe 4x4 (6835)	6.81	0	0	0	0	125
Parks & Grounds:						
2003 3 ton flatbed truck (5412)	6.86	100	0	0	0	0
2008 1/4 ton pickup truck (6840)	6.87	28	0	0	0	0
2008 1/4 ton compact pickup truck (6841)	6.88	0	36	0	0	0
2006 all-terrain vehicle (5974)	6.89	0	20	0	0	0
2005 1/2 ton extended cab pickup truck (5472)	6.90	0	38	0	0	0
2014 Super Duty 4X4 3/4 ton pickup truck (6923)	6.91	0	0	0	45	0
2014 1 ton pickup truck (6924)	6.92	0	0	0	0	45
2014 1/2 ton pickup truck (6927)	6.93	0	0	0	0	35
2015 Cargo Van (6954)	6.94	0	0	0	0	45
2006 Emerson Trailer Flat Bed (5986)	6.95	0	0	0	0	2
2001 Shore Land'r Trailer Flat Bed (5001)	6.96	0	0	0	0	2
2001 Southeastern Metal Prod Trailer (4481)	6.97	0	0	0	0	10
1992 Crosley Trailer Low Bed (2465)	6.98	0	0	0	0	5
Police:						
Police Fleet ($100,000 in 1% Sales Tax until FY2020)	6.104	125	225	225	225	225
FY 2020 Replacements:						
2006 Patrol Vehicle (5505)	6.105	0	0	0	0	0
2007 Patrol Vehicle (5520)	6.106	0	0	0	0	0
2007 Patrol Vehicle (6804)	6.107	0	0	0	0	0
2010 Patrol Vehicle (6869)	6.108	0	0	0	0	0
2012 Patrol Vehicle (6895)	6.109	0	0	0	0	0
Replace Tasers & Radar Equipment	6.110-111	15	15	15	15	15
Speed Sign (new)	6.112	8	0	0	0	0
Body armor (1 replacement & 1 new)	6.113	6	0	0	0	0
Body Cameras - annual contract (new for all sworn 38)	6.114	55	33	33	33	33
Fire:						
Personal Protective Equipment	6.120	10	10	10	10	10
Suppression Equipment	6.121	15	15	15	15	15
Medical Equipment	6.122	39	16	39	16	39
Fire Apparatus (5463)	6.123	0	850	0	0	0
Code Complaince:						
2014 pickup truck (6926)	6.135	0	0	0	30	0
TOTAL		**$474**	**$1,444**	**$612**	**$614**	**$731**
Revised annual level Capital Outlay reserve		**740**	**740**	**740**	**740**	**740**
Capital Outlay Reserve - Beg		**440**	**706**	**2**	**130**	**256**
Capital Outlay Reserve - End		**$706**	**$2**	**$130**	**$256**	**$265**

* FY 2019-FY 2023 budgeted capital outlay plan annual level of funding was $740

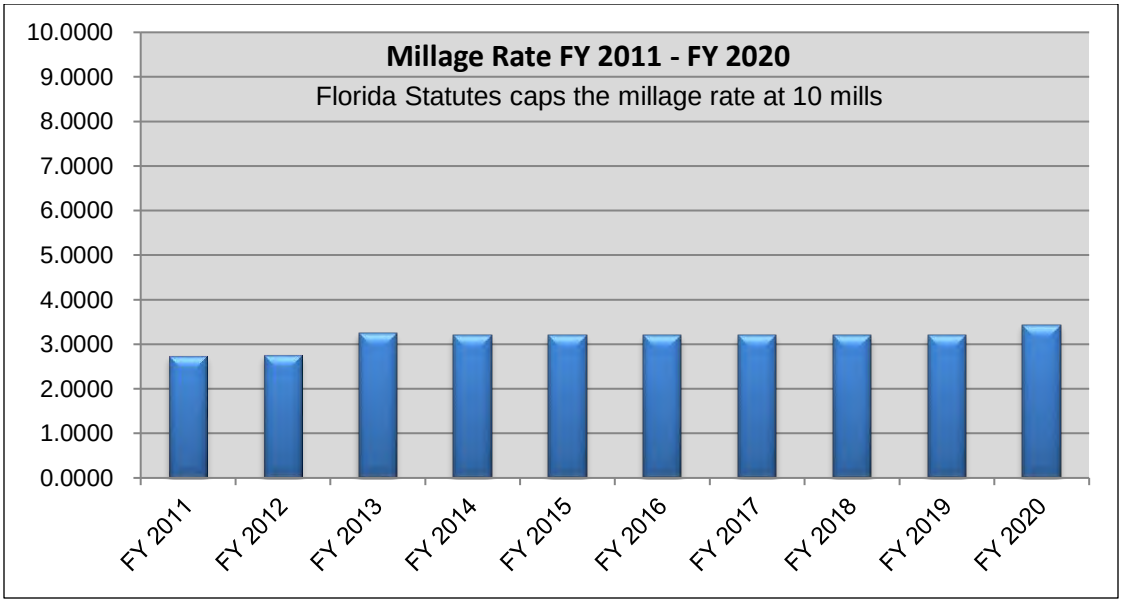
FY 2020 approved new equipment:	FY 2020
(2) New vehicles for new officer and new fire training chief	82
Computer and other equipment for all new positions (4.5 positions)	20
Plotter for Urban Design	28
TOTAL	**$130**

City of Punta Gorda, FL
General Fund
Ad Valorem Taxes
001-0000-311-1000

The Ad Valorem (percentage of value) property tax is calculated by multiplying the taxable value by the City of Punta Gorda millage rate. The Charlotte County Property Appraiser determines the assessed value. The City Council sets the ad valorem millage rate by ordinance. A mill is defined as one dollar for each thousand dollars of net taxable value after exemptions. The tax bills paid in November receive a 4% discount; in each subsequent month through February, the discount is reduced 1%. In March the full payment is due. Due to discounts and potential assessment changes after the value adjustment board hearings, the state requires that entities budget a minimum of 95% of revenue. Based on recent payment history, the City is budgeting FY 2020 at a 96% collection rate.

The General Fund "Transfer to CRA" equals the ad valorem taxes collected from properties located within the Community Redevelopment District boundaries, in excess of the tax on the 1989 base year of $80.6 million. This tax revenue is transferred and accounted for in the Community Redevelopment Agency (CRA), rather than being retained in the General Fund.

Fiscal Year	Gross Taxable Original Value (DR 420)	Millage Rate	Ad Valorem Revenue Original Budget	Transfer to CRA Original Budget
FY 2011	$2,440,885,926	2.7251	$6,319,075	$437,090
FY 2012	$2,387,114,422	2.7462	$6,260,496	$459,785
FY 2013	$2,276,784,142	3.2462	$7,133,600	$497,689
FY 2014	$2,309,178,922	3.1969	$7,087,000	$462,249
FY 2015	$2,403,601,442	3.1969	$7,377,000	$454,299
FY 2016	$2,514,217,625	3.1969	$7,716,200	$468,678
FY 2017	$2,678,944,043	3.1969	$8,224,800	$502,566
FY 2018	$2,882,634,481	3.1969	$8,847,000	$575,000
FY 2019	$3,104,695,310	3.1969	$9,527,820	$612,534
FY 2020	$3,328,401,238	3.4337	$10,971,580	$749,331



City of Punta Gorda, FL
Certification of Taxable Value (expressed in thousands)
Per Charlotte Co. Property Appraiser DR420

Fiscal Year	Adjusted Taxable Value	New Construction	Gross Taxable Value
FY 2010	$2,598,202	$65,914	$2,664,116
FY 2011	$2,416,569	$24,317	$2,440,886
FY 2012	$2,379,260	$7,854	$2,387,114
FY 2013	$2,259,928	$16,856	$2,276,784
FY 2014	$2,299,288	$9,891	$2,309,179
FY 2015	$2,370,801	$32,800	$2,403,601
FY 2016	$2,490,322	$23,895	$2,514,217
FY 2017	$2,640,586	$38,358	$2,678,944
FY 2018	$2,832,084	$50,550	$2,882,634
FY 2019	$3,044,608	$60,087	$3,104,695
FY 2020	$3,274,232	$54,169	$3,328,401

Gross Taxable Value (in thousands)



City of Punta Gorda, FL
Analysis of Estimated Taxable Value and Tax Revenues
FY 2019 compared to FY 2020

	DR 420 Original Budget FY 2019	Recapitulation Final FY 2019	DR 420 Original Budget FY 2020
Current Year Adjusted Taxable Value	$ 3,044,608,416	$ 3,048,591,485	$ 3,274,232,084
Prior Year Final Gross Taxable Value	$ 2,887,855,644	$ 2,887,855,644	$ 3,108,678,379
Estimated Incr/(Decr) (without new construction/annex)	$ 156,752,772	$ 160,735,841	$ 165,553,705
Percent Incr/(-)Decr (without new construction/annex)	5.43%	5.57%	5.33%
Net New Taxable Value of New Construction/Annex	$ 60,086,894	$ 60,086,894	$ 54,169,154
Total Estimated Current Year Taxable Value	$ 3,104,695,310	$ 3,108,678,379	$ 3,328,401,238
Net Incr/(Decr) from Prior Year Final Gross Taxable Value	$ 216,839,666	$ 220,822,735	$ 219,722,859
Net Percent Incr/(-)Decr from Prior Year Final Gross Taxable Value	7.51%	7.65%	7.07%

	FY 2019	FY 2019	FY 2020
Taxable Value	$ 3,104,695,310	$ 3,108,678,379	$ 3,328,401,238
	x 96.0%	x 95.9%	x 96.0%
Budget Value of a Mill	$ 2,980,507	$ 2,980,601	$ 3,195,265
Operating Mills	**3.1969**	**3.1969**	**3.4337**
Revenue from Base Properties	$ 9,343,412	$ 9,343,412	$ 10,793,020
Revenue from New Construction	$ 184,408	$ 184,408	$ 178,560
Total Estimated Ad Valorem Tax Revenue	$ 9,527,820	$ 9,527,820	$ 10,971,580

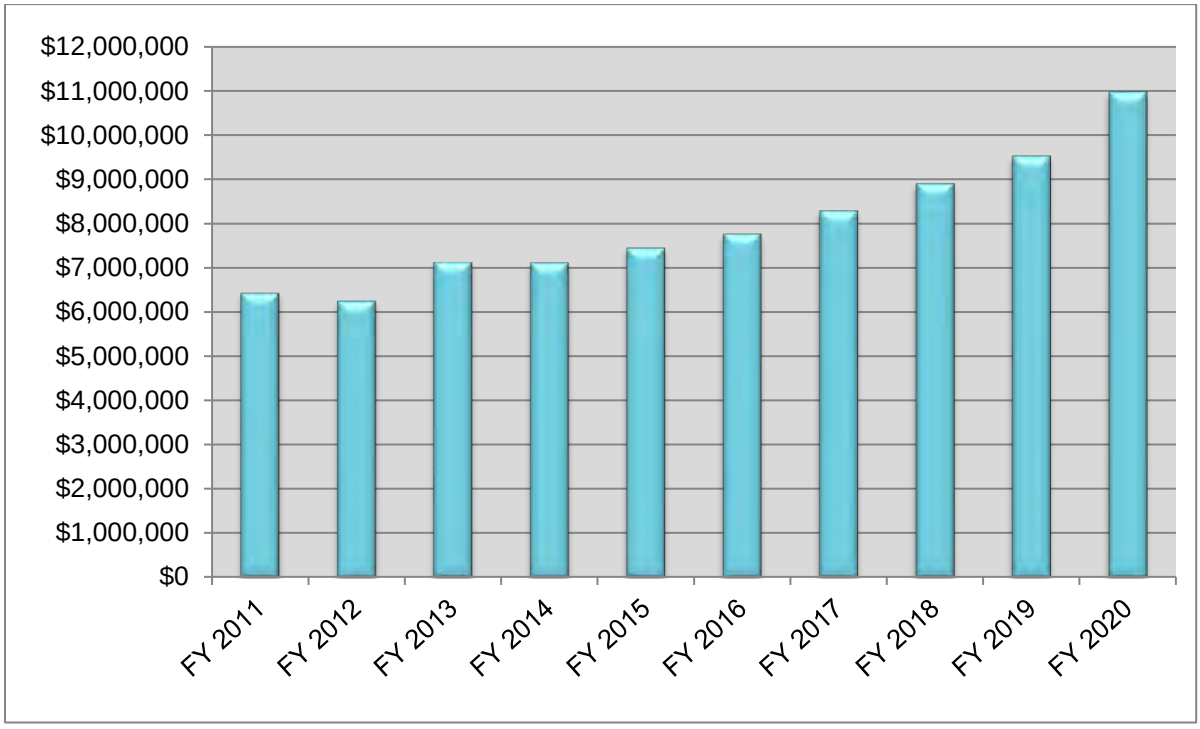
Calculation of City Ad ValoremTax on various assessed values:

	Homestead Single Family		Non-Homestead Vacant Land	Commercial
Assessed Value	$150,000	$300,000	$110,000	$1,000,000
Less Homestead Exemption	$50,000	$50,000		
Net Taxable Value	$100,000	$250,000	$110,000	$1,000,000
City Millage Rate	3.4337	3.4337	3.4337	3.4337
City Ad Valorem Tax FY 2019	$343	$858	$378	$3,434

City of Punta Gorda, FL
General Fund
Ad Valorem Revenue
001-0000-311-1000

Section 9, Article VII, Florida Constitution and Chapters 192-197 and 200, Florida Statutes provides the authorization of up to 10 mills for municipal purposes; limits the ability of the City to raise revenue (above 10 mills) except for a voted debt service millage and a voted millage not to exceed two years. An annual City Resolution approved during the second budget hearing of September, authorizes the ensuing fiscal year millage, which is levied on the assessed value of real estate and tangible personal property. Various exemptions and discounts are applied per Florida State Statute. All Florida State truth in millage reporting and notice requirements are fully met.

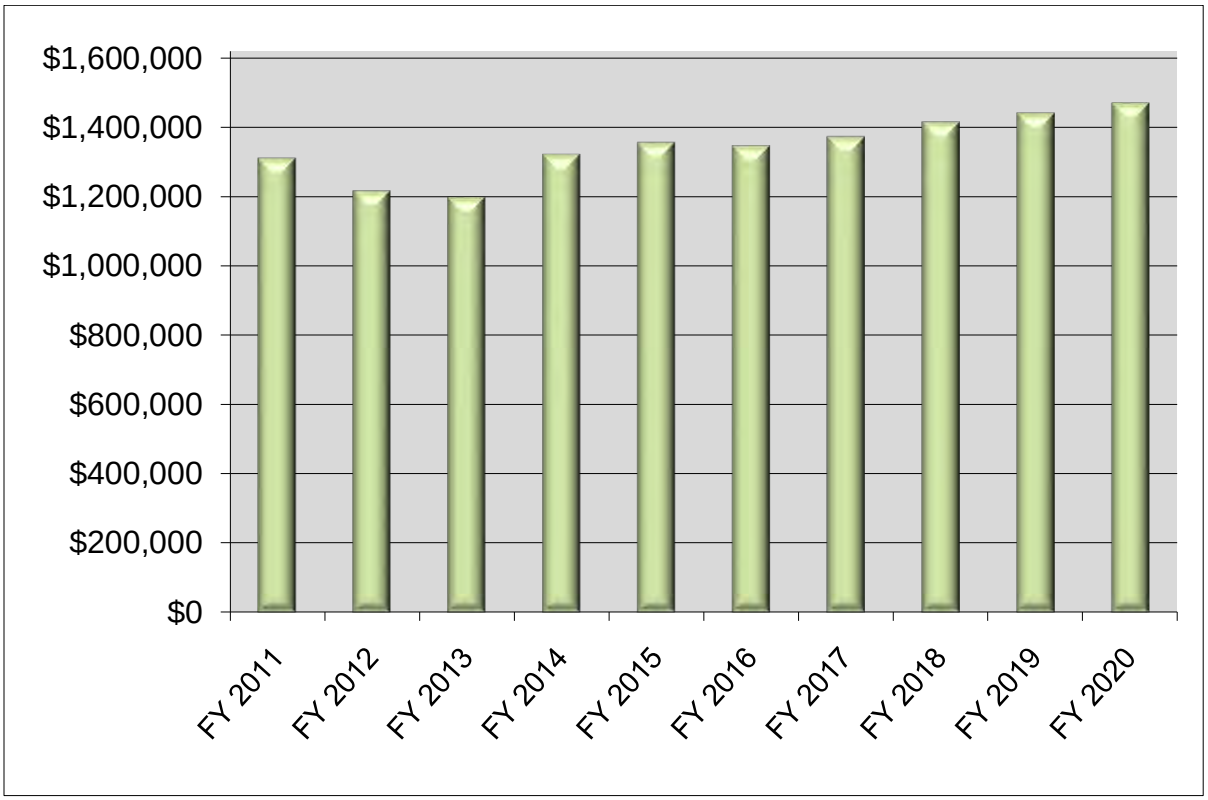
Fiscal Year	Revenue	Percentage Change
FY 2011	$6,424,928	-5.92%
FY 2012	$6,239,901	-2.88%
FY 2013	$7,126,709	14.21%
FY 2014	$7,113,559	-0.18%
FY 2015	$7,443,084	4.63%
FY 2016	$7,762,136	4.29%
FY 2017	$8,288,276	6.78%
FY 2018	$8,898,730	7.37%
FY 2019	$9,527,820	7.07%
FY 2020	$10,971,580	15.15%



City of Punta Gorda, FL
General Fund
Florida Power & Light Franchise Fees
001-0000-323-1000

Florida Power & Light collects a 5.90% franchise fee from customers inside the city limits. Ordinance #1500-07 grants FP&L an electric franchise to use the public right of way for a period of thirty years until Sept. 2037. Per section 7, each monthly payment is delayed sixty days. Each payment is based upon 5.90% of the monthly net revenue. Franchise fees are charged on the fuel adjustment instituted by FP&L.

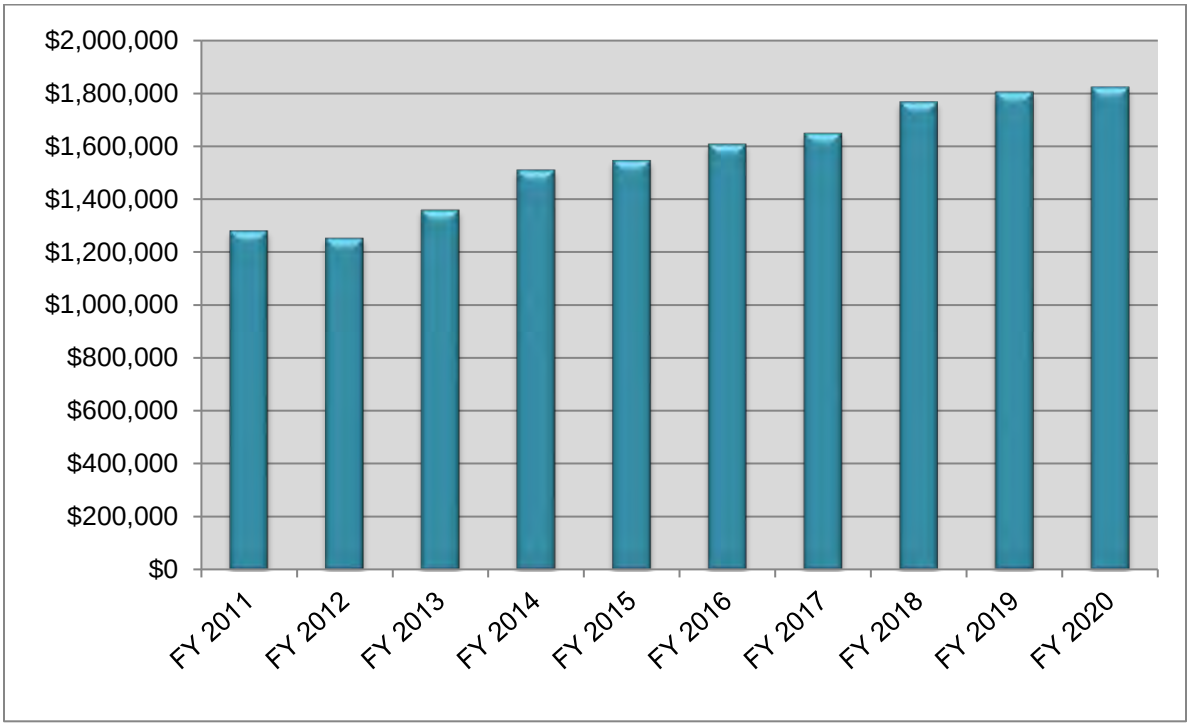
Fiscal Year	Revenue	Percentage Change
FY 2011	$1,311,752	-2.14%
FY 2012	$1,217,206	-7.21%
FY 2013	$1,198,571	-1.53%
FY 2014	$1,322,464	10.34%
FY 2015	$1,356,841	2.60%
FY 2016	$1,347,826	-0.66%
FY 2017	$1,372,943	1.86%
FY 2018	$1,416,320	3.16%
FY 2019	$1,442,000	1.81%
FY 2020	$1,470,840	2.00%



City of Punta Gorda, FL
General Fund
Electric Utility Tax
001-0000-314-1000

The City Code of Ordinances section 21-5 states the utility tax rate is ten percent (10%) of the first $500 and three percent (3%) thereafter to be remitted monthly.

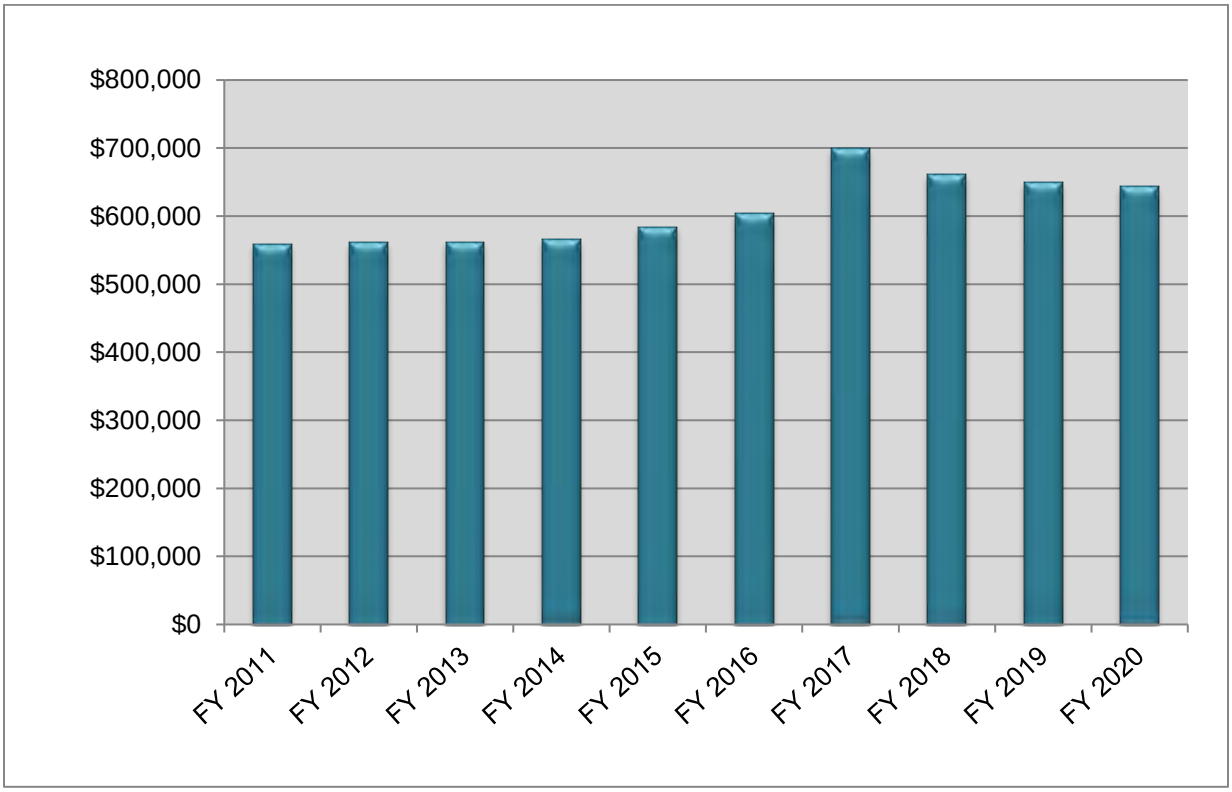
Fiscal Year	Revenue	Percentage Change
FY 2011	$1,281,050	-2.13%
FY 2012	$1,252,996	-2.19%
FY 2013	$1,358,740	8.44%
FY 2014	$1,510,856	11.20%
FY 2015	$1,547,257	2.41%
FY 2016	$1,608,098	3.93%
FY 2017	$1,649,461	2.57%
FY 2018	$1,767,613	7.16%
FY 2019	$1,805,900	2.17%
FY 2020	$1,823,960	1.00%



City of Punta Gorda, FL
General Fund
Water Utility Tax
001-0000-314-3000

The Code of Ordinances Section 21-5(b) levies a ten percent (10%) utility tax on the purchase of water sold in the City. The monthly tax cap is $100, for corporate accounts.

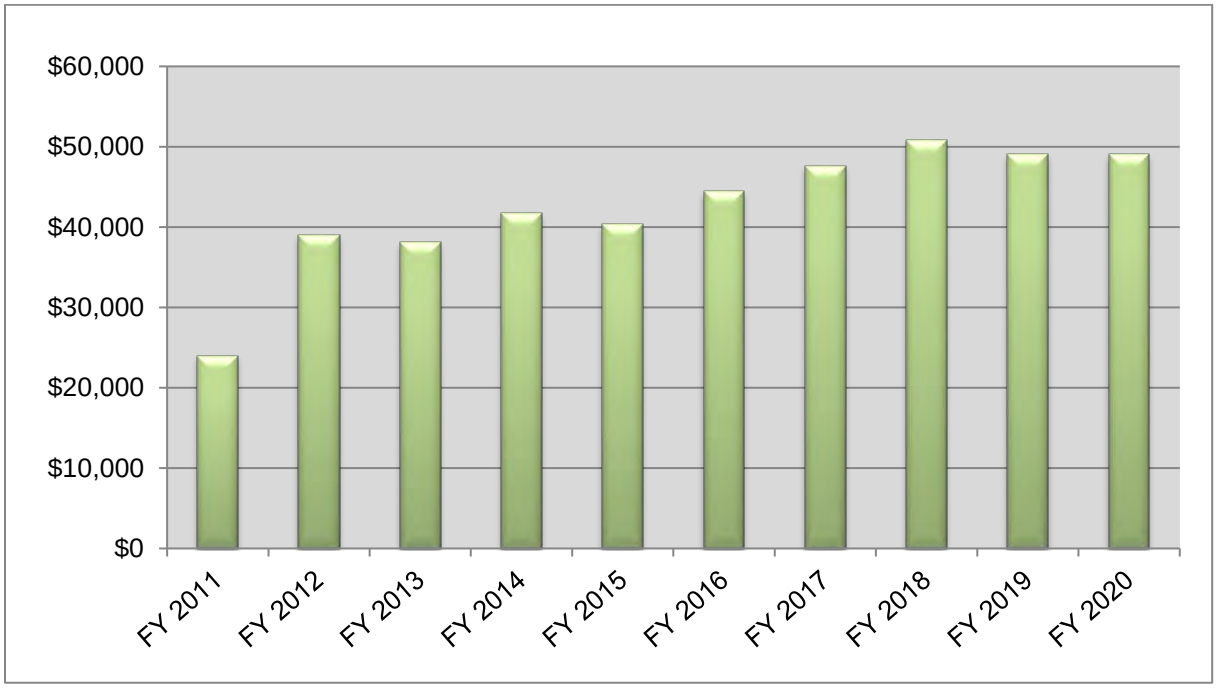
Fiscal Year	Revenues	Percentage Change
FY 2011	$559,587	14.52%
FY 2012	$561,307	0.31%
FY 2013	$561,844	0.10%
FY 2014	$566,320	0.80%
FY 2015	$584,089	3.14%
FY 2016	$604,273	3.46%
FY 2017	$699,241	15.72%
FY 2018	$660,832	-5.49%
FY 2019	$650,100	-1.62%
FY 2020	$643,600	-1.00%



City of Punta Gorda, FL
General Fund
Bottled Gas Utility Tax
001-0000-314-8000

The Code of Ordinances Section 21-5(a) levies a ten percent (10%) utility tax on the purchase of bottled gas (natural liquefied petroleum gas or manufactured) sold in the City. The rate is 10% of the first $500 and 3% thereafter.

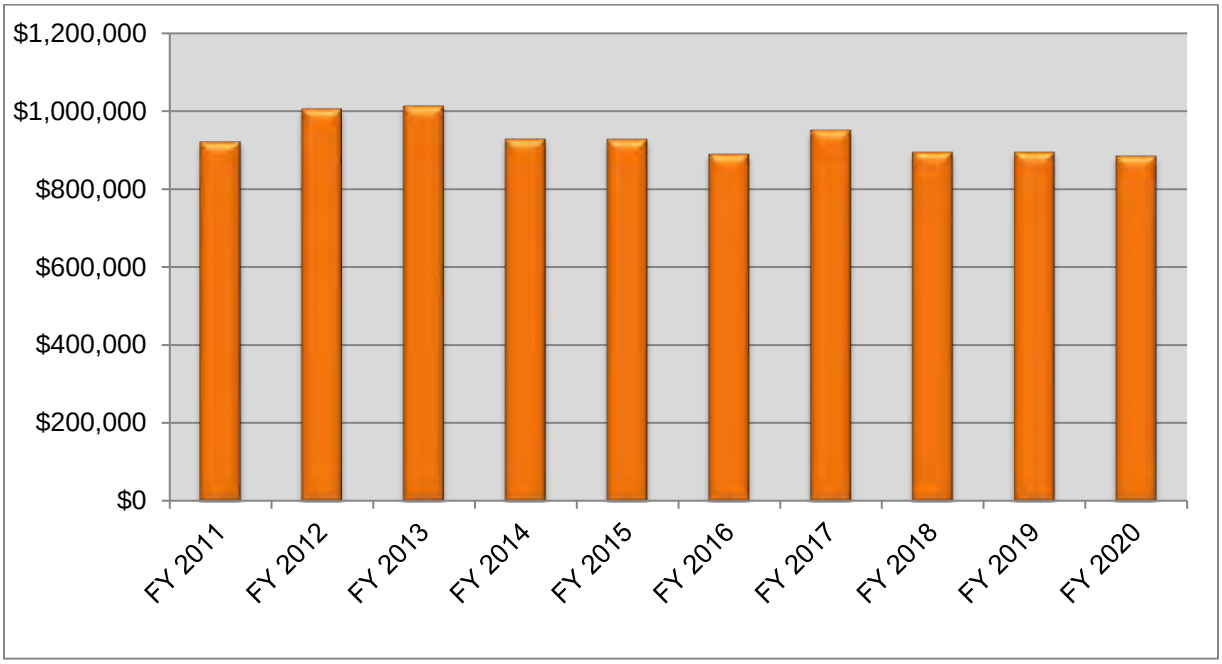
Fiscal Year	Revenue	Percentage Change
FY 2011	$23,965	-37.28%
FY 2012	$38,929	62.44%
FY 2013	$38,146	-2.01%
FY 2014	$41,734	9.41%
FY 2015	$40,329	-3.37%
FY 2016	$44,458	10.24%
FY 2017	$47,621	7.12%
FY 2018	$50,792	6.66%
FY 2019	$49,000	-3.53%
FY 2020	$49,000	0.00%



City of Punta Gorda, FL
General Fund
Communication Services Tax
001-0000-315-1099

The Communications Service Tax applies to telecommunications, cable, direct to home satellite, and related services, provided to customers within the city limits. The definition includes voice, data, audio, video or other information or signals, including cable services, transmitted by any medium. The state of Florida's combined rate is 9.17%, which consist of 2.37% for the gross receipts and 6.8% for state sales tax. The City's specific tax rate has been 5.22% since October 1, 2002. There is also a county surtax conversion rate of 0.60% that is charged and remitted directly to the county.

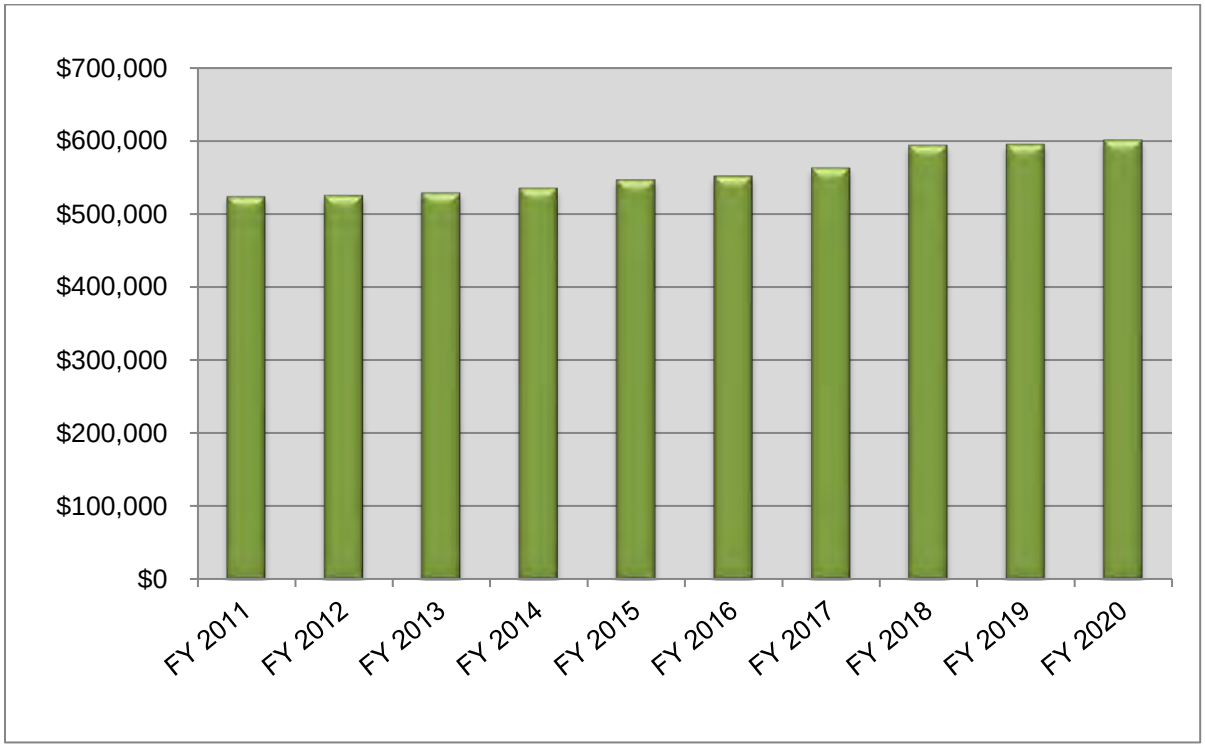
Fiscal Year	Revenue	Percentage Change
FY 2011	$ 921,390	-0.82%
FY 2012	$ 1,006,250	9.21%
FY 2013	$ 1,013,519	0.72%
FY 2014	$ 928,610	-8.38%
FY 2015	$ 927,585	-0.11%
FY 2016	$ 890,406	-4.01%
FY 2017	$ 951,510	6.86%
FY 2018	$ 894,860	-5.95%
FY 2019	$ 895,000	0.02%
FY 2020	$ 885,000	-1.12%



City of Punta Gorda, FL
General Fund
Municipal Revenue Sharing
001-0000-335-1299

Beginning July 1, 2000 the Municipal Financial Assistance Trust Fund (cigarette tax) was eliminated and the Revenue Sharing Trust Fund was expanded to include 1.715% of state sales tax collections per HB 2433. Effective July 1, 2004 the projected growth of state shared revenue was redirected to implement the funding reform of the state court system per HB 113-A. The net impact is that local governments are held harmless relative to FY 2004.

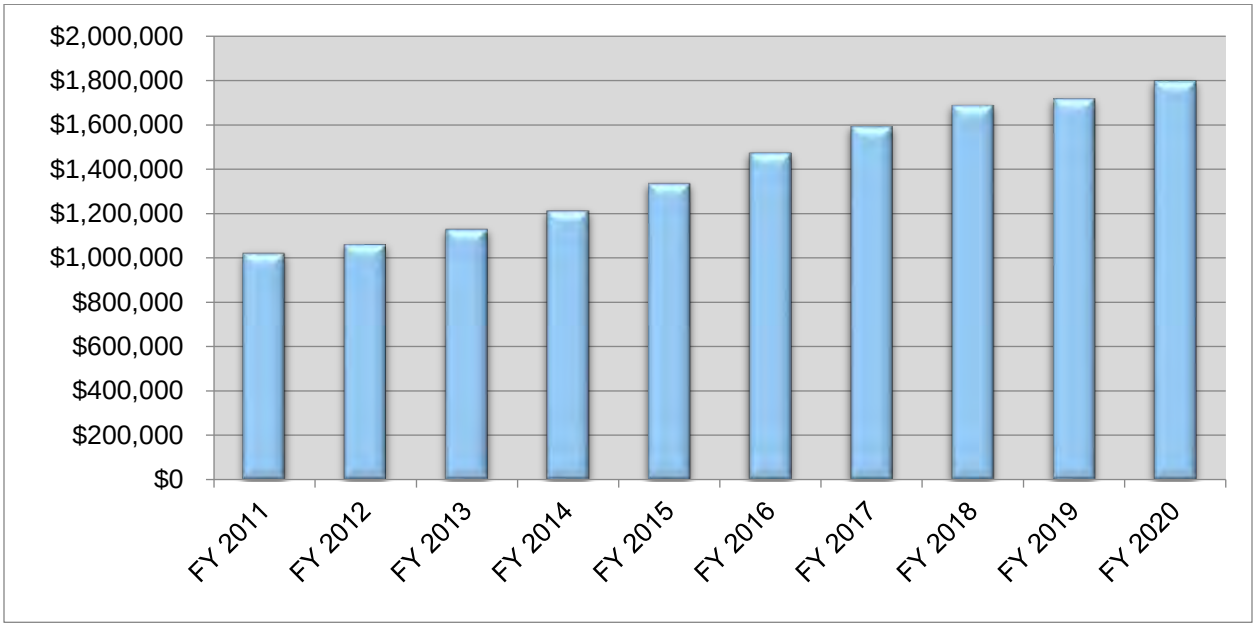
Fiscal Year	Revenue Sharing	Percentage Change
FY 2011	$523,112	0.85%
FY 2012	$524,702	0.30%
FY 2013	$528,353	0.70%
FY 2014	$535,203	1.30%
FY 2015	$546,498	2.11%
FY 2016	$551,672	0.95%
FY 2017	$562,413	1.95%
FY 2018	$593,673	5.56%
FY 2019	$595,000	0.22%
FY 2020	$600,950	1.00%



City of Punta Gorda, FL
General Fund
Local Government Half Cent Sales Tax
001-0000-335-1800

The six-percent sales tax is the main revenue source for the State of Florida. The state distribution to the Local Government Half-cent Sales Tax Clearing Trust Fund decreased from 9.653% to 8.814% July 1, 2004 per HB 113-A which implements the funding reforms of the state court system. This program's primary purpose is to provide relief from ad valorem taxes and provide revenues for local programs. The distribution formula is stated in Chapter 212, FL statutes. The formula uses a weighted population factor. The city's share of the state distribution to Charlotte County is determined by dividing the city population by the total county population and two thirds of the city's population. The City of Punta Gorda will receive 9.67% and Charlotte County will receive 90.33% of the monthly distribution from the state.

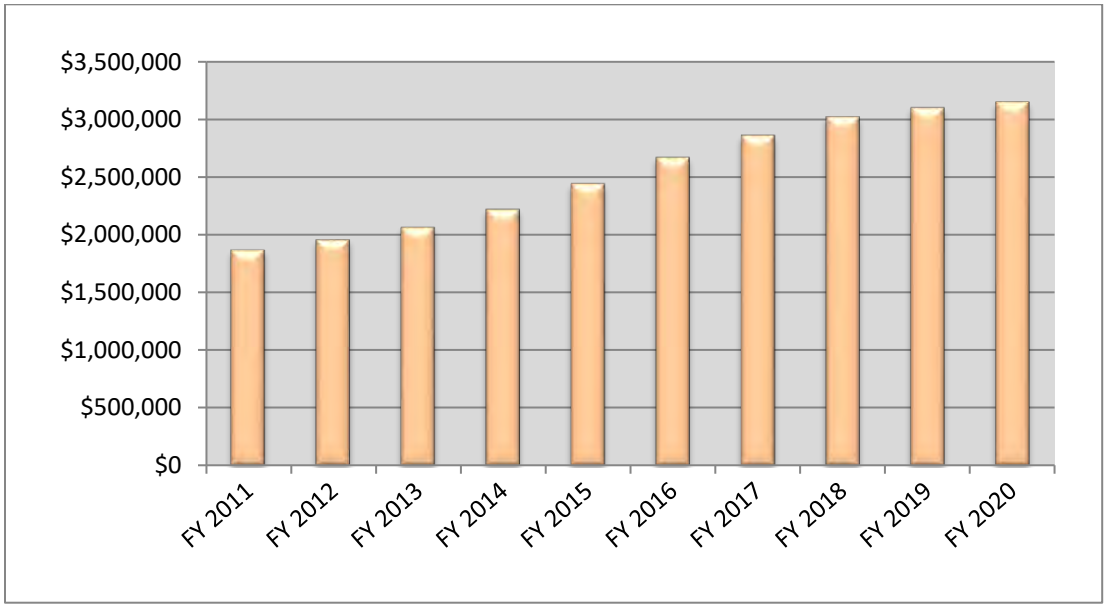
Fiscal Year	Revenue	Percentage Change
FY 2011	$1,020,622	-0.60%
FY 2012	$1,061,493	4.00%
FY 2013	$1,129,071	6.37%
FY 2014	$1,212,049	7.35%
FY 2015	$1,335,030	10.15%
FY 2016	$1,473,400	10.36%
FY 2017	$1,593,303	8.14%
FY 2018	$1,688,864	6.00%
FY 2019	$1,719,120	1.79%
FY 2020	$1,798,670	4.63%



City of Punta Gorda, FL
General Fund
1% Local Option Sales Tax
001-0000-335-1801

The Charlotte County voters, November 2014, approved the six year extension of the one-cent local option sales tax. The effective date was January 1, 2015 and expires Dec. 31, 2020. With the new election, a special revenue fund was established to provide for transparency and keep all revenue and expenditures in one fund. The authorized uses of the proceeds are found in Florida Statutes Chapter 212.055(2)(d). Allowed uses are the financing, planning and constructing of infrastructure; acquiring land for public recreation or conservation purposes; purchase of vehicles or equipment with a five-year life expectancy (including emergency service vehicles and the equipment to outfit them). The distribution formula between the city and county is found in FL statutes 218.62 and is based on a weighted population equation. Currently the city will receive 10% and Charlotte County 90%. The following is the revenue history of previous elections. Revenue generated after 1/1/15 is reported in the 1% Local Option Sales Tax Fund.

Fiscal Year	Revenue	Fund		Percent Change
FY 2011	$1,867,911	General		-0.98%
FY 2012	$1,954,584	General		4.64%
FY 2013	$2,065,102	General		5.65%
FY 2014	$2,218,360	General		7.42%
FY 2015	$ 625,501	General		Incl. Below
FY 2015	See page 8.03	1% Sales Tax	New election 1/1/15	10.07%
FY 2016	See page 8.03	1% Sales Tax		
FY 2017	See page 8.03	1% Sales Tax		
FY 2018	See page 8.03	1% Sales Tax		
FY 2019	See page 8.03	1% Sales Tax		
FY 2020	See page 8.03	1% Sales Tax		



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
GENERAL FUND

REVENUE

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
10-00	CURRENT AD VALOREM TAXES	8,288,276	8,898,730	9,527,820	9,527,820	10,971,580
10-00	ELECTRICITY UTILITY TAX	1,649,461	1,767,613	1,805,900	1,805,900	1,823,960
30-00	WATER UTILITY TAX	699,241	660,832	650,100	650,100	643,600
80-00	BOTTLED GAS UTILITY TAX	47,621	50,792	47,770	49,000	49,000
10-99	COMMUNICATION SERVICE TAX	951,510	894,860	885,000	895,000	885,000
01-00	OCCUPATIONAL LICENSES	100,325	90,299	99,925	99,925	101,925
01-01	PENALTIES	4,305	2,541	2,500	4,300	2,550
01-02	TRANSFERS	452	395	300	300	300
	TAXES	**11,741,191**	**12,366,062**	**13,019,315**	**13,032,345**	**14,477,915**
10-00	FLORIDA POWER FRANCHISE	1,372,943	1,416,320	1,459,000	1,442,000	1,470,840
40-00	PEOPLES GAS FRANCHISE FEE	21,099	23,327	22,000	22,500	22,500
01-00	SIGN PERMITS	4,500	7,850	4,500	6,300	4,600
02-00	RIGHTS OF WAY PERMITS	9,612	20,376	0	1,500	1,500
04-00	FIRE PREVENTION PERMITS	18,285	17,719	17,740	17,740	17,740
	PERMITS,FEES & SPEC ASSMT	**1,426,439**	**1,485,592**	**1,503,240**	**1,490,040**	**1,517,180**
20-02	FDLE BYRNE GRANT	21,320	0	0	5,182	0
20-04	BULLETPROOF VEST PROGRAM	0	0	0	6,450	0
39-10	USDA - FORESTRY GRANT	1,775	0	0	0	0
51-06	FEMA - STORMS	0	384	0	0	0
39-11	FL DEPT ENVIRON PROTECT	0	0	0	74,968	0
51-06	STATE - FEMA - STORMS	0	21	0	0	0
12-99	STATE REVENUE SHARING	562,413	593,673	573,680	595,000	600,950
14-00	MOBILE HOME LICENSES	15,619	17,622	16,085	17,500	17,500
15-00	ALCOHOLIC BEVERAGE LICENS	18,836	19,887	18,300	18,300	18,300
18-00	LOCAL GOVT SALES TAX	1,593,303	1,688,864	1,679,500	1,719,120	1,798,670
23-00	FIREFIGHTER SUPPLMTL COMP	3,720	3,770	3,720	4,320	4,320
49-01	MOTOR FUEL TAX REBATE	24,725	21,250	21,220	21,250	21,675
21-00	MARINE ADVISORY BD-WCIND	0	0	94,000	97,500	0
20-00	COUNTY OCCUP LICENSES	1,597	1,708	1,690	1,690	1,690
01-00	HOUSING AUTH - P I L O T	6,468	8,133	6,465	7,000	7,000
	INTERGOVERNMENTAL REVENUE	**2,249,776**	**2,355,312**	**2,414,660**	**2,568,280**	**2,470,105**
30-01	PROC CONTRACT ADMIN FEE	32,250	32,129	20,615	32,000	32,000
90-01	ENGINEERING VARIANCE FEES	10,800	3,600	5,100	3,600	3,600
90-02	PLANNING & ZONING FEES	41,125	39,039	35,500	35,500	36,210
90-05	POLICE DEPT	6,711	6,558	5,700	5,700	5,700
90-06	LIEN SEARCH FEES	0	0	0	22,000	24,000
89-00	DISTRESSED PROPERTY REIMB	3,107	1,661	3,000	1,500	1,500
90-00	LOT MOWING FEES	324,347	325,032	317,750	317,750	317,750
91-00	LIEN INTEREST	7,085	1,033	2,000	2,000	2,000
40-01	EVENT APPLICATION FEE	4,075	5,300	4,400	4,400	4,485
	CHARGES FOR SERVICES	**429,500**	**414,352**	**394,065**	**424,450**	**427,245**
10-00	FINES & FORFEITURES	13,668	19,356	13,500	13,500	13,500
30-00	POLICE EDUCATION	1,342	1,506	1,630	1,500	1,500
40-00	UNSAFE EQUIPMENT	0	4	0	0	0
02-00	FINES - CODE ENFORCEMENT	35,046	9,583	10,000	67,640	10,000
02-01	CODE CITATIONS	200	0	0	100	0
03-00	FALSE ALARMS - POLICE	5,500	6,500	5,000	6,200	5,000
04-00	FALSE ALARMS - FIRE	21,550	9,000	6,000	8,300	6,000
06-00	PARKING VIOLATIONS	4,550	4,025	4,500	4,500	4,500
	FINES & FORFEITS	**81,856**	**49,974**	**40,630**	**101,740**	**40,500**

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
GENERAL FUND

REVENUE

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
10-00	INTEREST ON INVESTMENTS	73,668	130,882	76,000	168,000	76,000
00-00	RENTAL INCOME	95,881	99,315	98,745	101,000	102,010
20-01	RENT - GILCHRIST PARK	1,490	4,520	4,800	5,400	5,500
20-02	RENT - LAISHLEY PARK	12,559	15,140	14,000	14,000	14,300
20-03	RENT - PONCE DE LEON PARK	2,990	2,740	2,900	2,700	2,700
10-00	SALE OF LAND	3,510,000	0	0	57,895	0
41-00	SURPLUS FURN, FIXT, EQPT	8,264	37,175	2,100	2,100	3,000
90-00	OTHER SCRAP OR SURPLUS	319	763	320	320	320
00-00	CONTRIB FROM PRIVATE SRCS	102,740	0	0	0	0
30-00	FOR POLICE DEPARTMENT	0	5,400	0	0	0
31-00	FIRE DEPARTMENT	13,372	2,675	0	1,100	0
32-00	URBAN DESIGN	3,007	7,871	0	1,513	0
30-00	REFUND OF PRIOR YR EXPEND	0	0	0	1,150	0
40-04	ADMIN CHGS P G I CANAL	116,380	119,870	123,470	123,470	127,175
40-05	ADMIN CHGS B S I CANAL	10,860	11,185	11,520	11,520	11,865
40-11	ADMIN CHGS CRA	13,500	14,000	14,500	14,500	14,935
40-15	ADMIN CHGS SIX CT GAS TAX	65,809	67,785	68,500	68,500	70,555
40-16	CHAR HBR NATL ESTUARY PRG	87,370	89,888	89,890	89,890	89,890
40-26	ADMIN CHGS UTIL O M & R	2,261,785	2,337,640	2,200,352	2,200,352	2,226,435
40-50	ADMIN CHGS REFUSE COLLECT	362,415	373,287	384,485	384,485	392,100
40-51	ADMIN CHGS BUILDING FUND	86,889	89,495	92,180	92,180	103,755
40-53	ADMIN CHGS MARINA	32,852	33,837	34,850	34,850	35,900
47-00	REIMB-CHARL CO SCHOOL BD	99,654	103,794	366,146	369,510	372,795
48-00	REIMBURSEMENT FROM COUNTY	24,000	24,000	24,000	24,000	24,000
70-02	LAW ENFORCEMENT TRUST	2,247	0	0	7,825	0
70-12	TREE PROGRAM	0	2,250	0	0	0
70-16	CANINE PROGRAM	20,600	510	0	600	0
70-17	HISTORIC PRESERVTN ADV BD	150	0	0	0	0
70-18	INSURANCE RECOVERY	29,336	68,212	10,000	110,000	10,000
70-42	P G P D JAMMERS	10,794	4,800	0	1,475	0
70-50	DEFINED CONTRIB REFUNDS	15,247	3,939	0	0	0
91-00	CASH OVER / (SHORT)	0	0	0	-10	0
90-00	MISCELLANEOUS REVENUE	53,849	68,077	16,000	16,000	16,320
	MISCELLANEOUS REVENUE	**7,118,027**	**3,719,050**	**3,634,758**	**3,904,325**	**3,699,555**
13-00	DAMAGE RECOVERY FUND	143,735	239,335	0	285,330	0
19-00	1% LOCAL OPTION SALES TAX	90,000	90,000	90,000	133,000	90,000
	TRANSFER FROM OTHER FUNDS	**233,735**	**329,335**	**90,000**	**418,330**	**90,000**
10-01	LINE OF CREDIT	0	9,250,000	0	6,610,000	8,237,000
50-22	BUCKLEY'S PASS	0	0	0	0	124,002
	DEBT PROCEEDS	**0**	**9,250,000**	**0**	**6,610,000**	**8,361,002**
90-01	PROJ CARRYOVER-BEGINNING	1,790,041	1,321,556	1,610,121	2,450,731	1,397,807
90-02	PRIOR YEAR ENCUMBRANCES	41,320	214,561	0	465,891	0
90-03	UNRESERVED FUND BALANCE	1,342,000	1,575,000	1,725,000	1,725,000	2,089,460
90-05	PRIOR YR RE-APPROPRIATION	286,300	520,484	0	506,399	0
90-13	BEG RESERVE-FLEET/EQPT	420,000	409,505	104,000	104,000	440,000
90-14	FUTURE YEAR BUDGET	426,626	1,310,227	512,270	579,392	387,300
	BEGINNING RESERVES	**4,306,287**	**5,351,333**	**3,951,391**	**5,831,413**	**4,314,567**
		27,586,811	**35,321,010**	**25,048,059**	**34,380,923**	**35,398,069**

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
GENERAL FUND SUMMARY

Operating Budget

Expenditure Category/ Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	13,204,632	13,370,748	14,382,868	14,240,465	15,526,062
Operating	3,601,991	4,059,479	4,567,996	5,638,091	4,813,951
Capital Outlay	316,549	658,918	537,300	1,181,923	604,310
Fleet/Equip-Reserve Funding	0	0	326,500	0	265,940
Debt Service	0	0	0	0	0
Contingency	0	0	15,000	14,150	15,000
Operating Transfers	5,112,306	11,400,452	1,726,534	8,991,727	10,050,331
Reserve-Carryover & Reappr	735,045	875,290	0	0	0
Reserve-Fleet/Equip	409,505	104,000	104,000	440,000	440,000
Reserve-Future Years' Bdgt	1,310,227	1,417,828	512,270	579,392	387,300
Projected Carryover-End	2,896,556	3,434,295	2,875,591	3,295,175	3,295,175
Total	**27,586,811**	**35,321,010**	**25,048,059**	**34,380,923**	**35,398,069**

Position Summary

DEPARTMENT	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
City Council *	5	5	5	5	5
Administration	9	10	10	10	10
Finance	15.5	16	16	16	16
Public Works	33	33	33	33	33.5
Police	50	53	53	53	56
Fire	29	29	29	29	30
Urban Design	11	11	11	11	11
	152.5	157	157	157	161.5

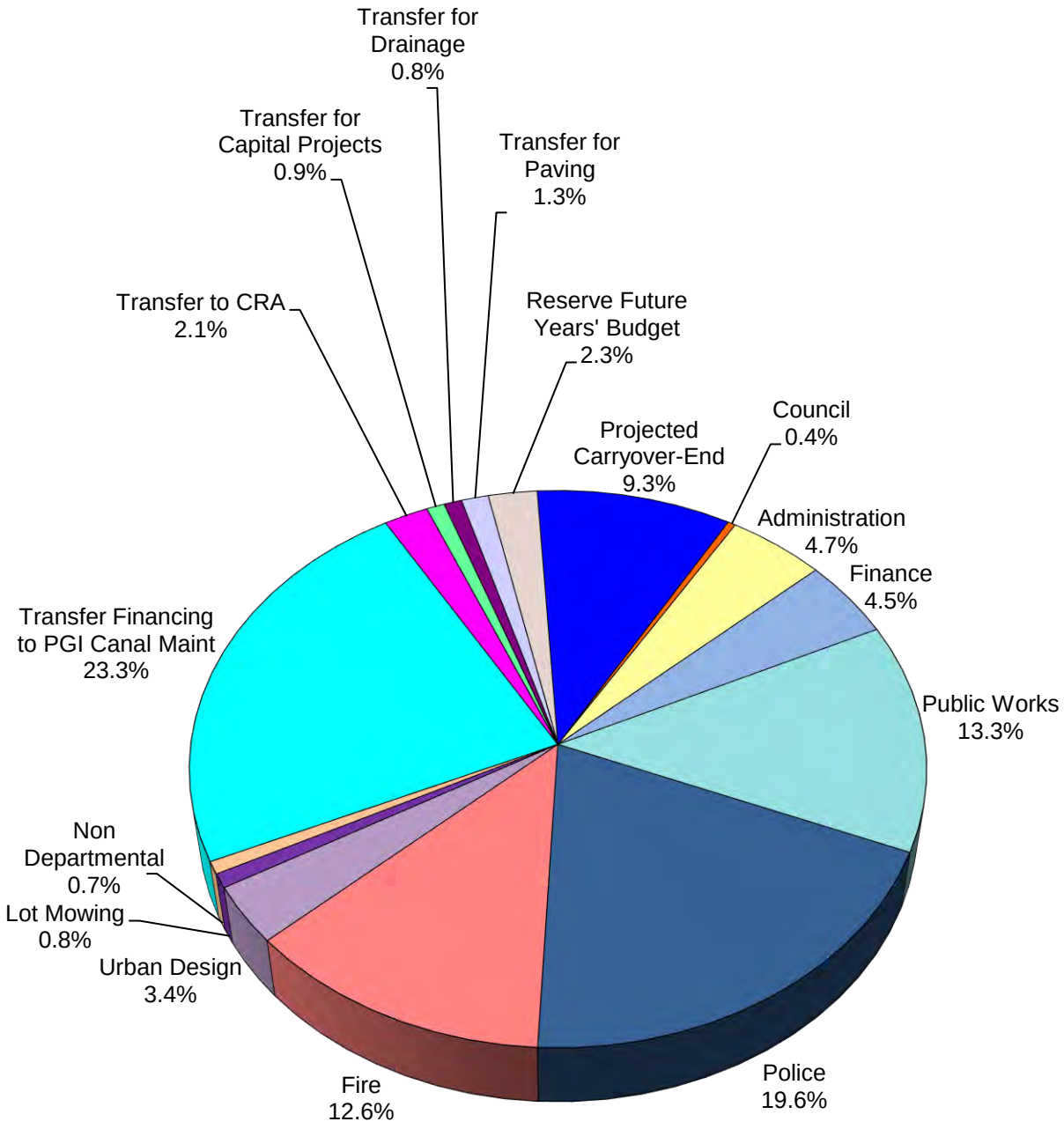
* General Fund employee count includes 5 City Council members as 5 FTEs

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
GENERAL FUND

DEPARTMENTAL SUMMARY

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
CITY COUNCIL	**119,439**	**125,229**	**133,909**	**124,998**	**129,228**
CITY MANAGER	250,766	442,118	479,866	494,838	463,205
HUMAN RESOURCES	294,596	318,932	342,314	332,826	364,037
CITY CLERK	468,577	473,849	533,709	547,760	590,267
LEGAL COUNSEL	223,336	172,791	221,459	242,009	230,847
ADMINISTRATION	**1,237,275**	**1,407,690**	**1,577,348**	**1,617,433**	**1,648,356**
FINANCE	837,616	926,294	942,750	925,084	962,076
PROCUREMENT	570,371	556,190	617,078	618,076	643,158
FINANCE	**1,407,987**	**1,482,484**	**1,559,828**	**1,543,160**	**1,605,234**
PUBLIC WKS ADMINISTRATION	310,574	316,505	364,821	394,415	343,643
ENGINEERING	411,254	431,809	492,181	520,317	541,408
FACILITIES MAINTENANCE	715,458	830,906	864,704	944,173	891,360
RIGHT OF WAY MAINT DIV	1,174,865	1,244,044	1,198,125	1,536,132	1,229,902
PARKS & GROUNDS MAINT	1,366,051	1,391,103	1,565,591	1,671,779	1,692,120
PUBLIC WORKS	**3,978,202**	**4,214,367**	**4,485,422**	**5,066,816**	**4,698,433**
POLICE	**5,510,683**	**5,668,031**	**6,357,578**	**6,354,259**	**6,949,841**
FIRE	**3,463,905**	**3,634,096**	**3,848,530**	**4,076,977**	**4,446,604**
URBAN DESIGN	618,287	607,686	591,093	793,246	646,058
ZONING & CODE COMPLIANCE	430,864	487,594	515,986	569,396	553,048
URBAN DESIGN	**1,049,151**	**1,095,280**	**1,107,079**	**1,362,642**	**1,199,106**
LOT MOWING	176,153	213,639	282,220	332,220	290,686
OTHER NON-DEPARTMENTAL	180,377	248,329	477,750	596,124	257,775
TRANSFER TO PGI CANAL MAINT DIST.	0	9,180,900	0	6,610,000	8,237,000
TRANSFER TO CRA	502,566	570,342	612,534	611,027	749,331
TRANSFER TO SPECIAL USE FD	3,510,000	0	0	0	0
TRANSFER FOR CAPITAL PROJECTS	140,740	690,000	155,000	811,700	305,000
TRANSFER FOR DRAINAGE	500,000	500,000	500,000	500,000	300,000
TRANSFER FOR PAVING	459,000	459,000	459,000	459,000	459,000
TRANSFER TO CDBG FUND	0	210	0	0	0
RESERVE-CARRYOVERS & REAPPROP.	735,045	875,290	0	0	0
RESERVE-FLEET/EQUIP	409,505	104,000	104,000	440,000	440,000
RESERVE-FUTURE YEARS' BUDGET	1,310,227	1,417,828	512,270	579,392	387,300
PROJECTED CARRYOVER-END	2,896,556	3,434,295	2,875,591	3,295,175	3,295,175
NON-DEPARTMENTAL	**10,820,169**	**17,693,833**	**5,978,365**	**14,234,638**	**14,721,267**
	27,586,811	**35,321,010**	**25,048,059**	**34,380,923**	**35,398,069**

General Fund by Functions FY 2020 - $35,398,069



CITY OF PUNTA GORDA
BUDGET FY 2020
GENERAL FUND

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
PERSONNEL SERVICES					
EXECUTIVE SALARIES	1,871,731	1,839,206	2,067,866	1,870,828	2,058,131
REGULAR SALARIES & WAGES	3,677,496	3,815,850	3,860,014	3,929,228	4,269,118
WAGES - UNION	2,869,670	2,776,616	2,997,785	3,043,728	3,342,606
SPECIAL DETAIL	-59,739	-70,935	0	-55,917	0
PAY PLAN CHANGES	0	12,010	64,000	64,000	25,000
TEMPORARY EMPLOYEE WAGES	23,974	9,140	2,000	9,000	2,000
OVERTIME PAY	138,838	83,741	91,425	129,555	106,213
OVERTIME PAY - UNION	524,345	478,802	454,256	524,276	535,578
F I C A TAXES	660,251	649,403	684,504	670,109	708,591
RETIREMENT CONTRIBUTION	837,326	837,326	837,326	837,326	879,193
RETIREMT-POLICE OFFICERS	356,145	449,219	432,825	432,825	509,416
RETIREMENT-FIREFIGHTERS	284,402	378,656	406,246	416,328	431,596
RETIREMT-DEFINED CONTRIB	38,514	57,160	95,645	84,220	99,777
EMPLOYEE HLTH & LIFE INS	1,366,980	1,393,843	1,608,022	1,549,104	1,684,629
COBRA,RETIREE,H A INSUR	-50	95	0	0	0
DEP HLTH + EMPL PD LIFE	396,291	413,145	498,619	448,520	544,078
WORKMEN'S COMP PREMIUMS	212,133	246,921	277,335	277,335	315,136
UNEMPLOYMENT COMPENSATION	6,325	550	5,000	10,000	15,000
PERSONNEL SERVICES	**13,204,632**	**13,370,748**	**14,382,868**	**14,240,465**	**15,526,062**
OPERATING EXPENSES					
PROFESSIONAL SERVICES	45,647	136,484	50,258	336,438	57,305
CONTINGENT LEGAL SERVICES	161,942	117,534	165,000	185,000	169,950
EMPLOYEE TESTING	16,284	18,473	25,764	25,764	29,495
VETERINARY SERVICES	1,900	1,968	5,360	5,360	5,360
RECRUITMENT	0	9,217	0	0	0
RATE STUDY/IMPACT FEE	0	8,380	0	30,780	0
ACCOUNTING & AUDITING	14,682	14,971	16,500	16,500	17,000
CONTRACTUAL SERVICES	299,858	379,681	477,799	654,874	432,435
TREES	3,180	29,913	7,000	91,000	7,000
CONTRACT SVCS-LOT MOWING	176,153	213,639	282,220	332,220	290,686
COMPREHENSIVE PLANNING	0	64,987	0	110,053	0
PEST CONTROL	3,964	2,550	3,200	3,200	7,500
JANITORIAL	47,420	52,104	54,000	59,000	66,685
PAINTING	15,880	15,128	16,000	16,000	16,000
AIR CONDITIONING	31,757	26,171	36,000	36,000	36,600
MANGROVE TRIMMING	25,343	32,160	40,000	40,000	55,000
EXOTIC TREE REMOVAL	7,370	16,046	25,000	31,700	25,000
DISTRESS PROPERTIES MAINT	3,960	4,335	8,487	58,487	8,000
TRAVEL & PER DIEM	33,451	31,661	51,312	52,712	50,960
COMMUNICATIONS SERVICES	79,324	89,009	115,835	115,944	108,050
POSTAGE & EXPRESS CHARGES	11,161	14,368	16,030	16,030	18,510
ELECTRICITY	143,276	145,228	172,750	172,750	172,750
WATER & SEWER	242,912	236,345	223,000	223,000	233,000

CITY OF PUNTA GORDA
BUDGET FY 2020
GENERAL FUND

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
OPERATING EXPENSES (continued)					
WATER/SEWER P R W CTR WNS	2,329	2,478	2,260	2,260	2,260
COPYING EQUIPMENT	2,744	7,252	5,592	5,892	5,720
EQUIPMENT LEASES	21,374	27,707	34,035	34,610	41,330
VEHICLES - RENTAL & LEASE	786	94	750	750	740
CLOTHING & UNIFORMS	2,223	2,199	2,895	2,895	2,895
RIGHT-OF-WAY (R/R X'ING)	0	0	810	810	810
FIRE/GENERAL LIAB INSUR	307,538	321,979	405,792	405,792	427,135
REPAIR & MAINTENANCE SVCS	17,620	28,226	60,642	60,642	51,825
REPAIR/MAINT BUILDINGS	102,561	156,820	159,720	175,620	159,000
R&M AUTOS/TRUCKS FLEET	157,470	208,806	190,188	192,757	185,615
REPAIR/MNT EQUIP FLEET	2,084	5,829	7,000	6,850	7,000
REPAIR/MNT VEH & EQP DEPT	14,311	17,568	38,618	76,120	39,400
PRINTING & BINDING	0	363	1,040	1,040	1,050
PROMOTIONAL ACTIVITIES	74,059	23,031	6,610	51,110	6,640
MEMBERSHIP - C H E C	8,500	8,500	8,500	8,500	8,500
MEMBERSHIP - CHAR HBR NEP	5,000	5,000	5,000	5,000	5,000
BUSINESS DEVELOPMENT	0	0	0	9,000	0
CONTRIB - UNITED WAY	25,000	27,500	27,500	27,500	27,500
ARBOR DAY ACTIVITIES	2,556	5,725	0	325	0
LEGAL ADVERTISING	13,114	10,255	13,055	13,055	13,920
ELECTION EXPENSES	0	0	35,000	35,000	45,000
VOLUNTEER FIREMEN	476	1,078	6,341	6,341	7,575
COMPUTER OVERHEAD	854,454	878,854	1,047,750	1,047,750	1,248,290
LANDFILL FEES	0	0	0	0	4,000
RECRUITMENT ADVERTISING	0	195	0	0	0
RECORDING FEES	0	0	100	100	100
CREDIT CARD CHARGES/FEES	216	0	0	0	0
ASSESSMENT	0	0	0	35,558	0
OFFICE SUPPLIES	22,261	24,374	23,880	25,589	24,475
GASOLINE, OIL, LUBRICANTS	143,098	172,277	174,572	174,572	169,975
FIRE PREVENTION SUPPLIES	6,255	3,222	2,402	2,577	1,570
PRE-EMPLOYMENT COSTS	7,851	9,698	6,872	6,872	6,010
HOLIDAY DECORATIONS	8,426	26,049	30,000	54,950	20,000
RECORDS RETENTION SUPPL	505	276	500	500	515
DEPT MATERIALS & SUPPLIES	155,277	164,082	187,504	191,752	196,675
SAFETY SUPPLIES	16,781	12,994	21,466	21,466	20,155
CLOTHING & UNIFORMS	41,925	67,075	69,121	75,780	70,845
AGRIC & BOTANICAL SUPPLS	37,768	16,620	30,000	30,000	30,000
TRAINING MATERIALS & SUPP	16,167	14,680	35,027	35,027	26,760
EMERGENCY MGMT SUPPLIES	12,921	7,927	10,109	10,609	10,420
MEDICAL SUPPLIES	19,810	25,570	21,504	21,504	22,150
CRIME PREVENTION	9,319	9,618	9,050	9,050	9,550
HARDSCAPE/LANDSCAPE-PARKS	408	8,872	0	7,818	0
BOOKS/MEMBS/TRAINING/EDUC	74,102	84,051	95,276	106,201	106,260
LAW ENFORCEMENT TRUST	15,301	2,142	0	19,134	0
CANINE PROGRAM	18,660	2,158	0	8,792	0
HISTORIC PRESERVATION ADV BD	519	0	0	196	0
VOLUNTEERS IN POLICING	1,205	0	0	0	0
POLICE TRADING CARDS	0	0	0	598	0
P G P D JAMMERS	13,172	6,267	0	17,015	0
INVENTORY SHORT/OVER	381	1,716	0	0	0
OPERATING EXPENSES	**3,601,991**	**4,059,479**	**4,567,996**	**5,638,091**	**4,813,951**

CITY OF PUNTA GORDA
BUDGET FY 2020
GENERAL FUND

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
CAPITAL OUTLAY					
BLDGS-CONSTR AND/OR IMPRV	0	7,925	0	0	0
LAND ACQUISITION	0	26,537	0	0	0
IMPROVE OTHER THAN BLDGS	0	21,438	0	9,500	0
FLEET/EQUIP-RESERVE FUNDING	0	0	326,500	0	265,940
AUTOS & ON-ROAD VEHICLES	226,499	248,910	329,500	737,459	405,000
EQUIPMENT	86,686	330,252	178,000	392,384	161,060
COMPUTER EQUIPMENT	0	0	29,800	29,800	38,250
TRABUE WOODS INITIATIVES	3,364	23,856	0	12,780	0
CAPITAL OUTLAY	**316,549**	**658,918**	**863,800**	**1,181,923**	**870,250**
CONTINGENCY	**0**	**0**	**15,000**	**14,150**	**15,000**
TRANSFERS					
PUNTA GORDA ISL CANAL DISTRICT	0	9,180,900	0	6,610,000	8,237,000
COMMUNITY REDEVEL AGENCY	502,566	570,342	612,534	611,027	749,331
COMMUNITY DEV BLOCK GRANT	0	210	0	0	0
SPECIAL USE FUND	3,510,000	0	0	0	0
ADDL FIVE CENT GAS TAX	459,000	459,000	459,000	459,000	459,000
GENERAL CONSTRUCTION	640,740	1,190,000	655,000	1,311,700	605,000
TRANSFERS	**5,112,306**	**11,400,452**	**1,726,534**	**8,991,727**	**10,050,331**
PROJECTED CARRYOVER-END					
RESERVE-CARRYOVER & REAPPR	735,045	875,290	0	0	0
RESERVE-FLEET/EQUIP	409,505	104,000	104,000	440,000	440,000
RESERVE-FUTURE YRS BUDGET	1,310,227	1,417,828	512,270	579,392	387,300
PROJECTED CARRYOVER-END	2,896,556	3,434,295	2,875,591	3,295,175	3,295,175
PROJECTED CARRYOVER-END	**5,351,333**	**5,831,413**	**3,491,861**	**4,314,567**	**4,122,475**
TOTAL EXPENDITURES	**27,586,811**	**35,321,010**	**25,048,059**	**34,380,923**	**35,398,069**

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
NON DEPARTMENTAL SUMMARY

Operating Budget

Expenditure Category/ Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	0	0	64,000	64,000	(95,460) *
Operating	353,166	411,575	354,470	837,414	362,981
Capital Outlay	3,364	50,393	0	12,780	0
Fleet/Equip-Reserve Funding	0	0	326,500	0	265,940
Debt Service	0	0	0	0	0
Contingency	0	0	15,000	14,150	15,000
Operating Transfers	5,112,306	11,400,242	1,726,534	8,991,727	10,050,331
Reserve-Carryover & Reappr	735,045	875,290	0	0	0
Reserve-Fleet/Equip	409,505	104,000	104,000	440,000	440,000
Reserve-Future Years' Bdgt	1,310,227	1,417,828	512,270	579,392	387,300
Projected Carryover-End	2,896,556	3,434,295	2,875,591	3,295,175	3,295,175
Total	**10,820,169**	**17,693,623**	**5,978,365**	**14,234,638**	**14,721,267**

*Non-departmental personnel services budgeted in FY 2020 includes estimated savings of $120,460 in health insurance that will be distributed to each division as well as funding for career progressions that may occur.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
GENERAL FUND

NON-DEPARTMENTAL EXPENSES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
12-06	PAY PLAN CHANGES	0	0	64,000	64,000	25,000
23-00	EMPLOYEE HLTH & LIFE INS	0	0	0	0	-120,460
*	**PERSONNEL SERVICES**	**0**	**0**	**64,000**	**64,000**	**-95,460**
31-00	PROFESSIONAL SERVICES	28,486	101,268	27,500	313,680	27,545
31-20	RECRUITMENT	0	9,217	0	0	0
48-00	PROMOTIONAL ACTIVITIES	73,534	22,205	3,750	48,250	3,750
48-05	MEMBERSHIP - C H E C	8,500	8,500	8,500	8,500	8,500
48-08	MEMBERSHIP - CHAR HBR NEP	5,000	5,000	5,000	5,000	5,000
48-22	BUSINESS DEVELOPMENT	0	0	0	9,000	0
48-23	CONTRIB - UNITED WAY	25,000	27,500	27,500	27,500	27,500
48-25	ARBOR DAY ACTIVITIES	2,556	5,725	0	325	0
31-24	RATE STUDY/IMPACT FEE	0	8,380	0	30,780	0
34-03	CONTRACT SVCS-LOT MOWING	176,153	213,639	282,220	332,220	290,686
49-23	ASSESSMENT	0	0	0	35,558	0
99-09	INVENTORY SHORT/OVER	381	1,716	0	0	0
99-16	CANINE PROGRAM	18,660	2,158	0	8,792	0
99-17	HISTORIC PRESERVTN ADV BD	519	0	0	196	0
99-18	VOLUNTEERS IN POLICING	1,205	0	0	0	0
99-20	POLICE TRADING CARDS	0	0	0	598	0
99-42	P G P D JAMMERS	13,172	6,267	0	17,015	0
*	**OPERATING EXPENSES**	**353,166**	**411,575**	**354,470**	**837,414**	**362,981**
61-00	LAND ACQUISITION	0	26,537	0	0	0
65-20	TRABUE WOODS INITIATIVES	3,364	23,856	0	12,780	0
99-90	FLEET/EQUIP-RESERVE FUNDING	0	0	326,500	0	265,940
*	**CAPITAL OUTLAY**	**3,364**	**50,393**	**326,500**	**12,780**	**265,940**
90-01	RESERVE FOR CONTINGENCIES	0	0	15,000	14,150	15,000
*	**CONTINGENCIES**	**0**	**0**	**15,000**	**14,150**	**15,000**
91-04	PUNTA GORDA ISL CANAL DIST	0	9,180,900	0	6,610,000	8,237,000
91-11	COMMUNITY REDEVEL AGENCY	502,566	570,342	612,534	611,027	749,331
91-13	SPECIAL USE FUND	3,510,000	0	0	0	0
91-14	ADDL FIVE CENT GAS TAX	459,000	459,000	459,000	459,000	459,000
91-19	COMMUNITY DEV BLOCK GRANT	0	210	0	0	0
91-20	GENERAL CONSTRUCTION	640,740	1,190,000	655,000	1,311,700	605,000
*	**TRANSFERS**	**5,112,306**	**11,400,452**	**1,726,534**	**8,991,727**	**10,050,331**
99-03	PROJECTED CARRYOVER - END	2,896,556	3,434,295	2,875,591	3,295,175	3,295,175
99-13	RESERVE-FLEET/EQPT	409,505	104,000	104,000	440,000	440,000
99-13	RESERVE-CARRYOVER & REAPPR.	735,045	875,290	0	0	0
99-14	RESERVE-FUTURE YRS BUDGET	1,310,227	1,417,828	512,270	579,392	387,300
*	**ENDING RESERVES**	**5,351,333**	**5,831,413**	**3,491,861**	**4,314,567**	**4,122,475**
		10,820,169	**17,693,833**	**5,978,365**	**14,234,638**	**14,721,267**

FUNCTION:

City Council is the elected governing body of the City, providing policy direction to the Administration. Punta Gorda has a five-member Council elected at large for two-year terms to represent each of the City's five districts. Elections are on a staggered basis each November, with three seats being elected one year and the other two the following year. The City Council then appoints its own Mayor and Vice Mayor from among the five Councilmembers. City Council also appoints a City Attorney, City Clerk, and City Manager. Punta Gorda is a Council-Manager form of government where the City Council is the legislative arm and the City Manager is the administrative arm.

ACCOMPLISHMENTS:

City Council accomplished the following objectives during FY 2019:

- Partnered with TEAM Punta Gorda to host *Journey to the Future*, a community development summit; commissioned a Gilchrist Park Activity Center Feasibility report; and held a series of charrettes and planning meetings for the *Plan Punta Gorda* Citywide Master Plan. Final plan to be presented early in FY 2020.
- Approved imposition of assessments to fund Buckley's Pass (Additional Harbor Access); 69% of total assessment was collected in prepayments. Awarded construction bid; anticipate completion in February 2020.
- Completed Hurricane Irma seawall replacement (11 miles) in July, 18 months after the first seawall began. FEMA has reimbursed $24.2 million to the canal districts.
- Replaced water meters with smart meters allowing residents to monitor daily water usage from their computer.
- Achieved state approval for directional signage on I-75 for the Vietnam Memorial Wall and Military Heritage Museum (to be installed in early 2020).
- Awarded contract for Phase II renovations at Veterans Park to include plaza areas, seating wall, mural wall, landscape, parking and gazebo improvements.
- Moved forward investigation into the Peace River Wildlife Center relocation from Ponce de Leon Park to city-owned property on West Henry.
- Applied for additional $2.5 million in grant funding from the Southwest Florida Management District for the Groundwater Reverse Osmosis (RO) Water Treatment Plant construction (scheduled to go into service June 2020)

BUDGET NARRATIVE:

There are no program changes in the City Council's department budget.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
CITY COUNCIL SUMMARY

Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	105,895	112,052	114,934	106,023	109,613
Operating	13,544	13,177	18,975	18,975	19,615
Capital Outlay	0	0	0	0	0
Total	**119,439**	**125,229**	**133,909**	**124,998**	**129,228**

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Mayor	1	1	1	1	1
Vice-Mayor	1	1	1	1	1
Councilmember	3	3	3	3	3
Total	5	5	5	5	5

Service Costs



FUNCTION

The City Manager, as the Chief Operations Officer of the City, is responsible for various functions assigned by the City's Charter. These include overseeing the implementation and administration of policies set by the City Council, directing and supervising all departments, and overseeing the day-to-day activities of the municipality. Administrative duties include agenda preparation, coordination and review of the annual operating and capital improvement budgets, facilitation of city communications, and implementation of sound management practices. The office also coordinates the City's annual Strategic Plan and oversees the divisions of Communications, Human Resources, Information Technology, as well as Urban Design which includes Zoning & Code Compliance and Building. The City Manager's Office has the responsibility to ensure the needs and concerns of the community and the City organization are properly addressed. To accomplish this, the manager is involved in community, county, regional and state issues, as well as supporting and guiding the City organization.

ACCOMPLISHMENTS

Developed a micro website aimed to showcase Punta Gorda amenities for residents, visitors, and commercial and industrial businesses.

Managed implementation of the Buckley's Pass Dredging Assessment Area and approved construction contract. Project completion projected for December 2019.

Provided periodic status reports on capital projects. Projects completed include Gilchrist Park area one renovations including two new restrooms, and Laishley Park additional parking. Projects under design include stormwater drainage improvements in Boca Grande area and the Ponce de Leon Park redesign. Projects in bidding phase include Gilchrist Park phase two renovations and Veterans Park. Projects under construction include Groundwater Reverse Osmosis (RO) Water Treatment Plant, Madrid sidewalk at US 41 and US 41 multi-use recreational trail pedestrian bridge over Alligator Creek.

Received approval from the Southwest Florida Water Management District (SWFWMD) for an additional $2.2 million in grant funding for the RO Plant project.

Approved partnership with TEAM Punta Gorda to hold community development summit prior to Master Plan Charrette process being undertaken during FY 2019. Estimated 700 people attended, and it set the stage for engagement in the Citywide Master Plan. Secured the services of Dover Kohl to prepare a Citywide Master Plan, conducted charrettes and held community engagement meetings to garner input into plan development. Master Plan project for September/October completion.

BUDGET NARRATIVE

The office continues to mitigate non-core operating expenditures to meet budgetary constraints. A continued emphasis in succession planning and enhancement of workforce diversity will be a focus for FY 2020 operations. The City Manager's Office will manage the strategic communications program through the auspices of our Communications Manager (reducing contractual services) and focus on creating a stronger presence at the Punta Gorda Airport, continued advertising in SunSeeker Magazine and the development of a marketing piece highlighting City amenities that is resident focused.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
- Goal: Continue best management practices in financial planning
- Goal: Identify sustainable spending policies and appropriate technologies to support business operations and connect the City with the community
- Goal: Strengthen & diversify the City's tax base
- Goal: Support efforts to facilitate & nurture high priority economic development projects
- Goal: Ensure the competitiveness of Punta Gorda's business climate

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION
- Goal: Promote partnership opportunities with public, private and non-profit organizations
- Goal: Emphasize transparency in City operations, reporting, and activities
- Goal: Continue to seek community input in decision making process

PRIORITY: STRATEGIC COMMUNICATIONS POSITIONING
- Goal: Implement the three-year strategic communications/marketing plan for the City
- Goal: Support and facilitate the marketing of Punta Gorda's assets as a core to a vibrant downtown
- Goal: Optimize expertise of regional and local partners to achieve stated objectives

MISSION AND OBJECTIVES

To carry out the policies set by the City Council in an efficient and effective manner through oversight of all City departments and services.

INITIATIVES AND ACTION ITEMS

City Manager - Administration

- Provide leadership in FY 2020 project implementation and periodic status reports.
- Develop FY 2021 Strategic Plan through City Council/community workshop with use of facilitator.
- Develop a FY 2021 Operational Plan (re: action items in the Strategic Plan) with timeframes, costs and funding sources, where appropriate. Use the Strategic Plan and FY 2020 budget priorities as the framework for operational plan development.
- Update the Long-Range Financial Plan as a framework for setting FY 2021 budget guidelines; include a review of department/position priorities and impact on service levels, internal or external; and continue to assess financial management policies against Government Finance Officers Association national standards. (January 2020).
- Prepare the FY 2021 budget through a series of budget workshops and community conversation(s) to begin with the long-range plan and budget alternatives. (January through September 2020). Provide detail for significant changes in line items as part of workshop discussion.
- Continue effective partnerships with Chambers of Commerce, private sector, downtown merchants and civic/neighborhood groups to promote business development, marketing of City's assets and quality of life. Use strategic communications positioning as the framework for marketing pursuits.
- Achieve progress on annexation program.

INITIATIVES AND ACTION ITEMS (continued)

- Provide leadership in implementation of capital projects (i.e. 1% Local Option Sales Tax, Utilities, road resurfacing, drainage), to include periodic progress reports.
- Develop succession plan for City Manager and continue efforts in department succession planning and enhancement of workforce diversity.

City Manager – Communications

- Facilitate 2020 Local Option Sales Tax Steering Committee
- Market community and monitor performance.
- Enhance social media postings and monitor performance.
- Review City website and communicate with departments regarding information that needs to be updated, reformatted and/or added to.
- Create and distribute quarterly communications piece to highlight developments in Punta Gorda.
- Enhance visibility and presence in the community.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
City Communications (Information Sharing, Week Highlights, Action Register)	121	132	154	156
Total Website Hits (unique pageviews annually)	753,858	724,154	770,727	750,000
Citizen Social Media Interaction	48,996	182,082	420,000	432,600
Citizen's Academy (# of sessions / # of participants)	1 / 22	1 / 27	1 / 37	1/30
Marketing Pieces specific to Punta Gorda	19	19	20	21
Efficiency:				
Cost per capita	$13.49	$23.50	$25.66	$23.21
Service Quality:				
Council Review of City Manager's Performance out of 40.0 points	37.28	37.39	TBD	TBD
Outcome:				
# Action Register items completed	17	20	18	TBD
Citizen's Academy customer satisfaction rating	100%	100%	100%	100%
% Strategic Plan projects completed in established timeframe	90%	81%	100%	100%

RESULTS

Communication to City Council, employees and residents remains a high priority. Official City use of social media continues to broaden the reach of communication and engage the public and stakeholders in a real-time manner. The strategic communications website promotions resulted in 6,880 ad clicks and exposed people in northern target markets to the City. The FY 2020 departmental budget was reduced due to the elimination of outside consulting services and the ability to handle the marketing and communication program in-house.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
CITY MANAGER SUMMARY

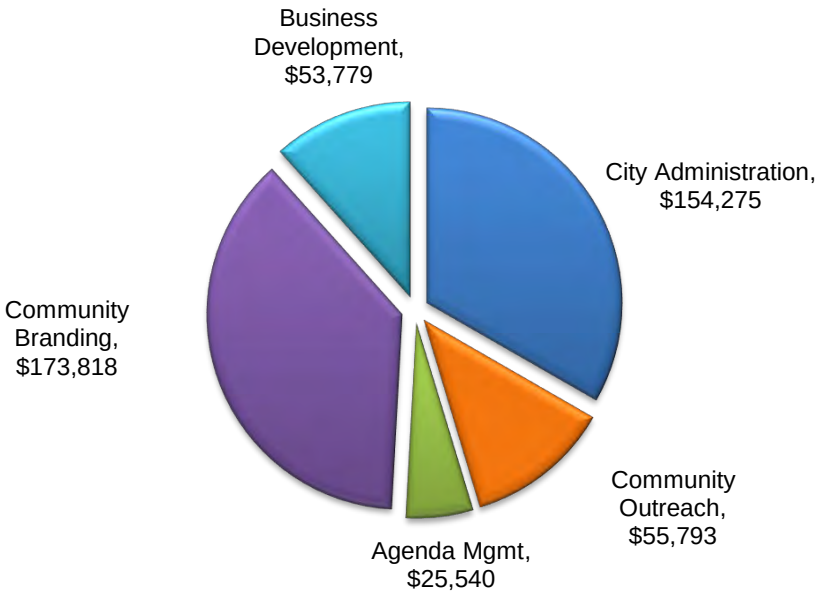
Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	232,345	323,405	343,536	342,433	364,885
Operating	18,421	118,713	136,330	152,405	98,320
Capital Outlay	0	0	0	0	0
Total	**250,766**	**442,118**	**479,866**	**494,838**	**463,205**

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
City Manager	1	1	1	1	1
Communications Mgr	0	1	1	1	1
Executive Assistant to City Manager	0.5	0.5	0.5	0.5	0.5
Total	1.5	2.5	2.5	2.5	2.5

Service Costs



FUNCTION

As a Division of the City Manager's Office, Human Resources (HR) provides support to all departments of the City of Punta Gorda in developing and administering personnel policies and for risk management services. Human Resources is responsible for employment, recruitment, employee relations, labor relations, salary administration, training, benefits, workers compensation, safety & loss control and related activities.

ACCOMPLISHMENTS

Human Resources

The Human Resources Division is making steady progress in going "paperless". All employee files, except for medical and workers compensation files, have been scanned into the City's electronic storage system. All medical and workers compensation files dated November 1, 2017 or later have been digitized. As part of this on-going effort to reduce the flow of paperwork, the Benefits Coordinator conducted training to enable employees to access their benefits online, greatly enhancing their ability to make informed decisions regarding levels of coverage they have chosen. Moving forward, online open enrollment will become the norm for the City.

The City conducted a Request for Proposal (RFP) for health insurance and other ancillary benefits, including dental, vision, and life insurance. As a result of the RFP, the City made no changes to its base health insurance plan. As a consequence, benefits enrollment was not particularly busy as many employees chose to continue coverage as is.

The City completed negotiations with its Fire bargaining unit which became effective April 1, 2019 and is finalizing the Police bargaining unit which is expected to become effective October 1, 2019.

The City's workforce has seen an increase in turnover, primarily in the Police Department and Utilities. It appears that the overall jobs picture and the competition for quality employees is gathering momentum in conjunction with the improving economy. Concurrent with outside economic pressures, many long-term City employees are making the decision to unwind their careers over the next five to seven years. There are over 30 employees in the pension DROP plan, and they will be required to leave within the allotted period of time. This includes four department heads, two of whom will likely retire in the second or third quarter of 2020. The search for a new City Manager will likely begin in March 2020.

In Charlotte County, the unemployment rate has dropped from approximately 12% to under 4%. Position vacancies for the upcoming fiscal year are not projected to increase, but those that occur will remain somewhat difficult to fill. Certified positions, including public safety and treatment plant and utility operations, are those for which the City should be most concerned. Although the police academies continue to turn out numerous candidates, certified officers are difficult to attract and keep. As has been the case recently, each vacancy will be scrutinized carefully to determine if the position can be left vacant for a period of time, but with the reductions in staff over the past several years, this is less of a priority than it has been. For those positions that must be filled, the recruiting and pre-employment costs will continue to be borne by the hiring department utilizing funds that have been saved as a result of the vacancy.

Risk Management

Although the economy has improved, the City continues to receive fairly steady flow of notices of intent to sue, with the most lawsuits alleging trips and falls on City property. Many such claims have little or no merit, but are expensive to defend, and generally result in negotiated settlements that are reached after measuring the costs of litigation. Risk Management will continue to work closely with its insurance partners and relevant City Departments to ensure that the City is not exposing itself as an easy target.

Overall the City's property and casualty package was, surprisingly, lower than the previous. The largest reduction was once again, surprisingly, in workers compensation premium. The City has added full boat hull coverage due to a lack of coverage in the City's insurance basic levels of coverage.

BUDGET NARRATIVE

The City will continue to encourage employees to participate in the Career Progression Plan that was approved by Council. The City continues to participate in various job fairs and recruiting events. All employers in the County are struggling to meet staffing needs.

Human Resources has increased its training budget and will request carry-over funds to ensure that the Division's staff are adequately trained upon the retirement of the Manager with three (3) years. The office continues to mitigate non-core operating expenditures to meet budgetary constraints. Staff are pursuing certifications in human resources and risk management. The Benefits Coordinator is two years from completing certification in human resources. The Executive Assistant is taking the necessary course work to become certified as an Associate in Risk Management (ARM).

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

Goal: Enhance workforce development and diversity in the City organization

MISSION AND OBJECTIVES

To provide to City departments and divisions timely and effective recruiting and hiring services for filling vacancies within the City in order to ensure that services we provide to our citizens are not negatively impacted by the loss of an employee.

INITIATIVES AND ACTION ITEMS

To cost-effectively fill position vacancies within 60-days of receiving the personnel requisition from the affected department.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
Total positions filled	41	50	35	45
Efficiency:				
Cost per position filled	$325	$325	$378	$400
Service Quality:				
Average number of days to fill a vacancy	29	30	41	60
Outcome:				
Percentage of positions filled within 50 days	100%	100%	100%	100%
Minorities as a percentage of the City's workforce	8.8%	9.0%	11.0%	11.0%
Females and minorities in managerial roles	7.3%	7.0%	6.0%	6.0%

RESULTS

The City of Punta Gorda continues to make a high priority the hiring of minorities and has seen a slight increase in minority applicants and new-hires. As can be seen in the above table, the City has pivoted from placing women in non-traditional roles to females and minorities in managerial roles.

The City saw an increase in minorities as a percentage of its workforce, from 9% to 11%. In terms of applicant mix, the City's self-reporting applicant ratio of minorities is 23.3%, up from 16.2%. Those who self-reported as female applicants is 40.9%, an increase of 16.3%; with two applicants reporting a non-binary gender. This is for all positions that were posted.

As our workforce ages and begins transitioning to retirement, and vacancies are created, this practice will continue to be a high priority.

TOTAL POSITIONS FILLED: The City saw a decrease in turnover. Turnover continues to be caused by a combination of retirements and employees seeking higher paying positions elsewhere, with a job market that continues to reflect a job seeker's market. As the City's workforce ages, long-term employees retire, and, as the economy improves, the City will experience increased turnover.

COST PER POSITION FILLED: The costs for all pre-employment testing are paid out of the budget of the Department new employees will work in. Cost per position is variable due to the different pre-employment tests associated with various positions, ranging from $285 to $660 (roughly). Cost shown is an average. The preponderance of hiring continues to be in positions that require extensive pre-employment testing, background investigation, or both. This increase in pre-employment costs is reflected in the chart above.

AVERAGE DAYS TO FILL A POSITION: We have stabilized into a pattern of 50 days or less to fill a position. Variations are caused by the nature of the position, the level of pre-employment testing necessary, and background investigations.

During Fiscal Year 2020, it is anticipated that the City will be recruiting candidates to fill two (2) director level positions, and a new City Manager. These positions are likely to take more than 50 days to fill.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
HUMAN RESOURCES SUMMARY

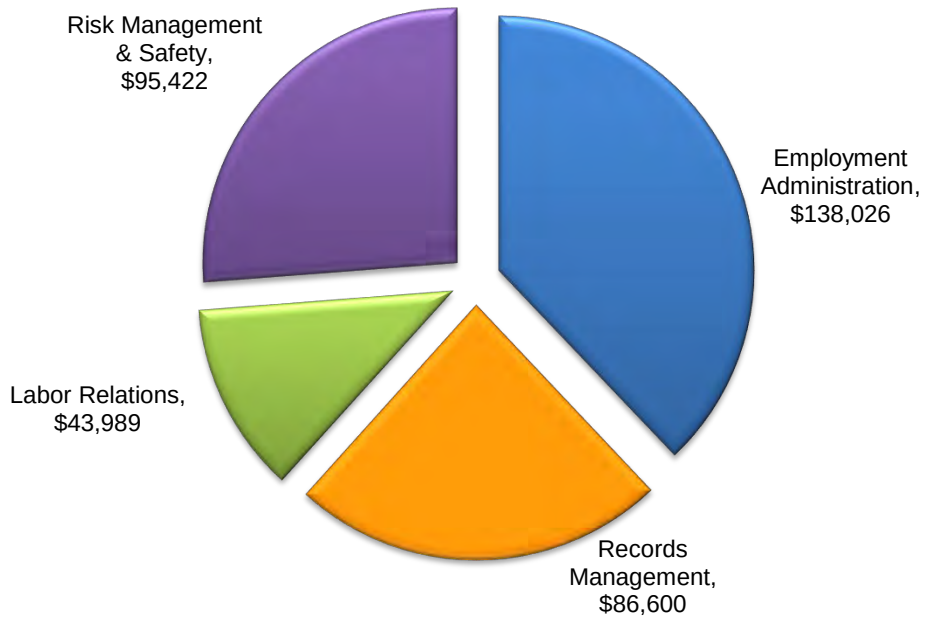
Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	265,736	259,748	295,329	285,841	311,957
Operating	28,860	59,184	46,985	46,985	52,080
Capital Outlay	0	0	0	0	0
Total	**294,596**	**318,932**	**342,314**	**332,826**	**364,037**

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Human Resources Manager	1	1	1	1	1
Benefits Coordinator	1	1	1	1	1
Executive Assistant	1	1	1	1	1
Total	3	3	3	3	3

Service Costs



FUNCTION:

Provide administrative services to the Council; record minutes of City Council and all regular monthly and/or weekly Boards and Committees, any ad hoc or special boards, joint City/County boards and Special Workshops as designated by City Council; codification of ordinances and maintenance of City Code; manage City elections; oversee Local Business Tax Receipt process; coordinate advisory board member appointment process; public records requests; public hearing advertisements and mailings; maintain official minute books, ordinances, resolutions, contracts, deeds and easements; serve as Records Management Custodian; proclamations; process Domestic Partnership Registrations and Day Dock Permits; maintain City Clerk's web pages; custodian of the City seal, attest documents and affix seal as required; document recording; process tag and titles for all City vehicles and equipment; general cashiering; mail room.

ACCOMPLISHMENTS:

Accurate and timely production of minutes for approximately 140 meetings annually with an overall 96% or better approval rate achieved for FY 2019 and anticipated 100% approval rate for FY 2020; thereby exceeding the goal of 90%. Transition from summary minutes to action minutes is underway. Anticipating new format will reduce labor required to complete transcription.

New audio/visual equipment installed in Chambers includes long shot camera and controls at the Recording Secretary desk that will allow video recording of advisory board meetings. Recordings will be uploaded to YouTube beginning in September/October, thereby increasing transparency related to advisory board discussions and actions.

165 Local Business Tax receipt applications have been processed for FY 2019 to date. 1,004 Tax Receipts were renewed to 2019. 1,065 renewal notices were generated for FY 2020. There are 31 active tax receipts for vacation rentals. Business Tax Coordinator continues to work with the County and State and has identified an additional 34 properties that may need receipts. An online Business Satisfaction Survey was created and links were emailed to approximately 165 businesses. Response rate is low at 20 but feedback is positive with 75% of the responses being "Extremely Satisfied" on all questions. We are continuing to follow up with new business owners to encourage participation.

Vacation rental information page was created and published on the website under the City Clerk tab.

Provided direction and leadership to contract with third party servicer for public records requests tracking software. Testing has begun and implementation expected by end of 2019. Software will organize and streamline intake and response processes, provide reporting capabilities, allow public to make and track records requests on City's website, and will reduce manpower requirements and paper production. Reduces liability related to violations of the Public Records Law. Customization is available to allow the Police Department to respond to their own requests.

With assistance from IT, the City Clerk's Office coordinated with the Supervisor of Elections to add City District numbers to their database which will create a new, unique precinct identifier for City electors and streamline the Candidate Petition signature process. Updated voter registration cards will be mailed out by the Supervisor of Elections.

Digitized public hearing file process has been implemented.

ACCOMPLISHMENTS (continued):

A multi-year comprehensive review of existing records in the archival library to determine eligibility for retention or destruction has begun. This project is ongoing.

Deputy Clerk is successfully pursuing Certified Municipal Clerk designation. Completion is anticipated within required three-year timeframe. Business Tax Coordinator has completed first year of Business Tax Official designation program. Training of new Recording Secretary is ongoing.

BUDGET NARRATIVE:

Although there are no major program changes in the City Clerk's office this year, the budget includes $45,000 for the November 2019 election.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: PARTNERSHIPS, COMMUNICATION, AND COLLABORATION

Goal: Emphasize transparency in City operations, reporting and activities

MISSION AND OBJECTIVES

The City Clerk's Office is responsible for attendance at and transcription of minutes for City Council, the Community Redevelopment Agency and fourteen boards and committees as well as being responsible for maintaining all associated documentation; therefore, the office's goal is to produce quality summarizations of pertinent actions taken at all meetings and provide city records in a timely and efficient manner.

INITIATIVES AND ACTION ITEMS

- Prepare City Council and Community Redevelopment Agency minutes within the necessary timeframe for approval at the next regularly scheduled meeting and achieve a 90% approval rate without amendments.
- Prepare all Board and Committee minutes for inclusion on the following month's agenda and achieve a 90% approval without amendments.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
# Council/CRA Mtgs.	37	40	40	44
# Board Mtgs.	115	104	101	138
Efficiency:				
Cost per capita Council/CRA Mtgs.	$0.72	$0.57	$0.65	$0.58
Cost per capita Board Mtgs.	$1.26	$1.03	$1.13	$1.20
Annual cost produce Council/CRA Mtgs.	$13,399	$10,765	$12,561	$11,561
Annual cost produce Board Mtgs.	$23,426	$19,381	$21,846	$23,976
Service Quality:				
Hours to Produce Council/CRA	409	413	432	397
Hours to produce Boards	1,197	1,139	1,284	1,374
Outcome:				
% Minutes ready for approval without amendments for Council/CRA	100%	100%	100%	100%
% Minutes ready for approval without amendments for Boards	92%	92%	96%	100%

RESULTS

The objective for the preparation of minutes was met for City Council, CRA and all other Boards and Committees.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
CITY CLERK SUMMARY

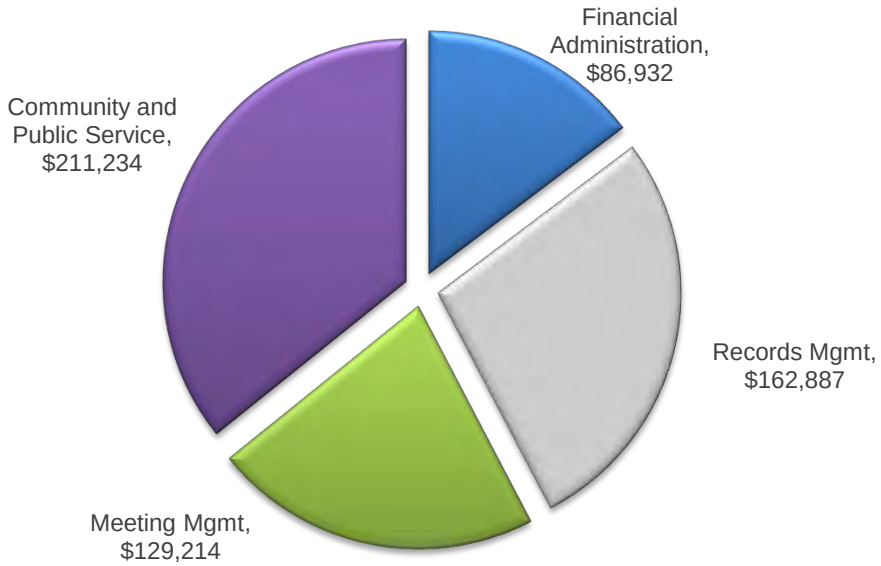
Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	332,058	330,837	330,729	344,780	367,702
Operating	136,519	143,012	202,980	202,980	222,565
Capital Outlay	0	0	0	0	0
Total	**468,577**	**473,849**	**533,709**	**547,760**	**590,267**

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
City Clerk	1	1	1	1	1
Deputy City Clerk	1	1	1	1	1
Local Business Tax Coordinator	0	0	0	1	1
Executive Assistant	0	0	1	0	0
Administrative Assistant	1	1	1	0	0
Recording Secretary	1	1	0	1	1
Total	4	4	4	4	4

Service Costs



FUNCTION:

The function of the Legal Department is to provide lawful representation and advice to the City Council, Community Redevelopment Agency (CRA), City Manager, City departments and divisions, as well as City ad-hoc boards and committees in a high quality and cost-effective manner. Services are rendered by a part-time City Attorney contracted through a selected firm, along with the assistance of a part-time paralegal employed by the City. City Council employs special counsel for specific representation.

The City Attorney advises at all regular and special City Council and CRA meetings or any other meetings as directed by City Council; renders accurate and timely legal opinions; drafts and reviews legal instruments including Ordinances, Resolutions, Interlocal Agreements and Contracts; reviews documentation provided by City departments for legal form and sufficiency; performs legal research; files and defends routine litigation when necessary, assists in prosecution of Code Enforcement and Building Board matters. Additional services also include, but are not limited to, recordation of documents, orientation on The Sunshine Law, and advice to Council and City Staff with regard to current and updated laws and legislation.

ACCOMPLISHMENTS:

The department continued to provide thorough, efficient, quality and cost-effective services in order to provide guidance and protection of the City's interests from the legal perspective while the City provided core municipal services and pursued the timely completion of goals established by City Council.

Significant legal matters during the prior year included civil litigation defense regarding the Vivante development cut-through and docking facility, civil litigation defense related to canal maintenance assessment methodology, on-going issues with the Gilchrist Park Playground construction, lien foreclosure on 1601 Tamiami Trail, as well as extensive legal research on vacation rentals, ADA compliance, and control of access to city-owned facilities.

BUDGET NARRATIVE:

Despite numerous on-going legal matters, the proposed budget provides the funding for the department to continue to represent the City by providing a wide range of legal services. There are no major program changes.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
- Goal: Strengthen & diversify the City's tax base to increase the commercial base
- Goal: Ensure the competitiveness of Punta Gorda's business climate

PRIORITY: QUALITY OF LIFE
- Goal: Support, promote & maintain the City's historic character
- Goal: Maintain the City's high safety rating, emergency response and storm preparedness
- Goal: Improve the City's water quality
- Goal: Ensure a diversity of housing stock that is attainable for all income levels, racial backgrounds, life stages and abilities

MISSION AND OBJECTIVES

To efficiently and expeditiously provide a wide range of quality legal services to the City of Punta Gorda through the Mayor, City Council, City Manager, City Departments, and the Community Redevelopment Agency.

INITIATIVES AND ACTION ITEMS

- Continue to review and recommend amendments to the Punta Gorda Code of Ordinances.
- Oversee implementation of special assessment processes.
- Investigate options for electronic legal file and matter management to improve tracking and reporting, standardize day-to-day operations, increase efficiency and budget performance.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
# of Resolutions drafted/reviewed	69	52	34	TBD
# of Ordinances drafted/reviewed	22	28	12	TBD
# of Documents drafted/reviewed (contracts, easements, deeds, public hearings files, etc.	120	177	83	TBD
Efficiency:				
Cost per capita	$12.02	$9.19	$12.55	$11.57

RESULTS

Department outputs vary greatly from year to year as legal services are performed at-will as directed by City Council and are often the result of current issues affecting the city at that point in time. Civil litigation defense is the primary contributing factor in operational increases.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
LEGAL SUMMARY

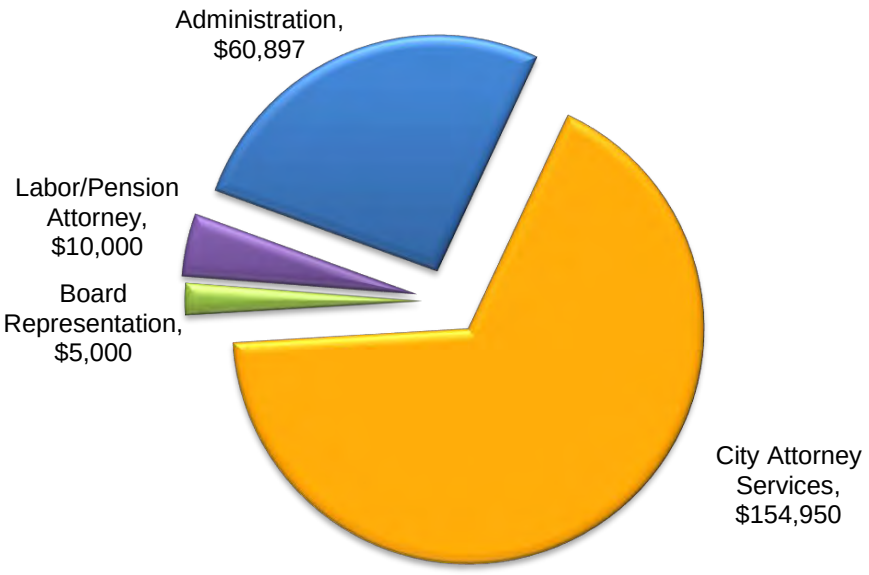
Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	44,031	44,984	44,359	44,909	47,502
Operating	179,305	127,807	177,100	197,100	183,345
Capital Outlay	0	0	0	0	0
Total	**223,336**	**172,791**	**221,459**	**242,009**	**230,847**

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Paralegal	0.5	0.5	0.5	0.5	0.5
Total	0.5	0.5	0.5	0.5	0.5

Service Costs



FUNCTION:

The Finance Department is responsible for the fiscal management of the City, Procurement, and Billing and Collections. It is a service department providing many functions including accounting, auditing, analysis, financial reporting, cash and debt management, accounts payable and payroll services to all of the City departments. The department is custodian of all City funds. Responsibilities include budget preparation, budget administration on a day-to-day basis and the preparation of periodic and annual financial statements.

ACCOMPLISHMENTS:

The City's Comprehensive Annual Financial Report (CAFR) was prepared by finance staff. For the thirty-third consecutive year, the City has received the Certificate of Achievement for Excellence in Financial Reporting award issued by the Government Finance Officers Association (GFOA).

The Finance Department received GFOA's Distinguished Budget Presentation Award for the City's budget document for the thirteenth year. The award represents a significant achievement by the City. It reflects commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the City had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as: a policy document, a financial plan, an operations guide and a communications device. Budget documents must be rated "proficient" in all four categories to receive the award. Finance is working on additional improvements and a fourteenth submittal for the FY 2020 budget document.

Reviewed City Financial Policies and Council amended minimum levels of operating reserves.

Worked with FEMA to obtain reimbursements on projects for Debris Removal, Protective Measures, Building Repairs, and Seawall Repairs related to Hurricane Irma. Received over $24 million in reimbursements allowing repayment of line of credit used for seawall repairs.

Worked with consultants on financial plan for Septic to Sewer of the first three priority areas.

Worked with consultants to provide fair share impact fee study to City Council that included new proposed rates. Consultants will provide a draft ordinance and City will garner community input to bring to City Council in FY 2020.

BUDGET NARRATIVE:

Training funds are allocated to ensure knowledge of the federal grant accounting and auditing requirements, legislative updates, and training of new employees.

There are no major program changes.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

Goal: Continue best management practices in financial planning and appropriate reserve policies

Goal: Identify sustainable spending policies and appropriate technologies to support business operations and connect the City with the community

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

Goal: Emphasize transparency in City operations, reporting, and activities

MISSION AND OBJECTIVES

Safeguard the City's assets and provide accurate and timely financial information to all users; collect and disburse all funds while maintaining financial stability and full integrity; oversee development and implementation of the annual operating budget and 5-year capital improvement plan in conjunction with the strategic plan and conformance with the City's financial policies such that the revenues are maximized and expenditures minimized.

INITIATIVES AND ACTION ITEMS

- Prepare a Comprehensive Annual Financial Report (CAFR), to be submitted for the award program by GFOA which recognizes excellence in reporting
- Provide leadership in development of Long Range Plan, FY 2021 budget alternatives and FY 2021 annual budget
- Establish a budget preparation schedule to allow for adequate departmental planning, management review, public input and council discussion
- Prepare a budget that conforms to the GFOA guidelines for the distinguished budget award program
- Provide periodic financial updates
- Provide transparency by posting Long Range Plan, Budget documents, CAFRs, monthly financial reports for major funds, and other information on City's website
- Receive all revenues and process all payments in a timely and accurate manner
- Evaluate and update financial policies to meet the "best practices" criteria of the GFOA

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
Comprehensive Annual Financial Report	1	1	1	1
Financial Reports	12	12	12	12
Long Range Financial Plan	1	1	1	1
Annual Operating Budget and Capital Imprv. Plan	1	1	1	1
No. of Funds	26	26	27	26
General Fund Budget (excludes debt & transfers)	$17.1 Million	$18.1 Million	$21.1 Million	$21.2 Million
Efficiency: Population	18,588	18,811	19,285	19,957
Departmental Cost per Capita	$45.06	$49.24	$47.97	$48.21

Key Performance Measures (continued)

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Service Quality:				
GFOA CAFR Award	Yes	Submitted	To be submitted	To be submitted
GFOA Budget Award	Yes	Yes	Yes	To be submitted
Unqualified Audit Opinion	Yes	Yes	TBD	TBD
Outcome:				
% Financial Management policies met	100%	100%	100% to date	TBD
General Fund recurring revenues aligned with recurring expenditures	106% Revenue vs. Expense	102% Revenue vs. Expense	94% Revenue vs. Expense	100% Revenue vs. Expense

RESULTS

As in prior years the three major performance measures are to receive an unqualified audit opinion from the annual independent audit; receive the GFOA award for the City's Comprehensive Annual Financial Report (current application is for the fiscal year ended on September 30, 2018); and receive the "Distinguished Budget Presentation Award" from GFOA (current award is for the FY 2019 budget document.) We have submitted the FY 2018 CAFR and are waiting for the determination. We will also apply to the GFOA for award consideration for the FY 2020 Budget prior to the end of calendar year 2019.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
FINANCE SUMMARY

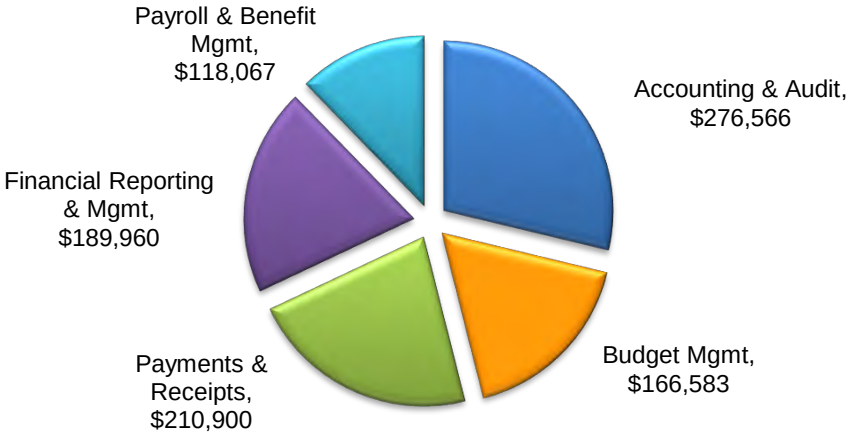
Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	758,003	841,446	832,740	806,074	837,041
Operating	79,613	84,848	110,010	119,010	125,035
Capital Outlay	0	0	0	0	0
Total	**837,616**	**926,294**	**942,750**	**925,084**	**962,076**

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Finance Director	1	1	1	1	1
Controller	1	1	0	0	0
Manager Budgets & Grants	0	0	1	1	1
Manager - Accounting	0	1	1	1	1
Financial Analyst	1	0	0	0	0
Senior Accountant	2	2	2	2	2
Accountant	0	1	1	1	1
Payroll Coordinator	1	1	1	1	1
Senior Accounting Clerk	1	1	1	1	1
Accting. Clerk/Admin Asst.	0.5	0.5	0.5	0.5	0.5
Accting. Intern	0.5	0	0	0	0
Total	8	8.5	8.5	8.5	8.5

Service Costs



FUNCTION:

The function of the Procurement Division is that of a service-oriented operation fulfilling the procurement, supply and disposal requirements of the various departments within the City. This division is organized into three (3) sections: Administration/Purchasing, Contracts/Construction and Materials Management Section. Administration/Purchasing is responsible for the procurement of suitable materials, supplies, equipment and services for departments and obtaining the maximum value for each tax dollar spent. The Contract/Construction section is responsible for managing the various services, commodities, consultant and construction contracts and ensuring that all services and construction projects are in compliance with the contract prices, terms and conditions. The Materials Management Section is responsible for receiving and issuing goods, controlling utility and maintenance/repair/operation materials and courier service and disposing of surplus property.

ACCOMPLISHMENTS:

Approximately 670 contracts were managed by the division. These contracts allow Departments to increase efficiency when ordering required commodities and services at a substantial unit price savings. A total of 65 contracts were renewed. (FY 2018 total 68 contracts renewed)

Procurement currently administrates four (4) contracts with revenue generating provisions for piggy-backing agencies. The projected administrative fee revenue to date for FY 2019 is $20,000.

Procurement measures savings and cost avoidance through efficiencies measured in several categories. The total efficiencies as of May 2019 is $6,914,038.10 (FY 2018 Total $9,046,217.85 – 223 efficiencies).

The Procurement Team continues to utilize on-line auctions for sale of surplus property. Two auctions were held to date - net proceeds are $80,951.63 (FY 2018 held 6 auctions – net revenue $74,865.77).

The City's Pcard program is in use by all Departments. The City's rebate was $50,481.58 for FY 2018 spend of $4,074,193.43, which was based on 1.52% rebate on standard purchases and 0.50% on large purchases. A total of 6,010 transactions were processed. As of May 2019, the City's total FY 2019 spend estimated at $2,448,244. The rebate factor for this fiscal year will be two different factors due to the current contract expiring and the City transition to the State of Florida's contract for Pcard services.

Procurement transitioned all existing and newly established City term contracts to automatic renewals to alleviate City and contractor staff time for processing paperwork to renew contracts.

Restructured the Procurement Team to include specific points of contact assigned to Departments.

Achieved re-accreditation through NIGP's Outstanding Agency Accreditation program.

BUDGET NARRATIVE:

Although there is no change in budgeted staffing for FY 2020, the long-time procurement manager retired in FY 2019. Duties among the existing positions may be reviewed under the new procurement manager.

FY 2020 includes replacement of storage racks for utilities materials to be used at the City's Warehouse.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
- Goal: Continue best management practices in financial planning
- Goal: Identify sustainable spending policies and appropriate technologies to support business operations and connect the City with the community
- Goal: Ensure the competitiveness of Punta Gorda's business climate

PRIORITY: INFRASTRUCTURE SUSTAINABILITY
- Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
- Goal: Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods
- Goal: Maximize use of new technology in applicable areas

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION
- Goal: Promote partnership opportunities with public, private and non-profit organizations
- Goal: Emphasize transparency in City operations, reporting, and activities

MISSION AND OBJECTIVES

The Procurement Division provides purchasing, competitive solicitation and contracting services to ensure efficient and effective procurement of specified goods and services at the best price, value, quality and timeliness as is required by our customers. The Procurement Team's goal is to make certain fair and open competition is afforded to all interested vendors and maintain transparency in all procurement activities.

INITIATIVES AND ACTION ITEMS

- Complete formal solicitations for Department requests received prior to September 30th of the budgeted fiscal year.
- Complete procurement activities in accordance with established policies and standards.
- Monitoring of the City's purchases to ensure compliance with contracts, best practices and policies.
- Provide assistance to Departments in planning their annual budgets.
- Negotiation of term contracts to reduce the cost of the City when prices are not within market range.
- Ensure fair and open competition for all vendors.
- Provide training sessions with all interested vendors relating to working with governments and conducting business on the City's eProcurement website.
- Participate in educational sessions with citizens and staff.
- Continue to coordinate procurement activities with staff relating to construction and operations to make every effort to maintain management's timeline.
- Provide transparency of Procurement's contract system for public viewing in addition to Purchase Orders on the City's website.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
Monthly Reports	12	12	12	12
Contracts and solicitations $5,000+ processed and contract renewals	326	343	350	320
Seminars/Events for Vendors	23	6	5	5
Efficiency:				
Cost per Capita	$30.68	$29.57	$32.05	$32.23
Value of Inventory issued	$281,722	$332,053	$290,000	$290,000
Service Quality:				
Maintaining NIGP Outstanding Agency Accreditation	Yes	Yes	Yes	Yes
Maintaining Professional Staff Certification	Yes	Yes	Yes	No
Outcome:				
% of Contracts and Solicitations $5,000+ processed and contract renewals	92%	96.5%	93%	92%
% of inventory accuracy	100%	100%	98%	98%
# Purchase Orders issued	717	838	900	900
# Pcard Transactions	3,960	4,295	4,500	4,500

RESULTS
Procurement's output is directly associated to the City's approved annual budget.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
PROCUREMENT SUMMARY

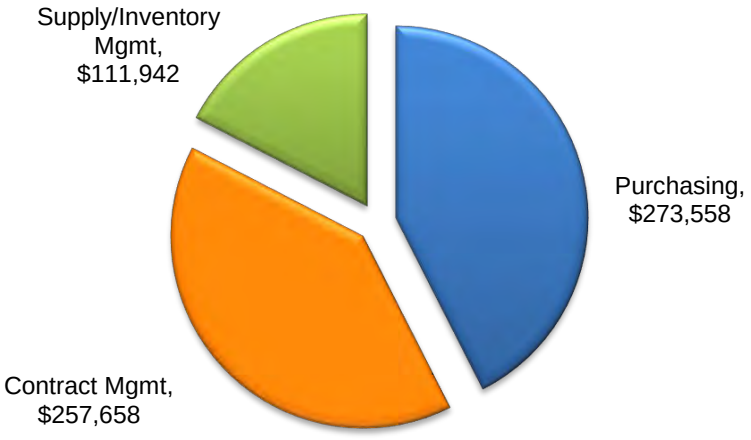
Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	487,681	500,313	530,803	529,901	559,388
Operating	57,590	55,877	65,775	67,675	80,770
Capital Outlay	25,100	0	20,500	20,500	3,000
Total	**570,371**	**556,190**	**617,078**	**618,076**	**643,158**

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Procurement Manager	1	1	1	1	1
SR Purchasing Agent	1	1	1	1	1
Purchasing Agent II	1	1	1	1	1
Purchasing Agent I	1	1	1	1	1
Warehouse Supervisor	1	1	1	1	1
Administrative Assistant	1	1	1	1	1
Assistant Buyer	1	1	1	1	1
Inventory Clerk	0.5	0.5	0.5	0.5	0.5
Total	7.5	7.5	7.5	7.5	7.5

Service Costs



FUNCTION:

The Public Works Administration Division provides managerial, technical and clerical support to all divisions within the Public Works Department. This division develops service responsibilities, sets goals and objectives, formulates programs, and then organizes, directs and oversees these programs. Citizens' requests and inquiries are taken by the Administrative Staff and routed to the appropriate division for action.

The Public Works Department has a multitude of responsibilities throughout the City. The department is a diverse group of divisions responsible for maintenance, construction, operations and engineering support for the City's infrastructure (includes roads, canals, bridges, storm water systems, etc.), in addition to facilities management, solid waste and parks & recreation. It is also responsible for the preparation, implementation, execution and tracking of the capital improvement program. This department provides leadership necessary to carry out all such activities. Working as a team, the Public Works Department executes on a daily basis, services essential to the well-being of its residents and visitors, performing duties designed to provide pleasing results to all who come to Punta Gorda.

ACCOMPLISHMENTS:

Public Works Administration assisted with these FY 2019 projects listed below:

- Hurricane Irma Recovery: Seawall Replacement continues
- Gilchrist Park Restrooms (at playground and pavilion areas)
- W. Marion Ave. Footbridge between Maude & Pittman Streets – ADA
- Laishley Park Parking Reconstruction
- Year 3 of City-wide Swale Regrading project
- City Hall Annex ADA Improvements
- Boca Grande Area Drainage Improvements
- Alligator Creek pedestrian Bridge along US41 NB-MURT
- Vietnam Memorial Wall Parking
- Swale Video Mapping and Assessment ongoing
- Nine Special Dock Permits
- Coordination with FDOT / City / County – traffic signals, roadway lights, maintenance and ROW incident repair
- Coordination with MPO – MPO, Community Meetings as needed, CTST and TAC
- Pavement Rejuvenation – 7 miles
- Roadway Resurfacing – 4 miles
- 5 year Paving Program map, budget, utility department and construction coordination - ongoing
- US 41 at Burnt Store Road Sidewalk connection
- Harborwalk Area 1 - Durrance
- City Property Mangrove Trimming Plan
- Veteran's Park – Phase II subarea plan

The Public Works Administrative Division organized and coordinated the ninth consecutive Citizens Academy successfully.

ACCOMPLISHMENTS: (continued)

Due to Hurricane Irma continued seawall maintenance of seawalls is temporarily suspended until all damaged seawalls have been replaced to ensure boating safety and property values. Approximate seawalls replaced in Punta Gorda Isles and Burnt Store Isles throughout the canal system includes:

- 52,773+ feet of seawall replacement

This year's GIS Seawall Assessment task was not accomplished due to Hurricane Irma on-going recovery. We sincerely hope to resume this in the coming FY 2020. The GIS Seawall Assessment task is accomplished with laser equipment, field lap tops and many hours of close inspection of the seawalls in Burnt Store Isles and Punta Gorda Isles.

Maintenance of the streets, storm sewers, swales and sidewalks remained a high priority. Work continues to aggressively replace damaged sidewalk throughout the City. Accomplishments include:

- 4 miles of paving City streets
- asphalt rejuvenation to 7 miles of City streets
- replacing 2,500 feet of sidewalk
- completion/repairing 75 drainage projects
- inspection and cleaning 2,188 catch basins
- performed restriping of 2.5 miles of City streets

In addition to the annual maintenance programs, the Public Works Department has undertaken numerous projects citywide including Veteran's Park Redesign and City-wide Swale Regrading Project.

With 130 acres of City parkland and amenities, accomplishments this year included:

- Maintenance of beautification on U.S. 41, U.S. 17, Streetscape & City entrance features including sites mowing maintenance for West Marion Avenue medians
- Maintaining Freeman House, Public Works/Utilities Campus, Government Center Parking Lot, Nesbit Street Parking Lot, Herald Ct. Centre, Laishley Park Interactive Fountain, restrooms & Open Air Market, Hector House Plaza, aka Pocket Park, Sculpture Garden, Linear Park, Herald Court West and courtyard, Herald Court East, Trabue Harborwalk, Cooper Street Recreational Center, Hounds on Henry Street, Dr. Martin Luther King Jr. Boulevard, Wood Street, U.S. 41 medians at Monaco Drive, Madrid Boulevard, Seminole Lakes Boulevard and Royal Poinciana
- Maintenance of all parks, playgrounds, nature trails, boardwalks, decorative fountains, ponds, lights and signs.
- Maintenance of 800+ street lights throughout the City and 70 confirmation lights
- Maintenance, repairs & alterations to 13 City-owned buildings

Sanitation continues to collect refuse & yard waste from residential accounts and provides service to commercial accounts. Waste Management is the contracted provider for the "single stream" curbside recycling program for all residential units and continues to be successful as residents divert recyclables from the waste stream. This is a positive reflection that the City and its residents care about the environment. Efforts are being made to increase recycling among the City's commercial customers. Information on the businesses has been provided to both major recycling companies in the area, stressing the objective of increasing commercial recycling.

ACCOMPLISHMENTS: (continued)

Public Works would play an important part in any hurricane recovery efforts by providing a wide range of services. Staff works as First-In team members, being on hand prior, during and immediately following any storm event. Through the coordinated efforts of Public Works, in the event of a storm event, debris is collected and removed from the City within days following a storm.

The Public Works Administrative Division continues to provide utility locates and customer service, in addition to managerial and clerical support to all divisions within the Public Works Department with a strong emphasis on service and teamwork.

BUDGET NARRATIVE:

Proposed budget request reflects normal operations which include operations for the Administration Division of Public Works:

- Create & administer work orders for the seven Public Works divisions
- Provide customer service to residents & business proprietors
- Oversee the department's records & records retention according to State guidelines.
- Coordinate and attend PGI and BSI Canal Advisory Committees

STRATEGIC PRIORITIES AND GOALS

PRIORITY: INFRASTRUCTURE SUSTAINABILITY
- Goal: Maximize use of new technology in applicable areas
- Goal: Apply best management practices & systems in infrastructure maintenance
- Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION
- Goal: Emphasize transparency in City operations, reporting and activities
- Goal: Continue to seek community input in decision making process

PRIORITY: QUALITY OF LIFE
- Goal: Support, promote & maintain the City's historic character

MISSION AND OBJECTIVES

The Public Works Administration Division provides managerial, technical and clerical support to all divisions within the Public Works Department. This division develops service responsibilities, sets goals and objectives, formulates programs and then organizes, directs and oversees these programs. Citizens' requests and inquiries are taken by the Administrative Staff and routed to the appropriate division for action.

INITIATIVES AND ACTION ITEMS

To ensure managerial & clerical support to all divisions in Public Works. To provide & ensure excellent customer service to citizens of Punta Gorda.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
# of service requests taken from residents	2,450	2,674	2,754	2,844
# of Sanitation service requests taken from residents	3,395	3,643	3,752	3,921
Total	5,845	6,317	6,506	6,765
Efficiency:				
Cost per capita (excl. capital)	$16.71	$16.83	$16.99	$17.22
Service Quality:				
# of service requests completed within established timeline	5,612	6,069	6,376	6,521
Outcome:				
% of service requests completed in fiscal year	96%	96%	98%	97%

RESULTS

The Administrative Division of Public Works has again met its goal of processing service requests with a high production percentage of completed service requests.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
PUBLIC WORKS ADMINISTRATION SUMMARY

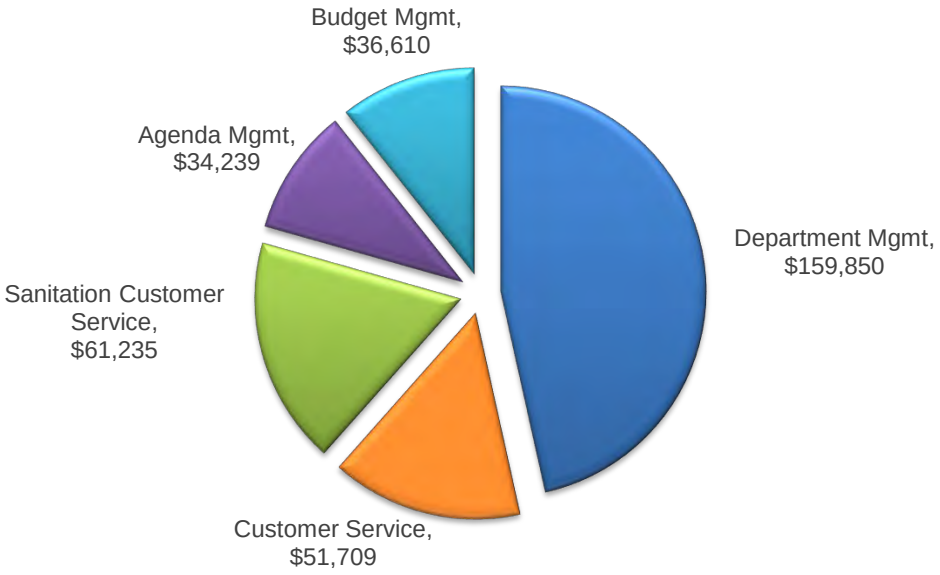
Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	267,810	270,095	279,026	275,903	290,328
Operating	42,764	44,210	51,795	51,795	53,315
Capital Outlay	0	2,200	34,000	66,717	0
Total	**310,574**	**316,505**	**364,821**	**394,415**	**343,643**

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Public Works Director	1	1	1	1	1
Administrative Service Specialist	0	1	1	0	0
SR Executive Assistant	0	0	0	1	1
Executive Assistant	1	0	0	0	0
Administrative Assistant	1	1	1	1	1
Total	3	3	3	3	3

Service Costs



FUNCTION:

The Engineering Division provides technical support & services to all City departments, designs, and serves as project management and inspects construction of Capital Improvement Projects (CIP), infrastructure improvements & maintenance projects, reviews & presents proposed canal construction applications for special permits to Punta Gorda Isles Canal Maintenance District, Burnt Store Isles Canal Maintenance District & City Council. Staff also serves as the point of contact relating to the NPDES Storm Water Permit.

ACCOMPLISHMENTS:

The Engineering Division has accomplished the following during FY 2019:

- Gilchrist Park Playground Restrooms
- W. Marion Ave. Footbridge between Maude & Pittman Streets – ADA
- City Hall Annex ADA Improvements
- Gilchrist Park Restrooms
- US 41 at Burnt Store Road Sidewalk connection
- City-wide Swale regrading (drainage program)
- Boca Grande Area Drainage Improvements
- Alligator Creek pedestrian Bridge along US41 NB-MURT
- Veterans Park Phase II – construction started, estimated completion February 2020
- NPDES Services Monitoring
- Swale Video Mapping and Assessment ongoing
- Nine Special Dock Permits
- Coordination with FDOT / City / County – Traffic Signals, Roadway Lights, Maintenance and ROW incident repair
- Coordination with MPO – MPO, Community Meetings as needed, CTST and TAC
- Pavement rejuvenation – 7 miles
- Roadway resurfacing – 4 Miles
- 5 year Paving Program map, budget, utility department and construction coordination – ongoing
- Support Canal Maintenance in Hurricane Irma seawall recovery

BUDGET NARRATIVE:

In FY 2020, the Engineering Division will continue to implement GIS based management systems to provide the most cost effective maintenance solutions for the infrastructure we oversee. Projects will include Harborwalk Area 2. The Engineering Division will continue to maintain compliance with Florida Department of Environmental Regulation requirements (NPDES issues) as well as administer the Debris Management and Monitoring contracts.

Addition of 0.5 f.t.e to the division through a full-time engineering technician that will be split with the Building Fund. This position will be utilized to assist engineering project managers with inspections and for building permit related inspections in the Building Fund. Capital outlay includes computer equipment for the position.

STRATEGIC PRIORITES AND GOALS

PRIORITY: INFRASTRUCTURE SUSTAINABILITY
- Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
- Goal: Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods
- Goal: Maximize use of new technology in applicable areas
- Goal: Apply best management practices & systems in infrastructure maintenance
- Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION
- Goal: Promote partnership opportunities with public, private and non-profit organizations
- Goal: Emphasize transparency in City operations, reporting and activities
- Goal: Continue to seek community input in decision making process

PRIORITY: QUALITY OF LIFE
- Goal: Maintain the City's high safety rating, emergency response & storm preparedness
- Goal: Improve the City's water quality
- Goal: Achieve status as a waterfront destination for land and water visitors
- Goal: Support and promote a pedestrian & bicycle friendly community

MISSION AND OBJECTIVES

The Engineering Division provides technical support and services to all departments of the City, designs, manages and inspects construction of Capital Improvement Projects (CIP), infrastructure improvements and maintenance projects in order for the City to grow and develop into an attractive community for the citizens of Punta Gorda.

INITIATIVES AND ACTION ITEMS

Complete projects managed by division's project managers within the fiscal year.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
Total Capital Budget Oversight	$4,800,000	$5,200,000	$3,700,000	$4,200,000
Efficiency:				
Division Operating Cost per capita	$22.12	$22.96	$26.98	$27.13
Service Quality:				
Stormwater (NPDES) compliance with State standards	100% compliant	100% compliant	100% compliant	100% compliant
# projects completed within established timelines	9	15	10	8
Outcome:	91%	95%	95%	95%

RESULTS

The Engineering Division continues to perform effective and efficient management of the City's capital improvement projects. The number of projects may vary as larger projects are being broken into smaller projects to address funding issues.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
ENGINEERING DIVISION SUMMARY

Operating Budget

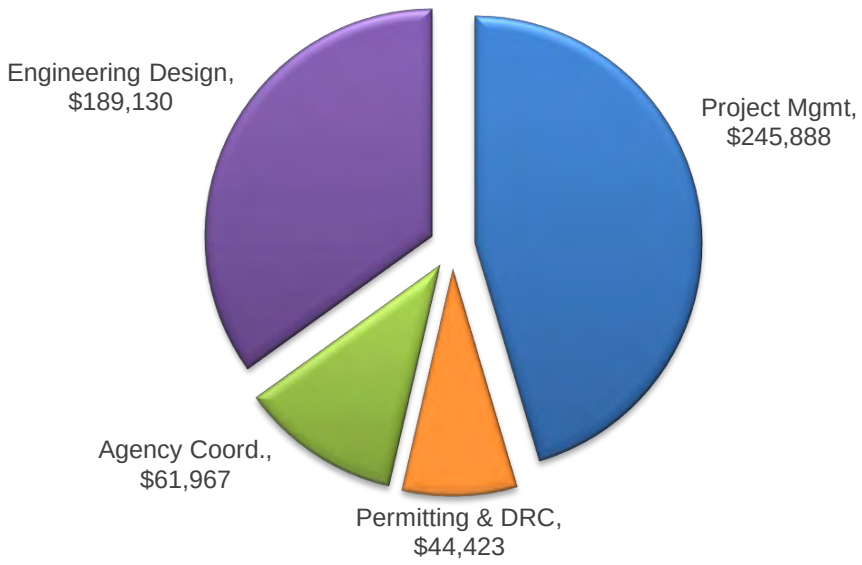
Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	381,184	398,840	414,811	420,250	487,658
Operating	30,070	32,969	43,370	43,370	52,500
Capital Outlay	0	0	34,000	56,697	1,250
Total	**411,254**	**431,809**	**492,181**	**520,317**	**541,408**

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
PW Engineering Manager	1	1	1	1	1
Senior Project Manager	1	1	1	1	1
PW Project Manager	1	1	1	1	1
Engineering Technician II	1	1	1	1	1.5
Total	4	4	4	4	4.5

FY 2020 authorization for 0.5 f.t.e Engineering Tech II is a full-time position that is utilized 50% in the Building division.

Service Costs



FUNCTION:

The Facilities Maintenance Division provides routine maintenance for all City buildings. The Division prepares preventive maintenance programs that insure high serviceability of building infrastructures, provide contract administration and project management for City building rehabilitation or replacement and provides new electrical install and maintenance for buildings and street/park decorator lights.

ACCOMPLISHMENTS:

This year the Facilities Maintenance Division:

- Completed multiple general facilities maintenance
- Inspected and made repairs to Freeman House
- Repaired air conditioning units at City Facilities
- Responded to and corrected numerous plumbing issues
- Performed a myriad of maintenance projects
- Acted in response to after-hours call outs

BUDGET NARRATIVE:

The Facilities Maintenance Division working within the Public Works Department works in conjunction with the Parks & Grounds Division. This has helped facilitate movement of manpower within Parks & Grounds to cover all required activities. The proposed budget reflects the continued operation and maintenance performed by the Division with work to include:

- Maintenance of approximately 800 City street lights
- Maintenance of the 70 confirmation lights
- Oversee contracts for air conditioning units, fountain operations, janitorial, elevator, diesel tank, fire alarm, fire sprinklers and pest control services
- Install hurricane shutters on City buildings when threat of impending storm
- Perform maintenance, repairs & alterations to thirteen City-owned buildings including: Public Safety Building, Bayfront Center, City Hall, Annex, Freeman House, Laishley Park Municipal Marina, Cooper Street Recreation Center, Public Works & Utilities Campus and Fire Stations #2 & #3, and the Herald Court Centre.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: INFRASTRUCTURE SUSTAINABILITY
- Goal: Apply best management practices & systems in infrastructure maintenance
- Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: QUALITY OF LIFE
- Goal: Support, promote & maintain the City's historic character
- Goal: Maintain the City's high safety rating, emergency response and storm preparedness

MISSION AND OBJECTIVES

The objective of City of Punta Gorda Facilities Division is to keep all City buildings operational, clean and in compliance with certifications for elevators, air conditioning, sprinklers and fire alarms for both employees and visitors in an efficient and cost-effective manner.

INITIATIVES AND ACTION ITEMS

The Facilities Division will strive to continue providing a high level of service to the various City Departments while performing routine required maintenance to existing facilities.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
# Emergency Calls & Repairs	38	42	40	40
# Standard Work Orders	1,456	1,482	1,500	1,500
# Special Projects	0	0	1	0
# Contracts supervised	10+	10+	10+	10+
Efficiency:				
Cost per capita	$38.49	$44.17	$48.96	$44.66
Service Quality:				
% customer satisfaction with response times and product completion	97%	97%	97%	97%
Outcome:				
% Same day response to calls	90%	90%	90%	90%
% Projects completed on time	90%	90%	90%	90%
% Projects completed within budget projections	96%	96%	96%	96%

RESULTS

City facilities were maintained in an efficient manner while they were kept clean and functional for their given city purpose. There will be one special project in FY 2019: replacement of the roof at the Cooper Street Recreation Center.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
FACILITIES MAINTENANCE SUMMARY

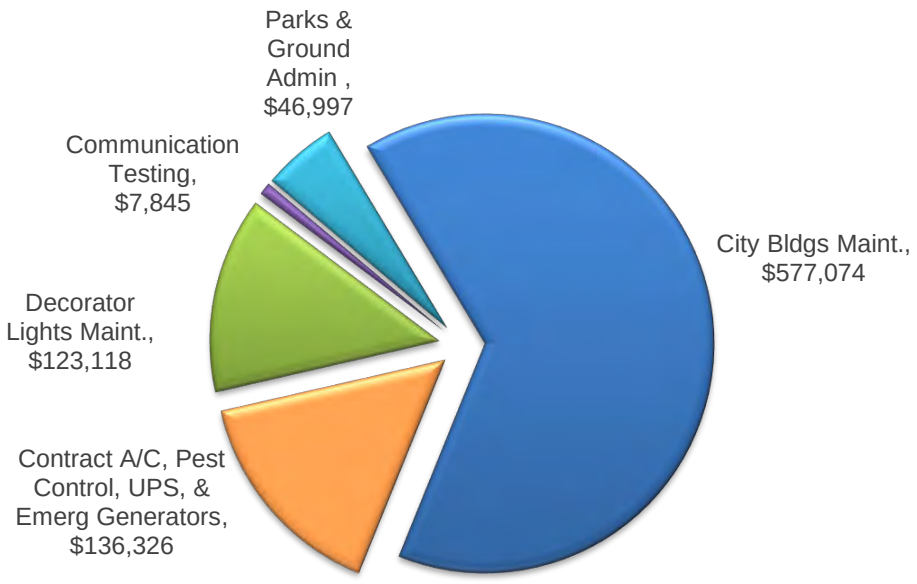
Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	246,002	262,221	268,704	271,308	285,525
Operating	469,456	561,161	596,000	662,000	605,835
Capital Outlay	0	7,524	0	10,865	0
Total	**715,458**	**830,906**	**864,704**	**944,173**	**891,360**

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Public Works Supervisor	1	1	1	1	1
Electrician	1	1	1	1	1
Facilities Maintenance Worker III	1	1	1	1	1
Total	3	3	3	3	3

Service Costs



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1515		Asset Tag	6810	Purchase Price (if Known)		$ 14,388
Make	FORD	Model	F150 1/2TON		Year	2007	Age 12
Current Mileage	42,965				Life to Date Maintenance Cost		$ 10,689
Description	F150 XL Conventional Cab 2 Door 1/2 TON						

Recent Major Repair(s) to extend life:	Known Problems:
Removed and replaced air conditioning system, replaced rear brakes	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
Pickup Truck Conventional Cab 2 Door 1/2 TON	$ 36,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ■ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ■ 3 ☐ 4 ☐ 5	☐ 2020 ■ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Outlived estimated service life	Inefficiency and reduced reliability. It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ■ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1515		Asset Tag	6812	Purchase Price (if Known)		$ 113,198
Make	FORD	Model	F750 XL S/Duty UtililtyTruck		Year	2006	Age 13
Current Mileage	19,882				Life to Date Maintenance Cost		$ 42,366
Description	Ford F750 XL S/Duty Utility Truck 2 Door/Bucket						

Recent Major Repair(s) to extend life:	Known Problems:
Rebuilt right front stabilizer cylinder, replaced all hydraulic hoses and rebuilt 2 cylinders	None

Description of Requested Replacement:	Estimated Cost of Replacement
Same or similar Utility Truck 2 Door/Bucket	$ 150,000

Scoring Criteria

<- Highest Concern -- Lowest Concern -> Safety: ☐ 1 ☐ 2 ■ 3 ☐ 4 ☐ 5	End of Life - Fiscal Year ☐ 2020 ■ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate -> Efficiency: ☐ 1 ☐ 2 ■ 3 ☐ 4 ☐ 5	Requested Fiscal Year for replacement ☐ 2020 ■ 2021 ☐ 2022 ☐ 2023 ☐ 2024
Provide explanation for requested fiscal year of replacement: Estimated end of service life	If this vehicle or equipment is not replaced, what are the alternatives: Inefficiency and reduced reliability. It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ■ Yes ☐ NO
If No, Requested use?

Photo (s):





FUNCTION:

The Right-of-Way Maintenance Division is responsible for maintenance of streets, storm sewers, swales, sidewalks and related appurtenances located within the right-of-ways. Normal operations include traffic sign maintenance and repair, storm sewer cleaning, right-of-way mowing, tree trimming, swale improvements and street sweeping. The scope of operations includes 115.4 miles of improved streets and 230.80 miles of storm water drainage systems.

ACCOMPLISHMENTS:

The Right-of-Way Maintenance Division has worked on multitude of projects which include:

- 4 miles of paving City streets
- Asphalt rejuvenation to 7 miles of City streets
- Replacing 2,700 feet of sidewalk
- Completion/repairing 65 drainage projects
- Inspection and cleaning 2,188 catch basins
- Performed restriping of 2.5 miles of City streets

In addition to the annual maintenance programs, the Right-of-Way Division has undertaken numerous projects citywide including:

- Crews installed sidewalks along Milus between Showalter and E. Charlotte Streets
- Crews also installed 886 feet of sidewalk with CBDG funds
- Expanded the Community Garden at History Park

BUDGET NARRATIVE:

The Right-of-Way Division will continue its established program of work which includes:

- Paving City streets
- Rejuvenation throughout the City
- Inspection for street sweeping
- Replacement of sidewalks
- Removal of dead trees located in the City right-of-way
- Maintenance of railroad crossings located within the City
- Patch and repair City asphalt & brick streets
- Repair or replace drainage structures, road crossings & outfall pipes
- Re-work residential swales, open ditches at both existing and new construction sites
- Mow & trim City right-of-ways
- Inspect and repair bridges located within the City
- Maintain and replace traffic signage throughout the City
- Construction of special projects that arise during the fiscal year
- Traffic counting function

The FY 2020 budget includes the replacement of one pickup truck and an asphalt patch hopper.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: INFRASTRUCTURE SUSTAINABILITY
- Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
- Goal: Maximize use of new technology in applicable areas
- Goal: Apply best management practices & systems in infrastructure maintenance
- Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION
- Goal: Emphasize transparency in City operations, reporting and activities

PRIORITY: QUALITY OF LIFE
- Goal: Maintain the City's high safety rating, emergency response, and storm preparedness
- Goal: Improve the City's water quality

MISSION AND OBJECTIVES

The Right-of-Way Maintenance Division is responsible for maintenance of 115.4 miles of improved streets which includes resurfacing, rejuvenation and microsurfacing allowing for the safe vehicular navigation throughout the City by citizens and visitors.

INITIATIVES AND ACTION ITEMS

Provide an effective street maintenance program through established pavement management program.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
Total mileage of streets City maintains	115.4	115.4	115.4	115.4
Efficiency:				
Cost of miles resurfaced	$739,419	$638,859	$860,500	$725,000
Cost of miles rejuvenated	$35,000	$35,000	$35,000	$50,000
Service Quality:				
# of miles completed within established timeline	10	11	11	11
Outcome:				
% of miles maintained in fiscal year	9%	10%	10%	10%

RESULTS

The Right-of-Way Division continued its annual street maintenance program with paving of 4 miles of streets, applying asphalt rejuvenation to 7 miles of streets throughout the City.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
RIGHT-OF-WAY MAINTENANCE DIVISION SUMMARY

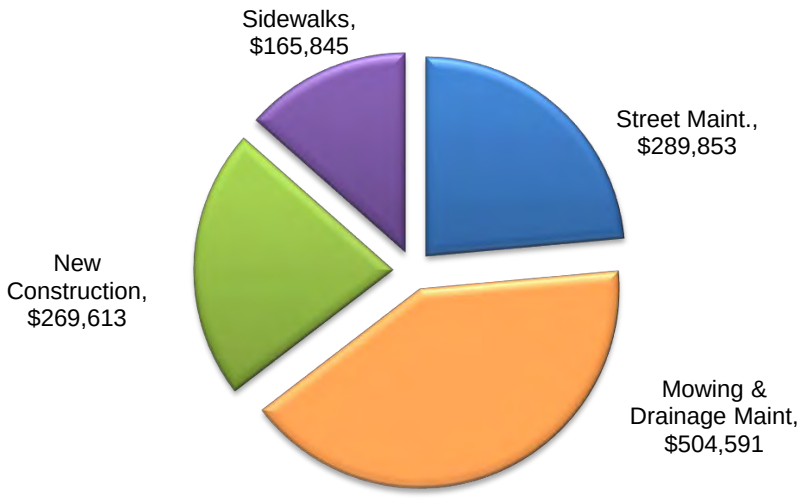
Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	998,569	1,006,246	1,043,900	1,041,621	1,102,987
Operating	61,758	45,149	51,225	51,225	56,915
Capital Outlay	114,538	192,649	103,000	443,286	70,000
Total	**1,174,865**	**1,244,044**	**1,198,125**	**1,536,132**	**1,229,902**

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
PW Supervisor	1	1	1	1	1
Traffic Control Technician	1	1	1	1	1
PW Crew Chief	2	2	2	2	2
ROW Maint Worker III	3	3	3	3	3
ROW Maint Worker II	6	6	6	4	4
ROW Maint Worker I	0	0	0	2	2
Total	13	13	13	13	13

Service Costs



See Gas Tax Funds in Section 7 for balance of services provided by Right of Way

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0916		Asset Tag	2321	Purchase Price (if Known)		$ 12,359
Make	Wylie	Model	Asphalt Heater Patch		Year	1987	Age 32
Current Mileage					Life to Date Maintenance Cost		$ 9,180
Description	Wylie Asphalt Heater Patch						

Recent Major Repair(s) to extend life:	Known Problems:
Can not keep the asphalt hot enough since the plant moved to Arcadia. No repairs will improve.	Will not keep the asphalt hot enough since the asphalt plant has moved to Arcadia.

Description of Requested Replacement:	Estimated Cost of Replacement
Asphalt Heater Patch	$ 50,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ■ 2 ☐ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ■ 2 ☐ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Outlived end of service life. Split cost of equipment with Utilities.	Rent equipment or contract services.

If vehicle or equipment is replaced – will it be auctioned: ■ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0916		Asset Tag	6826	Purchase Price (if Known)		$ 29,567
Make	FORD	Model	F-250 XL		Year	2008	Age 11
Current Mileage	102,963				Life to Date Maintenance Cost		$ 25,197
Description	Ford F250 XL Super Cab Pick Up Truck Utility 3/4 Ton						

Recent Major Repair(s) to extend life:

Replaced Serpentine belt, coils, plugs & boots. Replaced outer tie rods & tow link. Replaced steering gear box & brakes.

Known Problems:

Engine runs rough

Description of Requested Replacement:

Pick up Truck Utility Super Cab 3/4 Ton

Estimated Cost of Replacement

$ 45,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->

Safety: ☐ 1 ■ 2 ☐ 3 ☐ 4 ☐ 5

End of Life - Fiscal Year

■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024

<- Most Costly -- Least Costly to Operate ->

Efficiency: ■ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

Requested Fiscal Year for replacement

■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:

Outlived anticipated end of service life

If this vehicle or equipment is not replaced, what are the alternatives:

It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ■ Yes ☐ NO

If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0916		Asset Tag	5411	Purchase Price (if Known)		$ 74,384
Make	LEE BOY	Model	685B		Year	2002	Age 17
Current Mileage	15,104				Life to Date Maintenance Cost		$ 11,572
Description	Motor Grader Lee Boy 685B 4 Wheel Drive						

Recent Major Repair(s) to extend life:	Known Problems:
Rebuilt two mill board cylinders and wheel tilt	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
Similar or same Motor Grader 4 wheel drive	$ 175,000

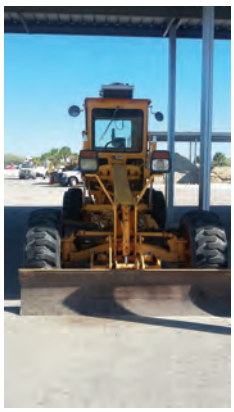
Scoring Criteria

<- Highest Concern -- Lowest Concern -> Safety: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	End of Life - Fiscal Year ☐ 2020 ☐ 2021 ☑ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate -> Efficiency: ☐ 1 ☑ 2 ☐ 3 ☐ 4 ☐ 5	Requested Fiscal Year for replacement ☐ 2020 ☐ 2021 ☑ 2022 ☐ 2023 ☐ 2024
Provide explanation for requested fiscal year of replacement: Anticipated end of service life	If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease grader.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0916		Asset Tag	4409	Purchase Price (if Known)		$ 36,800
Make	Navistar Int'l	Model	4700 Flat Bed		Year	1999	Age 20
Current Mileage	48,476				Life to Date Maintenance Cost		$ 34,896
Description	Navistar International Flat Bed Dump 3 Ton Truck						

Recent Major Repair(s) to extend life:	Known Problems:
Replaced alternator, sensor, surge tank & cap	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
Same or similar Flat Bed Dump 3 Ton Truck	$ 80,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☒ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☒ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease truck.

If vehicle or equipment is replaced – will it be auctioned: ☒ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0916		Asset Tag	5434	Purchase Price (if Known)		$ 7,715
Make	Kawasaki	Model	KAF620G3		Year	2003	Age 16
Current Mileage	748 HOURS				Life to Date Maintenance Cost		$ 6,634
Description	Kawasaki All Terrain Vehicle Mule 3000						

Recent Major Repair(s) to extend life:	Known Problems:
Replaced hydraulic tank, rebuilt dump body cylinder p/n, replaced converter belt	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
Same or similar All Terrain Vehicle	$ 20,000

Scoring Criteria

<- Highest Concern -- Lowest Concern -> Safety: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	End of Life - Fiscal Year ☐ 2020 ☐ 2021 ☑ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate -> Efficiency: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	Requested Fiscal Year for replacement ☐ 2020 ☐ 2021 ☑ 2022 ☐ 2023 ☐ 2024
Provide explanation for requested fiscal year of replacement: Anticipated end of service life	If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0916		Asset Tag	5413	Purchase Price (if Known)		$ 104,541
Make	Caterpillar	Model	924GZ		Year	2002	Age 17
Current Mileage	597 HOURS				Life to Date Maintenance Cost		$ 54,611
Description	Caterpillar Loader Articulated 4X4 Wheel Rubber Tire						

Recent Major Repair(s) to extend life:

Replaced hydraulic Motor/Line for cooling fan, replaced hose on bucket, repaired hydraulic leaks and hour meter

Hours are lower from prior year due to new hour meter, total hours 2,572

Known Problems:

None at this time

Description of Requested Replacement:

Same or similar Loader Articulated 4X4 Wheel Rubber Tire

Estimated Cost of Replacement

$ 225,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->

Safety: ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5

End of Life - Fiscal Year

☐ 2020 ☐ 2021 ☐ 2022 ☒ 2023 ☐ 2024

<- Most Costly -- Least Costly to Operate ->

Efficiency: ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5

Requested Fiscal Year for replacement

☐ 2020 ☐ 2021 ☐ 2022 ☒ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:

Anticipated end of service life

If this vehicle or equipment is not replaced, what are the alternatives:

It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease loader.

If vehicle or equipment is replaced – will it be auctioned: ☒ Yes ☐ NO

If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0916		Asset Tag	5977	Purchase Price (if Known)		$ 94,408
Make	Sterling	Model	LT9500		Year	2007	Age 12
Current Mileage	62,069				Life to Date Maintenance Cost		$ 47,068
Description	Sterling Truck /OX Dump LT9500 Conventional Cab 2 Door						

Recent Major Repair(s) to extend life:	Known Problems:
Replaced compressor & drier components, replaced starter relay, starter solenoid	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
Same or similar Truck /OX Dump Conventional Cab 2 Door	$ 125,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☒ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☒ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☒ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0916		Asset Tag	6835	Purchase Price (if Known)		$ 65,464
Make	VJCB	Model	Tractor Loader Backhoe		Year	2007	Age 12
Current Mileage					Life to Date Maintenance Cost		$ 20,443
Description	JCB Tractor Loader Backhoe 4X4						

Recent Major Repair(s) to extend life:	Known Problems:
Repaired hydraulic cylinder on front bucket	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
Tractor Loader Backhoe 4X4	$ 125,000

Scoring Criteria

<- Highest Concern -- Lowest Concern -> Safety: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	End of Life - Fiscal Year ☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024
<- Most Costly -- Least Costly to Operate -> Efficiency: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	Requested Fiscal Year for replacement ☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024
Provide explanation for requested fiscal year of replacement: Anticipated end of service life	If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):





FUNCTION:

The Parks and Grounds Division is responsible for maintaining approximately 122 acres of City park land and all amenities therein. The Division designs, installs, and repairs all irrigation systems throughout city parks, grounds, and 300 cul-de-sacs; maintains City playgrounds, tennis courts, nature trails, boardwalks, beautification sites, the U.S. 41 corridor, Dr. Martin Luther King Jr. Boulevard, Wood Street, entranceways to Punta Gorda Isles, Burnt Store Isles, Burnt Store Meadows and Seminole Lakes, medians on Marion Avenue, Monaco Drive and Madrid Boulevard, Hector House Plaza, Freeman House, Herald Court East and West, Government Center Parking Lot, Nesbit Street Parking Lot, Sculpture Garden, Colony Point Drive, Linear Park and Shreve Street to Airport Road Multi-Use Recreational Trail. Normal operations also include holiday decorating, herbicide spraying, tree-trimming and fertilizing.

ACCOMPLISHMENTS:

Accomplishments this year include:

- Expansion of small dog park
- Restriping of tennis courts
- Hand-watering of transplanted trees in City rights-of-way and new plant material as needed throughout the City including at parks, right-of-ways, U.S. 41 and City facilities.
- The trimming and fertilizing of 700+ beautification trees in City rights-of-way
- Maintaining beautification sites on U.S. 41 and U.S. 17
- Maintaining streetscape and City entrance features
- Maintaining Freeman House, Public Works/Utilities Campus, Government Center Parking Lot, Nesbit Street Parking Lot, Herald Ct. Centre, Laishley Park Interactive Fountain, restrooms and Open Air Market, Hector House Plaza, aka Pocket Park, Sculpture Garden, Linear Park, Herald Court West and courtyard, Herald Court East, Trabue Harborwalk, Cooper Street Recreational Center, Hounds on Henry Street, Dr. Martin Luther King Jr. Boulevard, Wood Street, U.S. 41 medians at Monaco Drive, Madrid Boulevard, Seminole Lakes Boulevard and Royal Poinciana, Shreve Street to Airport Road Multi-use Recreational Trail
- Maintenance of all parks, playgrounds, nature trails, boardwalks, decorative fountains, ponds, lights and signs.
- Maintenance of 800+ street lights throughout the City and 70 confirmation lights
- Maintenance, repairs and alterations to 13 city-owned buildings.

The division also completed annual mangrove trimming and exotic plant removal programs, mulched all the landscape areas throughout the city, delivered trees, plants, mulch, fertilizer and weed spraying/removal to 300 cul de sacs and performed mowing maintenance for West Marion Avenue medians.

BUDGET NARRATIVE:

The proposed budget provides for the City's Parks and Grounds Division to continue its maintenance programs at a high standard level that will include:

- Beautification on U.S. 41
- City parks including Laishley Park, Gilchrist Park, Ponce de Leon Park, Nature Parks, Hounds on Henry Street Dog Park and Punta Gorda Pathways
- U.S. 41 Bike Path, Dr. Martin Luther King Jr. Boulevard, Herald Court East and Wood St.

BUDGET NARRATIVE (continued):

- Government Center, Nesbit Street, and Open Air Market Parking Lots
- Streetscape throughout the downtown area
- Freeman House
- Herald Ct. Centre

The Parks & Grounds Division, working in conjunction with Facilities Maintenance, distributes manpower throughout the two divisions.

The FY 2020 budget includes the replacement of a pick-up truck and flatbed 3 ton dump truck.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: INFRASTRUCTURE SUSTAINABILITY
- Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
- Goal: Apply best management practices & systems in infrastructure maintenance

PRIORITY: PARTNERSHIPS, COMMUNINCATION & COLLABORATION
- Goal: Emphasize transparency in City operations, reporting and activities

PRIORITY: QUALITY OF LIFE
- Goal: Support, promote & maintain the City's historic character
- Goal: Maintain the City's high safety rating, emergency response and storm preparedness
- Goal: Achieve status as a waterfront destination for land and water visitors
- Goal: Support and promote a pedestrian & bicycle friendly community

MISSION AND OBJECTIVES

The Parks & Grounds Division is responsible for the maintenance of approximately 122 acres of park land that are broken down into 13 named parks: Gilchrist, Laishley, Linear Parks, Ponce de Leon, Punta Gorda Nature Park, Punta Gorda Pathways, Hounds on Henry Street, Elizabeth, Wilson, Alice, Pitman and Shreve, Bailey Brothers; 7 park areas: Marion Avenue downtown, Hector House Plaza, Cooper Street Recreation Center, Freeman House, Colony Point Drive, the Sculpture Garden, and MURTs (Multi-Use Recreational Trails). Maintenance includes mowing, weed control, sidewalk and plant bed edging, pruning & trimming, tree & plant replacement, mulching, painting structures, furnishings, playground equipment and decorator lights, designing, installing and repairing irrigation systems. The Division also maintains 4 playgrounds, 4 fishing piers, 2 beaches and 3 boardwalks within the parks.

INITIATIVES AND ACTION ITEMS

To efficiently and effectively maintain approximately 122 acres of park land, all the amenities therein, and contribute to the enjoyment of leisure time for residents and visitors to the City of Punta Gorda.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
# of park acres	122	122	122	122
Efficiency:				
Cost per acre (excl. capital)	$10,700	$11,111	$13,129	$12,821
Service Quality:				
# of acres maintained	122	122	122	122
Outcome:				
% of acreage maintained	100%	100%	100%	100%

RESULTS

Maintenance of the parks throughout the City continues to be a primary focus of staff's attention. Contracting with outside sources continues to serve as an efficient way to care for 122 acres of park land, although contract prices will increase in FY 2020 as outcome of new bid.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
PARKS AND GROUNDS SUMMARY

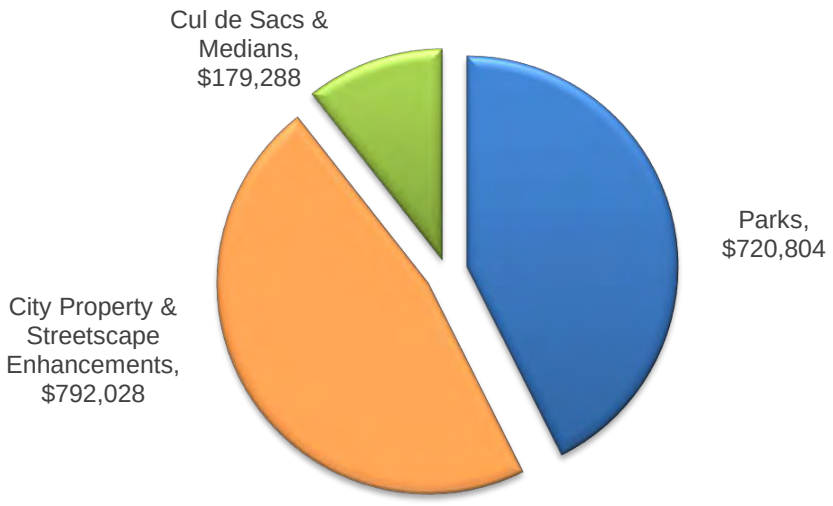
Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	635,990	650,804	674,681	665,219	720,285
Operating	669,388	704,765	820,910	936,560	843,835
Capital Outlay	60,673	35,534	70,000	70,000	128,000
Total	**1,366,051**	**1,391,103**	**1,565,591**	**1,671,779**	**1,692,120**

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
PW Crew Chief	1	1	1	1	1
Landscape Technician	1	1	1	1	1
P&G Maint Worker III	1	1	1	1	1
P&G Maint Worker II	3	3	3	3	3
P&G Maint Worker I	4	4	4	4	4
Total	10	10	10	10	10

Service Costs



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919		Asset Tag	5412	Purchase Price (if Known)			$ 40,212
Make	Navistar INT'L	Model	4200		Year	2003	Age	16
Current Mileage	48,589				Life to Date Maintenance Cost			$ 28,898
Description	Navistar INT'L. Flat Bed Dump Truck 3 Ton Conventional Cab 2 Door							

Recent Major Repair(s) to extend life:	Known Problems:
None	Possible bad injector

Description of Requested Replacement:	Estimated Cost of Replacement
Same or similar flat bed dump truck 3 ton conventional cab 2 door	$ 100,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ■ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ■ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease truck.

If vehicle or equipment is replaced – will it be auctioned: ■ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919		Asset Tag	6840	Purchase Price (if Known)		$ 12,870
Make	Ford	Model	Ranger XLT 1/4 Ton Pickup		Year	2008	Age 11
Current Mileage	83,735				Life to Date Maintenance Cost		$ 16,344
Description	Ford Ranger XLT 1/4 Ton Compact Pickup Truck						

Recent Major Repair(s) to extend life:	Known Problems:
Repaired wiring on A/C compressor, removed & replaced air bag inflator, replaced fuel pump	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
1/4 Ton Pickup Truck	$ 28,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ■ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ■ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ■ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919		Asset Tag	6841	Purchase Price (if Known)		$ 12,670
Make	Ford	Model	Ford Ranger		Year	2008	Age 11
Current Mileage	53,630				Life to Date Maintenance Cost		$ 5,805
Description	Ford Ranger Compact Pick Up 1/4 Ton						

Recent Major Repair(s) to extend life:	Known Problems:
Removed & replaced air bag module recall. Did a brake fluid flush & replaced rear wheel cylinder, replaced ball joint left front	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
1/2 Ton Pick Up Truck	$ 36,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☑ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	☐ 2020 ☑ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☑ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	☐ 2020 ☑ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919		Asset Tag	5974	Purchase Price (if Known)		$ 10,325
Make	Kubota	Model	All Terrain RTV900W6-H		Year	2006	Age 13
Current Mileage	526				Life to Date Maintenance Cost		$ 1,664
Description	Kubota All Terrain RTV900W6-H						

Recent Major Repair(s) to extend life:	Known Problems:
Replaced seat	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
Same or similar 4 x 4 dump bed All Terrain Vehicle	$ 20,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ■ 2 ☐ 3 ☐ 4 ☐ 5	☐ 2020 ■ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ■ 2 ☐ 3 ☐ 4 ☐ 5	☐ 2020 ■ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ■ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919		Asset Tag	5472	Purchase Price (if Known)		$ 22,805
Make	Ford	Model	F150 XL		Year	2005	Age 14
Current Mileage	84,700				Life to Date Maintenance Cost		$ 13,539
Description	Ford F150 XL Super Cab 2 door 1/2 ton pickup						

Recent Major Repair(s) to extend life:	Known Problems:
Replaced serpentine belt	Noise in Front Axle (Bad vacuum valve)

Description of Requested Replacement:	Estimated Cost of Replacement
Same or similar super cab 2 door 1/2 ton pickup truck	$ 38,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ■ 2 ☐ 3 ☐ 4 ☐ 5	☐ 2020 ■ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ■ 2 ☐ 3 ☐ 4 ☐ 5	☐ 2020 ■ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ■ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919		Asset Tag	6923	Purchase Price (if Known)		$ 21,245
Make	Ford	Model	F250xl Super Duty		Year	2014	Age 5
Current Mileage	83,691				Life to Date Maintenance Cost		$ 5,803
Description	Ford F250XL Super Duty 4X4 3/4 ton pickup						

Recent Major Repair(s) to extend life:	Known Problems:
Replaced 2 engine coils and serpentine belt, repaired back up sensors	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
Same or similar Super Duty 3/4 ton pickup	$ 45,000

Scoring Criteria

<- Highest Concern -- Lowest Concern -> Safety: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	End of Life - Fiscal Year ☐ 2020 ☐ 2021 ☐ 2022 ☑ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate -> Efficiency: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	Requested Fiscal Year for replacement ☐ 2020 ☐ 2021 ☐ 2022 ☑ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919		Asset Tag	6924	Purchase Price (if Known)		$ 23,443
Make	Ford	Model	F350 Pick Up Truck		Year	2014	Age 5
Current Mileage	36,660				Life to Date Maintenance Cost		$ 7,999
Description	Ford F350 Pick Up Truck 1 ton						

Recent Major Repair(s) to extend life:	Known Problems:
Replaced front brakes	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
Same or similar Pick Up Truck 1 ton	$ 45,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ☐ 3 ☑ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☐ 3 ☑ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919		Asset Tag	6927	Purchase Price (if Known)		$ 17,277
Make	Ford	Model	F150 Pick Up Truck		Year	2014	Age 5
Current Mileage	31,277				Life to Date Maintenance Cost		$ 4,164
Description	Ford F150 Pick Up Truck 1/2 ton						

Recent Major Repair(s) to extend life:	Known Problems:
Replaced backup alarm	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
Same or similar Pick Up Truck 1/2 ton	$ 35,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☑ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☑ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919		Asset Tag	6954	Purchase Price (if Known)		$ 21,278
Make	Ford	Model	Transit Van E1ZA		Year	2015	Age 4
Current Mileage	8,597				Life to Date Maintenance Cost		$ 1,820
Description	Ford Transit Van E1ZA						

Recent Major Repair(s) to extend life:	Known Problems:
Recalled 17S15 drive shaft, coupling and bearing	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
Same or similar Van	$ 45,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☒ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☒ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☒ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919		Asset Tag	5986	Purchase Price (if Known)		$ 985
Make	Emerson	Model	Trailer Flat Bed		Year	2006	Age 13
Current Mileage					Life to Date Maintenance Cost		$ 822
Description	Emerson Trailer Inc. Trailer Flat Bed						

Recent Major Repair(s) to extend life:	Known Problems:
Replaced bearings and seals	Rusty and wood floor

Description of Requested Replacement:	Estimated Cost of Replacement
Trailer Flat Bed	$ 2,000

Scoring Criteria

<- Highest Concern -- Lowest Concern -> Safety: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	End of Life - Fiscal Year ☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024
<- Most Costly -- Least Costly to Operate -> Efficiency: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	Requested Fiscal Year for replacement ☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024
Provide explanation for requested fiscal year of replacement: Anticipated end of service life	If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919		Asset Tag	5001	Purchase Price (if Known)		$ 729
Make	Shore Land'r	Model	Trailer Flat Bed		Year	2001	Age 18
Current Mileage					Life to Date Maintenance Cost		$ 567
Description	Shore Land'r Trailer Flat Bed						

Recent Major Repair(s) to extend life:	Known Problems:
None at this time	Very rusty

Description of Requested Replacement:	Estimated Cost of Replacement
Trailer Flat Bed	$ 2,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☒ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☒ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☒ Yes ☐ NO
If No, Requested use?

Photo (s):



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919		Asset Tag	4481	Purchase Price (if Known)		$ 3,195
Make	SE Metal Prod	Model	Tandem Axle Low Bed		Year	2001	Age 18
Current Mileage					Life to Date Maintenance Cost		$ 3,606
Description	Southeastern Metal Prod Tandem Axle Low Bed Trailer						

Recent Major Repair(s) to extend life:	Known Problems:
Replaced all brake hardware	Very Rusty

Description of Requested Replacement:	Estimated Cost of Replacement
Metal Prod Tandem Axle Low Bed Trailer	$ 10,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919		Asset Tag	2465	Purchase Price (if Known)		$ 1,595
Make	Crosley	Model	Trailer Low Bed		Year	1992	Age 27
Current Mileage					Life to Date Maintenance Cost		$ 3,256
Description	Crosley Trailer Low Bed						

Recent Major Repair(s) to extend life:	Known Problems:
Welded & repaired tailgate, repaired left wheel bearing, hub and axle. Replaced 2 wheel hub assemblies.	Very Rusty

Description of Requested Replacement:	Estimated Cost of Replacement
Trailer Low Bed	$ 5,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024

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Anticipated end of service life	It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):





FUNCTION:

The function of the police department is to provide for the security, safety, and well-being of the community through a partnership with the citizens of Punta Gorda and the delivery of law enforcement services including enforcement of federal, state, and local statutes and ordinances. The Police Department provides deterrence against criminal activity through progressive law enforcement and investigative efforts as well as problem-oriented policing. The Department must also fulfill all other official responsibilities mandated by the State Constitution, Florida Statutes, and City Ordinances.

ACCOMPLISHMENTS:

Our goal continues to be the efficient and effective delivery of law enforcement services to the citizens of Punta Gorda with an emphasis on fair and impartial policing. Our focus on customer connectivity continues to provide the foundation for the way we do business. Every member of the agency serves with pride, integrity, fairness, respect, compassion and dedication. This is the core of our customer-centric approach in providing law enforcement services.

The department continues to provide a full array of service delivery channels to include uniform patrol, bike patrol, marine patrol, motorcycle patrol, canine patrol, dive team, traffic homicide investigators, and more. In FY 2018, our police reserves provided our citizens with 2,393 hours of non-paid law enforcement services. In addition, during FY 2018 our Volunteer in Policing (VIP) members contributed 11,669 hours to the city of Punta Gorda at minimal cost to the tax payer.

An emphasis on the aggressive pursuit of criminal activity compliments our crime prevention efforts. This has resulted in the department achieving a 33.7% Uniform Crime Report (UCR) clearance rate in 2018. Despite having the largest residential population, Punta Gorda obtained the 5th lowest index crime rate among the eighteen Florida municipal agencies with a similar service population (15,000 – 20,000).

We continue to emphasize crime prevention through public education. The department continues to provide a number of essential crime prevention programs. This includes Neighborhood Watch notifications by utilizing Nextdoor.com, safety tips through Twitter and Facebook, Do the Right Thing of Charlotte County, Inc., Drug Abuse Resistance Education (DARE) training, and our Jammers Youth Basketball League, among others.

The City's School Resource Officer (SRO) program remains a tremendous success and was expanded this past year in conjunction with the Marjory Stoneman Douglas High School Public Safety Act. We continue to effectively serve approximately 3,884 students with six School Resource Officers. SROs provide service to the Baker Center, Sallie Jones Elementary School, Punta Gorda Middle School and Charlotte High School. DARE training is delivered annually to 144 5th grade students at Sallie Jones Elementary School. This year we reallocated one of our police canine units to the School Resource Officer program.

Over the past year, the department continues to benefit from a number of product upgrades to enhance our service delivery and increase officer safety. This includes the following: (1) online training program for police officers, (2) online training program for dispatchers and (3) TI Training Firearm Simulator. The police department continues to be the lead component in the multiyear city 800 mhz radio project upgrade.

ACCOMPLISHMENTS: (continued)

A strong connection to the community continues to be an emphasis for department members. The police department continues the Business Advisory Council and the Community Advisory Council. Our presence on Facebook has garnered 9,000 followers with us now emphasizing a connection through Twitter. Police hosted the Punta Gorda Citizen's Academy, Leadership Charlotte, and several community gun safety, fraud, active shooter and bicycle / pedestrian safety seminars. Our members participated in the annual "Shop with a Cop" program and partnered with the Florida Bicycle Association and with Drug Free Charlotte County raising community awareness. Our membership also sponsored students at the Baker Center during Christmas and raised over $500 for Charlotte County High School students in need of food and clothing. In addition, we launched a Volunteer on Patrol Bicycle Unit which has been well received by the community.

BUDGET NARRATIVE:

One sworn police officer for community engagement, one civilian employee development (training) coordinator and one civilian dispatcher position were requested and funded for fiscal year 2020.

The City will be finalizing the bargaining contract with the Police Officers' union and has included estimated funding in the FY 2020 budget.

Equipment upgrades and infrastructure have been implemented with maximum efficiency and an emphasis on cost savings and grant funding. $225,000 has been allocated for the replacement of police vehicles through the 1% sales tax and the general fund. A Taser and Radar replacement program of $15,000 annually has been established to replace 8 Tasers and 2 Radars per year. New equipment purchases include a speed sign, body armor and various equipment for the three added positions which includes a vehicle that adds to the fleet for the officer position. In addition, body worn cameras are budgeted to be implemented in FY 2020.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
- Goal: Ensure the competitiveness of Punta Gorda's business climate
- Goal: Enhance workforce development & diversity in the City organization
- Goal: Identify sustainable spending policies and appropriate technologies to support business operations and connect the City with the community

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION
- Goal: Emphasize transparency in City operations, reporting, and activities

PRIORITY: QUALITY OF LIFE
- Goal: Maintain the City's high safety rating, emergency response and storm preparedness

MISSION AND OBJECTIVES

Protect the lives and property of our citizens through proactive enforcement of local, state and federal laws. This service will be provided in the most efficient and effective means possible, with a high regard for professionalism and customer service.

INITIATIVES AND ACTION ITEMS

- Respond and be on scene of all calls for service within an average of **5:00** minutes of dispatch.
- For Communications personnel to answer all telephone calls for service within a ring time of **5** seconds.
- Achieve the second lowest index crime rate among Florida municipal agencies with a similar service population (15,000 – 20,000).
- Recruitment efforts to fill sworn vacancies should be directed towards the goal of racial, ethnic and gender diversity (Accreditation Chapter 8).
- Complete annual Cost of Services project.
- Maintain established procedures compatible with generally accepted accounting principles. Maintain written directives describing the agency's accounting system, cash handling procedures, and inventory control process. Perform regular audits (Accreditation Chapter 5).
- Maintain an updated Traffic Analysis Report.
- Enhance quality of life amenities through the Jammers Youth Basketball League Program, the Interactive Youth Center, and the Punta Gorda Community Garden.
- Achieve a monthly Quality Assurance Survey approval rating of 95%.*

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
Total Calls for Service	12,597	14,229	15,200	15,244
Total No. of ring events on administrative lines	31,825	28,975	31,954	30,771
Total No. of ring events on emergency 911 lines	7,288	7,538	8,389	7,975
Efficiency:				
Cost per capita (Excl. Capital)	$291.49	$286.55	$309.07	$334.76
City Population est.	18,588	18,811	19,285	19,957

(continued)

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Service Quality:				
Average patrol response time for calls for service	4:03	4:00	4:22	4:03
Monthly Quality Assurance Survey Rating of 95%	98.4%	98.7%	98.0%	98.1%
Average administrative line ring duration in seconds	3.50	2.95	3.01	3.15
Average emergency 911 line ring duration in seconds	4.50	3.74	3.82	4.02
Outcome:				
Uniform Crime Rate**	1,390.8	1,749.90	1,521.8	1,530.9
Total Index Crimes	262	341	305	315
Clearance Rates	41.6%	33.7%	36.7%	35.6%
UCR Population est.***	18,838	19,487	19,920	20,436

RESULTS

Efforts have resulted in patrol response times of 4:00 Phone answering times are being achieved in approximately 3.12 seconds on average. We believe that the attainment of these objectives reflects positively on our emphasis on exceptional service to our citizens.

Calls for services that are not included in response time calculations include Telecommunicator reports, citizen fingerprinting requests, traffic stops, community foot patrols, directed patrols, and cancelled calls for service. Each of these Calls for Service categories do not involve a police officer response.

Monthly Quality Assurance Survey results indicate a 98.7% approval rating.

Ring time statistics are derived from the agency's Public Safety Answering Point (PSAP) computerized data collection system which is administered by the Charlotte County E-911 Administrator.

We are also encouraged by an analysis of Florida municipal law enforcement agencies with a service population between 15,000 and 20,000. In 2018 Punta Gorda had the 5th lowest crime index crime rate when compared to 18 other law enforcement agencies with a similar service population.

The police department has completed the annual Cost of Services project and continues to post the updated Traffic Analysis report to the website.

The agency has taken numerous steps in an effort of meeting the racial, ethnic and gender diversity of the community the agency serves. Department members have attended various NAACP events and police academy graduations. As of November 26, 2018, the Punta Gorda Police Department had a total of 41 sworn members with 36 of these being classified as full-time. An Analysis of our work force (sworn full-time personnel and sworn reserve officers) showed we had 32 (78.0%) members who were white, 2 (4.9%) members who were black, 2 (4.9%) members who were Asian, 1 (2.4%) member who was classified as other and 4 (9.8%) members who were Hispanic. In addition, our workforce had 38 (92.7%) officers who were male and 3 (7.3%) officers who were female.

The police department continues to maintain established procedures compatible with generally acceptable accounting principles. This was validated during the 2019 accreditation process.

(continued)

The police department continues to run a successful Jammers Youth Basketball League, deploys the Interactive Youth Center at community events, and has 27 garden plots available to the community in the City of Punta Gorda's Community Garden at the public safety building.

**The Quality Assurance Program is designed to obtain feedback from customers who have been in contact with the Punta Gorda Police Department. On a monthly basis eight questions and their corresponding answers are reported in the Quality Assurance Reviews of the Monthly Activity Report which is furnished to the City Manager.*

***The Uniform Crime Rate provides a measure of index crimes per 100,000 service population.*

****UCR population figures are based on data provided by the Florida Legislature's Office of Economic and Demographic Research, the same database utilized by the Florida Department of Law Enforcement for Uniform Crime Reporting purposes.*

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
POLICE SUMMARY

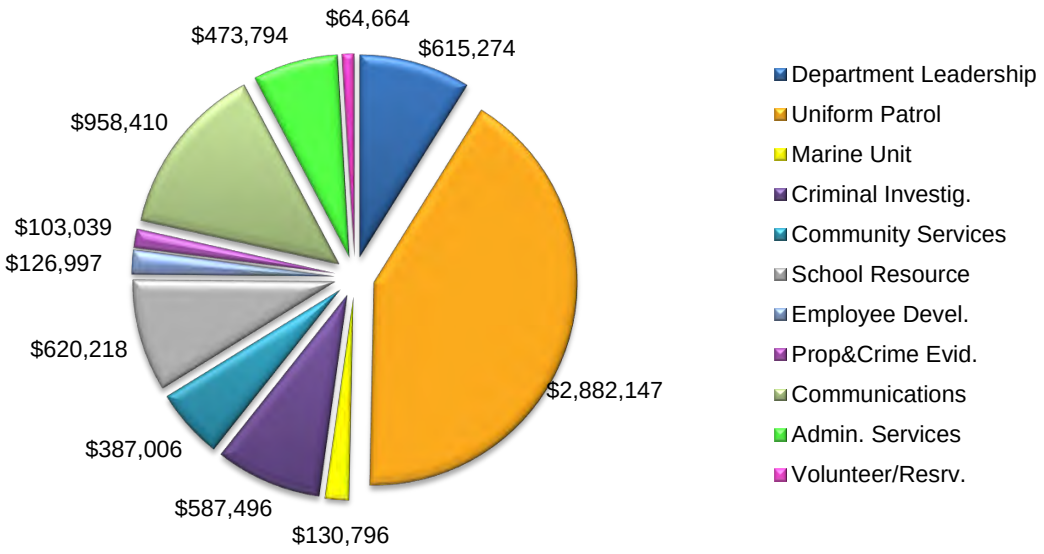
Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	4,497,166	4,373,925	4,922,671	4,732,571	5,383,191
Operating	920,987	1,016,299	1,200,107	1,227,910	1,297,590
Capital Outlay	92,530	277,807	234,800	393,778	269,060
Total	**5,510,683**	**5,668,031**	**6,357,578**	**6,354,259**	**6,949,841**

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Police Chief	1	1	1	1	1
Captain	2	2	2	2	2
Lieutenant	7	7	7	7	7
Police Officer	21	21	21	21	22
School Resource Officer	3	6	6	6	6
Police Accreditation Mgr	1	1	1	0	0
Police Accred & Adm Spec.	0	0	0	1	1
Evid./Crime Scene Tech.	1	1	1	1	1
Communications Supv.	1	1	1	1	1
Sr Dispatcher	0	0	0	1	1
Dispatcher	9	9	9	8	9
Employee Develop Coord.	0	0	0	0	1
Executive Assistant	1	1	1	1	1
Police Records Specialist	3	3	3	3	3
Total	50	53	53	53	56

Service Costs



Capital Outlay Program
Project Detail
Police Fleet Replacements

Project Title: Police Fleet Replacements

Acct #: 001-1200-521-6401 **Project Code:** PDCAR

Stategic Priority:
Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
Maximize use of new technology in applicable areas
Apply best management practices & systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 125,000	$ 225,000	$ 225,000	$ 225,000	$ 225,000	$ 1,025,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	_____
In Present CIP	$	1,025,000
Engineering	$	_____
Land	$	_____
Site	$	_____
Improvement	$	_____
Construction	$	_____
Landscaping	$	_____
Equipment	$	1,125,000

4. Sources of Financing:

	Local	State	Federal
1st Yr.	GF		
2nd Yr.	GF		
3rd Yr.	GF		
4th Yr.	GF		
5th Yr.	GF		

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
Annual Replacements - No additional operating costs
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Police

Contact Person:
Jason Ciaschini

Project Description:
Planned replacement of police fleet vehicles (5 vehicles per year)

FY 2020 – FY 2024: $225,000 per year

FY 2020 Funding Sources:
$125,000 General Fund Revenues
$100,000 1% Sales Tax Fund

FY 2021-FY 2024 Funding Source:
$225,000/yr General Fund Revenues



Project Justification:
The Police Department maintains extensive records on its fleet. Replacement recommendations are made based upon age, mileage, and maintenance costs. The majority of the fleet operates under patrol operations and vehicle safety is paramount to our employees.

* FUNDING SOURCES (SEE PAGE 8.05)

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	Police		Asset Tag	5505	Purchase Price (if Known)		$ 24,992
Make	Ford	Model	Crown Victoria		Year	2006	Age 13
Current Mileage	69,201				Life to Date Maintenance Cost		$ 17,606
Description	Marked Police Vehicle						

Recent Major Repair(s) to extend life:	Known Problems:

Description of Requested Replacement:	Estimated Cost of Replacement
Patrol Vehicle - Recommend Ford Interceptor Utility	$ 45,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ■ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ■ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
The Police Department maintains extensive records on its fleet. Replacement recommendations are made based upon age, mileage, and maintenance costs. The majority of the fleet operates under patrol operations and vehicle safety is paramount to our employees.	Increased expenses of the police department's repair and maintenance accounts.

If vehicle or equipment is replaced – will it be auctioned: ■ Yes ☐ NO
If No, Requested use?

Photo (s):

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	Police		Asset Tag	5520	Purchase Price (if Known)		$ 25,670
Make	Ford	Model	Crown Victoria		Year	2007	Age 12
Current Mileage	103,888				Life to Date Maintenance Cost		$ 22,088
Description	Marked Police Vehicle						

Recent Major Repair(s) to extend life:	Known Problems:

Description of Requested Replacement:	Estimated Cost of Replacement
Patrol Vehicle - Recommend Ford Interceptor Utility	$ 45,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☑ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	☑ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☑ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	☑ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
The Police Department maintains extensive records on its fleet. Replacement recommendations are made based upon age, mileage, and maintenance costs. The majority of the fleet operates under patrol operations and vehicle safety is paramount to our employees.	Increased expenses of the police department's repair and maintenance accounts.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	Police		Asset Tag	6804	Purchase Price (if Known)		$ 22,169
Make	Ford	Model	Crown Victoria		Year	2007	Age 12
Current Mileage	107,073				Life to Date Maintenance Cost		$ 22,521
Description	Marked Police Vehicle						

Recent Major Repair(s) to extend life:	Known Problems:

Description of Requested Replacement:	Estimated Cost of Replacement
Patrol Vehicle - Recommend Ford Interceptor Utility	$ 45,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ■ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ■ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
The Police Department maintains extensive records on its fleet. Replacement recommendations are made based upon age, mileage, and maintenance costs. The majority of the fleet operates under patrol operations and vehicle safety is paramount to our employees.	Increased expenses of the police department's repair and maintenance accounts.

If vehicle or equipment is replaced – will it be auctioned: ■ Yes ☐ NO
If No, Requested use?

Photo (s):

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	Police		Asset Tag	6869	Purchase Price (if Known)		$ 25,769
Make	Ford	Model	Crown Victoria		Year	2010	Age 9
Current Mileage	108,872				Life to Date Maintenance Cost		$ 20,495
Description	Marked Police Vehicle						

Recent Major Repair(s) to extend life:	Known Problems:

Description of Requested Replacement:	Estimated Cost of Replacement
Patrol Vehicle - Recommend Ford Interceptor Utility	$ 45,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ■ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ■ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
The Police Department maintains extensive records on its fleet. Replacement recommendations are made based upon age, mileage, and maintenance costs. The majority of the fleet operates under patrol operations and vehicle safety is paramount to our employees.	Increased expenses of the police department's repair and maintenance accounts.

If vehicle or equipment is replaced – will it be auctioned: ■ Yes ☐ NO
If No, Requested use?

Photo (s):

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	Police		Asset Tag	6895	Purchase Price (if Known)		$ 30,802
Make	Dodge	Model	Charger		Year	2012	Age 7
Current Mileage	91,530				Life to Date Maintenance Cost		$ 24,897
Description	Marked Police Vehicle						

Recent Major Repair(s) to extend life:	Known Problems:

Description of Requested Replacement:	Estimated Cost of Replacement
Patrol Vehicle - Recommend Ford Interceptor Utility	$ 45,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☑ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	☑ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☑ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	☑ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
The Police Department maintains extensive records on its fleet. Replacement recommendations are made based upon age, mileage, and maintenance costs. The majority of the fleet operates under patrol operations and vehicle safety is paramount to our employees.	Increased expenses of the police department's repair and maintenance accounts.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):

Capital Outlay Program
Project Detail

Project Title: Police Taser Replacements

Acct #: 001-1200-521-64-03 **Project Code:** TASER

Stategic Priority:
Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Maximize use of new technology in applicable areas.
Apply best management practices & systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 11,000	$ 11,000	$ 11,000	$ 11,000	$ 11,000	$ 55,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	55,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	55,000

4. Sources of Financing:

	Local	State	Federal
1st Yr.	GF		
2nd Yr.	GF		
3rd Yr.	GF		
4th Yr.	GF		
5th Yr.	GF		

5. Status of Project:
x Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
x No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
Replacements - No additional operating costs
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
x No Effect
$ _____ Total

Department:
Police
Contact Person:
Jason Ciaschini

Project Description:
Planned replacement of tasers

FY 2020 – FY 2024:
Replacement of 8 tasers per year - $11,000 per year

Project Justification:
In 2010, the police department was one of the last agencies in the Southwest Florida area that implemented the usage of the Taser which is a less lethal weapon system. This program was implemented through a grant. This program has been in existence for the past six years and has proven successful. The equipment is beginning to age and the typical expense to repair a Taser has been deemed cost prohibitive. The department needed to implement a replacement program for this effective tool. This will allow the purchase of 8 replacement Tasers with extended warranties each year.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Outlay Program
Project Detail

Project Title: Police Radar Replacements

Acct #: 001-1200-521-64-03 **Project Code:** RADAR

Stategic Priority:
Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Maximize use of new technology in applicable areas.
Apply best management practices & systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 4,000	$ 4,000	$ 4,000	$ 4,000	$ 4,000	$ 20,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	20,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	20,000

4. Sources of Financing:

	Local	State	Federal
1st Yr.	GF		
2nd Yr.	GF		
3rd Yr.	GF		
4th Yr.	GF		
5th Yr.	GF		

5. Status of Project:
x Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
x No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
Replacements - No additional operating costs
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
x No Effect
$ _____ Total

Department:
Police
Contact Person:
Jason Ciaschini

Project Description:
Planned replacement of radars

FY 2020 – FY 2024:
Replacement of 2 radars per year - $4,000 per year

Project Justification:
Radar units are an intricate part of law enforcement's ability to conduct traffic enforcement. The department needs to implement a replacement program for this effective tool. $4,000 per year will allow the Police Department to replace a total of 2 radar units each year, thus phasing out the outdated and limited ranged technology currently utilized which has an average age of 15 years.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Outlay Program
Project Detail

Project Title: Radar Trailer (Speed Sign)

Acct #: 001-1200-521-6403 **Project Code:** TBD

Stategic Priority:
Quality of Life – Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle, and its vibrant, safe City status.

Goal:
Maintain the City's high safety rating, emergency response and storm preparedness.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 7,275	$ 0	$ 0	$ 0	$ 0	$ 7,275

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	
In Present CIP	$	7,275
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	7,275

4. Sources of Financing:

	Local	State	Federal
1st Yr.	GF		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
Minimal maintenance after warranty period
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Police

Contact Person:
Jason Ciaschini

Project Description:
Purchase of an additional trailer-mounted speed sign with logger.

The department will continue to look for grant opportunities prior to purchase.



Project Justification:
The Police Department receives a significant number of requests for traffic enforcement each year. Among the requests are for usage of a radar trailer for visibility. Consistently there is a waiting list for the existing radar trailer.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Outlay Program
Project Detail

Project Title: Body Armor

Acct #: 001-1200-521-6403 **Project Code:** TBD

Stategic Priority:
Quality of Life – Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle, and its vibrant, safe City status.

Goal:
Maintain the City's high safety rating, emergency response and storm preparedness.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 5,805	$ 0	$ 0	$ 0	$ 0	$ 5,805

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	
In Present CIP	$	5,805
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	5,805

4. Sources of Financing:

	Local	State	Federal
1st Yr.	GF		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Police

Contact Person:
Jason Ciaschini

Project Description:
Replacement of 1 set of body armor and purchase of 1 additional set.



Project Justification:
Body armor for one SWAT operator is expiring and needs replacement. The department is also planning to add an additional SWAT operator.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Outlay Program
Project Detail

Project Title: Body Cameras

Acct #: 001-1200-521-6403 **Project Code:** TBD

Stategic Priority:
Quality of Life – Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle, and its vibrant, safe City status.

Goal:
Maintain the City's high safety rating, emergency response and storm preparedness.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 55,360	$ 32,905	$ 32,905	$ 32,905	$ 32,905	$ 186,980

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	
In Present CIP	$	186,980
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	186,980

4. Sources of Financing:

	Local	State	Federal
1st Yr.	GF		
2nd Yr.	GF		
3rd Yr.	GF		
4th Yr.	GF		
5th Yr.	GF		

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Police

Contact Person:
Jason Ciaschini

Project Description:
Body Camera equipment for sworn officers.

Department will explore a purchase program that would allow the cost to be spread over five years

The department will continue to look for grant opportunities prior to purchase.



Project Justification:
Body cameras have become an industry standard in the law enforcement community.

* FUNDING SOURCES (SEE PAGE 8.05)

FUNCTION:

The function of the Fire Department is to protect lives and property through fire prevention, basic and advanced life support, fire suppression, hazardous materials response/identification, and other emergency incidents during both natural and man-made emergencies in the most effective, professional and efficient manner possible.

The Fire Suppression Division personnel are highly trained in the latest methods of basic and advanced life support, fire suppression, hazardous materials response/identification, vehicular extrication and other rescue situations. They are also very involved with the fire prevention aspect of the Fire Department operations through pre-fire planning of commercial and multi-family occupancies and the annual in-service inspection program.

The Fire Prevention Division is charged with the responsibility of keeping the citizens of Punta Gorda and their property safe from fire and other life-threatening incidents. This is accomplished by staying current with the Local, State and Federal codes, rules, ordinances, etc. relating to life, safety and building construction. The Fire Prevention Division is also responsible for reviewing all commercial and multi-family fire protection system plans prior to the awarding of a building permit. The Fire Marshal is the Department's representative and serves as an integral member of the Punta Gorda Development Review Committee (DRC).

ACCOMPLISHMENTS:

- The Department continues to utilize a wide array of service delivery models to provide both fire and EMS services to the community. One successful example is the Department's Bike Medic Program which allows paramedics the ability to quickly reach patients during special details and large events. Medics have the capability to treat patients for anything from a simple scrape to full cardiac arrest. Funding for this project was provided by several Community Partners.
- The Department currently provides Advanced Life Support to all 3 districts throughout the City. Additionally we continue to facilitate two Charlotte County ambulances which respond from our Stations 1 and 3. This arrangement continues to be successful and provides a high level of patient care for our residents.
- We continue to emphasize Fire Prevention through public education. All members of the Department are involved with our public education and community training opportunities. We continue to offer fire extinguisher training several times throughout the year. Additionally, we have developed several "focused" presentations as requested such as fire and medical emergencies while cruising and smoke/CO detector programs (new install or battery replacement). Annually, we continue to host several hundred children from Charlotte County who receive fire and injury prevention training sessions primarily during Fire Prevention month.
- To fill a need within the community, the Department offers quarterly Family and Friends® CPR course of instruction. Developed by the American Heart Association, this course is for residents who want to learn CPR but do not need a course completion card. Additionally, the department has integrated "Stop the Bleed" course content into all CPR courses. It is free to the community and is taught by certified instructors from within the Department thereby keeping it budget neutral.

ACCOMPLISHMENTS (continued):

- The Fire Department continues to see a high volume of participants in multiple ongoing programs. The "Household Sharps Disposal Program" and "Operation Medicine Cabinet" continue to be utilized by residents from all of Charlotte County. The Department has been successful in maintaining several community partners (PGPD, Drug Free Charlotte, Charlotte Solid Waste and Charlotte County Health Department) which have helped to minimize any additional cost or budget impact. The "Red Dot Program", in conjunction with Charlotte County Fire/EMS, Charlotte County Sheriff's Office and local hospitals, continues to provide residents with the means to have important medical information available to first responders in the event of an emergency.
- The Department continues to aggressively market our smoke/CO detector program. The department provides residents who cannot afford a smoke/CO detector a new 10 yr. life unit. The Department continues to experience increased participation in the Smoke Detector Battery Change Out program.
- The Department is continuing its program of pre-planning and inspecting approximately 1,500 commercial addresses within the City that require annual or semi-annual inspections. Each address receives an inspection, a drawing of the layout of the structure as well as a pre-fire survey detailing elements of construction, egress, occupancy and any hazards that would impede rescue/firefighting operations. This program was enhanced by utilizing all electronic documentation for pre-plans as well as in service inspections. Local business owners now receive all inspection forms and follow up documentation electronically. This program was developed and written internally at minimal expense and continues to create efficiencies as well as improve communication with the business community.

BUDGET NARRATIVE:

Department costs continue to be monitored and evaluated to ensure that the primary delivery of service is not affected.

As part of its ongoing training efforts, the Department has taken the opportunity to develop in-house certified instructors for CPR, BLS, ACLS and Dive Rescue. By utilizing on duty personnel, rather than outsourcing, the department has been able to increase training and comply with all required re-certifications without the added expense of hiring outside agencies.

With the City's proximity to Charlotte Harbor and over 70 miles of canals, there exists the potential for many water-related emergencies. Currently, dive/rescue operations are accomplished utilizing land-based fire apparatus and on duty personnel. We have identified a potential increase for water related emergencies which cannot be mitigated solely from land- based units. Through a partnership with the Marine Division of PGPD, Department personnel have been cross-trained to employ available PGPD marine resources for marine responses. The Fire Department and Police Department have designed and are waiting for build completion of a joint Fire/Police vessel. This shared resource will help provide a quick response to the recent increased water related calls for service. The sharing of this resource reduces the maintenance and operational cost as compared to individual department resources. The Fire Department is currently training several members per shift to operate the new vessel safely and effectively. The Marine Operator program is anticipated to go into effect by April 2020.

BUDGET NARRATIVE (continued):

Bargaining unit contract changes were approved beginning April 1, 2019. These changes are included in the personnel budget along with funding to smooth anticipated increases in fire pension funding related to these changes.

A fire training chief (1 f.t.e.) was added to the department for FY 2020. This position will focus on high risk job functions such as ALS, medication administrations, technical rescue skills and assuring compliance. Budget includes a new vehicle (add to fleet) and equipment for the position.

Replacement programs have been developed and funding has been established for personal protective equipment, suppression equipment, and medical equipment. It is intended that funds not spent will be carried over to the next fiscal year.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: QUALITY OF LIFE

Goal: Maintain the City's high safety rating, emergency response and storm preparedness

MISSION AND OBJECTIVES

The Fire Department is responsible for the protection of the lives and property of the citizens of Punta Gorda. This is achieved through fire prevention, basic/advanced life support, fire suppression, hazardous materials response/identification, and other emergency incidents during both natural and man-made emergencies in the most effective, professional and efficient manner possible. This will minimize the damage caused by fire and other hazards along with ensuring the most successful outcomes of accidental injuries and/or medical emergencies.

INITIATIVES AND ACTION ITEMS

To respond to, and be on scene of, 90% of all emergency calls within the City in 5 minutes or less of dispatch, as stated in the National Fire Protection Association Standards (NFPA), Standard #1710.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
Total number of calls	4,025	4,209	4,381	4,562
Emergency Calls	3,126	3,184	3,267	3,359
Non-Emergency Calls	899	1,025	1,114	1,121
Efficiency:				
Cost per capita (excl. capital)	$185	$188	$206	$218
Service Quality:				
Average fire response time for calls for service	4:11	3:56	4:01	4:00
Number of emergency calls with a response time of less than 5 minutes	2,352	2,419	2,427	2,457
Outcome:				
Percentage of emergency calls with a response time of less than 5 minutes	75%	76%	74%	73%

RESULTS

Currently, the Fire Department responds within the City of Punta Gorda in 5 minutes or less of dispatch on 74% of emergency calls. The department has identified and implemented changes to the process which we predict will improve results.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
FIRE SUMMARY

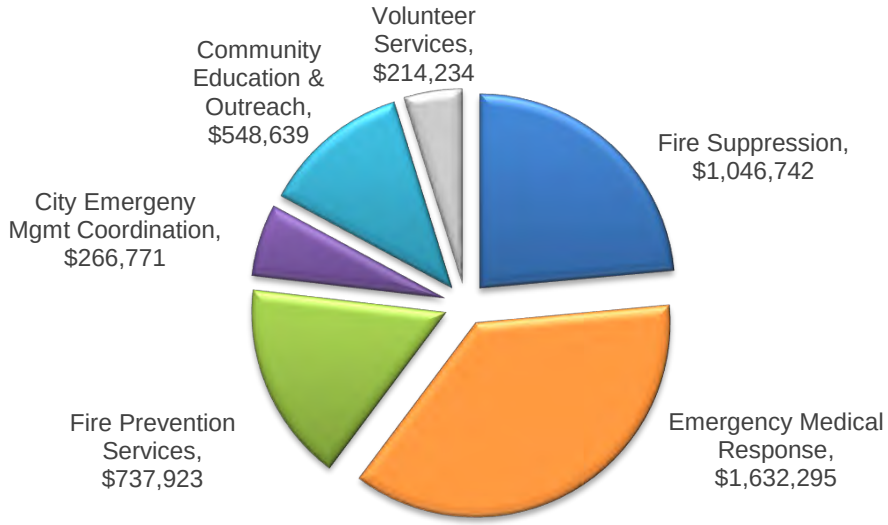
Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	3,020,374	3,091,672	3,262,532	3,358,695	3,745,259
Operating	423,187	450,835	544,998	610,982	596,345
Capital Outlay	20,344	91,589	41,000	107,300	105,000
Total	**3,463,905**	**3,634,096**	**3,848,530**	**4,076,977**	**4,446,604**

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Fire Chief	1	1	1	1	1
Fire Operations Chief	1	1	1	1	1
Fire Training Chief	0	0	0	0	1
Fire Battalion Chief	3	3	3	3	3
Fire Lieutenant	9	9	9	9	9
Firefighter/EMT	12	12	12	12	12
Fire Marshall	1	1	1	1	1
Fire Inspector	1	1	1	1	1
Sr. Executive Assistant	0	0	0	1	1
Executive Assistant	1	1	1	0	0
Total	29	29	29	29	30

Service Costs



Capital Outlay Program
Project Detail

Project Title: Personal Protective Equipment

Acct #: 001-1300-522-6403 **Project Code:** PPGEAR

Stategic Priority:
Quality of Life- Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy Eco-system and outdoor lifestyle, and its vibrant, safe city status.
Infrastructure Sustainability- Maintain and enhance the City's capital asset and quality municipal services.

Goal:
Maintain the City's high safety rating and emergency response.
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 50,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	
In Present CIP	$	50,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	50,000

4. Sources of Financing:

	Local	State	Federal
1st Yr.	GF		
2nd Yr.	GF		
3rd Yr.	GF		
4th Yr.	GF		
5th Yr.	GF		

5. Status of Project:
x Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
x No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
No additional costs
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
FIRE
Contact Person:
Ray Briggs

Project Description:
Structural Fire Gear: Coat, Pants, Gloves, Boots,Helmets, Hoods

Dive Equipment: BC, Tanks, Regulators, Gloves, Fins, Mask, Lights, Alert System, Knife, Safety Rope

FY 2020: 6 set replacement bunker gear,

Carryover funds unspent

Project Justification:
Structural Fire Gear:

NFPA compliance 10 year replacement, normal wear and tear. Also allows for replacement gear in stock while repairs and/or cleaning occur.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Outlay Program
Project Detail

Project Title: Suppression Equipment

Acct #: 001-1300-522-6403 **Project Code:** SUPEQ

Stategic Priority:
Quality of Life- Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy Eco-system and outdoor lifestyle, and its vibrant, safe city status.
Infrastructure Sustainability- Maintain and enhance the City's capital asset and quality municipal services.

Goal:
Maintain the City's high safety rating and emergency response.
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 15,000	$ 15,000	$ 15,000	$ 15,000	$ 15,000	$ 75,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	75,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	75,000

4. Sources of Financing:

	Local	State	Federal
1st Yr.	GF		
2nd Yr.	GF		
3rd Yr.	GF		
4th Yr.	GF		
5th Yr.	GF		

5. Status of Project:
x Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
x No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
No additional costs
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
FIRE
Contact Person:
Ray Briggs

Project Description:
Suppression Equipment:
Hose, Nozzles, Ladders, Adapters, Rescue Tools, Pike Poles, Ventilation Fans, Ventilation Saws, K12, Thermal Imaging Camera, Lighting, Portable Generator, Portable Pump

FY 2020: Replacement fire hose, nozzles, extrication equipment, SCBA, rescue tools, turbo draft.

Carryover funds unspent

Project Justification:
Replace equipment as needed due to normal wear and tear or damage. Aging equipment is showing signs of wear.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Outlay Program
Project Detail

Project Title: Medical Equipment

Acct #: 001-1300-522-6403 **Project Code:** ALSEQ

Stategic Priority:
Quality of Life- Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy Eco-system and outdoor lifestyle, and its vibrant, safe city status.
Infrastructure Sustainability- Maintain and enhance the City's capital asset and quality municipal services.

Goal:
Maintain the City's high safety rating and emergency response.
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 39,000	$ 16,000	$ 39,000	$ 16,000	$ 39,000	$ 149,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	149,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	149,000

4. Sources of Financing:

	Local	State	Federal
1st Yr.	GF		
2nd Yr.	GF		
3rd Yr.	GF		
4th Yr.	GF		
5th Yr.	GF		

5. Status of Project:
x Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
x No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
No additional costs
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
FIRE
Contact Person:
Ray Briggs

Project Description:
Advanced Life Support equipment: Monitors, AutoPulses

FY 2020: AutoPulse and LifePak-15 service plans; replacement of auto-pulse if it becomes necessary.

Carryover funds unspent

Project Justification:
Equipment is used on a daily basis during life saving procedures. As our equipment continues to age, we anticipate the need for replacement.

* FUNDING SOURCES (SEE PAGE 8.05)

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1300		Asset Tag	5463	Purchase Price (if Known)		$ 486,838
Make	E-One	Model	Typhoon Ladder Quint		Year	2004	Age 15
Current Mileage	98,865				Life to Date Maintenance Cost		$ 218,567
Description	Typhoon Ladder Quint with 13,561 hours						

Recent Major Repair(s) to extend life:

Multiplex RC-8 system repaired, pump valves repaired, cab tilt assembly repaired, door latch repaired, several warning lights replaced, VPS repair, cab tilt cylinder replaced, body damage repaired, aerial swivel and hydraulic pump repaired.

Known Problems:

Ladder intercom needs repair. Generator needs to be repaired or replaced. Rust and corrosion in paint.

Description of Requested Replacement:

75' Aerial Ladder Truck

Estimated Cost of Replacement

$ 850,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->

Safety: ☐ 1 ■ 2 ☐ 3 ☐ 4 ☐ 5

End of Life - Fiscal Year

☐ 2020 ■ 2021 ☐ 2022 ☐ 2023 ☐ 2024

<- Most Costly -- Least Costly to Operate ->

Efficiency: ☐ 1 ■ 2 ☐ 3 ☐ 4 ☐ 5

Requested Fiscal Year for replacement

☐ 2020 ■ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:

Due to the large capital expense for replacement, this apparatus was placed in the 5 year capital outlay plan so that funds could be accumulated over time in reserve to smooth the cost to the general fund. With increased call volume, age and usage being a factor, we expect Truck 1 will meet the needs of our department for one more year.

If this vehicle or equipment is not replaced, what are the alternatives:

Ladder truck is necessary for commercial buildings and multi story condominiums to protect the community and assist in maintaining ISO rating.
If this apparatus is not replaced we would expect to continue to repair and maintain with increasing cost. Increase in down time due to mechanical break down.

If vehicle or equipment is replaced – will it be auctioned: ☐ Yes ■ NO

If No, Requested use? Apparatus will be considered for a reserve truck.

Photo (s):





FUNCTION:

Urban Design oversees the administration of Long-Range Planning, Development Review, Permitting and Building Divisions, and Planning & Code Compliance. The administrative functions include the implementation of the Comprehensive Plan as it relates to growth. The staff implements the Council's vision for Zoning and Code Compliance while supporting residential and commercial development through the planning, permitting and construction process. Equally, Urban Design is responsible for the development and implementation of enhancement projects which increase property values, protect natural resources and encourage tourism and business development. Urban Design guides the City's growth in keeping with the vision expressed by the citizens of enhancing the quality of life in a manner that recognizes the importance of the City's historic, waterfront and bicycle friendly environment while ensuring Punta Gorda's competitive business climate. It is the responsibility of Urban Design to develop and maintain the City's Comprehensive Plan; provide efficient plan reviews; process all public hearings; and provide quality staff support to the Planning Commission, Board of Zoning Appeals, the Development Review Committee, the Historic Preservation Advisory Board, City Council and promote partnership opportunities with public, private and non-profit organizations. In addition, Urban Design is responsible for the implementation of the City's American with Disability Act (ADA) Transition Plan, The City of Punta Gorda Master Plan, and other related City planning documents.

ACCOMPLISHMENTS:

In an effort to meet the needs of the citizens of Punta Gorda and the short term goals of the City Council, major activities/goals were accomplished during the fiscal year to include:

- Completion of the City of Punta Gorda Master Plan
- Completion and implementation of the Transportation Buildout Study
- Completion and implementation of the Historic District Infrastructure Study
- Completion of the Alligator North Bound Bridge Construction
- Completion of design of Harborwalk West - Gill St. to Berry St.
- Completion of the re-design for Ponce Park
- Completion of the design for Veteran's Park Phase II
- Continued implementation of the City's American with Disabilities Act (ADA) Transition Plan

BUDGET NARRATIVE:

Urban Design continues to develop strategies to allow for the continual growth of the City with opportunity of additional tax revenue through annexation and continued development of infrastructure; seek outside grants as a revenue source to fund projects; continue to provide efficient plans, processes, & permits; and continue to evaluate and prioritize opportunities that provide value, quality and sustainability to increase tourism and economic development.

A restructuring of Urban Design, Zoning & Code Compliance may be necessary as the City continues to grow. It may become necessary to increase the Division staffing due to the influx of commercial projects, annexations, and implementation of the City-wide Master Plan. The Urban Design Manager will work with the City Manager to analyze the Division structure, positions, and duties to ensure the established service levels, initiatives, and action items are met.

BUDGET NARRATIVE (continued):

Urban Design will:

- Continue to implement the recommendations of the ADA Transition Plan
- Complete the construction of Ponce de Leon Park
- Implement the City-Wide Master Plan initiatives
- Develop a concept plan for Royal Poinciana MURT – US 41 SB to Burnt Store Road
- Completion of construction of Harborwalk West - Gill St. to Berry St.
- Complete the design of the final phase of Harborwalk West – Berry St. to Linear Park Phase I
- Implement the recommendations outlined in the Historic District Infrastructure Study Analysis
- Completion of the construction for Veteran's Park Phase II
- Completion of design for ADA enhancements for Hounds on Henry
- Develop a Pocket Park Design concept within Burnt Store Meadows
- Complete design for Trabue Woods Park
- Seek optional funding for the Shreve Street Trailhead
- Continue to seek partnerships with various organizations for the public benefit
- Continue to work with FDOT on the Carmalita/US 41 intersection improvements
- Develop plans for the improvements to Nature Park Phase II: Preserve Trail
- Continue to provide assistance to local affordable housing groups
- Continue to work with the property owners to facilitate annexations
- Continue to seek grant funds for design and development of various projects

No funds are budgeted for comprehensive planning in FY 2020, funds will be sought in FY 2021

STRATEGIC PRIORTITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
- Goal: Ensure the competitiveness of Punta Gorda's business climate

PRIORITY: INFRASTRUCTURE SUSTAINABILITY
- Goal: Complete the 18-mile pedestrian/bicycle path connecting all neighborhoods
- Goal: Maximize use of new technology in applicable areas
- Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION
- Goal: Promote partnership opportunities with public, private and non-profit organizations
- Goal: Support and assist community efforts to address City priorities through recognition and process initiatives
- Goal: Emphasize transparency in City operations, reporting, and activities

PRIORITY: STRATEGIC COMMUNICATIONS POSITIONING
- Goal: Coordinate with stakeholders in promoting Punta Gorda as a boating, fishing and bicycle-friendly destination
- Goal: Optimize waterfront, bicycle and pedestrian assets of the City
- Goal: Support and facilitate the marketing of Punta Gorda's assets as a core to a vibrant downtown
- Goal: Optimize expertise of regional and local partners to achieve stated objectives

PRIORITY: QUALITY OF LIFE
- Goal: Support, promote & maintain the City's historic character
- Goal: Maintain the City's high safety rating, emergency response and storm preparedness
- Goal: Achieve status as a waterfront destination for land and water visitors
- Goal: Support and promote a pedestrian & bicycle friendly community
- Goal: Ensure a diversity of housing stock that is attainable for all income levels, racial backgrounds, life stages and abilities
- Goal: Continue planning and implementing climate change strategies that: 1) protect significant natural resources 2) support economic growth, improve protection of life and property in hazardous areas

MISSION AND OBJECTIVES

To be proactive in a growth strategy that protects the City's character and environment; provide guidance and cooperation to business and individuals looking to settle in Punta Gorda; and provide core growth management administrative functions that support internal operations of the City increasing property values, protecting natural resources and encouraging tourism and business. To administer, maintain and enforce the Comprehensive Plan, Local Land Development Regulations, and development proposals that ensure the community priorities are implemented to include perseveration of historic character, expansion of the downtown, revitalization of neighborhood commercial centers, improvements to gateways and corridors and preservation of natural areas.

INITIATIVES AND ACTION ITEMS

- Administer the City of Punta Gorda Master Plan
- Administer the City's Comprehensive Plan
- Administer the City's American with Disability Act (ADA) Transition Plan
- Promote annexation
- Develop transfer of development unit (TDU) bank
- Improve park and recreational facility designs
- Complete design on Harborwalk West
- Connect the Punta Gorda Pathway to neighborhood communities and business (i.e. Virginia Avenue; Cooper Street).
- Expand public/private partnerships
- Improve affordable housing opportunities
- Advance Punta Gorda as a vibrant and desirable place to work and live
- Pursue alternative funding for capital projects
- Oversee design of capital projects for Federal/State compliance and interdepartmental coordination
- Process development requests
- Schedule Public Hearings
- Completion of Climate Adaptation Plan
- Completion of the re-design of Ponce de Leon Park
- Development of recreational concept plans for the Burnt Store Meadows Area
- Development of the Waterfront Activity Center (Bayfront property)

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output				
Development Applications (DRC) Received/Processed	13	15	16	16
Planning Application Processed	179	170	175	180
Planning Permits/Applications Reviewed/Approved	159	165	170	175
Board & Committee Support	170	172	174	180
Intergovernmental Board Meetings & Support (MPO, PGHI, School Board, Etc.)	45	50	50	50
Completed CIP Projects (design/construction)	8	4	6	13
Completed ADA Tasks/Projects	12	12	12	10
Efficiency:				
UD staff reports prepared	68	70	70	76
Required training/instruction regarding legislative updates, federal compliance, grant requirements, and other certs.	40	40	40	42
DRC & CIP Plans Reviewed	16	18	20	20
Agenda Packages prepared (UD & Zoning)	55	60	60	60
Design Studio Appointments	57	59	61	61

(continued)

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Service Quality:				
% of planning applications/permits (UD) processed within standard	99%	99%	99%	99%
Outcome:				
Public Hearings Scheduled (UD)	38	40	42	44
Public Hearings Attended (UD)	76	77	78	80
Number of Public Meeting & Public Outreach	12	14	14	20
Number of Projects funded by alternative sources	4	4	4	4
Number of acres annexed into the City	+/- 27	+/- 14	+/- 25	+/- 25

RESULTS

- Continued to pilot Design Studios to assist in identifying solutions to the design challenges and to assist in site design for prospective development. Staff has assisted developers, engineers and/or owners with approximately 59 proposed projects.
- Completion of the Climate Adaptation Plan Update and Living Shoreline Element
- Completion of the City of Punta Gorda Master Plan
- Completion of the Waterfront Activity Center Design Charrette
- Completion of the City Hall Historic Survey
- Completion of the design and construction of the US 41 NB Bridge – Alligator Creek – FDEP Suntrail Grant Funded
- Completion of the design and construction of the Harborwalk West area 1 restroom facility
- Completion of the design for Harborwalk West Area 2a & 2b
- Implementation of the ADA Transition Plan by completing 12 projects, including the AC Freeman House accessible ramp, interior wayfinding signage, ADA and security design project, and automatic door opener system
- Completion of the Interchange Commercial Zoning District to promote annexation.
- Annexed approximately 14 acres of commercial property into the incorporated City limits
- Completion and implementation of the Historic District Infrastructure Analysis
- Completion of the design and installation of the Historic District sign toppers
- Design and implementation of Phase II improvements to Veterans Park

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
URBAN DESIGN SUMMARY

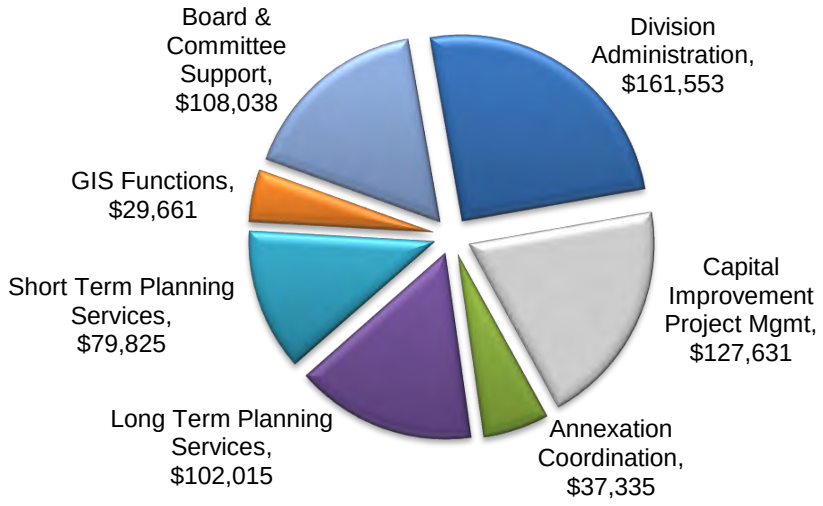
Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	553,754	466,954	508,694	496,108	528,023
Operating	64,533	140,732	82,399	297,138	90,035
Capital Outlay	0	0	0	0	28,000
Total	**618,287**	**607,686**	**591,093**	**793,246**	**646,058**

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Urban Design Manager	1	1	1	1	1
Chief Planner	2	2	2	2	2
Urban Design Planner	1	0	0	0	0
Planner	0	1	1	1	1
Administrative Svc Specialist	1	0	0	0	0
Administrative Assistant	0	1	1	1	1
Total	5	5	5	5	5

Service Costs



FUNCTION:

Zoning and Code Compliance are a Division of Urban Design. Zoning develops, updates, and maintains Land Development Regulations (LDR); provides efficient plan reviews; reviews all public hearing requests; processes Special Event permits; updates the City land file and address database; promotes partnership opportunities with public, private and non-profit organizations; and provides quality staff support to the Planning Commission, Board of Zoning Appeals, the Development Review Committee, and City Council.

Code Compliance performs proactive inspections through-out the City on a daily basis to ensure compliance with the City Code. Within the multi-disciplined aspects of this Division, the Code Compliance officers perform inspections for zoning violations, nuisance code violations to include overgrown grass, visual blight, water restriction violations, local business tax receipt enforcement, distressed property registration and maintenance, performs inspections and oversees daily operation of the lot mowing program, violations in the City right-of-ways, and assists with canal maintenance and other engineering violations. Code Compliance performs final inspections including but not limited to new single-family, multi-family, commercial construction, sign and fence permits. Code Compliance also enforces violations for failure to pay false alarm fees and processes requests to contest said fees. Additionally, the Code Enforcement Board is the mechanism for appealing revocation of lot mowing exemptions.

ACCOMPLISHMENTS:

- Resolved over 2,088 Code Violation Cases without Code Enforcement Board intervention
- Issued approximately 121 permits for business promotions, events, grand opening and temporary event permits in FY 2019.
- Issued approximately 1,277 permits for special parking permits within the Special Residential Overlay District which includes boat permits, moving permits, ROW parking and RV parking permits, and canal equipment parking permits in FY 2019.
- Issued approximately 382 garage sale permits in FY 2019.

BUDGET NARRATIVE:

Zoning develops strategies to allow the continued growth of the City of Punta Gorda with the opportunity of additional tax revenues through annexations and continued development in infrastructure and enhancements. Costs have been closely scrutinized to ensure continued delivery of expected levels of service. The Code documentation process continues to be improved to expedite the paperwork and research of properties to optimize the officer's time in the field. Notices are updated and amended to reflect amendments within the Code and to meet Florida State Statutory requirements. This continual monitoring allows for more efficient processing time and a reduction in paper resulting in a cost savings to the City. The adjustments within the Zoning and Code Compliance proposed budget reflect actual anticipated costs of service, which are off-set by the collection of distressed property registration fees, distressed property maintenance liens and Code Compliance liens which were paid.

In keeping with the Council's budget criteria, Code is proactive in communicating with citizens and addressing many violations prior to receiving a complaint. With the increasing number of new building permits, commercial projects and annexations, Code Compliance may need to increase staffing with one additional full time Code Compliance Officer by FY 2025.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
- Goal: Strengthen & diversify the City's tax base to increase the commercial base, for example, through annexation
- Goal: Ensure the competitiveness of Punta Gorda's business climate

PRIORITY: PARTNERSHIPS, COMMUNICATIONS & COLLABORATION
- Goal: Emphasize transparency in City operations, reporting and activities
- Goal: Continue to seek community input in decision making process

PRIORITY: QUALITY OF LIFE
- Goal: Support, promote & maintain the City's historic character

MISSION AND OBJECTIVES

To provide quality customer service through administration, communication, education and customer assistance and attaining compliance with the adopted codes of the City of Punta Gorda; to reduce the number of potential violations; to respond to code related complaints within 24 hours; to resolve complaints prior to the involvement of the Code Enforcement Board thereby resulting in an aesthetically pleasing City that encourages community pride, preserves neighborhood integrity, protects the public health and well-being, and maintains property values. To enforce the Land Development Regulations (LDRs) and related codes through the review of development proposals and applications ensuring property is developed and used in accordance with local codes, emphasizing the mission of Zoning and Code Compliance, which is to protect the public's investment, and the life, health, and welfare of the residents in the City of Punta Gorda.

INITIATIVES AND ACTION ITEMS

- Review development requests
- Review Plans/Permits/Events
- Attend Public Hearings
- Maintain Land Development Regulations
- Update Land Development Regulations with the adoption and implementation of the Citywide Master Plan
- Enforce City Code of Ordinances
- Perform field inspections and case presentations before the Code Enforcement Board
- Process City parking citations and False Alarm fee appeals
- Process False Alarm fee payment violations
- Implement the City's lot mowing program through the scheduling and monitoring of the lot mowing contract
- Revoke lot mowing exemption after second violation; if contested, presented to Code Enforcement Board
- Issue no-charge permits for recreational vehicle parking, short term boat maintenance, residential yard/garage sales, business promotions, business events, grand opening, and temporary promotional events

Zoning

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output (processed):				
Development Applications (DRC) Received/Processed	13	15	16	16
Zoning Application Received Processed	68	64	70	72
Sign Permit	78	93	95	100
Event Permit	116	120	125	128
Park Rental Bookings	120*	271	295	300
Permits Reviewed (Building/Fire/etc.)	1,287	1,497	1510	1510
Local Business Tax Receipt (LBT) reviewed	97	119	115	120
Board & Committee Support	118	122	125	128
Efficiency:				
Zoning Staff reports prepared	125	114	120	122
Zoning Applications/Permits reviewed/Approved	97	107	110	115
Development Applications (DRC) Reviewed	16	18	16	16
Design Studio Appointments	57	59	61	61
Service Quality:				
% of applications processed within standard	99%	99%	99%	99%
% of permits reviewed within 2 business days	99%	99%	99%	99%
Outcome:				
Public Hearings Attended	40**	95	98	80
LDR Updates (Zoning Amendments)	4***	12	5	25+

*Gilchrist Park was closed for construction.
**Reduction based on Zoning Official (previous number included Urban Design)
***Due to the retirement of the Zoning Official, this number was decreased for FY2017.
+Due to the anticipated adoption of the Citywide Master Plan and potential rewrite of the Land Development Regulations.

Code Compliance

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
Total Inspections:	5,361	7,346	6,321	6,343
Total Violations Cited:	1,788	2,023	1,813	1,874
Single Family Final Inspections	146	101	126	115
Annual Landscape Inspections	86	88	78	75
Vacant Lot Mowing Inspections	20,149	20,619	20,367	20,378
Vacant Lot Mowing Violations	51	20	64	50
Distressed property Maintenance-Mowing	37	41	43	40
Distressed property landscape clean-up	0	0	1	1
Code Board Public Meetings processed/attended	11	11	12	12

Code Compliance (continued)

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Efficiency:				
Inspections per officer:	4,302	4,566	3,651	3,650
Violations per officer:	577	673	661	625
Staff Reports/Code Board Agendas	11	11	12	12
Service Quality:				
# Resolved w/o Code Enforcement Board intervention	2,057	1,348	1,675	1,693
Number of Code permits issued	1,276	1,366	1,299	1,314
Number of Business permits issued	131	108	128	122
Outcome:				
% resolved within 90% target	100%	100%	100%	100%

September 2017-December 2017, no violations were written for roofs, debris, screens, etc. due to Hurricane Irma.

RESULTS

- Conducted regular meetings with Civic Organizations and worked closely with the business community to keep the public apprised of changes and/or additions to the City's LDRs in 12 adopted Zoning Amendments;
- Continued to conduct Design Studios for developers, engineers and/or property owners by assisting them in identifying solutions to the design challenges for prospective development while meeting land development regulations of approximately 59 proposed projects;
- Scheduled 120 events;
- Received $1,100.00 from Bank Registration of Distressed Properties;
- Attained compliance for violations and collected $3,862.63 in payment of distressed property maintenance, citations and fines for Code Board Orders, including interest in FY2018; collected $79,547.64 in payment of distressed property maintenance, citations and fines for Code Board Orders, including interest to date for FY2019.
- Continue to address foreclosed property violations with property registration and improved response from most agents;
- Continued pro-active compliance through working directly with citizens and financial institutions responsible for foreclosed properties

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
ZONING & CODE COMPLIANCE SUMMARY

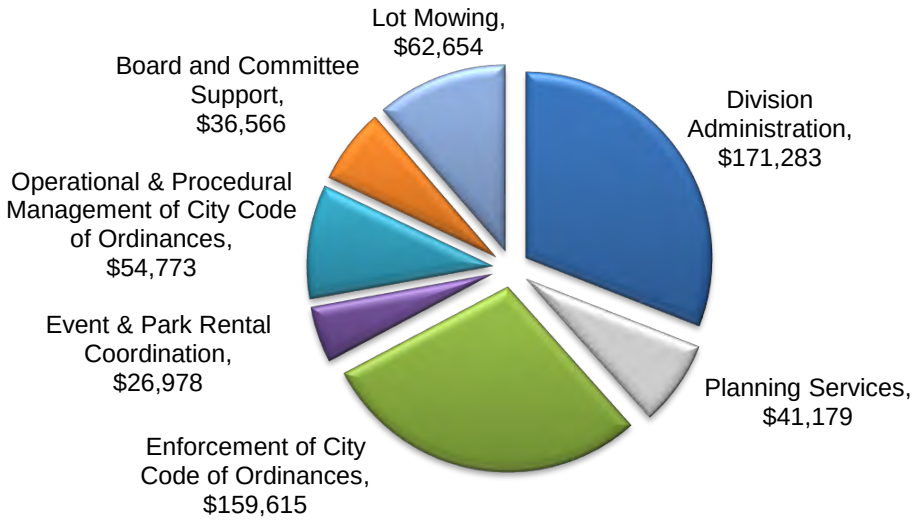
Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	378,034	437,206	451,419	454,829	480,178
Operating	52,830	49,166	64,567	114,567	72,870
Capital Outlay	0	1,222	0	0	0
Total	**430,864**	**487,594**	**515,986**	**569,396**	**553,048**

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Zoning Official	1	1	1	1	1
Code Compliance Supv.	1	1	1	1	1
Chief Code Compl. Officer	1	0	0	0	0
Code Compliance Officer	1	2	2	2	2
Lot Mowing Coordinator	1	1	1	1	1
Executive Assistant	1	1	1	1	1
Total	6	6	6	6	6

Service Costs



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1510		Asset Tag	6926	Purchase Price (if Known)		$ 17,755
Make	Nissan	Model	Frontier		Year	2014	Age 5
Current Mileage	66,604				Life to Date Maintenance Cost		$
Description	Pickup truck 1/4 ton						

Recent Major Repair(s) to extend life:	Known Problems:
Replaced rear seal	High pitched noise, going in for service

Description of Requested Replacement:	Estimated Cost of Replacement
1/4 ton pickup truck with power windows	$ 30,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ■ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ■ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ■ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ■ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life Staff would like to begin a rotation of replacement vehicles so we are not looking to replace all vehicles at one time.	Staff will continue to repair and service provided vehicle remains safe. Retaining vehicle as pool car would reduce mileage reimbursements for employee use of personal vehicles which should offset increase in repair and maintenance costs.

If vehicle or equipment is replaced – will it be auctioned: ☐ Yes ■ NO

If No, Requested use? If the vehicle is still safe to operate, staff would like to utilize vehicle as a pool car that would be shared by Urban Design/Zoning/Paralegal/Communications Manager.

Photo (s):





SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for revenues from specific taxes or other earmarked revenue sources which by law are designated to finance particular functions or activities of government and which, therefore, cannot be used for other purposes.

The following activities of the City are reported in this section:

- Punta Gorda Isles Canal Maintenance District accounts for funds to be utilized for the repair and upkeep of City owned seawalls and maintain navigability of canals located in the Punta Gorda Isles subdivision.

- Burnt Store Isles Canal Maintenance District accounts for funds to be utilized for the repair and upkeep of City owned seawalls and maintain navigability of canals located in the Burnt Store Isles subdivision.

- Community Redevelopment Agency utilizes funds received from the City and County to repay debt obligations and revitalize the downtown Punta Gorda designated area.

- Gas Tax Funds account for road capital and transportation expenditures.

- Impact Fees account for the receipt and disbursement of the impact fees for police, fire, parks, government buildings and transportation.

- CDBG accounts for receipt and disbursement of Community Development Block Grant funds (through FY 2019)

- Special Use Fund accounts for revenues and expenditures directly resulting from special circumstances, such as storms or sale of property.

- Buckley's Pass Dredging Assessment Area Fund accounts for assessments for the construction of Buckley's Pass to allow additional access to Charlotte Harbor.

- Gilchrist Intention Permanent Fund accounts for interest earnings that are used specifically for beautification to bridge entryways.

- Coastal and Heartland National Estuary Partnership (CHNEP) accounts for grants and donations that are used specifically to accomplish the goals of the adopted Comprehensive Conservation and Management Plan.

City of Punta Gorda, FL
Punta Gorda Isles Canal Maintenance District
Revenue and Expenditure Comparison
Actual FY 2017 through Budget FY 2020

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Revenues:					
Canal Maintenance Fees	$ 2,874,876	$ 2,874,153	$ 3,381,400	$ 3,381,400	$ 3,381,400
Intergovernmental Revenue	21,635	58,365	10,350,595	21,525,000	0
Transfer from General Fd (Financing)	0	9,180,900	0	6,610,000	8,237,000
Interest Income	23,825	24,482	15,000	33,375	11,500
Miscellaneous Revenue	5,184	6,447	500	635	500
	2,925,520	12,144,347	13,747,495	31,550,410	11,630,400
Projected Carryover-Beginning	730,044	935,399	1,502,654	(192,868)	7,155,384
Prior Yr Encumbrances	0	309,683	0	903,472	0
Prior Yr Re-Appropriation	354,395	254,000	0	79,930	0
Total Revenues	$ 4,009,959	$13,643,429	$15,250,149	$32,340,944	$18,785,784
Expenditures:					
Personnel Services	$ 584,585	$ 722,663	$ 852,590	$ 797,435	$ 684,150
Operating Expenses	1,904,657	994,812	724,905	1,713,125	2,098,510
Capital Outlay	21,635	11,135,420	11,610,000	12,200,000	8,277,000
Debt Service/Transfer for Debt	0	0	560,000	10,475,000	5,985,000
	2,510,877	12,852,895	13,747,495	25,185,560	17,044,660
Reserve-Seawall Replacement	345,000	545,000	425,000	425,000	600,000
Projected Carryover-End	1,154,082	245,534	1,077,654	6,730,384	1,141,124
Total Expenditures	$ 4,009,959	$13,643,429	$15,250,149	$32,340,944	$18,785,784

City of Punta Gorda, FL
PGI Canal Maintenance District
Proforma Schedule of Revenues and Expenditures
FY 2017 through FY 2024

Current Op Rate	$550	$550	$550	$550	$550	$550	$550	$550	$550
Additional Rate	$0	$0	$100	$100	$100	$100	$100	$0	$0
	Actual FY 2017	**Actual FY 2018**	**Budget FY 2019**	**Projected FY 2019**	**Budget FY 2020**	**Proforma FY 2021**	**Proforma FY 2022**	**Proforma FY 2023**	**Proforma FY 2024**
Operating Assessment	$2,874,876	$2,874,153	$ 2,861,750	$ 2,861,750	$ 2,861,750	$ 2,861,750	$ 2,861,750	$ 2,861,750	$ 2,861,750
Additional Operating Assessment	0	0	519,650	519,650	519,650	519,650	519,650	0	0
Interest	23,825	24,482	15,000	33,375	11,500	11,500	11,500	11,500	11,500
FEMA Reimb.	0	0	8,871,940	18,450,000	0	6,177,750	0	0	0
State Reimb.	0	0	1,478,655	3,075,000	0	1,029,625	0	0	0
Transfer from General Fund	0	9,180,900	0	6,610,000	8,237,000	0	0	0	0
Florida Boating Improv Grant	21,635	58,365	0	0	0	0	0	0	0
Defined Contribution Refunds	2,111	0	0	0	0	0	0	0	0
Miscellaneous Revenue	3,073	0	500	500	500	500	500	500	500
Surplus Furn, Fixt & Equip	0	3,450	0	135	0	0	0	0	0
Other Scrap or Surplus	0	2,997	0	0	0	0	0	0	0
Revenues	2,925,520	12,144,347	13,747,495	31,550,410	11,630,400	10,600,775	3,393,400	2,873,750	2,873,750
Personnel	584,585	722,663	852,590	797,435	684,150	715,425	748,290	782,840	819,175
Operating Expenditures	204,193	452,491	351,480	421,300	480,510	309,260	317,255	325,500	334,005
Inlet Dredging	11,284	42,215	50,000	57,785	58,000	58,000	58,000	58,000	58,000
Total Seawalls	1,689,180	500,106	323,425	1,234,040	1,560,000	1,720,045	1,829,645	1,839,535	1,849,720
Capital Outlay	21,635	124,212	0	0	40,000	300,000	300,000	0	0
Trsfr to Debt Svc Fd-Repay Seawall Ln	0	0	0	10,475,000	5,985,000	8,484,500	0	0	0
Seawall Repl & Mitigation - Hurr Irma	0	11,011,208	11,610,000	12,200,000	8,237,000	0	0	0	0
Repay Seawall Loan - w/2.5% interest	0	0	560,000	0	0	0	0	0	0
Expenditures	2,510,877	12,852,895	13,747,495	25,185,560	17,044,660	11,587,230	3,253,190	3,005,875	3,060,900
Revenues over (under) Expenditures	414,643	(708,548)	0	6,364,850	(5,414,260)	(986,455)	140,210	(132,125)	(187,150)
Carryover - Beginning	1,084,439	1,154,082	1,022,654	245,534	6,730,384	1,141,124	454,669	894,879	762,754
Reserve Seawall Replacement-Beg	0	345,000	480,000	545,000	425,000	600,000	300,000	0	0
Reserve Seawall Replacement-End	$ 345,000	$ 545,000	$ 425,000	$ 425,000	$ 600,000	$ 300,000	$ 0	$ 0	$ 0
Carryover - End	$1,154,082	$ 245,534	$ 1,077,654	$ 6,730,384	$ 1,141,124	$ 454,669	$ 894,879	$ 762,754	$ 575,604
Reserve Seawall Repl -End as a % of Seawall contract			147.76%	35.68%	42.86%	21.43%	0.00%	0.00%	0.00%
Projected Carryover -End as a % of Expenditures			7.84%	26.72%	6.69%	3.92%	27.51%	25.38%	18.81%

Assumptions
Revenues:
FY 2020-2024 Proposed Assessment Rate $550
FY 2019-2022 Proposed Additional Assessment Rate $100 for repayment of debt service on Hurricane Irma seawall project
FY 2019 50,399 l.ft. damage estimated 87.5% of Hurricane Irma seawall project to be reimbursed by Federal and State assistance; may carryover to FY 2020
FY 2021 50,399 l.ft. damage estimated 87.5% of Hurricane Irma rip rap mitigation to be reimbursed by Federal and State assistance; funding is still pending
Note: hazard mitigation project will not begin until permitting and obligation is approved

Expenditures:
Personnel Expense:
FY 2020 - 4% merit increase; (4) temporary employees related to Hurricane Irma seawall project are removed
Overtime per department request
Defined benefit pension per schedule using FY 2019 citywide budget; Defined contribution plan is 7.5% of pensionable wages
Health insurance est. 12% increase and Workers Comp est. 10% increase
FY 2021-2024 - 4% merit incr, def. benefit pension 3% incr, def. contrib. pension 7.5% of pensionable wages, health ins incr. est 6% & WC incr. est 10%

Operating Expense:
FY 2020 - Per Department Request; Engineering/permitting for special projects; transfer to debt svc fund for Hurr. Irma seawall loan repayment
Huricane Irma Seawall rip rap mitigation.
FY 2021-2024 - Est. increases operating 3% except for: Fire/General Liab Insur 5%; mangrove trimming and inlet dredging flat;
transfer to debt svc fund for rip rap mitigation loan repayment; seawall replacements with scheduled increases - Avg. $1,809,735/yr

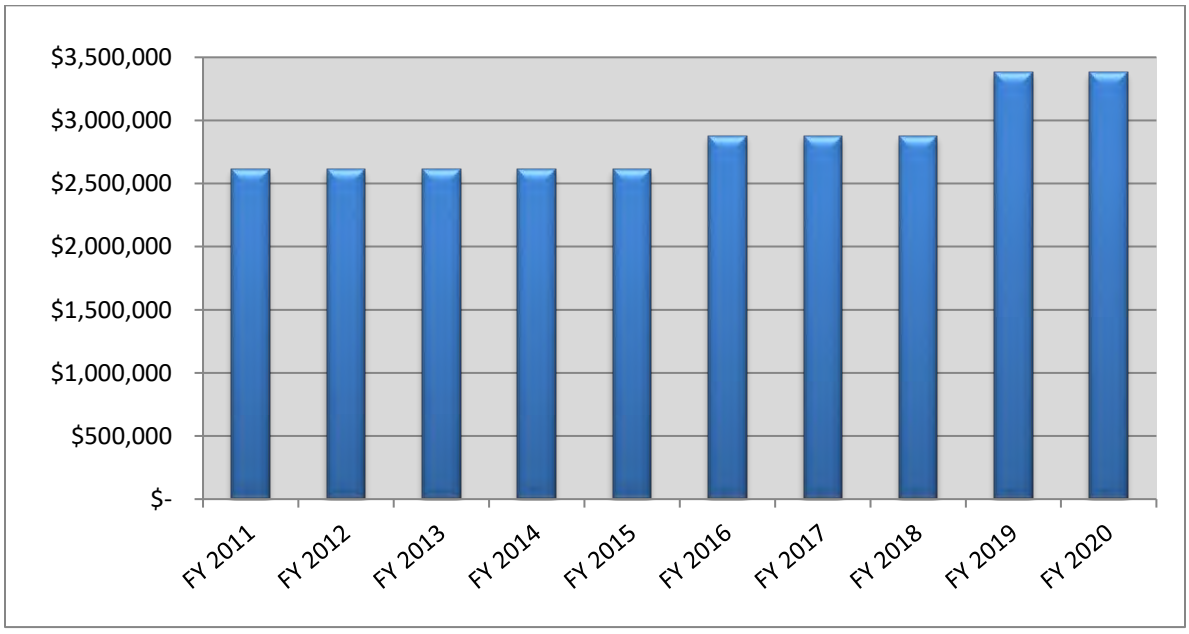
Capital Outlay & Special Projects:
FY 2020-2024 - Per Department Request

Reserves:
FY 2019-FY 2021 Use of seawall replacement reserves for permitting and construction of channel and shoreline improvements to spoil site.
FY 2019-FY 2021 Use of seawall replacement reserves for permitting and construction of Ponce De Leon Inlet widening and dredging.

City of Punta Gorda, FL
Punta Gorda Isles Canal Maintenance District
Punta Gorda Isles Canal Maintenance Fees
103-0000-325-3000

The canal maintenance assessment district provides benefits to each property owner within the district through sharing of maintenance costs for all canals, seawalls and navigation channels in the district. Property values are enhanced by a functioning, well-maintained and safe canal system. See City ordinance #1156-96, as amended by ordinance #1169-96 and #1247-99. The annual assessments are billed on the property owner's tax bill. The fiscal year 2020 rate for each single family lot and properties not zoned single family with a single family residence (SFR) will be $650. For all other property not zoned single family without a single family residence, the annual assessment is six and eight-tenths cents ($.068) for each square foot of land lying within 120 lineal feet of any dedicated canal or waterway, or from seawalls or bulkheads abutting Charlotte Harbor. The $.068 rate is calculated from the $650 assessment divided by 9,600 sq. ft. which is the typical SFR lot size. The additional $100 assessment will be used to repay debt service for the repairs needed due to Hurricane Irma.

Fiscal Year	Amount Collected	Annual Assessment
FY 2011	$2,611,482	$500
FY 2012	$2,613,203	$500
FY 2013	$2,612,254	$500
FY 2014	$2,611,222	$500
FY 2015	$2,610,994	$500
FY 2016	$2,877,109	$550
FY 2017	$2,874,876	$550
FY 2018	$2,874,153	$550
FY 2019	$3,381,400	$650
FY 2020	$3,381,400	$650



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
PUNTA GORDA ISLES CANAL MAINTENANCE DISTRICT

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
30-00	SPEC ASSMTS - CANAL ASSMT	2,874,876	2,874,153	3,381,400	3,381,400	3,381,400
*	**PERMITS,FEES & SPEC ASSMT**	**2,874,876**	**2,874,153**	**3,381,400**	**3,381,400**	**3,381,400**
51-00	FEDERAL DISASTER RELIEF	0	0	8,871,940	18,450,000	0
49-03	FL BOATING IMPROVE GRANT	21,635	58,365	0	0	0
51-05	STATE - STORMS	0	0	1,478,655	3,075,000	0
*	**INTERGOVERNMENTAL REVENUE**	**21,635**	**58,365**	**10,350,595**	**21,525,000**	**0**
10-00	INTEREST ON INVESTMENTS	23,825	24,482	15,000	33,375	11,500
70-50	DEFINED CONTRIB REFUND	2,111	0	0	0	0
90-00	MISCELLANEOUS REVENUE	3,073	6,447	500	635	500
*	**MISCELLANEOUS REVENUE**	**29,009**	**30,929**	**15,500**	**34,010**	**12,000**
01-00	GENERAL	0	9,180,900	0	6,610,000	8,237,000
*	**TRANSFER FROM OTHER FUNDS**	**0**	**9,180,900**	**0**	**6,610,000**	**8,237,000**
90-01	PROJ CARRYOVER-BEGINNING	730,044	935,399	1,502,654	(192,868)	7,155,384
90-02	PRIOR YEAR ENCUMBRANCES	0	309,683	0	903,472	0
90-05	PRIOR YR RE-APPROPRIATION	354,395	254,000	0	79,930	0
*	**BEGINNING RESERVES**	**1,084,439**	**1,499,082**	**1,502,654**	**790,534**	**7,155,384**
		4,009,959	**13,643,429**	**15,250,149**	**32,340,944**	**18,785,784**

FUNCTION:

The Punta Gorda Isles Canal Maintenance District is responsible for the maintenance of 91 miles of seawall, dredging 45 miles of canals/inlets, and mangrove trimming/alteration within the district canal system. Other duties include depression filling, seawall patching, cap patching, cap replacement, maintenance of aids to navigation, inspections, and related tasks. Seawall replacement, seawall cap replacement, channel and inlet dredging, seawall stabilization, and mangrove trimming projects are accomplished by outside contractors selected through the competitive bid process.

ACCOMPLISHMENTS:

Accomplishments include approximately 30,400 feet of seawall replaced, depressions filled at 517 locations, debris was removed at 11 locations; 21,550 lineal ft. of maintenance mangrove trimming and seawall cap/wall patches completed at 86 locations. The Sancho Panza Point was mowed 7 times. Projects completed during the year include maintenance dredging at the inlets; channel markers, navigation lights, bridge clearance signs have been maintained, or replaced, as necessary. Repairs were made to the Ponce De Leon Park boat ramp.

The seawall infrastructure sustained damaged as a result of Hurricane Irma on September 10, 2017. Approximately 50,399 lineal feet of seawall was damaged - effecting 888 properties. Only a portion of the seawall replacement work scheduled for the FY 2019 work program was performed. Most efforts were focused on recovering damaged seawalls. It is anticipated that replacing damaged seawall should be completed by July 2019.

Typically, data is collected for the GIS Seawall Assessment every year. This task was not performed this year due to the on-going repairs of seawall damage from Hurricane Irma. We anticipate the next assessment to be performed in FY 2020.

BUDGET NARRATIVE:

The proposed budget reflects the continued normal operation and maintenance of the Punta Gorda Isles Canal Maintenance Assessment District. Work will include:

- 4,000 linear ft. of seawall replacement
- Maintenance dredging of the navigational portions of the canal system and inlets
- Maintenance trimming of mangroves
- Depression filling
- Maintenance of Sancho Panza Point
- Repair or replacement of navigational aids within the canal system and inlets

The FY 2020 budget includes the replacement of a 2008 pickup truck. In addition, the hazard mitigation portion of the Hurricane Irma Seawall project was delayed due to permitting and is now budgeted in FY 2020.

FY 2020 use of seawall replacement reserve for:

- Contract engineering services to study new seawall panel technologies, alternative materials and installation methods
- Contract engineering services to design and permit the widening of Ponce Inlet and to dredge the basin adjacent to the spoil site.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: INFRASTRUCTURE SUSTAINABILITY
- Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
- Goal: Maximize use of new technology in applicable areas
- Goal: Apply best management practices & systems in infrastructure maintenance
- Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION
- Goal: Emphasize transparency in City operations, reporting and activities
- Goal: Continue to seek community input in decision making process

PRIORITY: QUALITY OF LIFE
- Goal: Achieve status as a waterfront destination for land and water visitors

MISSION AND OBJECTIVES

The PGI Canal Maintenance District is responsible for maintaining 91 miles of seawall and dredging 45 miles of canals/inlets located within the district. Seawall replacement is accomplished by outside contractors selected through the competitive bid process. This work is done to ensure the integrity of seawalls throughout the canal system and the safety of property owners and boaters.

INITIATIVES AND ACTION ITEMS

To provide efficient maintenance and repair to the Punta Gorda Isles canal system.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
Budgeted # linear ft seawalls replaced	8,046	6,589	30,400	4,000
Budgeted # linear ft seawall cap replaced	860	404	0	0
Efficiency:				
Contract & material cost per linear ft of seawall replacement	$212	$386	$386	$400
Contract & material cost per linear ft of seawall cap replacement	$60	$62	$0	$0
Service Quality:				
# of linear feet of seawall replacement completed within established timeline	8,046	20,455	30,400	4,000
# of linear feet of seawall cap replacement completed within established timeline	860	89	0	0
Outcome:				
% of linear feet of seawall replacement completed in fiscal year	100%	310%	100%	100%
% of linear feet of seawall cap replacement completed in fiscal year	100%	22%	0%	0%

RESULTS

Typically every year data is collected for the GIS Seawall Assessment. This task was not performed this year due to the seawall damage from Hurricane Irma. We anticipate the next assessment to be performed in FY 2020. A thorough assessment is accomplished by utilizing GPS (Geographical Information System) equipment, field lap tops and many hours of close inspection. The inspection is performed with the input of the exact locations on a computerized map as well as the condition data for each segment of wall & cap. The completion of the annual assessment allows the division to continue to forecast the estimated wall and cap longevity and create future work programs.

PUNTA GORDA ISLES ANNUAL SEAWALL AND CAP ASSESSMENT

Total seawall system length: 480,252 feet or 90.96 miles

CAP	FY 2016			FY 2017		
	FEET	MILES	%	FEET	MILES	%
Good	463,723	87.83	96.56%	462,472	87.59	96.30%
Good minus Repairs	461,511	87.41	96.10%	460,701	87.25	95.93%
Repair	See Below			See Below		
Replace	9,492	1.80	1.98%	11,232	2.13	2.34%
Unable to assess	7,037	1.33	1.47%	6,548	1.24	1.36%
Total*	463,723	87.83	96.56%	462,472	87.59	96.30%
Individual Repairs	2,212 feet (518 repairs)			1,771 feet (365 repairs)		

*Total does not include the "Good minus Repairs" data

WALL	FY 2016			FY 2017		
	FEET	MILES	%	FEET	MILES	%
Good	400,029	75.76	83.30%	379,874	71.95	79.10%
Monitor (0-2)	73,095	13.84	15.22%	86,295	16.34	17.97%
Monitor (3-5)	269	0.05	0.06%	6,183	1.17	1.29%
Replace	0	0.00	0.0%	1,272	0.24	0.26%
Unable to assess	6,859	1.30	1.43%	6,628	1.26	1.38%
Total	**480,252**	**90.96**	**100.00%**	**480,252**	**90.96**	**100.00%**

NOTE: DATA FOR FY 2018 and FY 2019 IS NOT AVAILABLE BECAUSE SEAWALL ASSESSMENTS WERE NOT PERFORMED.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
PUNTA GORDA ISLES CANAL MAINTENANCE DISTRICT SUMMARY

Operating Budget

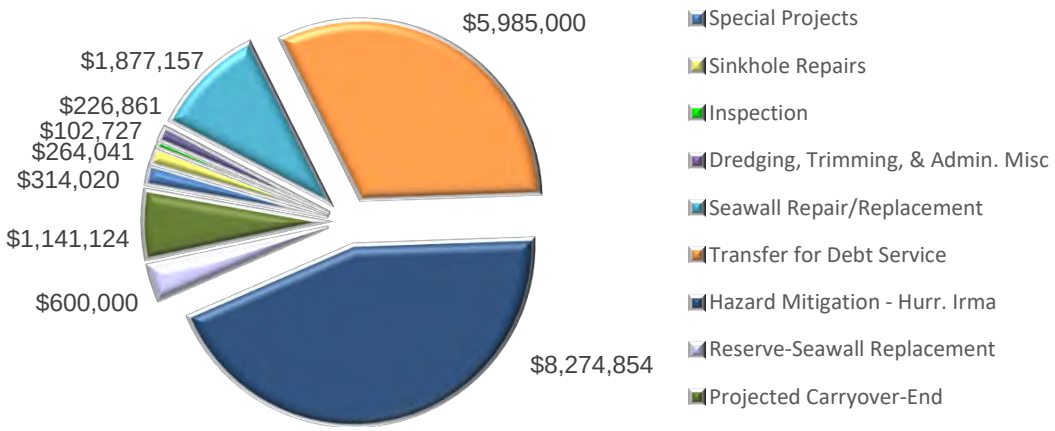
Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	584,585	722,663	852,590	797,435	684,150
Operating	1,904,657	994,812	724,905	1,713,125	2,098,510
Capital Outlay	21,635	11,135,420	11,610,000	12,200,000	8,277,000
Debt	0	0	560,000	0	0
Operating Transfers	0	0	0	10,475,000	5,985,000
Ending Rsrv-Seawall Repl	345,000	545,000	425,000	425,000	600,000
Projected Carryover	1,154,082	245,534	1,077,654	6,730,384	1,141,124
Total	**4,009,959**	**13,643,429**	**15,250,149**	**32,340,944**	**18,785,784**

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
PW Analyst	1	1	1	1	1
PW Supervisor	1	1	1	1	1
PW Senior Crew Chief	1	1	1	1	1
PW Crew Chief	1	1	1	1	1
Seawall Constr Insp	1	4 *	4 *	4 *	1
Canal Maint Worker III	1	1	1	1	1
Canal Maint Worker II	1	1	1	1	1
Canal Maint Worker I	2	2	2	2	2
Community Outreach Coord. - Temp	0	1 *	1 *	1 *	0
Total	9	13	13	13	9

* Four temporary workers were hired in FY 2018 and continued in FY 2019 for Hurricane Irma seawall replacement/repairs project

Service Costs



PGI CANAL MAINTENANCE FUND
VEHICLE AND EQUIPMENT REPLACEMENT PROGRAM
and SPECIAL PROJECT PROGRAM
FY 2020 - FY 2024
(All figures in thousands of dollars)

PROJECT IDENTIFICATION	TOTAL PROJECT COST	Prior Years' Funding	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
EQUIPMENT:							
2008 Pickup Truck, 3/4 ton (Replacement)	40		40				
SPECIAL PROJECTS:							
PGI Spoil Site Channel	426	35	91	150	150		
PGI Ponce De Leon Inlet Widening & Dredging	416	25	91	150	150		
TOTAL		60	222	300	300	-	-

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0960		Asset Tag	6816	Purchase Price (if Known)		$ 26,576
Make	Ford	Model	F250 3/4 Ton Truck		Year	2008	Age 11
Current Mileage	98,008				Life to Date Maintenance Cost		$ 15,948
Description	Ford 3/4 Ton F50 XLS/Duty Pickup Truck Crew Cab 4 Door 4X4						

Recent Major Repair(s) to extend life:	Known Problems:
Replaced front & rear pads, rotors and pinion seal. Replaced battery & tailgate handle	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
Same or similar 3/4 Ton Pickup Truck Crew Cab 4 Door 4X4	$ 40,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ■ 2 ☐ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ■ 2 ☐ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
End of service life	It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs. Increased inefficiency and liability

If vehicle or equipment is replaced – will it be auctioned: ■ Yes ☐ NO
If No, Requested use?

Photo (s):





Special Project Program
Project Detail

Project Title: PGI Spoil Site Channel

Acct #: 103-0960-549-3400; 103-0960-549-6300 **Project Code:** SSCHNL

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.
Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle, and its vibrant, eco-system

Goal:
To ensure efficient and effective service delivery and quality aesthetic appeal; Maximize use of new technology in applicable areas; Apply best management practices and systems in infrastructure maintenance. Achieve status as a waterfront destination for land and water visitors.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 35,000	$ 91,000	$ 150,000	$ 150,000	$ 0	$ 0	$ 426,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	35,000
In Present CIP	$	391,000
Engineering	$	126,000
Land	$	
Site	$	
Improvement	$	
Construction	$	300,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	OF		
2nd Yr.	OF		
3rd Yr.	OF		
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
TBD
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Canal Maintenance

Contact Person:
Gary A. Disher, Jr.

Project Description:

Engage consultant to obtain permitting for dredging a channel from Ponce De Leon Inlet through the shallow basin directly to the spoil site. Channel construction and shoreline improvements to follow permitting.
FY 2019 Funds: $35,000
FY 2020 Funds: $91,000 funded from Account: 103-0960-549-3400 for the permitting process.

FY 2021 & 2022 Funds: $150,000 each year will be funded from Account: 103-0960-549-6300 for construction.

Project Justification:

With the increase in new home construction there are fewer and fewer vacant lots available for use during seawall maintenance projects. This project will ensure the availability of a staging location.


Project Location
DI VINCI DR
COLONY POINT DR
VIA PALOMA DR
LA MANCHA CT
DON QUIXOTE DR
SANCHO PANZA CT
Spoil Site
Proposed Channel
Ponce Inlet
N
W
E
S
0
300
600
Feet
Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Special Project Program
Project Detail

Project Title: PGI Ponce De Leon Inlet Widening & Dredging

Acct #: 103-0960-549-3400; 103-0960-549-6300 **Project Code:** PONWID

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.
Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle, and its vibrant, eco-system

Goal:
To ensure efficient and effective service delivery and quality aesthetic appeal; Maximize use of new technology in applicable areas; Apply best management practices and systems in infrastructure maintenance. Achieve status as a waterfront destination for land and water visitors.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 25,000	$ 91,000	$ 150,000	$ 150,000	$ 0	$ 0	$ 416,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	25,000
In Present CIP	$	391,000
Engineering	$	126,000
Land	$	
Site	$	
Improvement	$	
Construction	$	300,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	OF		
2nd Yr.	OF		
3rd Yr.	OF		
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
$ 0 Total TBD

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Canal Maintenance

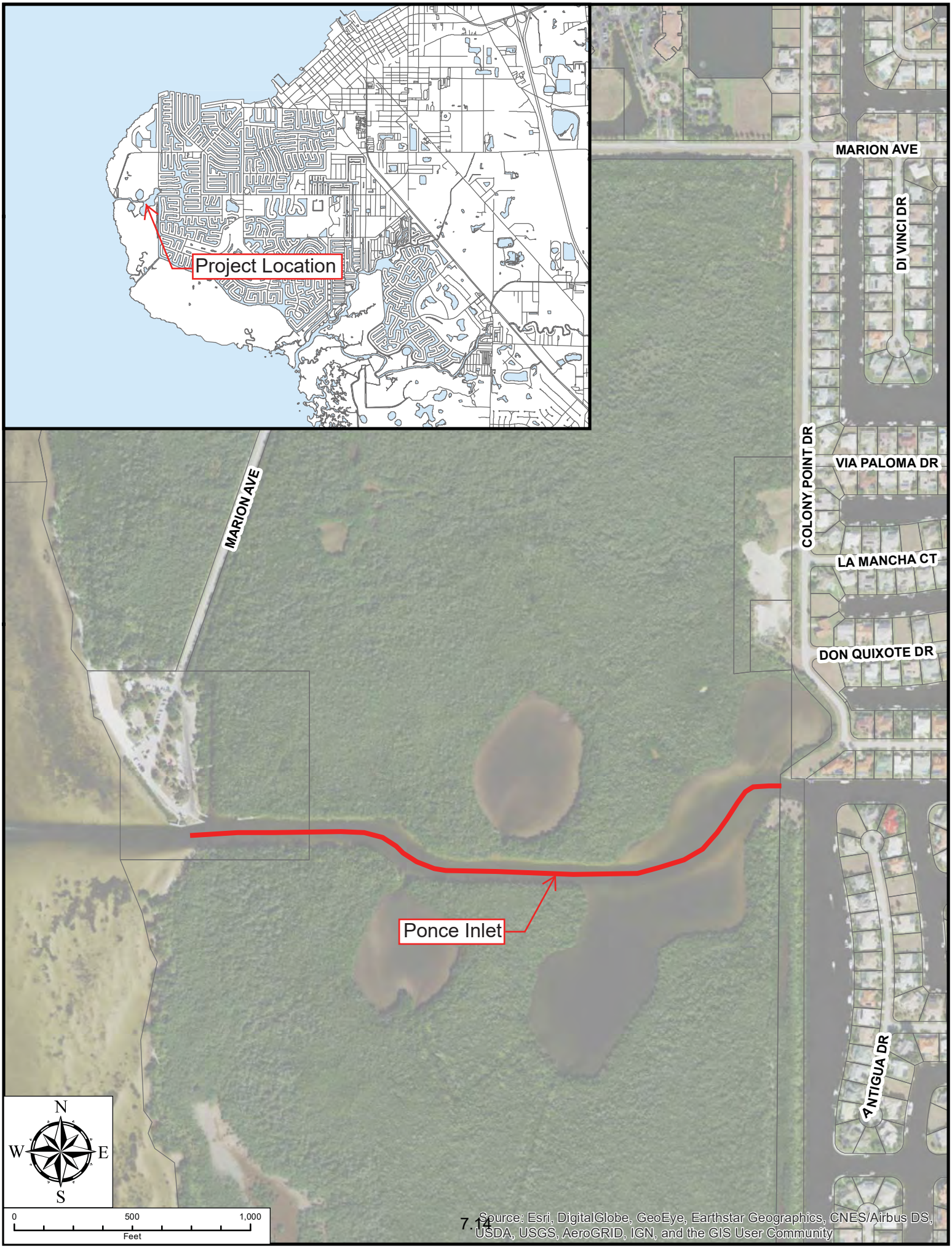
Contact Person:
Gary A. Disher, Jr.

Project Description:

Engage consultant to obtain permitting for widening and dredging Ponce De Leon Inlet.
FY 2019 Funds: $25,000
FY 2020 Funds: $91,000 funded from Account: 103-0960-549-3400 for the permitting process.
FY 2021 & FY 2022 Funds: $150,000 each year will be funded from Account: 103-0960-549-6300 for construction.

Project Justification:

Widen the full depth channel bottom to aid residents in safe navigation of the inlet without running aground.


Project Location
MARION AVE
DI VINCI DR
COLONY POINT DR
VIA PALOMA DR
LA MANCHA CT
DON QUIXOTE DR
MARION AVE
Ponce Inlet
ANTIGUA DR
N
W
E
S
0
500
1,000
Feet
Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

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City of Punta Gorda, FL
Burnt Store Isles Canal Maintenance District
Revenue and Expenditure Comparison
Actual FY 2017 through Budget FY 2020

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Revenues:					
Canal Maintenance Fees	$ 590,837	$ 574,635	$ 572,750	$ 572,750	$ 572,750
Federal Disaster Relief	0	0	15,000	654,213	0
State - FEMA Storms	0	0	2,500	109,035	0
Misc Revenue	4,541	10,515	3,150	19,500	7,875
Financing	365,000	0	0	0	0
	960,378	585,150	593,400	1,355,498	580,625
Projected Carryover-Beginning	128,567	225,265	308,004	466,852	627,907
Prior Yr. Encumbrances	0	12,739	0	0	0
Prior Yr. Re-Appropriation	40,300	70,000	0	271,000	0
Total Revenues	$ 1,129,245	$ 893,154	$ 901,404	$ 2,093,350	$ 1,208,532
Expenditures:					
Personnel Services	$ 30,779	$ 25,642	$ 57,085	$ 57,085	$ 38,450
Operating Expenses	320,888	33,802	432,455	460,215	401,050
Capital Outlay	469,574	0	0	852,283	0
Debt Service	0	95,858	95,860	95,860	95,860
	821,241	155,302	585,400	1,465,443	535,360
Reserve-Seawall Replacement	90,000	100,000	110,000	135,000	180,000
Projected Carryover-End	218,004	637,852	206,004	492,907	493,172
Total Expenditures	$ 1,129,245	$ 893,154	$ 901,404	$ 2,093,350	$ 1,208,532

* Personnel costs is for hours worked by PGI Canal Maintenance employees in Burnt Store Isles Canal Maint. District; Position count will remain in Punta Gorda Isles Canal Maint. District.

City of Punta Gorda, FL
BSI Canal Maintenance District
Proforma Schedule of Revenues and Expenditures
FY 2017 through FY 2024

Operating Rate	$460	$460	$460	$460	$460	$460	$460	$460	$460
Dredging Rate	$110	$95	$95	$95	$95	$95	$0	$0	$0
Tentative Rate	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Actual FY 2017	**Actual FY 2018**	**Budget FY 2019**	**Projected FY 2019**	**Budget FY 2020**	**Proforma FY 2021**	**Proforma FY 2022**	**Proforma FY 2023**	**Proforma FY 2024**
Operating Assessment	$ 590,837	$ 574,635	$ 474,800	$ 474,800	$ 474,800	$ 474,800	$ 474,800	$ 474,800	$ 474,800
Dredging Assessment	0	0	97,950	97,950	97,950	97,950	0	0	0
Tentative Assessment	0	0	0	0	0	0	0	0	0
Interest	4,454	10,447	3,150	19,500	7,875	4,875	1,800	1,575	3,525
Miscellaneous Revenue	87	68	0	0	0	0	0	0	0
Financing	365,000	0	0	0	0	0	0	0	0
Federal and State Assistance	0	0	17,500	763,248	0	0	0	0	0
Estimated Revenues	960,378	585,150	593,400	1,355,498	580,625	577,625	476,600	476,375	478,325
Personnel Expenses	30,779	25,642	57,085	57,085	38,450	39,735	41,070	42,455	43,890
Operating Expenses	44,025	25,289	67,455	157,455	33,050	34,000	33,785	33,560	33,330
Mangrove Trimming	13,246	0	26,000	52,000	30,000	30,000	30,000	30,000	30,000
Dredging	0	0	38,000	0	38,000	38,000	38,000	38,000	38,000
Seawall Panels	59,784	0	65,240	42,000	50,000	50,000	50,000	50,000	50,000
Seawall Replacement	187,262	2,782	235,760	208,760	250,000	250,000	250,000	250,000	250,000
Seawall Cap Replacement	16,571	5,731	0	0	0	0	0	0	0
Perimeter Dredging Proj Debt Service	0	95,858	95,860	95,860	95,860	95,860	0	0	0
Perimeter Dredging Project	467,874	0	0	0	0	0	0	0	0
Hurrican Irma Seawall repairs	0	0	0	852,283	0	0	0	0	0
Equipment	1,700	0	0	0	0	0	0	0	0
Estimated Expenditures	821,241	155,302	585,400	1,465,443	535,360	537,595	442,855	444,015	445,220
Revenues over (under) expenditures	139,137	429,848	8,000	(109,945)	45,265	40,030	33,745	32,360	33,105
Projected Carryover - Beg	123,867	218,004	208,004	637,852	492,907	493,172	488,202	476,947	464,307
Reserve Seawall Repl & Special Proj-Beg	45,000	90,000	100,000	100,000	135,000	180,000	225,000	270,000	315,000
Reserve Seawall Repl & Special Proj-End	$ 90,000	$ 100,000	$ 110,000	$ 135,000	$ 180,000	$ 225,000	$ 270,000	$ 315,000	$ 360,000
Projected Carryover - End	$ 218,004	$ 637,852	$ 216,004	$ 492,907	$ 493,172	$ 488,202	$ 476,947	$ 464,307	$ 452,412
Projects Requiring Approval and Funding:									
Barge Access-Inlet Widening Construction					125,000	125,000	0	0	0
Channel Corner Widening					75,000	180,000	300,000	0	0
Est. Beg. Reserves with projects but no funding plan					627,907	473,172	208,202	(58,053)	(25,693)
Est. End. Reserves with projects but no funding plan					473,172	208,202	(58,053)	(25,693)	7,412

Assumptions

Revenues:

FY 2020-2024 Operating assessment rate $460

FY 2019-2021 Dredging assessment rate of $95 through FY 2021 (reduced by 1 year) for perimeter canal dredging project (FY 2017 $110, FY 2018-2021 $95)

FY 2022-2024 estimated tentative increase to operating assessment for unfunded special projects is currently not projected

FY 2018-2019 2,146 l.ft. damage estimated 87.5% of Hurricane Irma seawall project to be reimbursed by Federal and State assistance

FY 2020 Hurricane Irma rip rap mitigation is currently planned from carryover of unspent seawall funds.

Expenditures:

Personnel and Operating Expense:

FY 2020 - Per Department Request; Fire/General Liab Ins est. increase 5%

Special Projects: FY 2019 $20,000 for engineering studies related to alternative seawall panel technologies/installation methods;
Inlet widening/removal of south side lock infrastructure - FY 2019 $80,000 for permitting (add'l $55,000 increased est);
Channel corner widening FY 2019 $25,000

FY 2020-2024 - Dredging $38,000 per year; Mangrove Trimming $30,000 per year; Total Seawall Replacements FY 2020-2024 $300,000/yr
Est. increases: Gen. Liab Ins. 5%, all other operating 3%; personnel 4%, health ins. 6%, workers comp ins. 10%

Debt Service:

FY 2018-2021 Principal and interest payments on $365,00 revenue financing, 2% interest, 4 year loan

Reserves:

FY 2017-2024 $45,000 added annually as a reserve in anticipation of increased seawall replacement costs due to reduction in vacant lot availability
Per adopted financial policy. Special projects will utilize this funding.

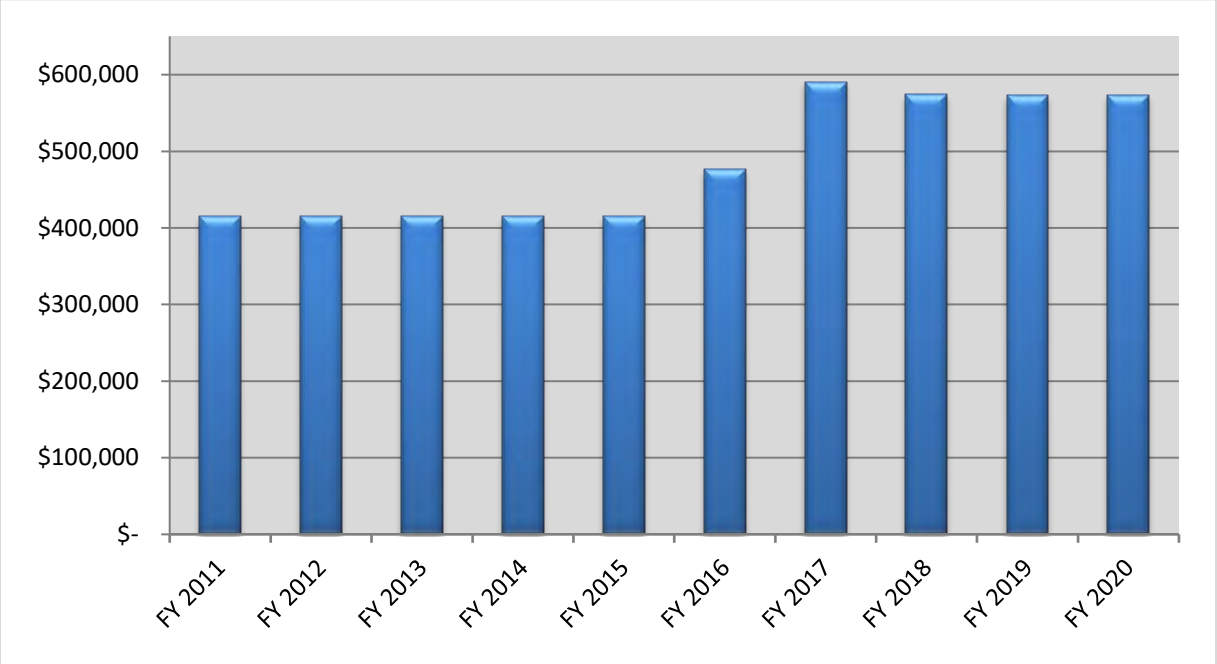
Unfunded Special Projects (requires approval and appropriation FY 2020-2024)

Barge Access Projects: Inlet widening/removal south side lock infrastructure - FY 2020-21 $125,00/yr construction for purposes of access of fully loaded barge
Channel corner widening FY 2020 $75,000 for permitting; FY 2021 $180,000 for mitigation; FY 2022 $300,000 for construction

City of Punta Gorda, FL
Burnt Store Isles Canal Maintenance District
Burnt Store Isles Canal Maintenance Fees
104-0000-325-3000

The canal maintenance assessment district provides benefits to each property owner within the district through sharing of costs of maintaining all canals, seawalls and navigation channels in the district. Property values are enhanced by a functioning, well-maintained and safe canal system. See City ordinance #1156-96, as amended by ordinance #1169-96 and #1247-99. The annual assessments are billed on the property owner's tax bill. The fiscal year 2020 rate for each single family lot and properties not zoned single family with a single family residence (SFR) will be $555. For all other property not zoned single family without a single family residence, the annual assessment is five and eight-tenths cents ($.058) for each square foot of land lying within 120 lineal feet from any dedicated canal or waterway. The $.058 rate is calculated by dividing the SFR rate of $555 by 9,600 sq.ft. – the typical size of an SFR lot.

Fiscal Year	Amount Collected	Annual Assessment
FY 2011	$414,837	$400
FY 2012	$414,741	$400
FY 2013	$415,317	$400
FY 2014	$415,103	$400
FY 2015	$414,740	$400
FY 2016	$476,633	$460
FY 2017	$590,837	$570
FY 2018	$574,635	$555
FY 2019	$572,750	$555
FY 2020	$572,750	$555



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
BURNT STORE ISLES CANAL MAINTENANCE DISTRICT

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
30-00	SPEC ASSMTS - CANAL ASSMT	590,837	574,635	572,750	572,750	572,750
*	**PERMITS,FEES & SPEC ASSMT**	**590,837**	**574,635**	**572,750**	**572,750**	**572,750**
51-00	FEDERAL DISASTER RELIEF	0	0	15,000	654,213	0
51-06	STATE - FEMA STORMS	0	0	2,500	109,035	0
*	**INTERGOVERNMENTAL REVENUE**	**0**	**0**	**17,500**	**763,248**	**0**
10-00	INTEREST ON INVESTMENTS	4,454	10,447	3,150	19,500	7,875
90-00	MISCELLANEOUS REVENUE	87	68	0	0	0
*	**MISCELLANEOUS REVENUE**	**4,541**	**10,515**	**3,150**	**19,500**	**7,875**
10-01	LINE OF CREDIT	365,000	0	0	0	0
*	**DEBT PROCEEDS**	**365,000**	**0**	**0**	**0**	**0**
90-01	PROJ CARRYOVER-BEGINNING	83,567	135,265	208,004	366,852	492,907
90-02	PRIOR YEAR ENCUMBRANCES	0	12,739	0	0	0
90-05	PRIOR YR RE-APPROPRIATION	40,300	70,000	0	271,000	0
90-46	BEG RESERVE-SEAWALL REPL	45,000	90,000	100,000	100,000	135,000
*	**BEGINNING RESERVES**	**168,867**	**308,004**	**308,004**	**737,852**	**627,907**
		1,129,245	**893,154**	**901,404**	**2,093,350**	**1,208,532**

FUNCTION:

The Burnt Store Isles Canal Maintenance District is responsible for the maintenance of 18 miles of seawall, dredging 9 miles of canals, and mangrove trimming/alteration within the district canal system. Other duties include depression filling, seawall patching, cap patching, cap replacement, mowing and maintenance of the lock, maintenance of aids to navigation, inspections, and related tasks. Seawall replacement, seawall cap replacement, dredging, seawall stabilization, and mangrove trimming projects are accomplished by outside contractors selected through the competitive bid process. No employees are directly attributed to this division.

ACCOMPLISHMENTS:

Accomplishments, depressions filled at 29 locations, Debris removed from the canal at 5 locations; 16,900 lineal ft. of maintenance trimming of mangroves, and seawall cap repairs completed at 6 locations.

Navigation lights at the lock have been maintained, or replaced, as necessary. Locks mowed 7 times. Drainage inlet baskets are monitored and were cleaned twice this year.

The seawall infrastructure sustained damaged as a result of Hurricane Irma on September 10, 2017. Approximately 2,146 lineal feet of seawall was damaged - effecting 39 properties. None of the seawall or cap replacement work scheduled for the FY2018 work program was performed because all efforts were focused on recovering damaged seawalls. It is anticipated that replacing damaged seawall should be completed by July 2019.

Typically every year data is collected for the GIS Seawall Assessment. This task was not performed this year due to the seawall damage from Hurricane Irma. We anticipate the next assessment to be performed in FY 2020. A thorough assessment is accomplished by utilizing GPS (Geographical Information System) equipment, field lap tops and many hours of close inspection. The inspection is performed with the input of the exact locations on a computerized map as well as the condition data for each segment of wall & cap. The completion of the annual assessment allows the division to continue to forecast the estimated wall and cap longevity and create future work programs.

BUDGET NARRATIVE:

Proposed budget requests reflect the continued normal operation and maintenance of the Burnt Store Isles Canal Maintenance Assessment District. Work will include:

- 625 linear feet of seawall replacement
- Maintenance trimming of mangroves
- Seawall and cap patching
- Maintenance dredging of the perimeter canal
- Depression filling
- Maintenance of the Lock site
- Repair or replacement of navigational aids within the canal system
- Further enhancement of the GIS Seawall Assessment
- Contract engineering services to permit the removal of the south side of Lock
- Contract engineering services to study new seawall panel technologies, alternative materials and installation methods.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: INFRASTRUCTURE SUSTAINABILITY
- Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
- Goal: Maximize use of new technology in applicable areas
- Goal: Apply best management practices & systems in infrastructure maintenance
- Goal: Establish a long-range plan that ensure infrastructure is in place to meet projected growth demands

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION
- Goal: Emphasize transparency in City operations, reporting and activities
- Goal: Continue to seek community input in decision making process

PRIORITY: QUALITY OF LIFE
- Goal: Achieve status as a waterfront destination for land and water visitors

MISSION AND OBJECTIVES

The BSI Canal Maintenance District is responsible for maintaining 18 miles of seawall and dredging 9 miles of canals located within the district. Seawall replacement is accomplished by outside contractors selected through the competitive bid process. This work is performed to ensure the integrity of seawalls throughout the canal system and the safety of property owners and boaters.

INITIATIVES AND ACTION ITEMS

To provide maintenance and repair to the Burnt Store Isles canal system.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
# of linear feet of seawalls replaced	1,122	0	2,146	625
# of linear feet seawall cap replacement	142	103	0	0
Efficiency:				
Contract & material cost per linear foot of seawall replacement	$212	$220	$375	$400
Contract & material cost per linear foot of seawall cap replacement	$60	$62	$0	$0
Service Quality:				
# of linear feet of seawall replacement completed within established timeline	1,122	0	2,146	625
# of linear feet of seawall cap replacement completed within established timeline	142	103	0	0
Outcome:				
% of seawall replacement projects completed in fiscal year	100%	0%	100%	100%
% of linear feet of seawall cap replacement completed in fiscal year	100%	100%	0%	0%

RESULTS

Typically every year data is collected for the GIS Seawall Assessment. This task was not performed this year due to the seawall damage from Hurricane Irma. We anticipate the next assessment to be performed in FY 2020. A thorough assessment is accomplished by utilizing GPS (Geographical Information System) equipment, field lap tops and many hours of close inspection. The inspection is performed with the input of the exact locations on a computerized map as well as the condition data for each segment of wall & cap. The completion of the annual assessment allows the division to continue to forecast the estimated wall and cap longevity and create future work programs.

BURNT STORE ISLES ANNUAL SEAWALL AND CAP ASSESSMENT

Total seawall system length: 95,042 feet or 18.00 miles

CAP	FY 2016			FY 2017		
	FEET	MILES	%	FEET	MILES	%
Good	94,714	17.94	99.65%	93,608	17.73	98.49%
Good minus Repairs	94,241	17.85	99.16%	93,400	17.69	98.27%
Repair	See Below			See Below		
Replace	264	0.05	0.28%	1,327	0.25	1.40%
Unable to assess	64	0.01	0.07%	107	0.02	0.11%
Total*	**95,042**	**18.00**	**100.00%**	**95,042**	**18.00**	**100.00%**
Individual Repairs	473 feet (140 repairs)			208 feet (41 repairs)		

*Total does not include the "Good minus Repairs" data.

WALL	FY 2016			FY 2017		
	FEET	MILES	%	FEET	MILES	%
Good	85,102	16.12	89.54%	81,632	15.46	85.89%
Monitor (0-2)	9,876	1.87	10.39%	11,773	2.23	12.39%
Monitor (3-5)	0	0.00	0.00%	1,530	0.29	1.61%
Replace	0	0.00	0.00%	0	0.00	0.00%
Unable to assess	64	0.01	0.07%	107	0.02	0.11%
Total	**95,042**	**18.00**	**100.00%**	**95,042**	**18.00**	**100.00%**

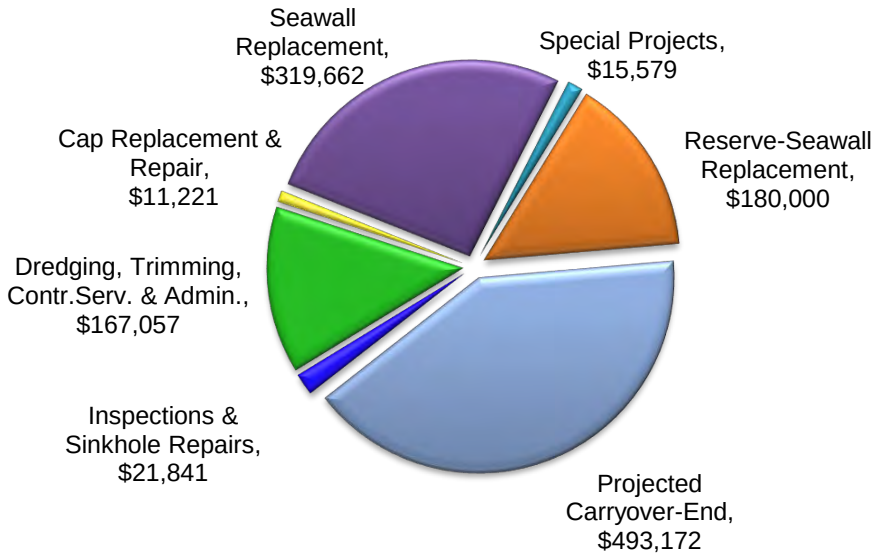
NOTE: DATA FOR FY 2018 and FY 2019 IS NOT AVAILABLE BECAUSE SEAWALL ASSESSMENTS WERE NOT PERFORMED.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
BURNT STORE ISLES CANAL MAINTENANCE DISTRICT SUMMARY

Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Proposed FY 2020
Personnel Services	30,779	25,642	57,085	57,085	38,450
Operating	320,888	33,802	432,455	460,215	401,050
Capital Outlay	469,574	0	0	852,283	0
Debt	0	95,858	95,860	95,860	95,860
Ending Resrv-Seawall Repl	90,000	100,000	110,000	135,000	180,000
Projected Carryover	218,004	637,852	206,004	492,907	493,172
Total	**1,129,245**	**893,154**	**901,404**	**2,093,350**	**1,208,532**

Service Costs



BSI CANAL MAINTENANCE FUND
SPECIAL PROJECT PROGRAM
FY 2020 - FY 2024
(All figures in thousands of dollars)

PROJECT IDENTIFICATION	TOTAL PROJECT COST	Prior Years' Funding	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
			(Not appropriated)				
BSI Inlet Widening	330	80	125	125			
BSI Channel Corner Widening	580	25	75	180	300		
TOTAL		105	200	305	300	-	-

* Note: FY 2020 - FY 2024 funding of special projects are not approved or appropriated. These projects are pending approval and appropriation based on engineering studies and/or permitting as approved in prior fiscal years.

Special Project Program
Project Detail

Project Title: BSI Inlet Widening/Removal of south side lock infrastructure

Acct #: 104-0961-549-3400; 104-0961-549-6300 **Project Code:** BSIWDN

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.
Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle, and its vibrant, safe City status.

Goal:
To ensure efficient and effective service delivery and quality aesthetic appeal; Apply best management practices and systems in infrastructure maintenance; Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands. Achieve status as a waterfront destination for land and water visitors.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 80,000	$ 125,000	$ 125,000	$ 0	$ 0	$ 0	$ 330,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	80,000
In Present CIP	$	250,000
Engineering	$	80,000
Land	$	
Site	$	
Improvement	$	250,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	OF		
2nd Yr.	OF		
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs: TBD
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Canal Maintenance

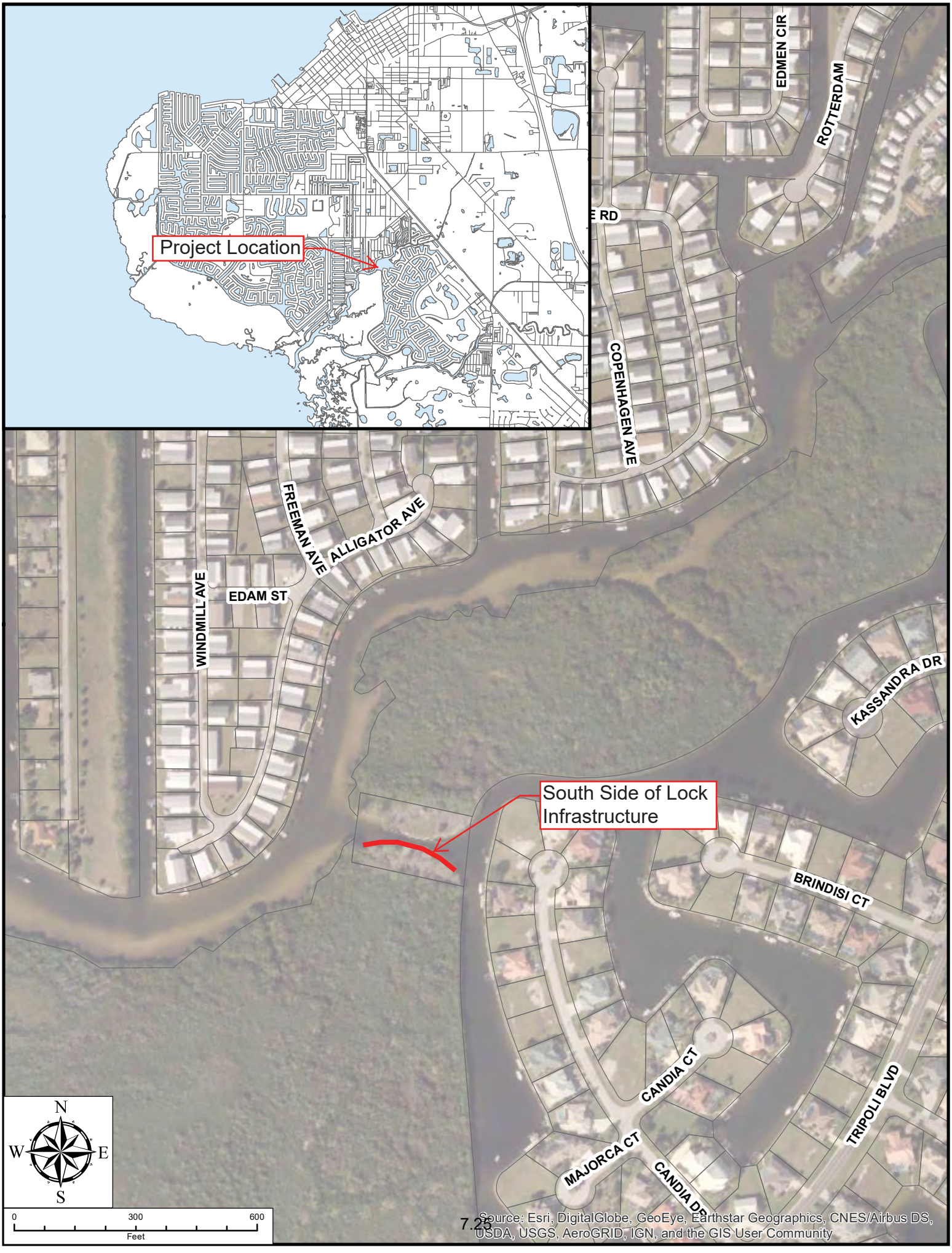
Contact Person:
Gary A. Disher, Jr.

Project Description:
Engage consultant to obtain permitting for the removal of the south side of the lock infrastructure. Construction to follow permitting.

FY 2019: $80,000 approved & appropriated 104-0961-549-3400 for the permitting process. Use of additional $55,000 from dredging and seawalls in FY 2019.

FY 2020 and FY 2021: $125,000 each year for construction. Not approved or appropriated pending permitting. 104-0961-549-6300.

Project Justification:
This project will allow a fully assembled and loaded barge to access the subdivision at all times of the year. With the uptick in new home construction there are fewer and fewer vacant lots available for use during seawall maintenance projects.


Project Location
EDMEN CIR
ROTTERDAM
E RD
COPENHAGEN AVE
FREEMAN AVE
ALLIGATOR AVE
WINDMILL AVE
EDAM ST
KASSANDRA DR
South Side of Lock Infrastructure
BRINDISI CT
CANDIA CT
TRIPOLI BLVD
MAJORCA CT
CANDIA DR
N
W
E
S
0
300
600
Feet
Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Special Project Program
Project Detail

Project Title: BSI Channel Corner Widening

Acct #: 104-0961-549-3400; 104-0961-549-6300 **Project Code:** BSICCW

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.
Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle, and its vibrant, safe City status.

Goal:
To ensure efficient and effective service delivery and quality aesthetic appeal; Apply best management practices and systems in infrastructure maintenance; Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands. Achieve status as a waterfront destination for land and water visitors.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 25,000	$ 75,000	$ 180,000	$ 300,000	$ 0	$ 0	$ 580,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	25,000
In Present CIP	$	555,000
Engineering	$	100,000
Land	$	
Site	$	
Improvement	$	
Construction	$	480,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	OF		
2nd Yr.	OF		
3rd Yr.	OF		
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs: TBD
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Canal Maintenance

Contact Person:
Gary A. Disher, Jr.

Project Description:

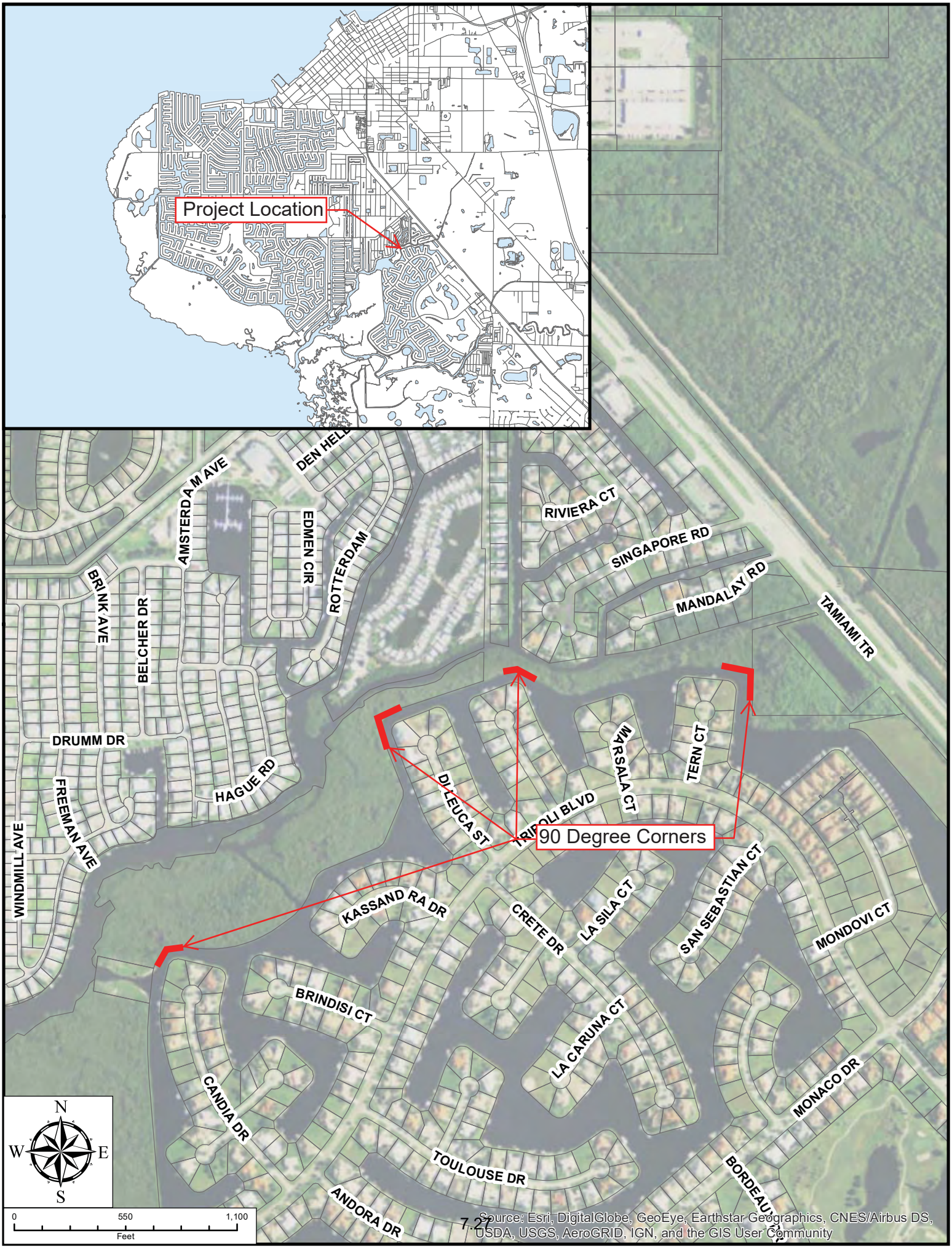
Project is on hold pending seawall alternatives study - FY 2020-FY 2022 is not approved or appropriated

Engage consultant to obtain permitting for dredging and widening the perimeter channel at 90 degree corners that a loaded barge cannot maneuver through.
FY 2019:$25,000 104-0961-549-3400
FY 2020:$75,000 104-0961-549-3400

FY 2021: $180,000 for mitigation
FY 2022: $300,000 for construction
104-0961-549-6300.

Project Justification:

With the uptick in new home construction there are fewer and fewer vacant lots available for use during seawall maintenance projects. This project will allow a fully assembled and loaded barge to access all portions of the subdivision at all times of the year.



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

City of Punta Gorda, FL
Community Redevelopment Agency
Revenue and Expenditure Comparison
Actual FY 2017 through Budget FY 2020

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Revenues:					
Charlotte County Tax Increment	$ 988,358	$ 1,124,073	$ 1,207,228	$ 1,204,258	$ 1,374,992
City of Punta Gorda Tax Increment	502,566	570,342	612,534	611,027	749,331
Herald Court Centre Leases	210,125	200,133	259,224	227,304	276,635
Loan Repayment	17,881	14,940	17,029	17,029	17,029
Other Revenues	104,466	117,683	110,565	143,697	122,534
	1,823,396	2,027,171	2,206,580	2,203,315	2,540,521
Reserve - TIF for Debt Svc (Beg)	216,384	368,995	646,052	646,052	964,413
Reserve - Herald Ct (Beg)	58,781	122,293	149,155	161,459	211,105
Reserve - Other Operations (Beg)	985,850	700,665	461,413	717,783	381,994
Total Revenues	$ 3,084,411	$ 3,219,124	$ 3,463,200	$ 3,728,609	$ 4,098,033
Expenditures:					
Lease Payments for Debt	$ 1,338,313	$ 1,417,358	$ 1,496,924	$ 1,496,924	$ 1,538,772
Herald Ct Operating Expenses	146,613	160,967	185,990	184,105	203,850
Herald Ct & Laishley Park - Capital	78,512	59,609	0	77,457	0
Other Operating Expenses	329,020	55,896	204,000	412,611	154,000
	1,892,458	1,693,830	1,886,914	2,171,097	1,896,622
Reserve - TIF for Debt Service (End)	368,995	646,052	968,890	964,413	1,549,964
Reserve - Herald Ct (End)	122,293	161,459	222,389	211,105	283,890
Reserve - Other Operations (End)	700,665	717,783	385,007	381,994	367,557
Total Expenditures	$ 3,084,411	$ 3,219,124	$ 3,463,200	$ 3,728,609	$ 4,098,033

Footnote: During FY 2012, the City and County approved an interlocal agreement that extended the CRA district until December 31, 2030. TIF revenues are to be used solely for the payment of indebtedness and obligations or jointly approved new projects. During FY 2013, the four CRA loans were refinanced as one loan. FY 2013 began reflecting the TIF revenues and debt service & its associated reserve separated from Herald Court Centre building/parking garage operations & reserves and CRA operations & reserves.

City of Punta Gorda, FL
Community Redevelopment Agency
Proforma Schedule of Revenues and Expenditures
FY 2017 through FY 2024

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Assessed Property Valuation change	4.45%	9.07%	5.18%	4.99%	10.12%	3%	3%	2%	2%
DEBT SERVICE DIVISION									
Revenues for Debt Service:									
Charlotte Co. Tax Increment	$ 988,358	$ 1,124,073	$ 1,207,228	$ 1,204,258	$ 1,374,992	$ 1,412,295	$ 1,454,664	$ 1,483,757	$ 1,513,433
Punta Gorda Tax Increment	502,566	570,342	612,534	611,027	749,331	768,258	791,306	807,132	823,275
Subtotal Revenues for Debt Svc	1,490,924	1,694,415	1,819,762	1,815,285	2,124,323	2,180,553	$ 2,245,970	$ 2,290,889	$2,336,708
Debt Service:									
Herald Court Centre Lease payments	1,338,313	1,417,358	1,496,924	1,496,924	1,538,772	1,578,405	1,620,749	1,660,731	1,703,276
Subtotal Debt Service	1,338,313	1,417,358	1,496,924	1,496,924	1,538,772	1,578,405	1,620,749	1,660,731	1,703,276
Revenues in Excess of Debt Svc	152,611	$277,057	$322,838	318,361	585,551	602,148	625,221	630,158	633,432
Reserve - TIF for Debt Svc (Beg)	216,384	368,995	646,052	646,052	964,413	1,549,964	2,152,112	2,777,333	3,407,491
Reserve - TIF for Debt Svc (End)	$ 368,995	$ 646,052	$ 968,890	$ 964,413	$ 1,549,964	$ 2,152,112	$ 2,777,333	$ 3,407,491	$ 4,040,923
HERALD COURT OPERATIONS DIV.									
Revenues for Herald Court:									
Artisan's Atelier Lease	$ 1,236	$ 1,443	$ 1,400	$ 1,400	$ 1,400	$ 1,400	1,400	1,400	1,400
FGCU Lease	48,000	48,000	48,000	48,720	49,440	49,440	49,440	49,440	49,440
Subway Lease	23,340	23,865	24,405	24,360	24,910	25,494	26,085	26,692	27,318
Foot Landing Lease	13,124	1,873	0	0	0	0	0	0	0
Other Side Ink Lease	21,393	21,867	22,355	22,355	22,900	23,419	23,954	24,505	25,072
Morgan Stanley Lease	54,936	51,177	52,345	52,345	53,540	54,786	56,042	57,350	58,469
P G Chocolate&Wine Lease	14,000	14,417	15,417	15,417	16,000	16,500	16,830	17,167	17,510
Pedelec Lease	20,884	21,873	23,484	23,484	24,190	24,674	25,169	25,673	26,184
Dream Salon & Spa Lease	0	5,609	34,923	7,188	46,565	47,496	48,446	49,415	50,403
Coffee & Tea Lease	0	1,790	21,545	21,545	22,340	23,136	23,909	24,450	25,174
Herald Ct Centre Retail Lease/Rent	0	0	0	0	0	(17,352)	(17,932)	(18,338)	(18,880)
Real Estate Ad Valorem Tax Reimb.	13,212	8,219	15,350	10,490	15,350	15,811	16,285	16,773	17,277
FEMA - Hurricane	0	0	0	5,526	0	0	0	0	0
State - Hurricane	0	0	0	921	0	0	0	0	0
Subtotal Revenues for Herald Ct Op.	210,125	200,133	259,224	233,751	276,635	264,804	269,627	274,525	279,366
Subtotal HCC Operating Exp:	146,613	160,967	185,990	184,105	203,850	214,456	220,444	227,058	233,870
Revenues in Excess of Herald Ct Operations	63,512	39,166	73,234	49,646	72,785	50,348	49,183	47,467	45,496
Reserve - Herald Ct (Beg)	58,781	122,293	149,155	161,459	211,105	283,890	334,238	383,421	430,888
Reserve - Herald Ct (End)	$ 122,293	$ 161,459	$ 222,389	$ 211,105	$ 283,890	$ 334,238	$ 383,421	$ 430,888	$ 476,384
CRA OPERATIONS DIVISION									
Revenues for CRA operations:									
Interest Income	$ 15,268	$ 26,945	$ 18,850	$ 45,620	$ 30,000	$ 35,000	$ 40,000	$ 45,000	$ 500,000
Lease Revenues Parcel I	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Laishley Marina Ground Lease	83,441	84,984	86,215	86,130	87,034	87,904	88,783	89,671	90,568
Trabue Woods Loan repayment	17,881	14,940	17,029	17,029	17,029	17,029	17,029	17,029	17,029
Miscellaneous Revenues	257	254	0	0	0	0	0	0	0
Subtotal Other Revenues	122,347	132,623	127,594	154,279	139,563	145,433	151,312	157,200	613,097
Professional Svcs	175	175	5,000	35,000	5,000	5,000	5,000	5,000	5,000
Legal Svcs	825	2,681	4,000	4,000	4,000	4,000	4,000	4,000	4,000
Laishley Park Amenities Maint.	60,505	53,040	150,000	250,000	100,000	100,000	100,000	100,000	100,000
Herald Court Centre Maint.	267,515	-	45,000	113,000	45,000	45,000	45,000	45,000	45,000
Wayfinding				10,611					
Subtotal CRA Operating Exp:	329,020	55,896	204,000	412,611	154,000	154,000	154,000	154,000	154,000
Capital Projects:									
Herald Court Centre - Retail Buildout	67,528	0	0	43,377	0	0	0	0	0
Herald Court Cntre Garage Security	0	59,609	0	6,081	0	0	0	0	0
Singage for Herald Ct Ctre	0	0	0	15,999	0	0	0	0	0
Downtown Message Board	1,975	0	0	0	0	0	0	0	0
Laishley Project -Phase 2	9,009	0	0	12,000	0	0	0	0	0
Subtotal Capital Projects	78,512	59,609	0	77,457	0	0	0	0	0
Total Operations Expenditures	407,532	115,505	204,000	490,068	154,000	154,000	154,000	154,000	154,000
Revenues Shortfall of Other Operations	(285,185)	17,118	(76,406)	(335,789)	(14,437)	(8,567)	(2,688)	3,200	9,097
Reserve - Other Operations (Beg)	985,850	700,665	461,413	717,783	381,994	367,557	358,990	356,302	359,502
Reserve - Other Operations (End)	$ 700,665	$ 717,783	$ 385,007	$ 381,994	$ 367,557	$ 358,990	$ 356,302	$ 359,502	$ 368,599

Revenue Assumptions:
FY 2020 tax increment est. using proposed City millage rate: 3.4337, est. County millage rate: 6.3007 and 10.1% incr; FY 2021-2022 3% est incr; FY 2023-2024 2% est incr
Herald Court Centre Retail Lease Revenue 16,969 sq. ft leased FY 2020, FY 2021-FY 2024 assumes one partial vacancy
Lease Revenues Parcel I and Laishley Marina Ground Lease per contracts
Trabue Woods Loan Repayment per loan repayment schedule.

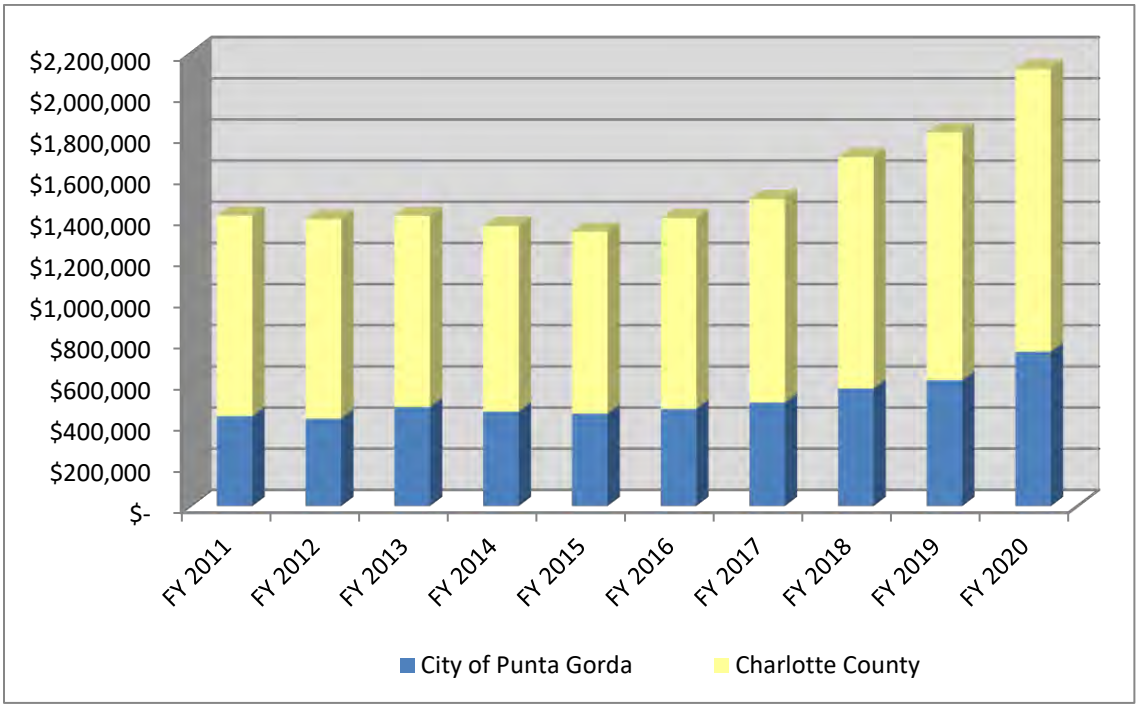
Expenditure Assumptions:
FY 2020 Herald Court Centre operating expenditures per request. FY 2021-FY 2024 est 3% incr except for liability insurance est 5% incr
Professional and legal services for meetings, surveys, and contract reviews.
Laishley Park Amenities annual maintenance expenditures FY 2020-FY 2024 est. $60,000 for fountain & $40,000 for Park and Marina facilities;
Herald Court Centre facilities maintenance - est. $45,000 annually

Debt Service Assumptions:
Herald Court Centre Lease - per loan schedule for $20,030,000 revenue note, 2.43% interest, maturity January 1, 2028
*Tax exempt rate adjusted by factor of 1.215 per loan agreement due to coporate tax rate reduction from 35% to 21% effective January 1, 2018

City of Punta Gorda, FL
Community Redevelopment Agency
Tax Incremental Financing
110-0000-338-9000

City Council Resolution number 955-89 created and established the Community Redevelopment Agency pursuant to section 163.357 Florida Statutes. July 11, 2012, the City Council approved Resolution number 2983-12 extending the life of the CRA until December 31, 2030 in order to allow for sufficient time to repay debt obligations associated with Laishley Park Marina and Herald Court Centre. The 1989 base assessed value of the CRA District was $80,572,922. The tax incremental financing revenue is City and County taxes generated on the taxable value increment over the 1989 base. The FY 2020 amounts are estimates based on the DR420 and estimated millage rates of 3.4337 for the City and 6.3007 for the County. The actual contributions will be based on the final approved respective mill levies and DR422 taxable value. The final millage rate information will be available after the second public budget hearings of the City and Charlotte County.

Fiscal Year	Taxable Value Increment	City Contribution	County Contribution	Total
FY 2011	$168,433,074	$436,047	$ 974,342	$1,410,389
FY 2012	$162,615,637	$424,246	$ 970,103	$1,394,349
FY 2013	$155,788,247	$480,644	$ 929,373	$1,410,017
FY 2014	$150,768,039	$458,101	$ 902,447	$1,360,548
FY 2015	$147,701,559	$448,578	$ 884,092	$1,332,670
FY 2016	$154,994,987	$470,728	$ 927,748	$1,398,476
FY 2017	$165,478,021	$502,566	$ 988,358	$1,490,924
FY 2018	$187,794,147	$570,342	$1,124,073	$1,694,415
FY 2019	$201,190,343	$611,027	$1,204,258	$1,815,285
FY 2020	$229,714,226	$749,331	$1,347,992	$2,124,323



City of Punta Gorda, FL
Community Redevelopment Agency
Tax Incremental Financing (TIF) Schedule
Final FY 2018, 2019 and Proposed Budget FY 2020

	Final FY 2018	Final FY 2019	Budget FY 2020
Calculation of County tax due:			
Assessed Valuation of CRA District	$268,367,069	$281,763,265	$310,287,148
Base Year (1989)	80,572,922	80,572,922	80,572,922
Increment Valuation	187,794,147	201,190,343	229,714,226
Countywide Tax Rate	6.3007	6.3007	6.3007
	1,183,235	1,267,640	1,447,360
	0.95	0.95	0.95
County TIF to CRA	**$1,124,073**	**$1,204,258**	**$1,374,992**
Change from Prior Year	$135,715	$80,185	$170,734

	Final FY 2018	Budget FY 2019	Budget FY 2020
Calculation of City tax due:			
Assessed Valuation of CRA District	$268,367,069	$281,763,265	$310,287,148
Base Year (1989)	80,572,922	80,572,922	80,572,922
Increment	187,794,147	201,190,343	229,714,226
City Tax Rate	3.1969	3.1969	3.4337
	600,359	643,185	788,770
	0.95	0.95	0.95
City TIF to CRA	**$570,342**	**$611,027**	**$749,331**
Change from Prior Year	$67,776	$40,685	$138,304
Combined TIF Revenue	**$1,694,415**	**$1,815,285**	**$2,124,323**
$ Change from Prior Year	$203,491	$120,870	$309,038
% Change from Prior Year	13.65%	7.13%	17.02%

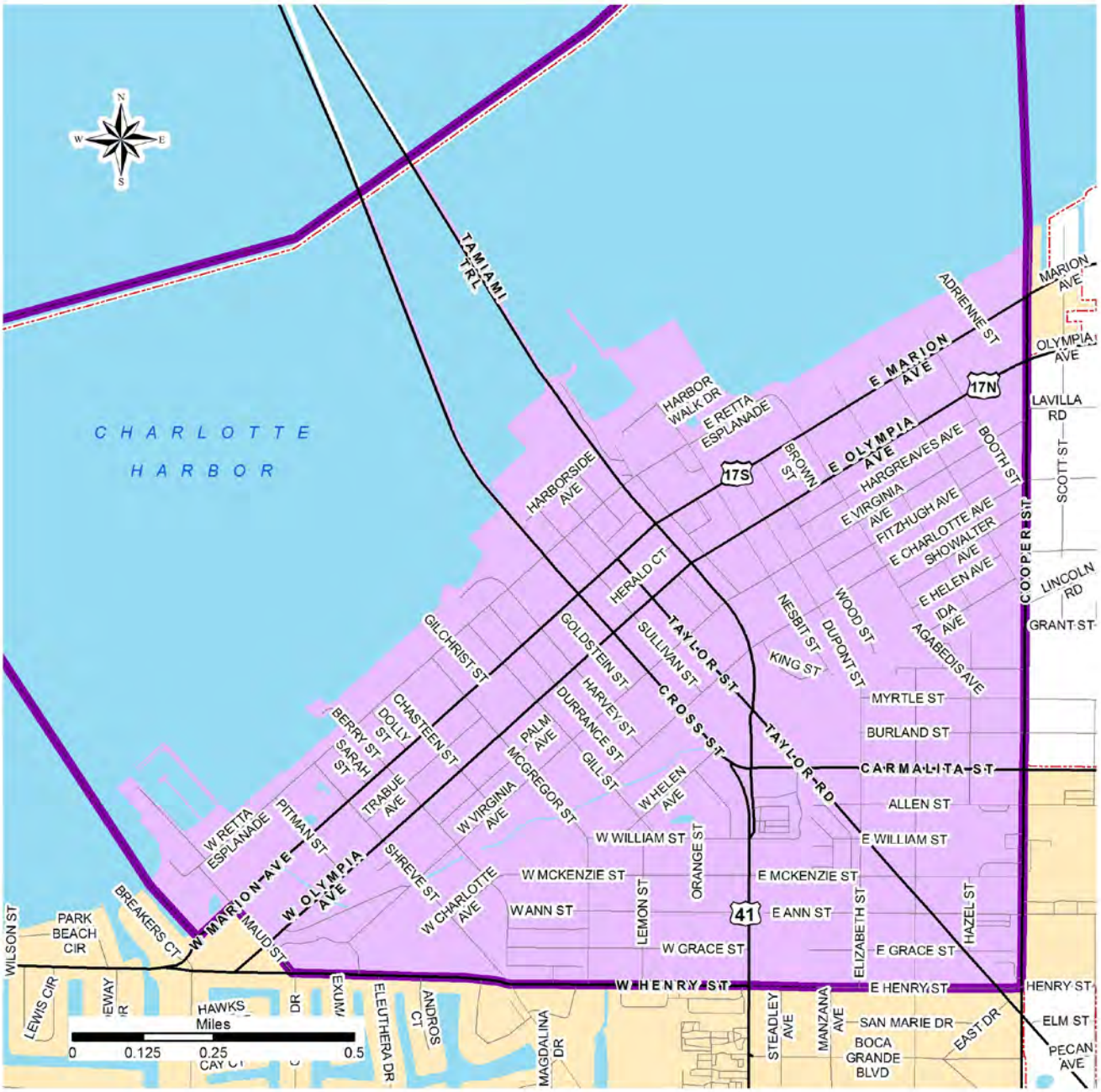
CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
COMMUNITY REDEVELOPMENT AGENCY

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
51-06	FEMA-STORMS	0	0	0	5,526	0
51-06	STATE-STORMS	0	0	0	921	0
90-00	CHAR COUNTY TAX INCREMENT	988,358	1,124,073	1,207,228	1,204,258	1,374,992
*	**INTERGOVERNMENTAL REVENUE**	**988,358**	**1,124,073**	**1,207,228**	**1,210,705**	**1,374,992**
10-00	INTEREST ON INVESTMENTS	15,268	26,945	18,850	45,620	30,000
*	**INTEREST EARNINGS**	**15,268**	**26,945**	**18,850**	**45,620**	**30,000**
04-01	LAISHLEY PK GROUND LEASE	83,441	84,984	86,215	86,130	87,034
04-02	LEASE REVENUES PARCEL 1	5,500	5,500	5,500	5,500	5,500
04-05	FGCU LEASE	48,000	48,000	48,000	48,720	49,440
04-06	SUBWAY LEASE	23,340	23,865	24,405	24,360	24,910
04-08	ARTISAN'S ATELIER	1,236	1,443	1,400	1,400	1,400
04-20	FOOT LANDING	13,124	1,873	0	0	0
04-21	OTHER SIDE INK	21,393	21,867	22,355	22,355	22,900
04-22	REAL EST AD VAL TX REIMB	13,212	8,219	15,350	10,490	15,350
04-23	MORGAN STANLEY	54,936	51,177	52,345	52,345	53,540
04-24	P G CHOCOLATE & WINE	14,000	14,417	15,417	15,417	16,000
04-25	PEDELEC	20,884	21,873	23,484	23,484	24,190
04-26	DREAM SALON & SPA	0	5,609	34,923	7,188	46,565
04-27	P G COFFEE & TEA	0	1,790	21,545	21,545	22,340
*	**RENTAL INCOME**	**299,066**	**290,617**	**350,939**	**318,934**	**369,169**
90-00	MISCELLANEOUS REVENUE	257	254	0	0	0
*	**MISCELLANEOUS REVENUE**	**257**	**254**	**0**	**0**	**0**
01-00	GENERAL	502,566	570,342	612,534	611,027	749,331
*	**TRANSFER FROM OTHER FUNDS**	**502,566**	**570,342**	**612,534**	**611,027**	**749,331**
40-10	LOAN PROCEEDS - INTEREST	1,672	1,895	657	657	575
40-30	LOAN PROCEEDS - PRINCIPAL	16,209	13,045	16,372	16,372	16,454
*	**DEBT PROCEEDS**	**17,881**	**14,940**	**17,029**	**17,029**	**17,029**
90-01	BEG RESERVE-TIF DEBT RED	216,384	368,995	646,052	646,052	964,413
90-01	BEG RESERVE - HERALD CT	58,781	122,293	149,155	161,459	211,105
90-01	BEG RESERVE - CRA OPER	568,548	343,288	461,413	472,326	381,994
90-02	PRIOR YEAR ENCUMBRANCES	264,397	18,000	0	15,428	0
90-05	PRIOR YR RE-APPROPRIATION	152,905	339,377	0	230,029	0
*	**BEGINNING RESERVES**	**1,261,015**	**1,191,953**	**1,256,620**	**1,525,294**	**1,557,512**
		3,084,411	**3,219,124**	**3,463,200**	**3,728,609**	**4,098,033**

City of Punta Gorda

CRA Area



FUNCTION:

The Punta Gorda Community Redevelopment Agency's (CRA) historical function was to implement the goals, objectives and policies of the *1990 Downtown Redevelopment Plan* and the *2001 Punta Gorda Eastside and Downtown Planning Study*. The Plans were updated by resolution in July 2008 and were designed to serve as guidebooks for the CRA's activities through the original expiration date of 12/31/2020. The CRA Board is also charged with overseeing the planning and programming efforts of the Revitalization Committee and Historic Preservation Advisory Board aimed at enhancing Punta Gorda's position as one of Florida's premier historic waterfront communities. Beginning in FY 2008, the district experienced 8 consecutive years of declining taxable value and a cumulative drop of 50% in TIF revenue. Due to the value drop the City determined and the County approved an extension of the life of the district until 12/31/2030, or until the debt service for the Herald Court Centre parking structure is completely paid, whichever comes sooner. FY 2020 taxable value increase of 10.1% is the fifth consecutive year of increase. The long range proforma indicates that with a continued conservative increase of 3% or less in some years, the CRA will be able to pay off the debt on time or earlier.

REVENUE:

Tax Increment Financing (TIF) – the City and County general operating millage times the CRA district taxable value at a 95% collection rate. These funds are solely dedicated to retiring the debt on the Herald Court Centre parking structure.

Herald Court Centre retail leases – the City generates sufficient revenue to pay common area maintenance, property taxes, and general parking center expenses. There is concern that major R&R for the parking center cannot be covered and a reserve has been established.

Laishley Park ground leases and miscellaneous non-TIF revenue – the City generates revenue to cover operating expenses for existing park infrastructure put in place by the CRA.

OPERATING EXPENSES:

Operating expenditures are related to the Herald Court Centre Facility, Laishley Park Improvements and general legal services. The revenues to pay for operations are ground leases, retail leases, and any other non-TIF revenue sources.

HERALD COURT CENTRE:

The Herald Court Centre is a mixed use building consisting of 16,969 square feet of commercial space and 400 spaces of public parking. In addition to the commercial space there is 2,478 square feet of warehouse space allocated to the Artisans Atelier. The Atelier is a joint venture between the CRA, Team Punta Gorda and the Downtown Merchants Association. The goal is to provide a business incubator for the art community.

BUDGET NARRATIVE:

In accordance with the resolution extending the life of the district until 12/31/30, the CRA will be dedicating all TIF revenue to repay debt obligations related to Laishley Park and Herald Court Centre. Due to the passed Tax Cuts and Jobs Act, the corporate tax rate was reduced to 21% from a maximum rate of 35% as of January 1, 2018. This change increased the City's interest cost as reflected in the lease payments for debt. Operational expenditures will be paid with ground and retail lease revenues and any other non-TIF revenues. New projects within the CRA area will be funded by alternative sources, unless approved by the CRA and Charlotte County Board.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
COMMUNITY REDEVELOPMENT AGENCY SUMMARY

Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	0	0	0	0	0
Operating	475,633	216,863	389,990	596,716	357,850
Capital Outlay	78,512	59,609	0	77,457	0
Transfers (for debt)	1,338,313	1,417,358	1,496,924	1,496,924	1,538,772
Reserve - TIF for Debt Svc	368,995	646,052	968,890	964,413	1,549,964
Reserve - HCC R&R	29,173	17,988	34,173	0	0
Reserve - HCC Taxes	5,285	4,673	2,314	5,403	5,818
Reserve - HCC	87,835	138,798	185,902	205,702	278,072
Reserve - CRA Operations	700,665	717,783	385,007	381,994	367,557
Total	**3,084,411**	**3,219,124**	**3,463,200**	**3,728,609**	**4,098,033**

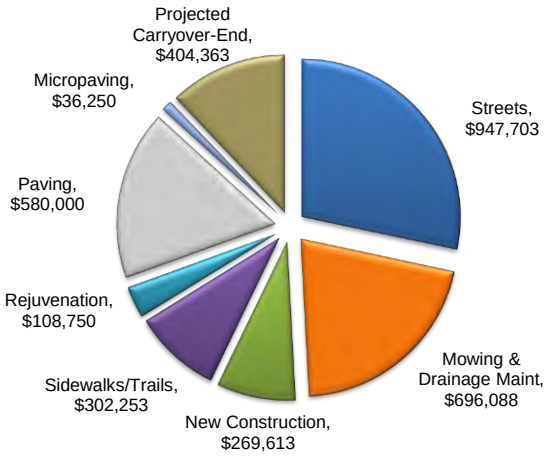
City of Punta Gorda
Summary of Gas Tax Funds and
Related General Fund Expenditures
Actual FY 2017 through Budget FY 2020

The Six Cent Gas Tax Fund: The legislation allows this tax to be used for transportation expenditures. It is used for various allowable items that were previously budgeted in the Right of Way division, including street sweeping, street lights, traffic lights, bridge maintenance, railroad crossings and sidewalk repairs.

Additional Five Cent Gas Tax Fund: The legislation allows this tax to be used for road capital.

	FY 2017 Actual Program Total	FY 2018 Actual Program Total	FY 2019 Budget Program Total	FY 2019 Projected Program Total	FY 2020 Budget Program Total	First Six Cents Fund 115 FY 2020	Additional Five Cents Fund 114 FY 2020	General Fund Right of Way Division 0916 FY 2020
Revenues:								
Local Option Fuel Tax	$ 871,375	$ 886,409	$ 899,000	$ 855,000	$ 855,000	$ 589,000	$ 266,000	$ 0
State Contracts	227,672	238,265	239,265	279,105	$ 279,823	279,823	0	0
General Fund	1,174,865	1,244,044	1,198,125	1,536,132	$ 1,229,902	0	0	1,229,902
Interfund Transfer	459,000	459,000	459,000	459,000	$ 459,000	0	459,000	0
Miscellaneous Revenue	16,177	41,359	9,362	20,365	$ 12,417	11,587	830	0
Beginning Carryover	432,396	596,913	508,120	746,160	508,878	484,498	24,380	0
Total Revenues	3,181,485	3,465,990	3,312,872	3,895,762	3,345,020	1,364,908	750,210	1,229,902
Expenditures:								
Personal Services	998,569	1,006,246	1,043,900	1,041,621	1,102,987	0	0	1,102,987
Operating Expenses	1,468,125	1,476,150	1,738,535	1,901,977	1,742,670	960,755	725,000	56,915
Capital Outlay	117,878	237,434	103,000	443,286	95,000	25,000	0	70,000
Projected Carryover - End	596,913	746,160	427,437	508,878	404,363	379,153	25,210	0
Total Expenditures	$ 3,181,485	$ 3,465,990	$ 3,312,872	$ 3,895,762	$ 3,345,020	$ 1,364,908	$ 750,210	$ 1,229,902

Service Costs



* Service Costs for General Fund Division 0916 only, may be found on page 6.73

City of Punta Gorda, FL
Six Cent Gas Tax
Proforma Schedule of Revenues and Expenditures
FY 2017 through FY 2024

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues									
Local Option Gas Tax	$593,919	$607,175	$618,000	$589,000	$589,000	$594,890	$600,840	$606,850	$612,920
Street Sweeping/41 ROW	42,378	47,672	47,672	47,672	48,390	48,390	48,390	49,358	49,358
Traffic Signal Maintenance	51,392	52,674	53,674	77,508	77,508	79,058	80,638	82,253	83,896
Highway Lighting Maintenance	133,902	137,919	137,919	153,925	153,925	157,005	160,145	163,347	166,614
Interest on Investments	3,407	7,285	4,000	10,500	6,225	4,575	3,340	2,025	730
Insurance Recovery	0	25,287	0	0	0	0	0	0	0
Miscellaneous Revenue	2,307	2,891	250	253	250	250	250	250	250
Reimbursement from County	10,118	5,112	5,112	5,112	5,112	5,112	5,112	5,112	5,112
Total Revenues	837,423	886,015	866,627	883,970	880,410	889,280	898,715	909,195	918,880
Operating Expenditures									
Street Sweeping	59,713	57,564	62,000	62,000	62,000	62,000	62,000	62,000	62,000
Street Striping	0	0	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Sidewalk Replacement	47,880	103,358	90,000	90,000	120,000	120,000	120,000	120,000	120,000
Traffic Signal/HM Light Repair	61,226	99,502	150,000	197,000	171,000	171,000	171,000	171,000	171,000
Right of Way Cleaning	14,905	17,428	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Street Lights-Electricity	239,863	236,535	255,000	255,000	250,000	257,500	265,225	273,182	281,377
Equipment Leases	20,312	6,558	3,500	3,500	3,500	3,500	3,500	3,500	3,500
Right of Way R/R Crossing	8,916	8,926	11,150	11,150	11,150	11,485	11,829	12,184	12,549
Repair/Mnt Equip Fleet	34,596	41,801	57,700	57,700	45,000	46,350	47,741	49,173	50,648
Street Decorator Lights	9,703	17,562	13,000	21,000	13,000	13,000	13,000	13,000	13,000
Administrative Charges	65,809	67,785	68,500	68,500	70,555	72,670	74,850	77,095	79,408
Landfill Fees	9,101	3,922	12,000	12,000	12,000	12,000	12,000	12,000	12,000
Gasoline	16,368	24,037	38,110	26,000	28,000	28,840	29,705	30,596	31,514
Dept Materials & Supplies	35,227	33,499	36,050	36,050	36,050	37,135	38,250	39,395	40,579
Traffic Signs	21,812	28,107	30,500	30,500	30,500	30,500	30,500	30,500	30,500
Storm Sewer System	18,766	30,125	61,800	61,800	50,000	50,000	50,000	50,000	50,000
Patch Str & Bridge Repair	2,751	15,433	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Total Operating Expenditures	666,948	792,142	947,310	990,200	960,755	973,980	987,600	1,001,625	1,016,075
Capital Outlay									
Sidewalks (Footbridge)	0	43,100	0	0	0	0	0	0	0
Equipment	3,340	1,685	0	0	25,000	0	0	0	0
Total Capital Outlay	3,340	44,785	0	0	25,000	0	0	0	0
Total Expenditures	670,288	836,927	947,310	990,200	985,755	973,980	987,600	1,001,625	1,016,075
Revenues over (under) expenditures	167,135	49,088	(80,683)	(106,230)	(105,345)	(84,700)	(88,885)	(92,430)	(97,195)
Proj Carryover- Beginning	310,538	451,040	475,102	535,728	484,498	379,153	294,453	205,568	113,138
Prior Year Re-Appropriation	55,850	90,600	0	50,000	0	0	0	0	0
Prior Year Encumbrances	8,117	0	0	5,000	0	0	0	0	0
Proj Carryover-Ending	$541,640	$590,728	$394,419	$484,498	$379,153	$294,453	$205,568	$113,138	$15,943

Assumptions:

Revenues:

Local Option Gas Tax based on City/County split of share percentage of 10.34%/89.66%. FY 2020 $589,000 and FY 2021-2024 assumes 1% increases

Street Sweeping/41 ROW based on contract amount. FY 2021-FY 2024 assumes 2% increase in contract every 3 years

Traffic Signal Maint. and Highway Lighting Maint. FY 2020 based on current agreement. FY 2021-2024 assumes 2% increase each year

Minimal interest revenue projected

Miscellaneous revenue flat

Reimbursement from County per contract

Expenditures:

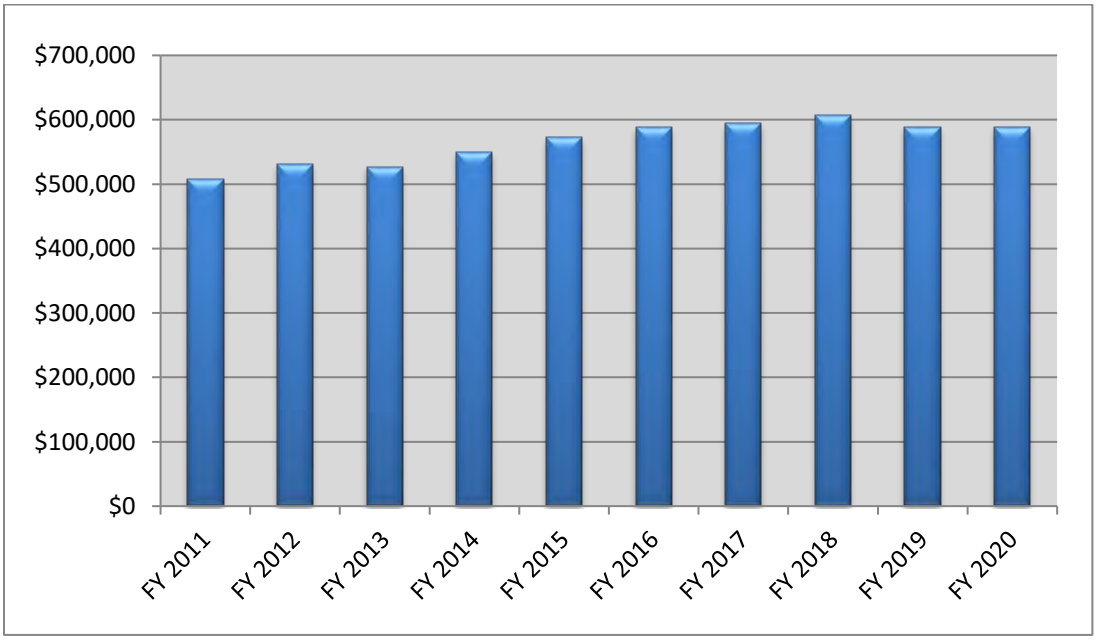
FY 2020 per departmental request

FY 2021-2024 most expenditures flat except for: electricity, railroad crossing, R&M, administrative, gasoline, and materials & supplies est. 3% increase each year

City of Punta Gorda
Local Option Fuel Taxes
115-0000-312-4100 (Six Cent Gas Tax Fund)

The local option fuel taxes are authorized by Florida Statutes section 206.41. The proceeds are distributed by the State to Charlotte County and the City of Punta Gorda. The City and Charlotte County approved an interlocal agreement August 2010, effective for FY 2011, whereby the City's share of the first six cents of fuel tax will be 10.34%. The tax proceeds may be used for transportation expenditures as defined in FS section 336.025(7). These expenditures include public transportation operations and maintenance, roadway and right of way maintenance and drainage, street lighting, traffic signs and signals, bridge maintenance, and debt service and current expenditures for transportation and capital projects.

Fiscal Year	Six Cent Gas Tax Revenue	Percentage Change
FY 2011	$507,120	-10.65%
FY 2012	$531,479	4.80%
FY 2013	$526,830	-0.87%
FY 2014	$548,919	4.19%
FY 2015	$573,028	4.39%
FY 2016	$588,166	2.64%
FY 2017	$593,919	0.98%
FY 2018	$607,175	2.23%
FY 2019	$589,000	-2.99%
FY 2020	$589,000	0.00%



City of Punta Gorda, FL
Additional Five Cent Gas Tax
Proforma Schedule of Revenues and Expenditures
FY 2017 through FY 2024

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Addl Five Cent Gas Tax	$277,456	$279,234	$281,000	$266,000	$266,000	$268,660	$271,350	$274,070	$276,810
Interest on Investments	313	784	0	4,500	830	850	900	950	1,000
Miscellaneous Revenue	32	0	0	0	0	0	0	0	0
Transfer - General Fund Ad Valorem	459,000	459,000	459,000	459,000	459,000	459,000	459,000	459,000	459,000
Total Revenues	736,801	739,018	740,000	729,500	725,830	728,510	731,250	734,020	736,810
Paving	739,419	638,859	740,000	860,552	725,000	725,000	730,000	730,000	735,000
Total Expenditures	739,419	638,859	740,000	860,552	725,000	725,000	730,000	730,000	735,000
Revenues over (under) expenditures	(2,618)	100,159	0	(131,052)	830	3,510	1,250	4,020	1,810
Proj Carryover-Beginning	28,591	35,393	33,018	155,432	24,380	25,210	28,720	29,970	33,990
Prior Year Reappropriation	29,300	19,880	0	0	0	0	0	0	0
Proj Carryover-Ending	$ 55,273	$155,432	$ 33,018	$ 24,380	$ 25,210	$ 28,720	$ 29,970	$ 33,990	$ 35,800

Assumptions:

Revenues:

Local Option Gas Tax based on City/County split of share percentage of 6.74%/93.26%.
FY 2020 $266,000; FY 2021-FY 2024 estimated 1% increases

Transfer from General Fund from Ad Valorem revenue of $459,000 per year FY 2020-2024

Expenditures:

Paving program as adopted by City Council
FY 2020 Tentative Schedule:
E. Charlotte Ave (Cooper St to US 41 N)
Captiva Ct (Los Alamos Dr to cul-de-sac)
Padre Island Dr (Carmichael Dr to cul-de-sac)
Roseau Dr (Deborah Dr to cul-de-sac)
Caya Largo Ct (Deborah Dr to cul-de-sac)
St Croix Ct (Deborah Dr to cul-de-sac)
Curacao Ct (Deborah Dr to cul-de-sac)
Deborah Dr (Bal Harbor to cul-de-sac)
St Kitts (Ryan Boulevard to cul-de-sac)
Wyatt Circle (Deborah Dr to cul-de-sac)
Charlotte Amalie (Deborah Dr to cul-de-sac)
St David's Island Ct (cul-de-sac to cul-de-sac)
Paul Place (Ryan Boulevard to cul-de-sac)
Bonaire Ct (Ryan Boulevard to cul-de-sac)
Rejuvenation (Location TBD)
Street Bricking - Goldstein between Marion and Olympia Ave

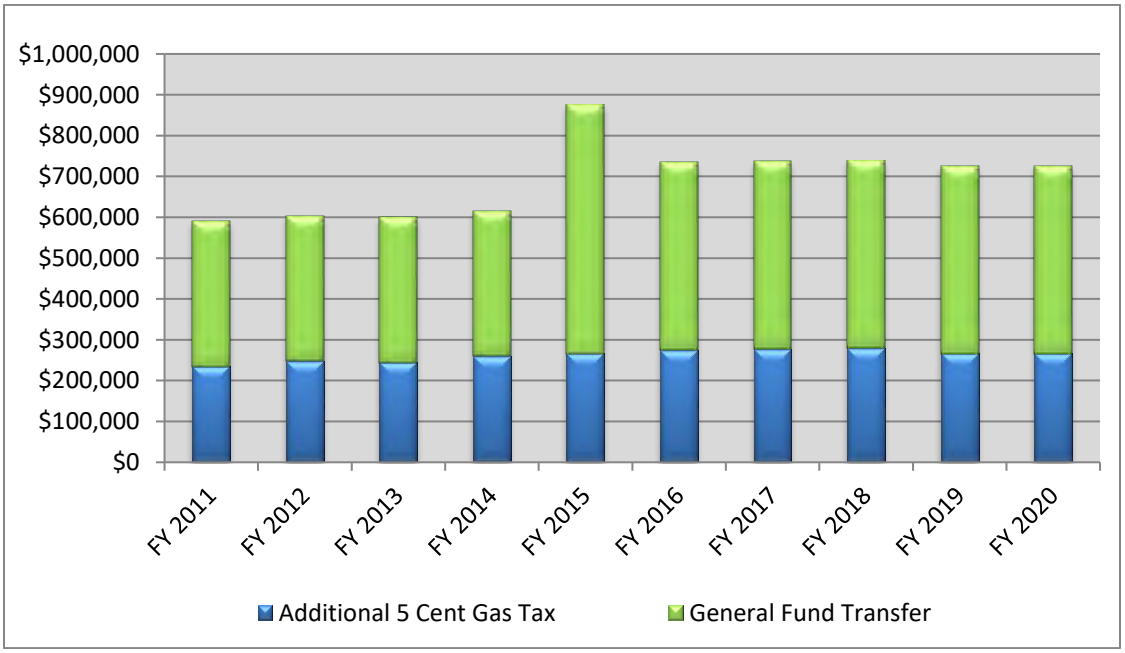
City of Punta Gorda
Local Option Fuel Taxes
114-0000-312-4210 (Additional Five Cent Gas Tax Fund)

The local option fuel taxes are authorized by Florida Statutes section 206.41. The proceeds are distributed by the State to Charlotte County and the City of Punta Gorda. The City's share of the next five cents of additional local option fuel tax is 6.74%. The distribution allocation is determined by the five-year average transportation expenditures per FS section 336.025. The tax proceeds are to be used only for transportation expenditures needed to meet the capital improvements element of the adopted comprehensive plan, immediate local transportation problems and for transportation-related projects that are critical for building comprehensive roadway networks, ie. new road construction, reconstruction or resurfacing of existing paved roads.

General Fund Ad Valorem Tax Transfer

The previous 10 year plan paving plan established an average need of $600,000 per year. The City's policy was to subsidize the gas tax with a transfer of ad valorem revenue from the general fund. A FY 2014 analysis identified a significant backlog of paving needs and the City council increased the ad valorem millage rate by $104,000 to pave/rejuvenate an additional mile per year. A one-time use of $150,000 of general fund reserves for same was budgeted in FY 2015. FY 2020 is budgeted at $459,000, the level established from the FY 2014 analysis.

Fiscal Year	Addn'l Five Cent Gas Tax Revenue	Percentage Change	General Fund Transfer
FY 2011	$234,770	-2.89%	$355,000
FY 2012	$248,444	5.82%	$355,000
FY 2013	$243,574	-1.96%	$355,000
FY 2014	$259,217	6.42%	$355,000
FY 2015	$266,710	2.89%	$609,000
FY 2016	$274,538	2.94%	$459,000
FY 2017	$277,456	1.06%	$459,000
FY 2018	$279,234	0.64%	$459,000
FY 2019	$266,000	-4.74%	$459,000
FY 2020	$266,000	0.00%	$459,000



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
SIX CENT GAS TAX FUND

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
41-00	LOCAL OPTION GAS TAX	593,919	607,175	618,000	589,000	589,000
*	**TAXES**	**593,919**	**607,175**	**618,000**	**589,000**	**589,000**
03-00	STREET SWEEPING/41 ROW	42,378	47,672	47,672	47,672	48,390
06-00	TRAFFIC SIGNAL MAINTENANC	51,392	52,674	53,674	77,508	77,508
07-00	HIGHWAY LIGHTING MAINT	133,901	137,919	137,919	153,925	153,925
**	**CHARGES FOR SERVICES**	**227,671**	**238,265**	**239,265**	**279,105**	**279,823**
10-00	INTEREST ON INVESTMENTS	3,408	7,285	4,000	10,500	6,225
48-00	REIMBURSEMENT FROM COUNTY	10,118	5,112	5,112	5,112	5,112
70-18	INSURANCE RECOVERY	0	25,287	0	0	0
90-00	MISCELLANEOUS REVENUE	2,307	2,891	250	253	250
**	**MISCELLANEOUS REVENUE**	**15,833**	**40,575**	**9,362**	**15,865**	**11,587**
90-01	PROJ CARRYOVER-BEGINNING	310,538	451,040	475,102	535,728	484,498
90-02	PRIOR YEAR ENCUMBRANCES	8,117	0	0	5,000	0
90-05	PRIOR YR RE-APPROPRIATION	55,850	90,600	0	50,000	0
*	**BEGINNING RESERVES**	**374,505**	**541,640**	**475,102**	**590,728**	**484,498**
		1,211,928	**1,427,655**	**1,341,729**	**1,474,698**	**1,364,908**

BUDGET FY 2020
ADDITIONAL FIVE CENT GAS TAX FUND

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
42-10	ADDL FIVE CENT GAS TAX	277,456	279,234	281,000	266,000	266,000
**	**TAXES**	**277,456**	**279,234**	**281,000**	**266,000**	**266,000**
10-00	INTEREST ON INVESTMENTS	313	784	0	4,500	830
90-00	MISCELLANEOUS REVENUE	32	0	0	0	0
**	**MISCELLANEOUS REVENUE**	**345**	**784**	**0**	**4,500**	**830**
01-00	GENERAL	459,000	459,000	459,000	459,000	459,000
*	**TRANSFER FROM OTHER FUNDS**	**459,000**	**459,000**	**459,000**	**459,000**	**459,000**
90-01	PROJ CARRYOVER-BEGINNING	28,591	35,393	33,018	34,880	24,380
90-02	PRIOR YEAR ENCUMBRANCES	0	0	0	45,552	0
90-05	PRIOR YR RE-APPROPRIATION	29,300	19,880	0	75,000	0
*	**BEGINNING RESERVES**	**57,891**	**55,273**	**33,018**	**155,432**	**24,380**
		794,692	**794,291**	**773,018**	**884,932**	**750,210**

City of Punta Gorda, FL
Police Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2017 through FY 2024

	Acutal FY 2017	Acutal FY 2018	Budget FY 2019	Budget FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Total Revenues	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditures	-	-	-	-	-	-	-	-
Revenues over (under) expenditures	-	-	-	-	-	-	-	-
Projected Carryover - Beginning								
Projected Carryover - End	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0

* Based on an impact fee study, police impact fees that had been suspended as of April 2011 were suspended indefinitely until significant growth related improvements needs for these facilities are identified in the future.

City of Punta Gorda, FL
Fire Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2017 through FY 2024

	Acutal FY 2017	Acutal FY 2018	Budget FY 2019	Budget FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Total Revenues	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditures	-	-	-	-	-	-	-	-
Revenues over (under) expenditures	-	-	-	-	-	-	-	-
Projected Carryover - Beginning								
Projected Carryover - End	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0

* Based on an impact fee study, fire impact fees that had been suspended as of April 2011 were suspended indefinitely until significant growth related improvements needs for these facilities are identified in the future.

City of Punta Gorda, FL
Government Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2017 through FY 2024

	Acutal FY 2017	Acutal FY 2018	Budget FY 2019	Budget FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Total Revenues	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditures	-	-	-	-	-	-	-	-
Revenues over (under) expenditures	-	-	-	-	-	-	-	-
Projected Carryover - Beginning								
Projected Carryover - End	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0

* Based on an impact fee study, government impact fees that had been suspended as of April 2011 were suspended indefinitely until significant growth related improvements needs for these facilities are identified in the future.

City of Punta Gorda, FL
Punta Gorda Impact Fees - Parks
Revenue and Expenditure Comparison
Actual FY 2017 through Budget FY 2020

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Revenues:					
Impact Fees Park Residential	$ 90,249	$ 89,095	$ 80,000	$ 76,000	$ 80,000
Interest Income	0	2,859	100	4,100	2,000
	90,249	91,954	80,100	80,100	82,000
Projected Carryover-Beginning	233,192	323,441	94,338	125,448	105,742
Total Revenues	$ 323,441	$ 415,395	$ 174,438	$ 205,548	$ 187,742
Expenditures:					
Transfer to General Construction Fund	$ 0	$ 289,947	$ 80,000	$ 99,806	$ 80,000
	0	289,947	80,000	99,806	80,000
Projected Carryover-End	323,441	125,448	94,438	105,742	107,742
Total Expenditures	$ 323,441	$ 415,395	$ 174,438	$ 205,548	$ 187,742

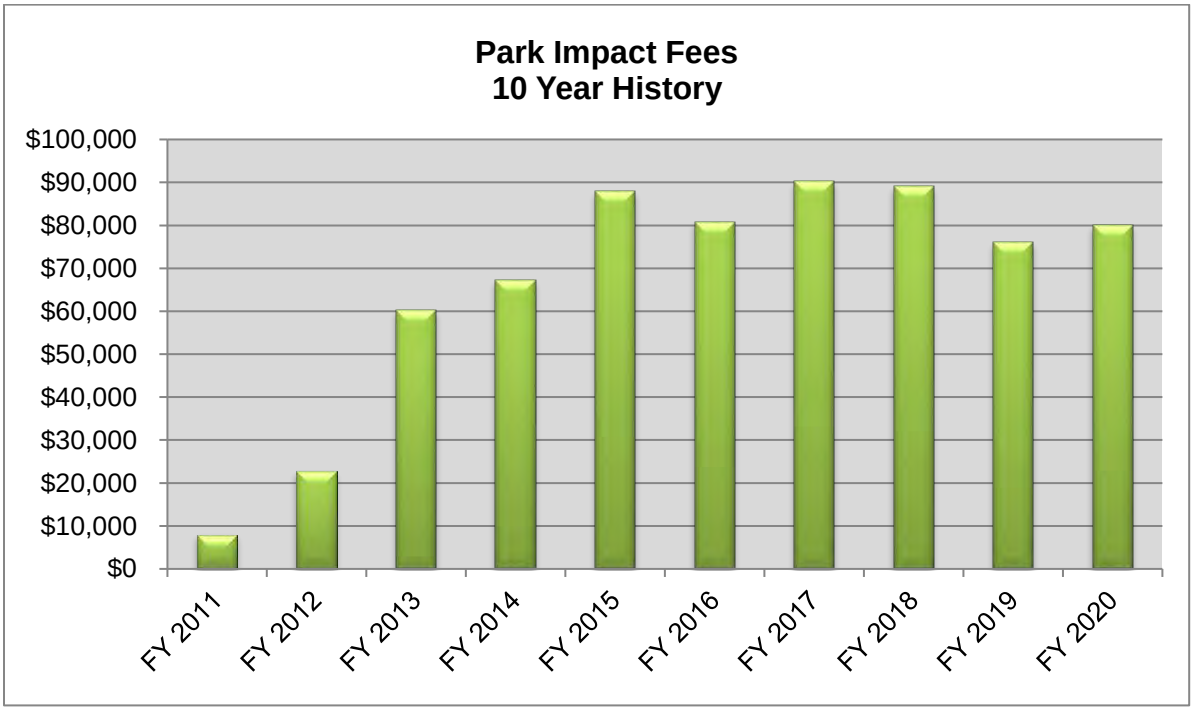
City of Punta Gorda, FL
Parks Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2017 through FY 2024

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues									
Parks- Resid	$ 90,249	$ 89,095	$ 80,000	$ 76,000	$ 80,000	$ 80,000	$ 80,000	$ 80,000	$ 80,000
Interest on Investments	0	2,859	100	4,100	2,000	2,000	2,000	2,000	2,000
Total Revenues	90,249	91,954	80,100	80,100	82,000	82,000	82,000	82,000	82,000
Projects									
Park Improvements - TBD	0	0	0	0	0	80,000	80,000	80,000	80,000
Laishley Park Parking	0	68,580	0	0	0	0	0	0	0
Harborwalk-Gilchrest Park Restroom	0	161,321	0	0	0	0	0	0	0
Nature Park Improvements	0	60,046	80,000	99,806	80,000	0	0	0	0
Total Expenditures (Trnsfr to Gen Fund)	0	289,947	80,000	99,806	80,000	80,000	80,000	80,000	80,000
Revenues over (under) expenditures	90,249	(197,993)	100	(19,706)	2,000	2,000	2,000	2,000	2,000
Projected Carryover - Beginning	233,192	323,441	94,338	125,448	105,742	107,742	109,742	111,742	113,742
Projected Carryover - End	$ 323,441	$ 125,448	$ 94,438	$ 105,742	$ 107,742	$ 109,742	$ 111,742	$ 113,742	$ 115,742

City of Punta Gorda
Parks Impact Fee Fund
Impact Fees Parks- Fees
105-0000-324-6105

The park impact fee is a one-time payment to ensure that new development pays a proportionate share of the capital costs of public facilities needed to accommodate new development. These funds can only be employed as allowed by law. The fees are detailed in Code of Ordinances section 11-9. The details can be viewed at www.ci.punta-gorda.fl.us under Codes/Ordinances. The updated fee schedule adopted February 15, 2012 by City Council was based on an impact fee study and became effective May 16, 2012. No rate change is budgeted for FY 2020.

Fiscal Year	Revenue Amount	Percent Change
FY 2011	$ 7,877	-4.0%
FY 2012	$22,740	188.7%
FY 2013	$60,214	164.8%
FY 2014	$67,110	11.5%
FY 2015	$87,807	30.8%
FY 2016	$80,799	-8.0%
FY 2017	$90,249	11.7%
FY 2018	$89,095	-1.3%
FY 2019	$76,000	-14.7%
FY 2020	$80,000	5.3%



City of Punta Gorda, FL
Punta Gorda Impact Fees - Transportation
Revenue and Expenditure Comparison
Actual FY 2017 through Budget FY 2020

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2018	Budget FY 2020
Revenues:					
Impact Fees Transportation - Resid.	$ 46,570	$ 48,089	$ 43,000	$ 39,000	$ 43,000
Impact Fees Transportation - Comm.	11,753	19,492	3,000	11,900	3,000
Interest Income	0	1,793	400	6,800	1,700
	58,323	69,374	46,400	57,700	47,700
Projected Carryover-Beginning	155,595	213,918	68,031	275,660	90,205
Total Revenues	$ 213,918	$ 283,292	$ 114,431	$ 333,360	$ 137,905
Expenditures:					
Transfer to General Construction Fund	$ 0	$ 7,632	$ 48,000	$ 243,155	$ 55,000
	0	7,632	48,000	243,155	55,000
Projected Carryover-End	213,918	275,660	66,431	90,205	82,905
Total Expenditures	$ 213,918	$ 283,292	$ 114,431	$ 333,360	$ 137,905

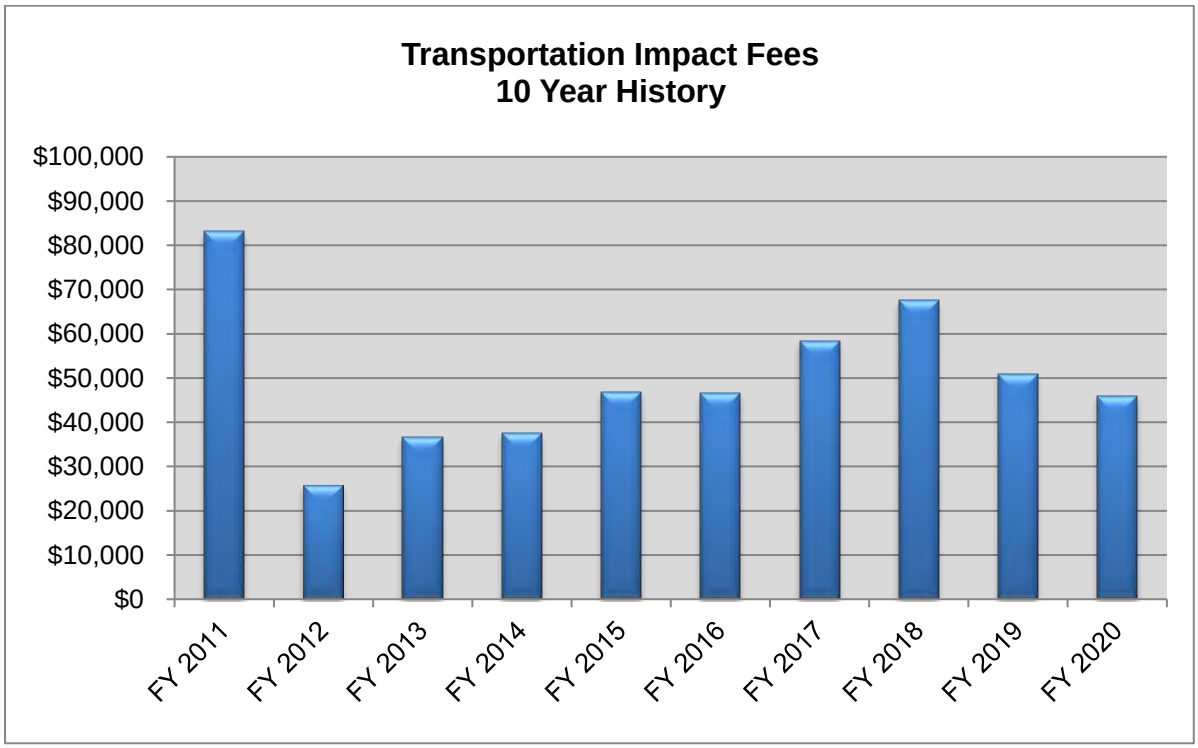
City of Punta Gorda, FL
Transportation Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2017 through FY 2024

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues									
Transportation - Residential	$ 46,570	$ 48,089	$ 43,000	$ 39,000	$ 43,000	$ 43,000	$ 43,000	$ 43,000	$ 43,000
Transportation - Commercial	11,753	19,492	3,000	11,900	3,000	3,000	3,000	3,000	3,000
Interest on Investments	0	1,793	400	6,800	1,700	1,560	1,400	1,260	1,100
Total Revenues	58,323	69,374	46,400	57,700	47,700	47,560	47,400	47,260	47,100
Projects									
Sidewalk Improvements	0	7,632	48,000	43,155	55,000	55,000	55,000	55,000	55,000
US 41 NB Alligator Creek Bridge-440234	0	0	0	200,000	0	0	0	0	0
Total Expenditures (Trsfr to Gen Constr)	0	7,632	48,000	243,155	55,000	55,000	55,000	55,000	55,000
Revenues over (under) expenditures	58,323	61,742	(1,600)	(185,455)	(7,300)	(7,440)	(7,600)	(7,740)	(7,900)
Projected Carryover - Beginning	155,595	213,918	68,031	275,660	90,205	82,905	75,465	67,865	60,125
Projected Carryover - End	$ 213,918	$ 275,660	$ 66,431	$ 90,205	$ 82,905	$ 75,465	$ 67,865	$ 60,125	$ 52,225

City of Punta Gorda
Transportation Impact Fee Fund
Impact Fees Transportation- Fees
109-0000-324-3109

The transportation impact fee is a one-time payment to ensure that new development pays a proportionate share of the capital costs of public facilities needed to accommodate new development. These funds can only be employed as allowed by law. The fees are detailed in Code of Ordinances section 11-9. The details can be viewed at www.ci.punta-gorda.fl.us under Codes/Ordinances. The updated fee schedule adopted February 15, 2012 by City Council was based on an impact fee study and became effective May 16, 2012. No rate change is budgeted for FY 2020.

Fiscal Year	Revenue Amount	Percent Change
FY 2011	$83,160	39.2%
FY 2012	$25,687	-69.1%
FY 2013	$36,632	42.6%
FY 2014	$37,515	2.4%
FY 2015	$46,852	24.9%
FY 2016	$46,473	-0.8%
FY 2017	$58,323	25.5%
FY 2018	$67,581	15.9%
FY 2019	$50,900	-24.7%
FY 2020	$46,000	-9.6%



City of Punta Gorda, FL
Community Development Block Grant
Proforma Schedule of Revenues and Expenditures
FY 2017 through FY 2019

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019
Revenues				
Community Dev Block Grant	$ 0	$ 2,895	$ 0	$ 33,091
Miscellaneous	142	0	0	0
Transfer from General Fund	0	210	0	0
Total Revenues	142	3,105	0	33,091
Projects				
New Image Project	1,565	0	0	0
Trabue Woods Pocket Park	0	1,330	0	0
Sidewalk Project	0	0	0	32,000
Administrative Charges	1,443	0	0	0
Total Expenditures	3,008	1,330	0	32,000
Revenues over (under) expenditures	(2,866)	1,775	0	1,091
Projected Carryover - Beginning	0	(2,866)	0	(1,091)
Projected Carryover - End	$ (2,866)	$ (1,091)	$ 0	$ 0

Note: The City has discontinued participating in the Community Development Block Grant entitlement program. Staff worked with granting agency to consolidate remaining funds into one final sidewalk project.

City of Punta Gorda, FL
Special Use Fund
Revenue and Expenditure Comparison
Actual FY 2017 through Budget FY 2020

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Revenues:					
Intergovernmental Revenue	$ 0	$ 370,110	$ 0	$ 4,498	$ 0
Miscellaneous Revenue	23,931	77,677	0	91,080	90,000
Interfund Loan Repay f/Buckley's Pass Fd	0	0	0	0	164,550
Transfer from General Fund	3,510,000	0	0	0	0
	3,533,931	447,787	0	95,578	254,550
Projected Carryover-Beginning	1,465,661	4,403,815	3,933,211	3,911,180	3,034,091
Total Revenues	$ 4,999,592	$ 4,851,602	$ 3,933,211	$ 4,006,758	$ 3,288,641
Expenditures:					
Expenditures-Hurricane Irma	$ 70,947	$ 328,687	$ 0	$ 5,140	$ 0
Transfer to General Fund	143,735	239,335	0	285,330	0
Transfer to General Construction Fund	335,931	308,228	0	714,190	0
Interfund Loan to General Construction	45,164	64,172	0	(31,993)	0
	595,777	940,422	0	972,667	0
Projected Carryover-End	4,403,815	3,911,180	3,933,211	3,034,091	3,288,641
Total Expenditures	$ 4,999,592	$ 4,851,602	$ 3,933,211	$ 4,006,758	$ 3,288,641

City of Punta Gorda, FL
Special Use Fund
Proforma Schedule of Revenues and Expenditures
FY 2017 through FY 2020

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Revenues					
FEMA - Storms	$ 0	$ 337,250	$ 0	$ 3,855	$ 0
State - Storms	0	32,860	0	643	0
Interfund Loan Repayment (Buckley's Pass)	0	0	0	0	164,550
Transfer from General Fund	3,510,000	0	0	0	0
Interest on Investments	23,931	77,677	0	91,080	90,000
Total Revenues	3,533,931	447,787	0	95,578	254,550
Expenditures					
Trnsfr to General Fund-Emerg Mgmt	10,000	0	0	0	0
Trnsfr to General Fund-Settlement	60,235	0	0	0	0
Trnsfr to General Fund-Community Branding Contracts	73,500	131,000	0	0	0
Trnsfr to General Fund-Community Branding 1st yr startup staffing	0	88,335	0	0	0
Trnsfr to General Fund-PicklePlex FSW	0	20,000	0	0	0
Trnsfr to General Fund-Citywide Master Plan	0	0	0	285,330	0
Trnsfr to General Construction - 800 Mhz	0	0	0	14,190	0
Trnsfr to General Construction - Ponce de Leon Park	0	0	0	700,000	0
Trnsfr to General Construction - Affordable Housing	170,783	0	0	0	0
Trnsfr to General Construction- Library Site Remediation	165,148	33,228	0	0	0
Trnsfr to General Construction- Library Enhancements	0	275,000	0	0	0
Interfund Loan to General Construction - Buckley's Pass	45,164	64,172	0	(31,993)	0
Hurr. Irma - Emerg Mgmt - Add'l code red minutes	0	7,000	0	0	0
Hurr. Irma - "D" LP HBWK Seawall	0	158,886	0	5,140	0
Hurr. Irma - "E" HC Herald Ct	0	5,760	0	0	0
Hurr. Irma - Debris Removal	70,947	157,041	0	0	0
Total Expenditures	595,777	940,422	0	972,667	0
Revenues over(under) expenditures	2,938,154	(492,635)	0	(877,089)	254,550
Projected Carryover - Beginning	1,465,661	4,403,815	3,933,211	3,911,180	3,034,091
Reserve for Repayment Hurr. Charley	$ 370,000	$ 370,000	$ 370,000	$ 370,000	$ 370,000
Reserve of Fishermans Village land sale proceeds	$ 3,510,000	$ 3,510,000	$ 3,510,000	$ 2,524,670	$ 2,524,670
Projected Carryover - End	$ 523,815	$ 31,180	$ 53,211	$ 139,421	$ 393,971

Reserve for Repayment - Hurricane Charley pending final audits of projects
Reserve of Fishermans Village land sale proceeds - Council to authorize specific projects

City of Punta Gorda, FL
Buckley's Pass Assessment Area
Proforma Schedule of Revenues and Expenditures
FY 2019 through FY 2022

	Budget FY 2019	Projected FY 2019	Budget FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues					
Buckley's Pass Assessments	$ 0	$ 1,929,140	$ 293,552	$ 293,552	$ 293,552
Total Revenues	0	1,929,140	293,552	293,552	293,552
Projects					
Buckley's Pass	0	1,929,140	0	0	0
Subtotal Transfers to Gen. Construction	0	1,929,140	0	0	0
Reimb. Interfund Loan - Special Use Fund	0	0	164,550	0	0
Reimb. Interfund Loan - General Fund	0	0	124,002	288,552	288,552
Subtotal Transfers to Repay Interfund Loans	0	0	288,552	288,552	288,552
Collection Commission/Administration	0	0	5,000	5,000	5,000
Total Expenditures	0	1,929,140	293,552	293,552	293,552
Revenues over (under) expenditures	0	0	0	0	0
Projected Carryover - Beginning	0	0	0	0	0
Projected Carryover - End	$ 0	$ 0	$ 0	$ 0	$ 0

New fund to account for assessments from the Buckley's Pass Dredging Assessment Area set by Final Assessment Resolution 3418-19 on April 3, 2019. The Buckley's Pass project is an additional navigational access channel connecting the Punta Gorda Isles canal system to Charlotte Harbor through a shorter, more convenient, and direct route than is currently available through the existing Ponce de Leon Inlet harbor access point. The project costs are accounted for in the General Construction Fund. Those in the assessment area had option to prepay in FY 2019 or have an annual assessment that would be on the non-advalorem section of their property tax bill spread over three years. The assessments will be used to pay for all project costs and reimburse interfund loans for costs incurred for the project prior to the final assessment resolution.

It is intended that if final costs come in under budget, that any remaining balance of funds collected would be reimbursed to those assessed.

City of Punta Gorda, FL
Gilchrist Intention
Proforma Schedule of Revenues and Expenditures
FY 2017 through FY 2024

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues									
Interest on Investments	$ 62	$ 97	$ 90	$ 135	$ 140	$ 145	$ 150	$ 155	$ 160
Total Revenues	62	97	90	135	140	145	150	155	160
Expenditures									
Total Expenditures	0	0	0	0	0	0	0	0	0
Revenues over(under) expenditures	62	97	90	135	140	145	150	155	160
Projected Carryover - Beginning	5,113	5,175	5,264	5,272	5,407	5,547	5,692	5,692	5,842
Projected Carryover - End	$ 5,175	$ 5,272	$ 5,354	$ 5,407	$ 5,547	$ 5,692	$ 5,842	$ 5,847	$ 6,002

City of Punta Gorda, FL
Coastal & Heartland National Estuary Partnership
Revenue and Expenditure Comparison
Actual FY 2017 through Budget FY 2020

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Revenues:					
Federal Grants	$ 422,480	$ 566,139	$ 600,000	$ 943,292	$ 600,000
State Grants	163,770	267,641	205,000	232,720	713,250
Local Grants	108,500	111,000	116,500	284,150	127,500
Contributions from Private Sources	92,850	55,630	50,000	50,000	0
Miscellaneous Revenue	305	12,627	1,000	7,000	5,600
	787,905	1,013,037	972,500	1,517,162	1,446,350
Projected Carryover-Beginning	132,144	184,341	284,480	293,025	252,942
Total Revenues	$ 920,049	$ 1,197,378	$ 1,256,980	$ 1,810,187	$ 1,699,292
Expenditures:					
Personnel Services	$ 360,856	$ 366,454	$ 412,435	$ 338,020	$ 474,025
Operating Expenses	374,852	537,899	503,399	1,219,225	998,318
	735,708	904,353	915,834	1,557,245	1,472,343
Projected Carryover-End	184,341	293,025	341,146	252,942	226,949
Total Expenditures	$ 920,049	$ 1,197,378	$ 1,256,980	$ 1,810,187	$ 1,699,292

FY 2015, City of Punta Gorda began hosting Coastal & Heartland National Estuary Partnership (formerly known as Charlotte Harbor National Estuary Program)

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
COASTAL & HEARTLAND NATIONAL ESTUARY PARTNERSHIP

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
31-50	EPA SECTION 320 GRANT	414,758	566,139	600,000	943,292	600,000
31-51	EPA MANGROVE GRANT	3,350	0	0	0	0
50-10	U S DEPT OF COMMERCE	4,372	0	0	0	0
*	**FEDERAL GRANT**	**422,480**	**566,139**	**600,000**	**943,292**	**600,000**
31-00	WATER SUPPLY SYSTEM	0	0	0	0	0
31-01	SW FL WATER MGMT DISTRICT	92,608	179,977	130,000	175,677	130,000
31-60	FL DEPT OF ENVIRON PROTEC	71,162	87,664	75,000	57,043	583,250
*	**STATE GRANT**	**163,770**	**267,641**	**205,000**	**232,720**	**713,250**
21-00	MARINE ADVISORY BD-WCIND	0	0	5,000	5,000	2,500
31-00	OTHER LOCAL GOVT GRANTS	108,500	111,000	111,500	279,150	125,000
*	**GRANTS - OTHER LOCAL UNIT**	**108,500**	**111,000**	**116,500**	**284,150**	**127,500**
21-00	CONTRIB FROM PRIVATE SRCS	92,850	55,630	50,000	50,000	0
*	**CONTRIB FROM PRIVATE SRCS**	**92,850**	**55,630**	**50,000**	**50,000**	**0**
10-00	INTEREST ON INVESTMENTS	0	9,142	1,000	7,000	5,600
70-50	DEFINED CONTRIB REFUNDS	0	3,047	0	0	0
90-00	MISCELLANEOUS REVENUE	305	438	0	0	0
*	**MISCELLANEOUS REVENUE**	**305**	**12,627**	**1,000**	**7,000**	**5,600**
90-01	PROJ CARRYOVER-BEGINNING	132,144	184,341	284,480	268,509	252,942
90-02	PRIOR YEAR ENCUMBRANCES	0	0	0	24,516	0
*	**BEGINNING RESERVES**	**132,144**	**184,341**	**284,480**	**293,025**	**252,942**
		920,049	**1,197,378**	**1,256,980**	**1,810,187**	**1,699,292**

FUNCTION:

The Coastal & Heartland National; Estuary Partnership (formerly the Charlotte Harbor National Estuary Program - CHNEP) was created under section 320 of the Clean Water Act. CHNEP's decision-making body is its Policy Committee, an interjursidicational board of elected officials and top agency heads. The City of Punta Gorda is CHNEP's host agency providing budgetary and auditing oversight and setting administrative policies including procurement and personnel. CHNEP is a partnership comprised of citizens, elected officials, resource managers and commercial and recreational resource users working to improve the water quality and ecological integrity of Charlotte Harbor's estuaries and watersheds. A collaborative decision-making process is used to address diverse resource management concerns in the 5,416-square-mile CHNEP study area.

The Clean Water Act requires all NEPs to develop, adopt and implement a *Comprehensive Conservation and Management Plan* (CCMP). CHNEP's CCMP was updated and approved in 2019 and addresses four priorities throughout the CHNEP nine-county study area and affect the health of the watersheds and estuaries. The priorities are water quality, hydrologic restoration, fish, wildlife, and wildlife habitat protection, and public engagement. The CHNEP implements the CCMP through partnerships that develop integrated plans, education and outreach programs and management structures to achieve a sustainable balance between the economy, society and the environment.

ACCOMPLISHMENTS:

To accomplish the overall goals of the CHNEP's CCMP and the short term goals identified by the CHNEP Management Conference in the annual CHNEP Workplan, major activities/goals accomplished during the last fiscal year include:

Public Engagement and Environmental Education:	
▪ *Harbor Happenings* Quarterly Magazine and annual calendar of donated images that show the beauty and diversity of the native, natural environment.	✓ Jan., Jun., Nov.
▪ Website, Constant Contact, Social Media	✓ Ongoing
▪ Collateral, Displays, Re-printings, etc.	✓ Nov. 2018
▪ Charlotte Harbor Nature Festival	✓ Nov. 17, 2018
▪ Public Outreach Grants (4 awards)	✓ Feb. 2018
▪ CHNEP representation at Annual Ding Darling Day	✓ Oct. 14, 2018
▪ CHNEP hosted a Kids' Fishing Clinic @ Arcadia Rodeo	✓ Oct. 20, 2018
▪ "Birds, Bugs & Blooms" Nature Walk	✓ Oct. 27, 2018
▪ Alligator Creek Kayak Clean-Up	✓ Jan. 26, 2019
▪ Bees Wax Wrap Training Class	✓ Feb. 20, 2019
▪ SW FL Borrowing Owl Festival	✓ Feb. 23, 2019
▪ Water, Wings & Wild Things Festival Sponsor	✓ Mar. 16, 2019
▪ Wild About Water Quality Event	✓ Mar. 30, 2019
▪ Innocent Victims: Impact of Plastics on Wildlife	✓ Apr. 12, 2019
▪ Fishing Clinic @ Big Calusa Event	✓ Apr. 27, 2019
▪ Englewood Earth Day Festival	✓ Apr. 28, 2019
▪ Water Quality Outreach @ 7 Rivers Water Festival	✓ May 11, 2019
▪ Native Landscaping Workshop	✓ May 18, 2019
▪ World Oceans Day	✓ Jun. 8, 2019
▪ Polk Co. Water Quality Event	✓ Jun. 22, 2019
▪ Horseshoe Crab Watch Citizen Science Training	✓ Jun. 29, 2019

ACCOMPLISHMENTS: (continued)

Scientific Research:

▪ Charlotte Harbor Water Quality monitoring.	✓ Monthly
▪ Charlotte Harbor Water Quality Monitoring Annual Audit	✓ May 2019
▪ Charlotte Harbor Water Quality Annual Meeting	✓ To be scheduled
▪ Annual Surface Water Quality Status Reports	✓ March 2019
▪ Quarterly volunteer oyster habitat monitoring	✓ Quarterly
▪ CHNEP Water Atlas Website Maintenance.	✓ Ongoing
▪ Special topic science forums and meetings.	✓ As requested 2019
▪ Microplastic Research	✓ On-going
▪ Habitat Subcommittee Meeting	✓ Oct. 22, 2018, Mar. 1 & 28, 2019
▪ Habitat Resiliency Project	✓ On-going
▪ Habitat Restoration Needs Project	✓ On-going
▪ 9 Letters of support for partner grants	✓ As requested
▪ Science Coordination Group of South Florida Meeting	✓ Apr. 25, 2019
▪ South Florida Ecosystem Restoration Task Force Meeting	✓ Apr. 26, 2019
▪ CHNEP hosted C-43 Reservoir Water Quality Summit	✓ Jun. 5, 2019
▪ Sarasota County Water Quality Summit	✓ June 6, 2019

Environmental Restoration:

▪ Restoration Needs Plan	✓ On-going
▪ Charlotte Harbor Flatwoods Initiative	✓ Quarterly
▪ Lehigh Headwaters Initiative	✓ Quarterly
▪ South Lee County Watershed Initiative	✓ Quarterly
▪ Estero Bay Agency on Bay Management	✓ Monthly/as available
▪ Volunteer Oyster Habitat Monitoring project	✓ On-going
▪ Habitat Resiliency to Climate Change Project	✓ On-going
▪ Regional Restoration Planning (Peninsular Florida LCC, OIMMP, CERP/SWFFS, BMAPs,)	✓ As scheduled
▪ Citizen Seagrass Restoration Project	✓ Completed March 2019
▪ Lake Hancock Circle B Bar Reserve Shoreline Restoration	✓ Completed March 2019

BUDGET NARRATIVE:

The CHNEP continues to develop strategies to implement the CCMP through innovative partnerships and funding assistance, including seeking outside grants as a revenue source to fund projects; continuing to leverage partner resources; and ongoing evaluation to identify opportunities that implement the CCMP either directly or through partner projects.

The following outlines major objectives for 2020:

- CHNEP will continue water quality monitoring and restoration projects, as well as programs to reduce pollution entering waterways, including a Cyanobacteria rapid response pilot program.
- CHNEP will work with partners to implement more oyster, living shorelines, and submerged aquatic vegetation restoration projects.
- CHNEP will work with partners to restore more natural hydrology where feasible, as well as to protect and enhance aquifer/groundwater recharge.

BUDGET NARRATIVE: (continued)

- CHNEP will continue implementation of environmental education and outreach efforts to educate and engage citizens in environmental restoration and protection efforts.
- CHNEP will continue working with local governments to build community resiliency to climate change factors such as sea level rise.

In 2019, CHNEP is evolving with an expansion of our program boundary more than 700 square miles inland to encompass the full extent of the Caloosahatchee River system, resulting in more partners from Florida's Heartland joining with partners from the Coast. Our new name reflects the unique strength of this partnership: Coastal and Heartland National Estuary Partnership. Our team of outstanding partners, committee members, staff, and volunteers are enthusiastically committed to carrying forth and building the good work of the organization.

STRATEGIC PRIORTITIES AND GOALS

PRIORITY: WATER QUALITY

Goal: Water Quality Improvement

- WQ-1 Support a comprehensive and coordinated water quality monitoring and assessment strategy
- WQ-2 Develop water quality standards, pollutant limits, and cleanup plans
- WQ-3 Reduce urban stormwater and agriculture runoff pollution
- WQ-4 Reduce wastewater pollution
- WQ-5 Reduce harmful algal blooms and pollutants entering waterways

PRIORITY: HYDROLOGIC RESTORATION

Goal: Enhanced and improved water bodies with more natural hydrologic conditions.

- HR-1 Conduct data collection, modeling, and analyses to support hydrologic restoration
- HR-2 Increase fresh surface water and groundwater availability to support healthy natural systems
- HR-3 Protect and restore natural flow regimes

PRIORITY: FISH AND WILDLIFE HABITAT PROTECTION

Goal: Natural habitat protection and restoration.

- FW-1 Protest, restore, and monitor estuarine habitats
- FW-2 Protect, restore, and monitor environmentally sensitive lands and waterways including critical habitat areas
- FW-3 Assess and promote the benefits of land, waterway, and estuary protection and habitat restoration

PRIORITY: PUBLIC ENGAGEMENT

Goal: Public education and engagement

- PE-1 Promote environmental literacy, awareness, and stewardship through expanded education and engagement opportunities for the general public
- PE-2 Expand reach of education and engagement opportunities to new target audiences
- PE-3 Strengthen non-profit partner collaboration in education and engagement programs
- PE-4 Increase outreach to policymakers to enhance understanding and support for CCMP implementation.

MISSION AND OBJECTIVES

Our Vision for Coastal and Heartland Southwest Florida

- Waters that meet their designated human uses for drinking, shellfish harvesting, or swimming and fishing, while supporting appropriate and healthy aquatic life (Water Quality Action Plan);
- Appropriate freshwater flows move across the landscape to sustain healthy wetlands, rivers, and estuaries (Hydrologic Restoration Action Plan);
- A diverse environment of interconnected, healthy habitats that support natural processes and viable, resilient native plant and animal communities (Fish, Wildlife, and Habitat Protection Action Plan); and
- Residents and visitors alike are informed and engaged to make choices and take actions that increase protection and restoration of estuaries and watersheds (Public Engagement Action Plan).

INITIATIVES AND ACTION ITEMS

- **WQ:** CHNEP will support a comprehensive and coordinated water quality monitoring and assessment strategy. Also, develop water quality standards, pollutant limits, and clean-up plans. CHNEP will educate the public on how to reduce urban storm water, agricultural runoff pollution, and harmful algal blooms. CHNEP will also continue to support partners in projects/implementation to reduce wastewater pollution.
- **HR:** CHNEP will conduct data collection, modeling, and analyses to support hydrologic restoration. CHNEP will work with partners to increase fresh surface water and groundwater availability to support healthy natural systems. CHNEP will continue to work with partners to preserve and restore natural flow regimes.
- **FW:** CHNEP will work with partners to protect, restore, and monitor estuarine habitats. CHNEP will continue to offer grants and other resources to protect, restore, and monitor environmentally sensitive lands and waterways including critical habitat areas. CHNEP will also assess and promote the benefits of land, waterway, and estuary protection and habitat restoration.
- **PE:** CHNEP will promote environmental literacy, awareness, and stewardship, through expanded education and engagement opportunities for the general public. CHNEP will expand reach of education and engagement opportunities to new target audiences. CHNEP will strengthen non-profit partner collaboration in education and engagement programs. CHNEP will increase outreach to policymakers to enhance understanding and support for CCMP implementation.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Management Conference				
Management Conference meetings hosted	12	12	12	12
Special topic workshops and subcommittees hosted	2	4	4	4
Program reports prepared/transmitted	16	19	20	12
Outreach				
Harbor Happenings published	4	4	4	4
Public Outreach Grants executed	7	4	4	0
Micro-Grants completed	30	20	10	0
Conservation Grants completed (new for FY20)	N/A	N/A	N/A	10
Events hosted	2	14	12	12
Research				
Field sampling and/or monitoring events completed	36	24	24	24
Research/Restoration projects contracted/ implemented	6	11	15	15
Research coordination and meetings completed	10	28	8	8
Restoration				
NEPORT restoration and acquisition projects submitted	21	44	45	45
Restoration coordination and meetings completed	16	29	16	8
Legislative Action:				
Advocacy & Review: letters, resolutions, etc.	28	38	36	36

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
COASTAL & HEARTLAND NATIONAL ESTUARY PARTNERSHIP

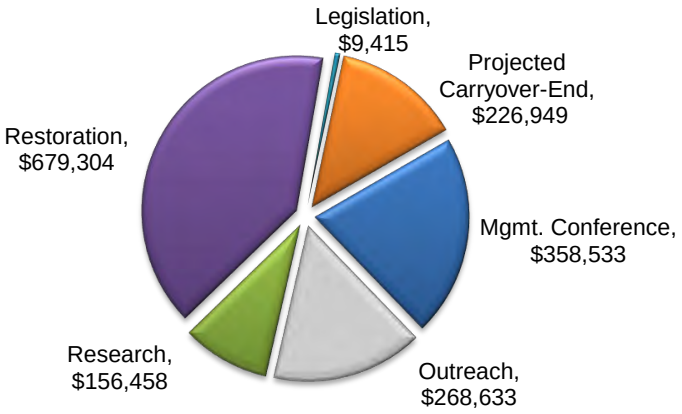
Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	360,856	366,454	412,435	338,020	474,025
Operating	374,852	537,899	503,399	1,219,225	998,318
Capital Outlay	0	0	0	0	0
Projected Carryover	184,341	293,025	341,146	252,942	226,949
Total	**920,049**	**1,197,378**	**1,256,980**	**1,810,187**	**1,699,292**

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Director of CHNEP	1	1	1	1	1
Deputy Director	1	0	0	0	0
Finance & Grants Specialist	0	1	1	1	1
Program Scientist	1	0	0	0	0
Research & Outreach Specialist	0	1	1	0	0
Research & Outreach Manager	0	0	0	1	1
Communications Manager	1	0	0	0	0
Outreach Associate	0	1	1	1	1
Research Associate	0	0	0	0	1
Conservation Intern	0	0	0	0	1
Total	4	4	4	4	6

Service Costs



CAPITAL PROJECTS

The Capital Projects section is used to account for financial resources to be used for the acquisition or construction of capital facilities, projects, or individual purchases with a multi-year useful life span by the City, except those financed by Proprietary Funds.

- The 1% Local Option Sales Tax Fund is a special revenue fund that accounts for capital improvements/infrastructure projects funded by 1% sales tax. Authorized uses of the proceeds are found in Florida Statutes Chapter 212.055(2)(d). Allowed uses are the financing, planning and constructing of infrastructure; acquiring land for public recreation or conservation purposes; purchases of vehicles or equipment with a five-year life expectancy (including emergency service vehicles and the equipment to outfit them). These projects typically produce a citywide benefit.

- The General Construction Fund accounts for capital improvement projects normally funded by revenues available for use in the General Fund and Special Revenue Funds. Other revenue sources are grants, transfers from other funds, or financing. These capital projects typically produce a citywide benefit.

Punta Gorda

City of Punta Gorda, FL
1% Local Option Sales Tax Fund
Revenue and Expenditure Comparison
Actual FY 2017 through Budget FY 2020

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Revenues:					
1% Sales Tax	$ 2,861,601	$ 3,023,012	$ 3,100,000	$ 3,100,000	$ 3,150,000
Miscellaneous Revenue	9,782	64,173	12,150	115,000	32,000
	2,871,383	3,087,185	3,112,150	3,215,000	3,182,000
Projected Carryover-Beginning	1,718,372	2,422,699	754,034	4,201,667	54,000
Prior Yr. Encumbrances	326,784	780,582	0	430,954	0
Total Revenues	$ 4,916,539	$ 6,290,466	$ 3,866,184	$ 7,847,621	$ 3,236,000
Expenditures:					
ADA Improvements - Citywide	$ 32,386	$ 18,434	$ 485,000	$ 794,001	$ 150,000
Law Enforcement-Vehicles	93,444	107,620	100,000	100,000	100,000
Fire Apparatus	449,078	0	0	0	0
Sidewalks	248	3,306	368,000	559,451	0
Drainage Improvements	61,456	157,450	0	841,009	0
Intersection Improvements	23,382	40,935	100,000	146,548	
Road Improvements	1,452	24,640	565,000	704,360	1,485,000
Road Lighting	0	0	120,000	160,378	0
Park Improvements	0	205,263	0	807,000	0
Waterfront Activity Center	0	0	0	50,000	0
Harborwalk US41 SB Bridge	176,117	0	0	0	0
Harborwalk West @ Gilchrist Area 1	514,741	311,330	0	47,574	0
Harborwalk West Gilchrist Playground	104	393,138	0	6,758	0
Harborwalk West Area 2	15,000	220,388	1,328,680	3,177,292	
Harborwalk West Area 3	0	0	90,000	90,000	0
Harborwalk - East Side	32,051	34,130	0	0	0
Audio/Visual Equipment	13,799	2,159	0	30,250	0
Computer Equipment	15,240	49,052	0	0	0
Telecommunications Equipment	168,167	0	0	0	0
Networking Equipment	26,593	0	146,000	146,000	0
Transfer to General Fund for Proj. Mgn	90,000	90,000	90,000	90,000	90,000
Transfer to General Fund f/PPlex Proj.	0	0	0	43,000	0
Undesignated Projects	0	0	473,504	54,000	1,411,000
	1,713,258	1,657,845	3,866,184	7,847,621	3,236,000
Projected Carryover-End	3,203,281	4,632,621			
Total Expenditures	$ 4,916,539	$ 6,290,466	$ 3,866,184	$ 7,847,621	$ 3,236,000

FY 2015 New special revenue fund created to account for projects related to 1% Local Option Sales Tax.
November 2014 election extended the 1% Local Option Sales Tax beginning January 1, 2015 through December 31, 2020.

Previous elections of 1% Local Option Sales Tax revenue were accounted for in the General Fund. Capital projects expenditures were transferred to the General Construction Fund, debt service payments were transferred to the Debt Service Fund, and capital outlay and project management were left in the General Fund. With the new election, the special revenue fund was established to provide for transparency and keep all revenues and expenditures in one fund.

City of Punta Gorda, FL
1% Sales Tax
Proforma Schedule of Revenues and Expenditures
FY 2017 through FY 2021

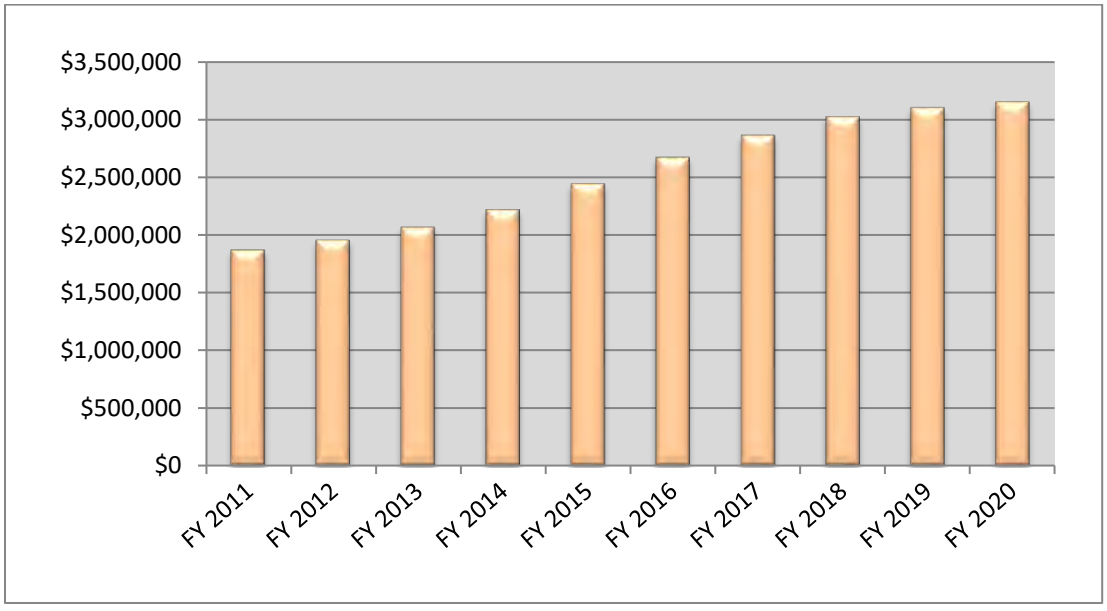
	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020	Proforma FY 2021
Revenues						
1%Sales Tax	$ 2,861,601	$ 3,023,012	$ 3,100,000	$ 3,100,000	$ 3,150,000	$ 775,000
Contribution from Private Sources	0	500	0	0	0	0
Interest on Investments	9,687	62,990	12,150	115,000	32,000	38,000
Miscellaneous Revenue	95	683	0	0	0	0
Total Revenues	2,871,383	3,087,185	3,112,150	3,215,000	3,182,000	813,000
Projects						
Police Fleet Replacements	93,444	107,620	100,000	100,000	100,000	0
Fire Apparatus	449,077	0	0	0	0	0
Sidewalk Improvements - Madrid	248	0	0	89,777	0	0
Baynard/Vasco Sidewalk Improvements	0	0	100,000	200,000	0	0
Taylor Street Re-Brick (Olympia Av to Event Ctr)	0	0	120,000	120,000	0	0
Sidewalks	0	3,306	148,000	149,674	0	0
Stormwater Projects (will apply for grant)	61,456	157,450	0	841,009	0	0
ADA Curb Ramp Improvements	0	40,935	100,000	146,548	0	0
Intersection Treatments-Olymp/Goldstein ADA	23,382	0	0	0	0	0
Bike Racks	1,452	0	0	0	0	0
Laishley Park Parking Improvements	0	205,263	0	0	0	0
Ponce de Leon Park Redesign & Constr.	0	0	0	305,000	0	0
Accoustal Fence at Gilchrist Park Pickleball Ct	0	0	0	32,000	0	0
US41 NB MURT Bridges (Alligator Ck Ped Br)	0	24,640	0	139,360	0	0
Veteran's Park Phase 2	0	0	0	470,000	0	0
Harborwalk-41 SB Bridge	176,117	0	0	0	0	0
Harborwalk @ Gilchrist Area 1	514,741	282,614	0	26,290	0	0
Harborwalk West-Area 1 Enhancements	0	28,716	0	21,284	0	0
Harborwalk West-Glichrist Playground	104	393,138	0	6,758	0	0
Harborwalk West-Area 2-Restrooms (2 sets)	0	127,443	228,680	666,237	0	0
Harborwalk West-Area 2a/2b	15,000	92,945	1,100,000	2,511,055	0	0
Harborwalk East Side - Widen HW behind JC	21,510	0	0	0	0	0
Harborwalk East - Mary St Connection	10,541	14,236	0	0	0	0
Harborwalk-Pier@Justice Center	0	19,894	0	0	0	0
Council Chamber Audio/Visual Equip	13,799	2,159	0	30,250	0	0
IT Computer HW/SW upgrade	15,240	49,052	0	0	0	0
IT Comp Storage Area Network	0	0	146,000	146,000	0	0
Digital Phone System	168,167	0	0	0	0	0
Bandwith Loan Bal. Ro	26,593	0	0	0	0	0
ADA Improvements - Citywide	32,387	18,434	485,000	794,001	150,000	150,000
Shreve St Complete St Impr. (will apply for grant)	0	0	225,000	225,000	0	0
Shreve St Trail head(will apply for grant)	0	0	200,000	200,000	0	0
US 41 Bridge Approaches Lighting	0	0	120,000	120,000	0	0
Decorative Standard FDOT project 440670	0	0	0	40,378	0	0
Harborwalk West-Area 3 Design (Construction in Fund 301)	0	0	90,000	90,000	0	0
Airport Rd Complete St Impr	0	0	40,000	40,000	510,000	0
Cooper St Complete St Impr	0	0	100,000	100,000	900,000	0
Gilchrist Park Waterfront Activity Center Design	0	0	0	50,000	0	0
Virginia Ave Complete St Improvements	0	0	0	0	75,000	875,000
Transfer to GF - PPlex proj.	0	0	0	43,000	0	0
Project Management/Transfer to GF	90,000	90,000	90,000	90,000	90,000	90,000
Total Expenditures	1,713,258	1,657,845	3,392,680	7,793,621	1,825,000	1,115,000
Revenues over (under) expenditures	1,158,125	1,429,340	(280,530)	(4,578,621)	1,357,000	(302,000)
Projected Carryover - Beginning	2,045,156	3,203,281	754,034	4,632,621	54,000	1,411,000
Projected Carryover - End (Undesig.)	$ 3,203,281	$ 4,632,621	$ 473,504	$ 54,000	$ 1,411,000	$ 1,109,000

Assumptions:
1% sales tax for the period January 1, 2015 through December 31, 2020 as approved in November 2014 election.
Projects in future years may be reallocated to higher priority projects as determined by the City Council.
FY 2022-FY 2024 projects will be determined by City Council from remaining undesignated balance FY 2021.

City of Punta Gorda, FL
1% Local Option Sales Tax Fund
1% Local Option Sales Tax
118-0000-335-1801

The Charlotte County voters, November 2014, approved the six year extension of the one-cent local option sales tax. The effective date was January 1, 2015 and expires Dec. 31, 2020. The authorized uses of the proceeds are found in Florida Statutes Chapter 212.055(2)(d). Allowed uses are the financing, planning and constructing of infrastructure; acquiring land for public recreation or conservation purposes; purchase of vehicles or equipment with a five-year life expectancy (including emergency service vehicles and the equipment to outfit them). The distribution formula between the city and county is found in FL statutes 218.62 and is based on a weighted population equation. Currently the city will receive 10% and Charlotte County 90%. The following is the revenue history, including previous elections. Revenue generated prior to 1/1/15 was reported in the General Fund.

Fiscal Year	Revenue	Fund		Percent Change
FY 2011	$1,867,911	General		-0.98%
FY 2012	$1,954,584	General		4.64%
FY 2013	$2,065,102	General		5.65%
FY 2014	$2,218,360	General		7.42%
FY 2015	$ 625,501	General		Incl. Below
FY 2015	$1,816,349	1% Sales Tax	New election 1/1/15	10.07%
FY 2016	$2,669,513	1% Sales Tax		9.32%
FY 2017	$2,861,601	1% Sales Tax		7.20%
FY 2018	$3,023,012	1% Sales Tax		5.64%
FY 2019	$3,100,000	1% Sales Tax		2.55%
FY 2020	$3,150,000	1% Sales Tax		1.61%



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
1% LOCAL OPTION SALES TAX

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
18-01	1% LOCAL OPTION SALES TAX	2,861,601	3,023,012	3,100,000	3,100,000	3,150,000
*	**STATE SHARED REVENUES**	**2,861,601**	**3,023,012**	**3,100,000**	**3,100,000**	**3,150,000**
10-00	INTEREST ON INVESTMENTS	9,687	62,990	12,150	115,000	32,000
21-00	CONTRIB FROM PRIVATE SRCS	0	500	0	0	0
90-00	MISCELLANEOUS REVENUE	95	683	0	0	0
*	**MISCELLANEOUS REVENUE**	**9,782**	**64,173**	**12,150**	**115,000**	**32,000**
90-01	PROJ CARRYOVER-BEGINNING	1,718,372	2,422,699	754,034	4,201,667	54,000
90-02	PRIOR YEAR ENCUMBRANCES	326,784	780,582	0	430,954	0
*	**BEGINNING RESERVES**	**2,045,156**	**3,203,281**	**754,034**	**4,632,621**	**54,000**
		4,916,539	**6,290,466**	**3,866,184**	**7,847,621**	**3,236,000**

CITY OF PUNTA GORDA, FLORIDA
CAPITAL IMPROVEMENT PROGRAM FUNDING SOURCE DEFINITIONS

FSIF Fair Share Impact Fees: These fees are paid by property owners at the time they construct or enlarge a building and are based upon the projected impact the user(s) of the new building will have upon Punta Gorda's road system, park facilities, police protection, fire protection capabilities, and general government facilities. Fair share impact fee revenues may only be used for capital improvements, which are needed to expand roads, parks, police capital facilities, fire capital facilities, and government buildings, to meet the demands of growth.

G Grants: The majority of grant revenues received are in the form of State and Federal funds given to assist with the financing of various capital improvements being made by the City. Each grant program has its own specific restrictions on the use of funds for local capital improvements.

GF General Fund: The majority of general fund revenues come from the payment of ad valorem taxes, local option gas taxes, development permits/fees, occupational licenses, state shared revenues, and interest earned on the City's investments. General fund revenues are typically used for capital projects, which produce a citywide benefit.

ST Sales Tax: An additional one-cent sales tax that can be used for the financing, planning and constructing of infrastructure; acquiring land; purchase of vehicles or equipment with a five-year life expectancy and emergency vehicles. (Previously ISS – Infrastructure Surtax)

RF Revenue Financing: Revenue notes or bonds are financed by those directly benefiting from the capital improvement. Revenue obtained from the issuance of these notes or bonds is used to finance publicly owned facilities such as waste water lines, solid waste equipment, potable water facilities, and parking structures. Charges collected from the users of these facilities and other designated revenue sources, such as TIF, are used to retire the debt obligations.

TIF Tax Increment Financing: These revenues are generated by the payment of ad valorem taxes on property located within the Punta Gorda Community Redevelopment Area based upon the increase in property values, which have occurred since 1989. Tax increment revenues must be used to pay for capital improvements located inside the designated redevelopment area. Tax increment revenues may also be used to pay debt service on bonds issued for the construction of capital improvements in the redevelopment area.

UF Utility Funds: The majority of the utility fund revenues come from water/sewer connection fees and the payment of water and sewer bills by users throughout the Punta Gorda utility service area. Utility fund revenues may only be used for capital improvements to the water or sewer system.

UIF Utility Impact Fees: These fees are paid by property owners at the time they construct or enlarge a building, and are based upon the projected use of water and sewer service determined by a utility agreement with the City. Utility Impact Fees may only be used for plant expansions and transmission facility enlargements for the water and sewer system and debt repayment.

OF Operating Funds: The operating revenues from funds other than the General Fund or Utility Fund. These generally come from Charges for Services.

SF Shared Funding: Revenue that is provided typically by another governmental entity as part of a joint or shared project and that is not considered a grant.

1% SALES TAX FUND
1% Sales Tax Infrastructure Projects
FY 2020 - FY 2021
(All figures in thousands of dollars)

PROJECT IDENTIFICATION	Applied for Grant	Page #	Total Project Cost	Previous Years' Funding	FY 2020	FY 2021	Grant Application *Funded	Unidentifed Funding Source
EXPENDITURES:								
Baynard/Vasco Sidewalk Improvements	n/a	8.07	200	200	0	0	0	0
Sidewalk Improvements	n/a	8.09	148	148	0	0	0	0
Waterfront Activity Center @ Gilchrist Park	n/a	8.11	50	50	0	0	0	0
Ponce de Leon Park - Redesign & Construction	n/a	8.13	305	305	0	0	0	0
US 41 Bridge Approach Lighting-Harborwalk	n/a	8.15	120	120	0	0	0	0
Veteran Park - Phase II	n/a	8.17	470	470	0	0	0	0
Harborwalk West - Area 2a/2b	n/a	8.19	3,617	2,600	0	0	0	1,017
ADA Curb Improvements	n/a	8.21	296	146	0	0	0	150
Shreve St Complete Streets Improvements	Yes	8.23	350	225	0	0	0	125
Shreve St Trail Head	Yes	8.25	400	200	0	0	200	0
ADA Improvements	n/a	8.27	1,560	810	150	150	0	450
Police Fleet Replacements	n/a	8.29	100	0	100	0	0	0
Capital Project Management	n/a	8.30	450	0	90	90	0	270
Harborwalk West - Area 3	n/a	8.31	827	90	0	*	*367	370
Drainage Improvements - Boca Grande Area	Yes	8.33	4,076	1,076	0	0	2,000	1,000
Airport Rd Complete Street Imprv.	Yes	8.35	550	40	510	0	0	0
Cooper St. Complete Street Imprv.	Yes	8.37	1,500	100	900	0	0	500
Virginia Ave Complete Street Imprv.	n/a	8.39	950	0	75	875	0	0
1% SALES TAX FUNDING TOTAL FY 2020 and FY 2021					1,825	1,115		

Schedule covers through December 31, 2020 when current 1% sale tax election ends.
City in conjunction with Charlotte County will pursue extension of 1% sales tax through voter process in November 2020.

Capital Improvements Program
Carryover from FY 2019

Project Title: Baynard/Vasco Sidewalk Improvements

Acct #: 118-3007-541-6319 **Project Code:** BAYVAS

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:
Complete the 18-mile Punta Gorda Pathways connecting all neighborhoods with a pedestrian/bicycle pathway

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 200,000	$ 0	$ 0	$ 0	$ 0	$ 0	$ 200,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	200,000
In Present CIP	$	0
Engineering	$	50,000
Land	$	
Site/Const. Serv.	$	
Improvement	$	150,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	1,000	Other Costs: Mowing, maintenance & electric
$	1,000	Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
CM/Urban Design

Contact Person:
Joan LeBeau

Project Description:
FY 2020:
Design missing sidewalk connection at Shreve from Airport Road to Vasco. St and along Baynard from Vasco to Aqui Esta

FY 2021
Construction

Funded by 1% Sales Tax

Project Justification:
This is a needed sidewalk with a portion of it completed. The completion of the missing sections will safely connect the residential community to the commercial section providing access to a variety of destination points as well as a safe route to commercial, retail & other areas

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Baynard/Vasco Sidewalk Improvements

Capital Improvements Program
Carryover from FY 2019

Project Title: Sidewalk Improvements Phase I

Acct #: 118-3007-541-6319 **Project Code:** TBD

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Apply best management practices & systems in infrastructure maintenance.
Establish a long-term plan that ensures infrastructure is in place to meet projected growth demands.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 148,000	$ 0	$ 0	$ 0	$ 0	$ 0	$ 148,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	148,000
In Present CIP	$	0
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	148,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Public Works
Contact Person:
Rick Keeney

Project Description:

Continue construction of various sidewalks located throughout the city (new and repair) existing as needed on a priority basis.

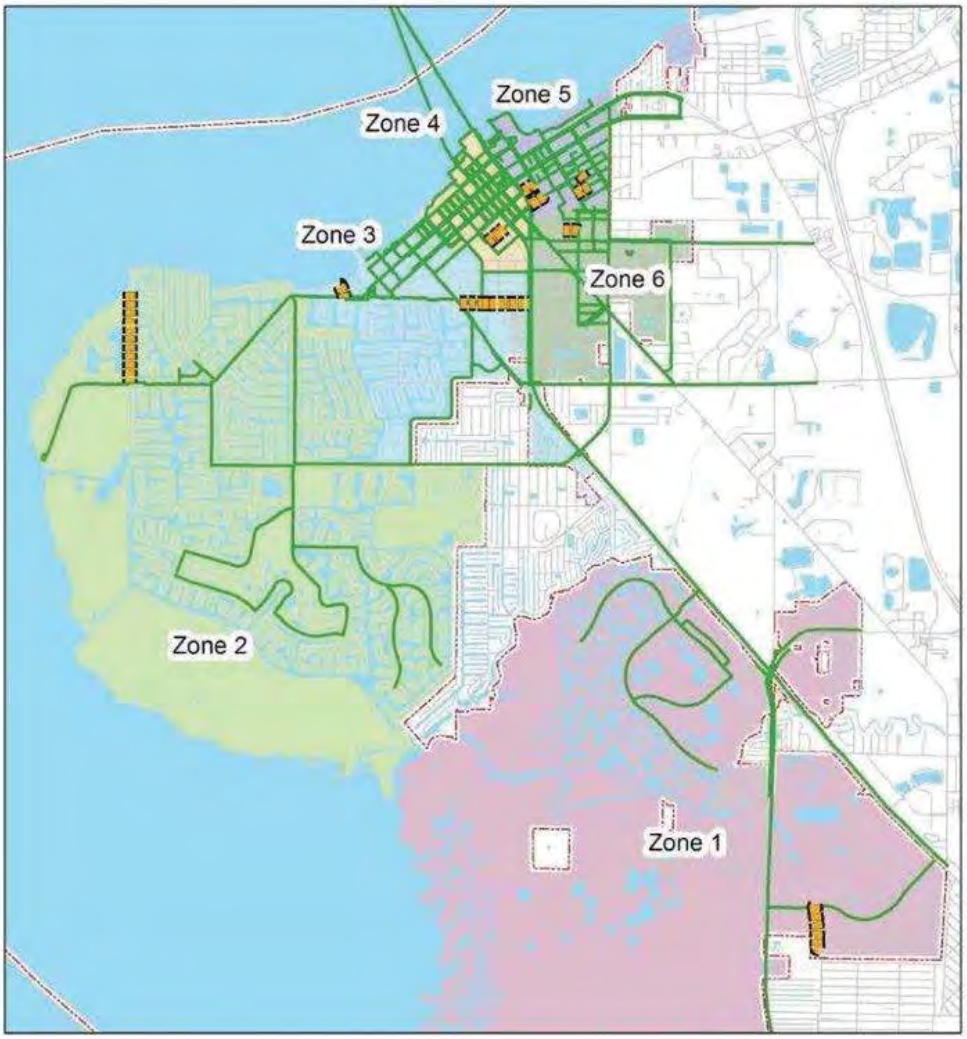
Funded by 1% Sales Tax

Project Justification:

To provide a safe access for pedestrians and school children along heavily used routes, in conjunction with state policies and the City's Comprehensive Plan.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Sidewalk Improvements - Phase I

Capital Improvements Program
Carryover from FY 2019

Project Title: Waterfront Activity Center @ Gilchrist Park

Acct #: 118-3007-572-6577 **Project Code:** WACGP

Project Priority:

Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:

Establish long-range plan that ensures infrastructure is in place to meet projected growth demands

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 50,000	$ 0	$ 0	$ 0	$ 0	$ 0	$ 50,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	50,000
In Present CIP	$	0
Engineering	$	50,000
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
TBD after design phase

$ 0 Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
CM/Urban Design
Contact Person:
Joan LeBeau

Project Description:

FY 19
As part of the Citywide Master Plan, the consultants added an additional Task to develop the Waterfront Activity Center Plan ($48,045).

Funded by 1% Sales Tax

Projects resulting from this Plan have yet to be determined.

Note: Existing lease in place until 2022

Design Cost - TBD - UNFUNDED
Construction Cost -TBD - UNFUNDED

Project Justification:

Current building does not meet FEMA code/guidelines; facility utilization is at capacity for current programs and will not be able to meet future growth demands.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Waterfront Activity Center @ Gilchrist Park

Capital Improvements Program
Carryover from FY 2019

Project Title: Ponce de Leon Park - Redesign & Construction

Acct #: 118-3007-572-6332 / 301-3004-572-6334 **Project Code:** PONCE

Project Priority:

Quality of Life: Enhance & promote Punta Gorda's attractive neighborhoods & working environment, heritage tourism, cultural opportunities, healthy eco-system & outdoor lifestyle, and its vibrant, safe City status

Goal:

Support, promote, improve & maintain the City's existing parks and park amenities

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 1,005,000	$ 0	$ 0	$ 0	$ 0	$ 0	$ 1,005,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	1,005,000
In Present CIP	$	0
Engineering	$	170,000
Land	$	
Site /Const. Serv.	$	105,000
Improvement	$	730,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	____	____	____
2nd Yr.	____	____	____
3rd Yr.	____	____	____
4th Yr.	____	____	____
5th Yr.	____	____	____

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ 12,000 Other Costs:
Maintenance, electric, rest room service, etc.

$ 12,000 Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
CM/Urban Design
Contact Person:
Joan LeBeau

Project Description:

FY 2019 -2020
Design plans for facilities at Ponce de Leon Park to include new restrooms, pavilions, site furnishings, re-furbish beach area, parking (car and boat trailer), chapel area

FY 2020-2021:
Construction

Actual total construction cost to be determined after design is completed and EOR prepares cost estimates.

Design - $170,000
Construction - $730,000
Permit - $5,000
Engineering Services $10,000
Contingency - $90,000

Total Anticipated Cost $1,005,000

Funding
$305,000 - 1% Sales Tax
$700,000 - Proceeds from Sale of Fisherman's village

*Additional Utility improvements under separate cover

Project Justification:

Current configuration of park does not utilize space efficiently. This project will enhance the park and its amenities, and better incorporate the Peace River Wildlife Center into the park plan design

* FUNDING SOURCES (SEE PAGE 8.05)



Ponce de Leon Park - Redesign and Construction

Capital Improvements Program
Carryover from FY 2019

Project Title: Harborwalk - US 41 Bridge Approach Lighting

Acct #: 118-3007-541-6507 **Project Code:** HW41BL

Project Priority:

Insrasructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:

Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 120,000	$ 0	$ 0	$ 0	$ 0	$ 0	$ 120,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	120,000
In Present CIP	$	0
Engineering	$	60,000
Land	$	
Site	$	
Improvement	$	60,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	____	____	____
2nd Yr.	____	____	____
3rd Yr.	____	____	____
4th Yr.	____	____	____
5th Yr.	____	____	____

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	2,500	Other Costs:
		Electric
$	2,500	Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
CM/Urban Design
Contact Person:
Joan LeBeau

Project Description:

FY 2019:
Design, Engineer

FY 2020:
Install decorative lighting US 41NB from East Retta Esplanade to Peace River Bridge and US 41SB from West Retta Esplanade to Peace River Bridge

Funded by 1% Sales Tax

Project Justification:

FDOT required project on links to the City's Punta Gorda Pathways which provides access to a variety of destination points as well as a safe route to commercial, retail, historic, and downtown areas of Punta Gorda creating a strong viable community promoting the City's Harborside Hometown feel.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



US 41 Bridge Approach Lighting - Harborwalk

Capital Improvements Program
Carryover from FY 2019

Project Title: Veterans Park - Phase II

Acct #: 118-3007-572-6377 **Project Code:** VETPK

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 470,000	$ 0	$ 0	$ 0	$ 0	$ 0	$ 470,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	470,000
In Present CIP	$	
Engineering	$	
Land	$	
Site	$	
Improvement	$	470,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	1,000	Other Costs: maintenance and electricity
$	1,000	Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
X New Revenues
_____ No Effect
$ _____ Total

Department:
PW / Urban Design

Contact Person:
Mark Gering

Project Description:

FY 2019:
Design (City Engineering) and construct Veteran's Park Phase II to enhance the unimproved areas of Veteran's Park.
Site design to include plazas, mural wall, seating walls, landscaping, site lighting and ADA accessibility.

Funding: $470,000 from 1% Sales Tax

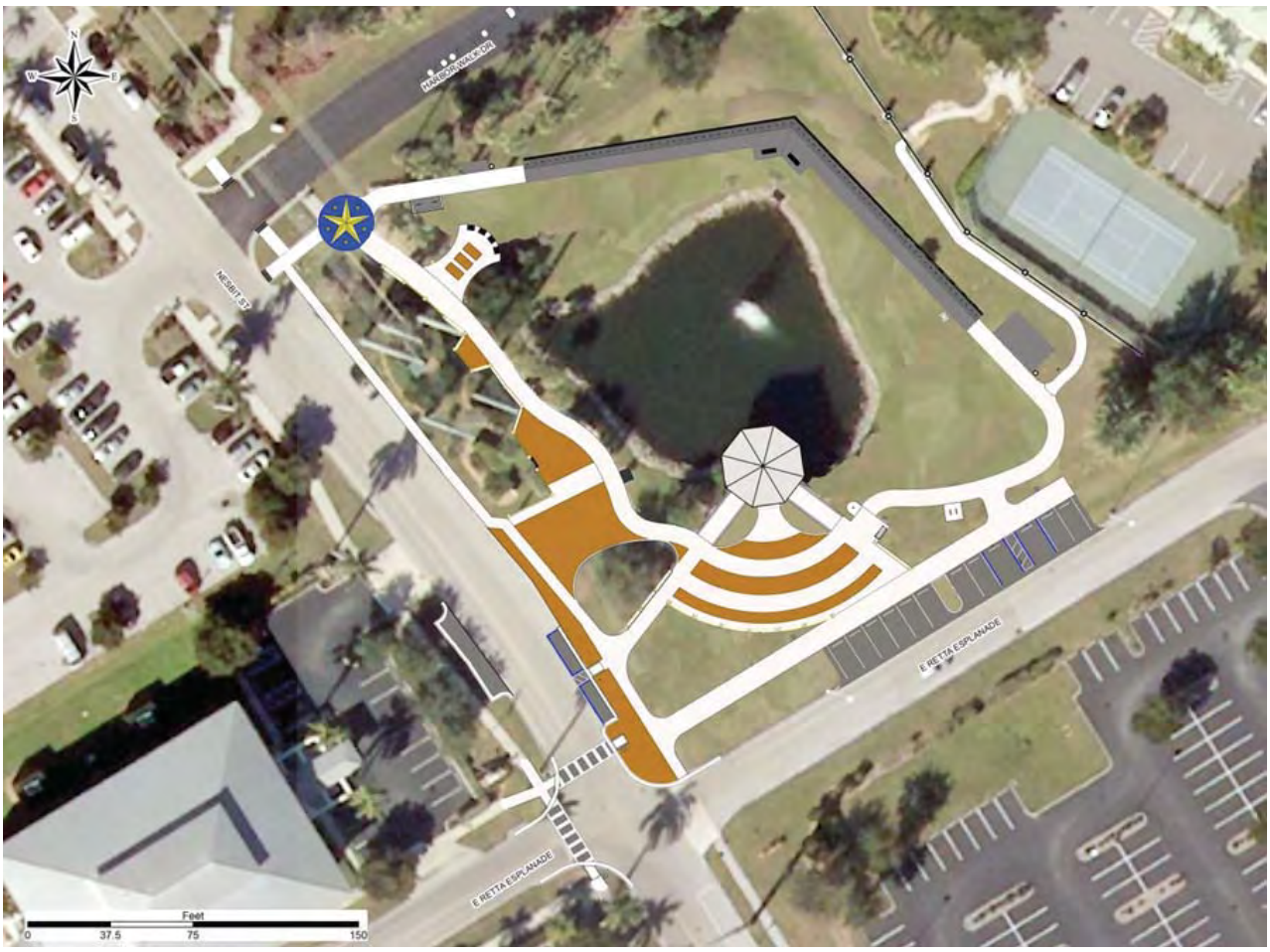
* Possible donation funding to be provided.

Project Justification:

To complete the previous park improvements to the Veteran's Park

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Veterans Park - Phase II

Capital Improvements Program

Project Title: Harborwalk West - Area 2a and 2b

Acct #: 118-3007-572-6583 **Project Code:** HWAR2

Project Priority:
Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services

Goal:
Completion of a connection of the 18-mile Punta Gorda Pathways, connecting all neighborhoods with a pedestrian/ bicycle pathway between

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 2,600,000	$ 1,016,570	$ 0	$ 0	$ 0	$ 0	$ 3,616,570

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	2,600,000
In Present CIP	$	1,016,570
Engineering	$	100,000
Land	$	
Site /Const. Srvs.	$	416,570
Improvement	$	
Construction	$	3,100,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	TBD		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
X Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	60,000	Other Costs: Ongoing Mowing and maintenance for all Harborwalk phases & Electricity
$	60,000	Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
CM/Urban Design/PW

Contact Person:
Joan LeBeau

Project Description:

FY 2018-2020
Amend design of Harborwalk West Gill Street to Berry Street; improve existing parking, add street parking, landscaping, decorative lighting and resurface basketball area.

Engineering Numbers
Design - $100,000
Construction - $ 3,100,000 (engineer est.)
Permit - $5,000
Engineering Services $5,000
Contingency - $ 100,000
CEI Services - $306,570

Total Anticipated Cost $3,616,570

Funding:
$ 2,600,000 1% Sales tax funding
$ 1,016,570 UNFUNDED

Project Justification:

A critical link in Punta Gorda Pathways Harborwalk runs along the waterfront and extends from Cooper Street to Fisherman's Village. Punta Gorda Pathways provides access to a variety of destination points as well as a safe route to commercial, retail, historic, and downtown areas of Punta Gorda. Completion of the Pathways will contribute to the City's urban mobility, and help to create a strong viable community

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program

Area 2a



Area 2b



Harborwalk West - Area 2a and 2b

Capital Improvements Program

Project Title: ADA Curb Improvements

Acct #: 118-3007-541-63-93 **Project Code:** ADAIMP

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 146,500	$ 0	$ 0	$ 50,000	$ 50,000	$ 50,000	$ 296,500

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	146,500
In Present CIP	$	150,000
Engineering	$	0
Land	$	
Site	$	
Improvement	$	296,500
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.	TBD		
4th Yr.	TBD		
5th Yr.	TBD		

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:

$ 0 Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
Public Works

Contact Person:
Rick Keeney

Project Description:

ADA Improvements/ Intersection Treatments are completed to alleviate ADA issues. Treatments may be constructed in conjunction with resurfacing program at required locations.

Funds for FY 2022-FY 2024 Unfunded $50,000 per year

Project Justification:

ADA Improvements in conjunction with paving at intersecting sidewalk connections.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



ADA Curb Improvements

Capital Improvements Program

Project Title: Complete Street - Shreve Street Improvements

Acct #: 118-3007-541-6512 **Project Code:** SHVCOM

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:
Complete 18-mile Punta Gorda Pathways connecting all neighborhoods with a pedestrian/bicycle pathway

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 225,000	$ 125,000	$ 0	$ 0	$ 0	$ 0	$ 350,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	225,000
In Present CIP	$	125,000
Engineering	$	50,000
Land	$	
Site / Const. Serv.	$	100,000
Improvement	$	0
Construction	$	200,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	TBD	TBD	TBD
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	8,500	Other Costs: Electricity, R&M
$	8,500	Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
CM/Urban Design

Contact Person:
Joan LeBeau

Project Description:

FY 2019 - 2020:
Design and Construction for lighting on the Shreve Street Path from Airport Road/Pompano Terrace to History Park & to widen the existing 5 foot wide sidewalk on Pompano Terrace from Shreve Street to US 41 to complete the link from the Shreve Street Path to the US 41 Path

Planning Estimates Only
Design - $50,000
Construction - $200,000
Permit - $5,000
Engineering Services $5,000
Contingency - $40,000
CEI Services - $50,000

Total Anticipated Cost $ 350,000

Funding
$225,000 Sales Tax Funding
$125,000 UNFUNDED

NOTE:
Project is on the MPO/LAP priority list as an UNFUNDED project for design and construction

Project Justification:

Shreve Street links the Linear Park path to the US 41 Path of the Punta Gorda Pathways system. The addition of path lighting will enhance safety and security of the pathway encouraging more utilization in the sunrise and twilight hours.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Complete Street - Shreve Street Improvements

Capital Improvements Program

Project Title: Shreve Street Trail Head

Acct #: 118-3007-541-6512 **Project Code:** SHVTRH

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:
Complete 18-mile Punta Gorda Pathways connecting all neighborhoods with a pedestrian/bicycle pathway

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	Total Cost
$ 200,000	$ 200,000	$ 0	$ 0	$ 0	$ 0	$ 400,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	200,000
In Present CIP	$	200,000
Engineering	$	100,000
Land	$	
Site	$	
Improvement	$	300,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	TBD	TBD	TBD
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	8,500	Other Costs: Electricity, R&M
$	8,500	Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
CM/Urban Design

Contact Person:
Joan LeBeau

Project Description:

FY 2020:
Construct a trail head at the Shreve Street MURT to include rest rooms, picnic area w/ tables and water fountain and possible shade structure.

NOTE:
Staff applied for FRDAP grant for trail head project.

This is a 50/50 matching grant:

$200,000 1% Sales Tax Funded
$200,000 Unfunded

Project Justification:

Shreve Street trail is a vital link in the Punta Gorda Pathways system. This trail head will provide amenities which should increase trail utilization & enhance the quality of life.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Shreve Street Trailhead

Capital Improvements Program

Project Title: ADA Improvements - Citywide

Acct #: 118-3007-515-6300 **Project Code:** Various

Project Priority:

Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:

Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 810,000	$ 150,000	$ 150,000	$ 150,000	$ 150,000	$ 150,000	$ 1,560,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	810,000
In Present CIP	$	750,000
Engineering	$	100,000
Land	$	
Site	$	
Improvement	$	1,460,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	ST		
2nd Yr.	ST		
3rd Yr.	TBD		
4th Yr.	TBD		
5th Yr.	TBD		

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:

$ 0 Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
CM/Urban Design
Contact Person:
Joan LeBeau

Project Description:

FY 2020 - 2021
Implementation of the City ADA Transition Plan to assure compliance with all federal, state and local regulations, standards and compliance monitoring requirements.

FY 2019 - 2021
Design of ADA Ramp - US41 SB to Harborwalk & Harborwalk underpass improvements.

FY 2020-2021
Address technology concerns regarding ADA, i.e. website access $25,000/year.

*This is an ongoing project.

NOTE: Costs for repairs on this CIP are estimates and do not include City rights-of-way or curbs, which are being addressed by Public Works but incorporated into the ADA Transition Plan.

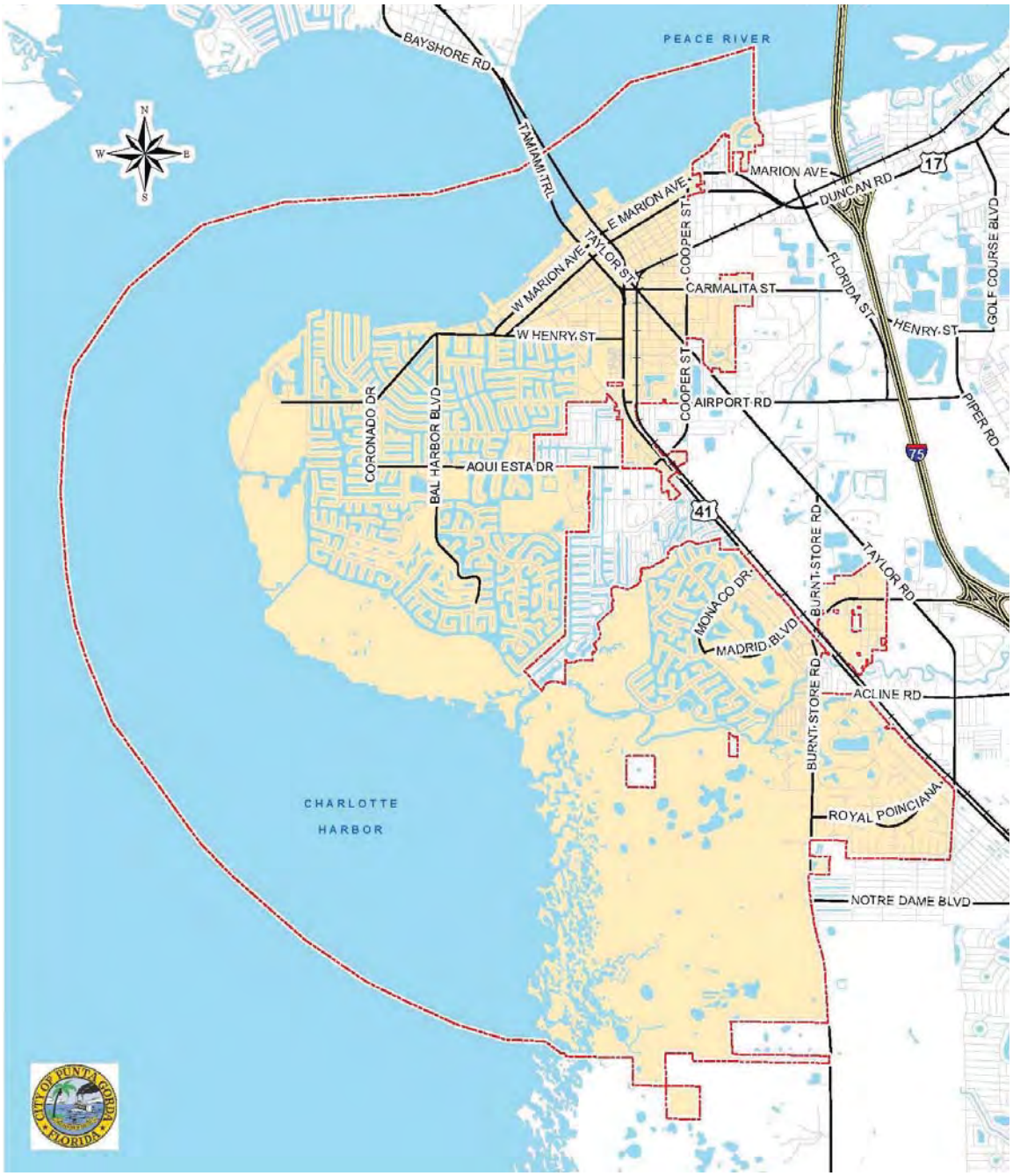
1% Sales Tax Funding through FY 2021

**FY 2022-2024 CURRENTLY UNFUNDED

Project Justification:

To remain eligible for federal grant funding the City is required to have in place an ADA Transition Plan that includes a schedule of implementation.

* FUNDING SOURCES (SEE PAGE 8.05)



ADA Improvements - Citywide

Capital Outlay Program

Police Fleet Replacements

Project Title: Police Fleet Replacements

Acct #: 118-3007-521-64-01 **Project Code:** PDVEH

Stategic Priority:
Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
Maximize use of new technology in applicable areas
Apply best management practices & systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 100,000	$ 0	$ 0	$ 0	$ 0	$ 100,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment

3. Estimated Costs:

In Previous CIP	$	_____
In Present CIP	$	100,000
Engineering	$	_____
Land	$	_____
Site	$	_____
Improvement	$	_____
Construction	$	_____
Landscaping	$	_____
Equipment	$	100,000

4. Sources of Financing:

	Local	State	Federal
1st Yr.	ST		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
Replacement - no additional cost.

$ _____ Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
Police

Contact Person:
Jason Ciaschini

Project Description:
Planned replacement of police fleet vehicles

FY 2020 – FY 2024:
Replacement of 5 vehicles per year - 225,000 per year
Funding Sources FY 2020:
$125,000 per year from General Fund Rev
$100,000 from Sales Tax.

FY 2021-2024:
$225,000 per year from General Fund



Project Justification:
The Police Department maintains extensive records on its fleet. Replacement recommendations are made based upon age, mileage, and maintenance costs. The majority of the fleet operates under patrol operation and vehicle safety is paramount to our employees.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program

Project Title: Capital Project Management

Acct #: 118-0000-581-90-01 **Project Code:** CPMGMT

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.
Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system

Goal:
To ensure efficient and effective service delivery and quality aesthetic appeal; Apply best management practices and systems in infrastructure maintenance; Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 90,000	$ 90,000	$ 90,000	$ 90,000	$ 90,000	$ 450,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	450,000
Engineering	$	450,000
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	ST		
2nd Yr.	ST		
3rd Yr.	TBD		
4th Yr.	TBD		
5th Yr.	TBD		

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Public Works

Contact Person:
Rick Keeney

Project Description:

A Capital Project Manager will oversee the design to construction of various City projects.

FY 2022-2024:
UNFUNDED

Project Justification:

The Capital Projects Manager position is included in the Engineering Division of Public Works, in the General Fund. A transfer from the General Construction fund to the General Fund will be made to cover this position. The funding will be made on a year by year basis.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program

Project Title: Harborwalk West - Area 3

Acct #: 118-3007-572-6584 / 301-3004-572-6584 **Project Code:** HWALK3

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:
Complete the 18-mile Punta Gorda Pathways connecting all neighborhoods with a pedestrian/bicycle pathway

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 90,000	$ 0	$ 737,000	$ 0	$ 0	$ 0	$ 827,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	90,000
In Present CIP	$	737,000
Engineering	$	90,000
Land	$	
Site /Const. Srvc.	$	187,000
Improvement	$	550,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.	TBD	G	
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	60,000	Other Costs: Ongoing mowing and maintenance for all Harborwalk phases
$	60,000	Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
CM/Urban Design

Contact Person:
Joan LeBeau

Project Description:

FY 2019 - 2020:
Design Harborwalk West construction at Shreve Street from Retta to Linear Park to include 2 foot bridges, decorative lighting and landscaping and on-street parking (PPM Standards)

FY 2021: Construct
Planning Estimates Only
Design - $90,000
Construction - $550,000 ($367,208 Grant)
Permit - $5,000
Engineering Services $5,000
Contingency - $40,000
CEI Services - $137,000

Total Anticipated Cost $ 827,000

Funding
$90,000 Sales Tax (Design)
$367,208 Grant Fund (Portion of construction)
$369,792 UNFUNDED

NOTE:
City is responsible for 100% design cost, CEI, construction funds above grant limit

Construction is currently funded from MPO FY 2021/2022 for Harborwalk construction only ($367,208)

Project Justification:

A critical link in Punta Gorda Pathways Harborwalk runs along the waterfront and extends from Cooper Street to Fisherman's Village. Punta Gorda Pathways provides access to a variety of destination points as well as a safe route to commercial, retail, historic, and downtown areas of Punta Gorda. Completion of the Pathways will contribute to the City's urban mobility, and help to create a strong viable community

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Harborwalk West - Area 3

Capital Improvements Program

Project Title: Drainage Improvements- Boca Grande Area

Acct #: 118-3007-541-63-20 **Project Code:** CABGDI

Project Priority:
Infrastructure Sustainability: Maintain and enhance the City's capital assets and quality municipal services.
Quality of Life: Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system

Goal:
To ensure efficient and effective service delivery and quality aesthetic appeal; Apply best management practices and systems in infrastructure maintenance; Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 1,076,000	$ 3,000,000	$ 0	$ 0	$ 0	$ 0	$ 4,076,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	1,076,000
In Present CIP	$	3,000,000
Engineering	$	
Land	$	1,076,000
Site	$	
Improvement	$	
Construction	$	3,000,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	TBD	TBD	TBD
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Public Works
Contact Person:
Rick Keeney

Project Description:

This item consists of selecting a design alternative, engineering design, permitting and construction.
FY 2016-2018:
Drainage Study Phase1 and design of project to improve drainage in the Boca Grande are $1,076,000 funded by 1% sales tax
FY 2018-2019:
Design, permitting, and construction est. $3,000,000 funding to be determined.
$2,000,000 Applied for Grant funding
$1,000,000 City Funding TBD

Project Justification:

Engineering design study that will be necessary to determine the work involved in the Corto Andra/Boca Grande area and with a Retention Pond Bank.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Drainage Improvements - Boca Grande Area

Capital Improvements Program

Project Title: Complete Street - Airport Road Improvements

Acct #: 118-3007-541-6517 **Project Code:** AIRCOM

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:
Complete the 18-mile Punta Gorda Pathways connecting all neighborhoods with a pedestrian/bicycle pathway

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 40,000	$ 510,000	$ 0	$ 0	$ 0	$ 0	$ 550,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	40,000
In Present CIP	$	510,000
Engineering	$	40,000
Land	$	
Site/Const. Serv.	$	60,000
Improvement	$	450,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	ST	TBD	TBD
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	10,000	Other Costs: Mowing, maintenance & electric
$	10,000	Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
CM/Urban Design

Contact Person:
Joan LeBeau

Project Description:

FY 2019 - 2020:
Design improvements from US 41 to Cooper Street providing sidewalks, bicycle facilities, decorative street lights and street trees

FY 2020-2021 - Construction

Planning Estimates Only
Design - $40,000
Construction - $450,000
Permit - $5,000
Engineering Services $5,000
Contingency - $50,000

Total Anticipated Cost $550,000

Funding
$ 550,000 Sales Tax Funding

NOTE:
This project is on the MPO/LAP priority list as an UNFUNDED project for construction, & CEI ($600,000) Additional $50,000 would be needed if grant funded (total anticipated cost would increase to $600,000)

Project Justification:

A continuation of Punta Gorda Pathways; this "leg" of the project would be the East Punta Gorda connection. The completion of this section will safely connect the residential community to the commercial section providing access to a variety of destination points as well as a safe route to commercial, retail & other areas

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Complete Street - Airport Road Improvements

Capital Improvements Program

Project Title: Cooper Street Complete Street Improvements

Acct #: 118-3007-541-6516 **Project Code:** COOCOM

Project Priority:

Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:

Complete the 18-mile Punta Gorda Pathways connecting all neighborhoods with a pedestrian/bicycle pathway

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 100,000	$ 900,000	$ 500,000	$ 0	$ 0	$ 0	$ 1,500,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	100,000
In Present CIP	$	1,400,000
Engineering	$	100,000
Land	$	
Site /Const. Serv	$	400,000
Improvement	$	
Construction	$	1,000,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	ST	TBD	TBD
2nd Yr.	TBD	TBD	TBD
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	6,000	Other Costs:

Mowing, Maintenance, & Electric

$ 6,000 Total R&M pending

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
CM/Urban Design
Contact Person:
Joan LeBeau

Project Description:

FY 2019 - 2020:
Design improvements to Cooper Street from Airport Road to East Marion Avenue (US 17SB) providing sidewalks, bicycle facilities, decorative street lights and street trees

FY 2020-2021 - Construction

Planning Estimates Only
Design - $100,000
Construction - $ 1,000,000
Permit - $5,000
Engineering Services $5,000
Contingency - $ 100,000
CEI Services - $290,000

Total Anticipated Cost $1,500,000

Funding
$1,000,000 - Sales Tax Funds
$500,000 - UNFUNDED

NOTE:
This project is on the MPO/LAP priority list as an UNFUNDED project for design, construction, & CEI ($1,500,000) Minimum City funding $900,000

Project Justification:

A continuation of Punta Gorda Pathways; this "leg" of the project would be the East Punta Gorda connection. The addition of path lighting will enhance safety and security of the pathway encouraging more utilization in the sunrise and twilight hours.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Cooper Street Complete Street Improvements

Capital Improvements Program

Project Title: Complete Street - Virginia Avenue Improvements

Acct #: TBD **Project Code:** TBD

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:
Complete 18-mile Punta Gorda Pathways connecting all neighborhoods with a pedestrian/bicycle pathway

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 75,000	$ 875,000	$ 0	$ 0	$ 0	$ 950,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	950,000
Engineering	$	75,000
Land	$	
Site/Const. Serv	$	175,000
Improvement	$	
Construction	$	700,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	ST		
2nd Yr.	ST		
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ 3,000 Other Costs:
Mowing, Maintenance, & Electric

$ 3,000 Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
CM/Urban Design

Contact Person:
Joan LeBeau

Project Description:

FY 2019 - Conceptual

FY 2020
Design Street improvements on Virginia Avenue from Harvey Street to Nesbit Street improving existing sidewalks filling in gaps and increasing width through City Center Zoning District, install high visibility and/or decorative crosswalks, on-street parking, decorative lighting and street trees

FY 2021
Construction

Planning Estimates Only
Design - $75,000
Construction - $ 700,000
Permit - $5,000
Engineering Services $5,000
Contingency - $65,000
CEI Services - $100,000

Total Anticipated Cost $950,000

Funding
$950,000 Sales Tax Funding

Project Justification:

This is an internal continuation of the Punta Gorda Pathway project. The addition of this section will safely connect the residential community to the commercial section providing access to a variety of destination points as well as a safe route to commercial, retail & other areas.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Complete Street - Virginia Avenue Improvements

City of Punta Gorda
General Construction Fund
Budget FY 2020

	Funding Sources FY 2020			
	General	Impact Fees	Total Budget FY2020	Projected Budget FY2019
Revenues:				
Grants-FDOT LAP & JPA	$ 150,000	$ 0	$ 150,000	$ 782,023
Transfer from Park Impact Fees	0	80,000	80,000	99,806
Transfer from Transportation Impacts		55,000	55,000	243,155
Transfer from Buckley Pass Assessments	0	0	0	1,929,140
Transfer from Special Use Fund	0	0	0	714,190
Transfer from General Fund	605,000	0	605,000	655,000
Interfund Loan from General Fund	0	0	0	656,700
Reduced Interfund Loan from Special Use Fund	0	0	0	(31,993)
Projected Carryover-Beginning	0	0	0	1,089,312
Prior Year Encumbrances	0	0	0	338,494
Total Revenues	$ 755,000	$ 135,000	$ 890,000	$ 6,475,827
Expenditures:				
Cooper St. Roof Replacement	$ 0	$ 0	$ 0	$ 120,000
Public Works/ Utilities Campus	0	0	0	30,000
Peir/Piling Improvements	125,000	0	125,000	100,000
Fire Apparatus	0	0	0	446,119
NPDES/TMDLs	20,000	0	20,000	62,192
Storm Sewer Reconstruction	75,000	0	75,000	106,541
Sidewalks	0	0	0	51,000
Drainage Improvements	300,000	0	300,000	839,833
BSI Lock Escrow	0	0	0	25,349
Bridge Repair	10,000	0	10,000	159,300
US 41 Airport to Carmalita	150,000	0	150,000	0
Buckley's Pass	0	0	0	2,553,847
Streetscape	0	0	0	9,714
Historic District Initiatives	50,000	0	50,000	92,539
Park Improvements	0	80,000	80,000	99,806
City Beautification	0	0	0	4,612
Alligator Creek - US41 NB Pedestrian Bridge	0	0	0	982,023
Ponce Park Improvements	0	0	0	700,000
Sidewalks	0	55,000	55,000	43,155
Laishley Park Playground Equipment	25,000	0	25,000	25,000
800 MHz Radio System	0	0	0	14,190
Reserve for Contingencies	0	0	0	10,607
Total Expenditures	$ 755,000	$ 135,000	$ 890,000	$ 6,475,827

City of Punta Gorda, Fl
General Construction Fund
Proforma Schedule of Revenues and Expenditures
FY 2017 through FY 2024

Revenues:	**Actual FY 2017**	**Actual FY 2018**	**Budget FY 2019**	**Projected FY 2019**	**Budget FY 2020**	**Proforma FY 2021**	**Proforma FY 2022**	**Proforma FY 2023**	**Proforma FY 2024**
Intergovernmental Revenue	$1,968,574	$ 63,153	$ 782,000	$ 782,023	$ 150,000	$ 367,000	$2,912,214	$ 0	$ 0
Miscellaneous Revenue	11,212	10,160	0	0	0	0	0	0	0
Transfers from Other Funds	976,671	1,795,807	783,000	3,641,291	740,000	1,565,000	715,000	715,000	715,000
Interfund Loan	45,164	64,172	0	624,707	0	0	0	0	0
Projected Carryover - Beginning	481,521	950,284	115,000	1,427,806	0	0	0	0	0
Total Revenues	$3,483,142	$2,883,576	$1,680,000	$6,475,827	$ 890,000	$1,932,000	$3,627,214	$ 715,000	$ 715,000
Expenditures:									
Reserve for Contingencies	0	0	0	10,607	0	0	0	0	0
Affordable Housing	265,784	0	0	0	0	0	0	0	0
Library Soil Prep/Enhancements	165,148	308,227	0	0	0	0	0	0	0
Cooper St Roof Replacement	0	0	60,000	120,000	0	0	0	0	0
Pier Pilings/Pile Jackets	0	0	0	100,000	125,000	125,000	125,000	125,000	125,000
Fire Equipment	0	28,882	0	446,119	0	850,000	0	0	0
Laishley Park Playground Equipment	0	0	25,000	25,000	25,000	0	0	0	0
Engineering Room Renovation	0	0	30,000	30,000	0	0	0	0	0
NTL Pollutant Dischg Elim	17,949	7,110	20,000	62,192	20,000	20,000	20,000	20,000	20,000
Storm Sewer Reconstruction	0	0	75,000	106,541	75,000	75,000	75,000	75,000	75,000
City Hall Expansion/Impr	22,307	0	0	0	0	0	0	0	0
Sidewalks-Madrid	0	0	0	51,000	0	0	0	0	0
Drainage Improvements	126,406	487,392	500,000	839,833	300,000	300,000	300,000	300,000	300,000
BSI Lock Escr Transp Fill	0	0	0	25,349	0	0	0	0	0
Bridge Repair	0	0	10,000	159,300	10,000	10,000	10,000	10,000	10,000
US 41 Complete St - Airport to Carmalita	0	0	0	0	150,000	0	2,912,214	0	0
Buckley's Pass	45,164	64,172	0	2,553,847	0	0	0	0	0
Streetscape & H&LSCP	0	87,681	0	9,714	0	0	0	0	0
Historic District Initatives	0	7,462	50,000	92,539	50,000	50,000	50,000	50,000	50,000
Park Improvements	0	289,947	80,000	99,806	80,000	80,000	80,000	80,000	80,000
Park Development	0	9,000	0	700,000	0	0	0	0	0
City Beautification	0	0	0	4,612	0	0	0	0	0
Alligator Crk - US41 NB Ped Bridge I	147,461	63,153	782,000	982,023	0	0	0	0	0
Harborwalk West	1,742,639	102,744	0	0	0	367,000	0	0	0
Sidewalks	0	0	48,000	43,155	55,000	55,000	55,000	55,000	55,000
800 MHZ Radio System	0	0	0	14,190	0	0	0	0	0
Projected Carryover for CIP	950,284	1,427,806	0	0	0	0	0	0	0
Total Expenditures	$3,483,142	$2,883,576	$1,680,000	$6,475,827	$ 890,000	$1,932,000	$3,627,214	$ 715,000	$ 715,000

Assumptions:
Revenue:
Revenue sources are transfers from the General Fund or Special Revenue Funds, grants as awarded, and financing.
The new election to extend 1% Local Option Sales Tax beyond 12/31/14 is now a special revenue fund beginning with January 1, 2015.

Expenditures:
Capital Projects are designated by City Council with identified funding source(s).

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
GENERAL CONSTRUCTION

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
49-04	FDOT LAP GRANTS	1,697,329	0	0	0	150,000
49-04	FDOT LAP & JPA GRANTS	147,461	63,153	782,000	782,023	0
50-04	SHIP (PASS-THRU CHAR CO)	85,000	0	0	0	0
21-00	MARINE ADVISORY BD	38,784	0	0	0	0
*	**INTERGOVERNMENTAL REVENUE**	**1,968,574**	**63,153**	**782,000**	**782,023**	**150,000**
21-00	CONTRIB FROM PRIVATE SRCS	10,000	9,000	0	0	0
90-00	MISCELLANEOUS REVENUE	1,212	1,160	0	0	0
*	**MISCELLANEOUS REVENUE**	**11,212**	**10,160**	**0**	**0**	**0**
01-00	GENERAL	640,740	1,190,000	655,000	655,000	605,000
06-00	IMPACT FEES - PARKS	0	289,947	80,000	99,806	80,000
10-00	IMPACT FEES - TRANSPORT	0	7,632	48,000	243,155	55,000
13-00	SPECIAL USE FUND	335,931	308,228	0	714,190	0
22-00	BUCKLEY'S PASS DREDG AREA	0	0	0	1,929,140	0
*	**TRANSFER FROM OTHER FUNDS**	**976,671**	**1,795,807**	**783,000**	**3,641,291**	**740,000**
50-01	GENERAL FUND	0	0	0	656,700	0
50-13	SPECIAL USE FUND	45,164	64,172	0	-31,993	0
*	**INTERFUND LOAN**	**45,164**	**64,172**	**0**	**624,707**	**0**
90-01	PROJ CARRYOVER-BEGINNING	463,933	491,517	115,000	1,089,312	0
90-02	PRIOR YEAR ENCUMBRANCES	9,962	458,767	0	338,494	0
90-06	PROJ CARRYOVER BEG ISS	7,626	0	0	0	0
*	**BEGINNING RESERVES**	**481,521**	**950,284**	**115,000**	**1,427,806**	**0**
		3,483,142	**2,883,576**	**1,680,000**	**6,475,827**	**890,000**

GENERAL CONSTRUCTION FUND
CAPITAL IMPROVEMENTS PROGRAM
FY 2020 - FY 2024
(All figures in thousands of dollars)

PROJECT IDENTIFICATION	Page#	TOTAL PROJECT COST	Prior Years' Funding*	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
GENERAL FUNDING:								
National Pollutant Discharge Elimination System	8.46	162	62	20	20	20	20	20
Storm Sewer Reconstruction	8.47	481	106	75	75	75	75	75
Bridge Repair	8.48	209	159	10	10	10	10	10
Drainage Improvements	8.49	2,954	1,454	300	300	300	300	300
Fire Apparatus Replacement	8.50	850	0	0	850	0	0	0
Laishley Park Playground Equipment	8.51	50	25	25	0	0	0	0
Harborwalk Wooden Pathways & Pier Pilings	8.53	725	100	125	125	125	125	125
Historic District Initiatives	8.55	390	140	50	50	50	50	50
GENERAL FUNDING TOTAL				605	1,430	580	580	580
ASSESSMENTS:								
Buckley's Pass - Access to Charlotte Harbor	8.57	2,737	2,737	0	0	0	0	0
ASSESSMENTS TOTAL				0	0	0	0	0
GRANT FUNDING:								
US 41 Complete Street - Airport to Carmalita ($360,000 unfunded)	8.59	3,422	0	150	0	2,912	0	0
Harborwalk West - Area 3 Construction ($370,000 unfunded)	8.61	827	**	0	367	0	0	0
GRANT FUNDING TOTAL				150	367	2,912	0	0
PARK IMPACTS:								
Park Improvements	8.63	640	240	80	80	80	80	80
PARK IMPACTS TOTAL				80	80	80	80	80
TRANSPORTATION IMPACTS:								
Sidewalk Improvements	8.65	318	43	55	55	55	55	55
TRANSPORTATION IMPACTS TOTAL				55	55	55	55	55
SPECIAL USE FUND:								
Ponce de Leon Park - Redesign/Construction	8.67	700	700	0	0	0	0	0
SPECIAL USE FUND TOTAL FY 2020 - FY 2024				0	0	0	0	0
TOTAL FUNDED PROJECTS FY 2020 - FY 2024				890	1,932	3,627	715	715

* Prior Years' funding is included for projects that have additional funding FY20-24 or may not be complete at 9/30/19
** Funding from another source - See CIP detail sheet

PROJECTS WITHIN CITY BOUNDARIES SCHEDULED BY OTHER AGENCIES
US 41 @ Carmalita St Extension

UNFUNDED PROJECTS

SOURCE OF FUNDING UNIDENTIFIED PROJECT IDENTIFICATION	Page#	TOTAL REQUESTED FUNDING	GRANT APPLIED FOR	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
City Hall Renovations - Phase II	n/a	TBD	No	0	0	0	0	0
City Annex Renovations - Phase III	n/a	TBD	No	0	0	0	0	0
Harborwalk - Laishley Park Marriage Point	8.69	500	No	0	500	0	0	0
Henry Street Sidewalk	8.71	150	No	150	0	0	0	0
OR								
MURT - W Henry St. Connection	8.73	1,100	No	0	0	150	0	950
Update Existing Signs for New Branding	8.75	35	No	35	0	0	0	0
Freeman House Assessment & Renovations	8.77	200	No	200	0	0	0	0
ADA Curb Improvements	8.79	150	No	0	0	50	50	50
Expansion of Public Safety Bldg	8.81	2,928	No	2,928	0	0	0	0
Harborwalk - US 41 NB Bridge Underpass Improvements	8.83	200	Yes	30	170	0	0	0
Historic District Street Lights	8.85	330	No	30	30	270	0	0
Historic District Infrastructure	8.87	2,750	No	1,750	1,000	0	0	0
Historic District Markers	8.89	300	No	0	0	50	250	0
Royal Ponciana Improvements Complete Street	8.91	2,500	No	0	0	250	2,250	0
Alligator Creek - US 41 NB - Pedestrian Bridge II	8.93	2,026	Yes	0	0	430	1,596	0
South Punta Gorda Park (Firestation 2)	8.95	800	No	0	0	50	750	0
Trabue Park Improvements	8.97	760	No	0	0	60	700	0
Harborwalk East - Phase II	8.99	825	No	0	0	0	125	700
US 17 (Marion & Olympia) Complete St - US 41 to Cooper	8.101	3,000	Yes	0	0	0	360	2,640
Sidewalk Enhancement - Tropicana & Marion	8.103	85	No	0	0	0	10	75
PROJECT CATEGORY - UNFUNDED TOTAL		18,639	n/a	5,123	1,700	1,310	6,091	4,415


Punta Gorda Pathways
Ponce de Leon Park
Charlotte Harbor Buffer Preserve
Laishley Park
Trabue Park
AMI TRL
OLYMPIA AVE
E MARION AVE
E OLYMPIA AVE
Charlotte Harbor Events Center
Blanchard House
AC Freeman House
Old County Courthouse
Gilchrist Park
Historic City Hall
CROSS ST
TAYLOR ST
COOPER ST
South County Regional Park
CHARLOTTE HARBOR
W OLYMPIA AVE
CARMALITA ST
Historic Train Depot
Fishermen's Village
W MARION AVE
Visual Arts Center
History Park
41
W HENRY ST
TAMIAMI TRL
TAYLOR RD
Sculpture Park
Hounds on Henry
BAL HARBOR BLVD
COOPER ST
AIRPORT RD
8.45
Punta Gorda Pathways
Harborwalk
Linear Park
Shreve St. Path
US 41 Path
MLK Path
Sidewalk
Parks
Points of Interest
Self-Fix Bicycle Stand
Fitness Zone
Miles
0
0.25
0.5
0.75

Capital Improvements Program

Project Title: National Pollutant Discharge Elimination System

Acct #: 301-3004-538.63-26 **Project Code:** NPDES

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Achieve status as a waterfront destination for land and water visitors.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 62,192	$ 20,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000	$ 162,192

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	62,192
In Present CIP	$	100,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	162,192
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	GF		
2nd Yr.	GF		
3rd Yr.	GF		
4th Yr.	GF		
5th Yr.	GF		

5. Status of Project:

_____ Preliminary Estimate
_____ Survey in Progress
X Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$	75,000	Contractual for Services
$		Equipment
$		Other Costs:
$	75,000	Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
Public Works

Contact Person:
Rick Keeney

Project Description:

Requirements related to Federal Clear Water Act for Stormwater:
*Public Education
*Public Involvement
*Illicit Discharge & Connection Elimination
*Construction Site Run-Off Control
*Post Construction Stormwater Management
*Pollution Prevention
*Total Maximum Daily Loads (TMDL)
Carryover funds unspent

Project Justification:

Federal Mandate

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program

Project Title: Storm Sewer Reconstruction

Acct #: 301-3004-538-63-75 **Project Code:** STSWRC

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.
Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system

Goal:
To ensure efficient and effective service delivery and quality aesthetic appeal; Apply best management practices and systems in infrastructure maintenance; Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 106,541	$ 75,000	$ 75,000	$ 75,000	$ 75,000	$ 75,000	$ 481,541

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	106,541
In Present CIP	$	375,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	481,541
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	GF		
2nd Yr.	GF		
3rd Yr.	GF		
4th Yr.	GF		
5th Yr.	GF		

5. Status of Project:
_____ Preliminary Estimate
_____ Survey in Progress
X Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Public Works

Contact Person:
Rick Keeney

Project Description:

Storm drainage pipe lining or replacement of defective pipe.

Carryover funds unspent.

Project Justification:

To repair or replace pipe which has deteriorated or collapsed due to age. These pipes carry the stormwater from the streets and right-of-ways.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program

Project Title: Bridge Repair

Acct #: 301-3004-541-63-92 **Project Code:** BRDG

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 159,300	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 209,300

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	159,300
In Present CIP	$	50,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	209,300
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	GF		
2nd Yr.	GF		
3rd Yr.	GF		
4th Yr.	GF		
5th Yr.	GF		

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Public Works

Contact Person:
Rick Keeney

Project Description:

FY2019:
Sailfish Bridge

FY 2020 - 2024:
Bridge repairs resulting from FDOT bridge inspections.

Carryover funds unspent.

Project Justification:

Funding provides for the repair and maintenance needed to keep City bridges in a safe and functional condition.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program

Project Title: Drainage Improvements

Acct #: 301-3004-541.63-20 **Project Code:** DRAI20

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
To ensure efficient and effective service delivery and quality aesthetic appeal; Apply best management practices and systems in infrastructure maintenance; Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 1,453,630	$ 300,000	$ 300,000	$ 300,000	$ 300,000	$ 300,000	$ 2,953,630

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	1,453,630
In Present CIP	$	1,500,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	2,953,630
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	GF		
2nd Yr.	GF		
3rd Yr.	GF		
4th Yr.	GF		
5th Yr.	GF		

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Public Works

Contact Person:
Rick Keeney

Project Description:

Construction for City-wide regrading of drainage swales, based on video observations of standing water after 72 hours. This is an ongoing project.

Carryover Funds unspent.

FY: 2020-2024: $ 1,500,000 Funded from General Fund.

Project Justification:

Maintain defined level of service which requires that water not stand in swales more than 72 hours following last rainfall.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program

Project Title: Fire Apparatus Replacement

Acct #: 301-3004-522-6406 **Project Code:** FIREAP

Project Priority:
Quality of Life-Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy Eco-System and outdoor lifestyle, and its vibrant, safe city status.

Goal:
Maintain the City's high safety rating and emergency response. Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 0	$ 850,000	$ 0	$ 0	$ 0	$ 850,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	850,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	850,000

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.	GF		
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
Reduced R&M costs while under warranty. Offset due to other aging fleet.
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Fire
Contact Person:
Ray Briggs

Project Description:
FY 2021:
Replace 75' Aerial Ladder fire engine.



Funding from General Fund

Project Justification:
Engine replacements are necessary to maintain a consistent level of reliability, efficiency and safety.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program

Project Title: Laishley Park Playground Equipment

Acct #: 301-3004-572-6377 **Project Code:** LPPLAY

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Apply best management practices and systems in infrastructure maintenance; Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 25,000	$ 25,000	$ 0	$ 0	$ 0	$ 0	$ 50,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	25,000
In Present CIP	$	25,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	25,000
Construction	$	
Landscaping	$	
Equipment	$	25,000

4. Sources of Financing:

	Local	State	Federal
1st Yr.	GF		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

_____ Preliminary Estimate
_____ Survey in Progress
X Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:

$ 0 Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
Public Works

Contact Person:
Rick Keeney

Project Description:

Laishley Park Playground Equipment replacement near interactive fountain, due to the moisture from fountain and weather conditions a more suitable product material needs to be utilized for this area.

FY 2020 Funds will be used to replace the playground flooring surface.

Project Justification:

Appropriate playground equipment needs to be utilized in this area to provide a safe recreational level of service for all.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Laishley Park Playground Equipment

Capital Improvements Program

Project Title: Harborwalk - Wooden Pathways & Pier Pilings

Acct #: 301-3004-519-63-00 **Project Code:** PIERPJ

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 100,000	$ 125,000	$ 125,000	$ 125,000	$ 125,000	$ 125,000	$ 725,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	100,000
In Present CIP	$	625,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	725,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	GF		
2nd Yr.	GF		
3rd Yr.	GF		
4th Yr.	GF		
5th Yr.	GF		

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Public Works

Contact Person:
Rick Keeney

Project Description:

City's wooden boardwalks and pier pilings have deteriorated over the years and need to be replaced as needed. A contractor will install grout filled pile jackets for many of the piers.

Carryover funds unspent.

Project Justification:

These are necessary repairs and replacement for city's infrastructure sustainability of the Harborwalk and other wooden pathways throughout our parks.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Harborwalk - Wooden Pathways & Pilings

Capital Improvements Program

Project Title: Historic District Initiatives

Acct #: 301-3004-569-6520 **Project Code:** Various

Project Priority:
Financial/Economic Stainability - Advance and promote local business development and long-term financial and economic sustainability. Partnerships, Communication & Collaboration - Continue to promote partnerships, communication and transparency with all stakeholders.

Goal:
Strengthen & diversify the City's tax base to increase the commercial base.
Promote partnership opportunities with public, private and non-profit organizations.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 140,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 390,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	140,000
In Present CIP	$	250,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	390,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	GF		
2nd Yr.	GF		
3rd Yr.	GF		
4th Yr.	GF		
5th Yr.	GF		

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
CM/Urban Design

Contact Person:
Joan LeBeau

Project Description:

FY 2020 & FY 2021:
$5,000 each year as agreed to for operating and maintenance costs for the Agripreneur Fresh Market & Garden.

FY 2020
Infrastructure Project: Project will establish the baseline data for future infrastructure improvements (sidewalks, street lights, manholes, fire hydrants, etc.).
NOTE: Completed study is anticipated in June 2019 and as a result, this project may require additional CIP funding.

FY 2020-2024:
Historic Initiative based on the needs assessment approved by Council annually.

Project Justification:

This project will support and assist independent organizations of the Historic Community in the City's continued efforts to promote, improve and preserve the neighborhood.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Historic District Initiatives

Capital Improvements Program
Carryover from FY 2019

Project Title: Buckley's Pass - Access to Charlotte Harbor

Acct #: 301-3004-549-6515 **Project Code:** BRDCUT

Project Priority:
Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle, and its vibrant, safe City status

Goal:
Achieve status as a waterfront destination for land and water visitors

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 2,737,191	$ 0	$ 0	$ 0	$ 0	$ 0	$ 2,737,191

1. Land Cost:

_____ Acres
_____ Front Ft $ 405,280
_____ Sq Ft

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	2,737,191
In Present CIP	$	0
Engineering	$	284,971
Land	$	495,280
Site	$	
Improvement	$	1,956,940
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	____	____	____
2nd Yr.	____	____	____
3rd Yr.	____	____	____
4th Yr.	____	____	____
5th Yr.	____	____	____

5. Status of Project:

_____ Preliminary Estimate
X Survey in Progress
X Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

X Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	5,000	Other Costs: Estimated maintenance: trimming, dredging
$	5,000	Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
2.7 million New Revenues Assessments for Project
_____ No Effect
$ 2.7 million Total

Department: Public Works

Contact Person: Rick Keeney

Project Description:

Engineering, permitting, and construction for additional waterway access to Charlotte Harbor.

Funding from Buckley's Pass Assessment area.
One-time prepaid assessments and interfund loans for those in assessment area that chose 3 year assessments.

Project Justification:

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Buckley's Pass - Access to Charlotte Harbor

Capital Improvements Program

Project Title: Complete Street - US 41 - Airport to Carmalita Improvements

Acct #: 301-3004-541-6518 **Project Code:** 440268

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:
Complete 18-mile pedestrian/bicycle pathway connecting all neighborhoods

Previous Years	FY2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 150,000	$ 0	$ 3,272,214	$ 0	$ 0	$ 3,422,214

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	3,422,214
Engineering	$	150,000
Land	$	
Site /Const. Srvc.	$	360,000
Improvement	$	
Construction	$	2,912,214
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.		G	
2nd Yr.			
3rd Yr.	TBD	G	
4th Yr.			
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	15,000	Other Costs: Mowing, Maintenance, & Electric
$	15,000	Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
CM/Urban Design

Contact Person:
Joan LeBeau

Project Description:

FY 2020:
Design plan for US 41 from Airport Road to Carmalita Street pavers and tree wells in utility strips, ADA improvements and high visibility crosswalks and decorative finish intersection treatments where appropriate for approximately 4,600 feet.

FY 2022 - Construction

Planning Estimates Only
Design - $150,000
Construction - $2,912,214
Permit - $5,000
Engineering Services $5,000
Contingency - $50,000
CEI Services - $300,000

Total Anticipated Cost $ 3,422,214

Funding
$3,062,214 Grant
$ 360,000 UNFUNDED

NOTE:
MPO/LAP FUNDED for design FY 2020/2021 for $150,000
MPO/LAP FUNDED list for construction FY 2022/2023 for $2,912,214
*City will be responsible for CEI services and any funds above grant amount
City may not be able to accept funds due to a lack of LAP Certified personnel*

Project Justification:

Project implements the City of Punta Gorda and the Florida Department of Transportation Complete Streets policies.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Complete Street - US 41 - Airport to Carmalita Improvements

Capital Improvements Program

Project Title: Harborwalk West - Area 3

Acct #: 118-3007-572-6584 / 301-3004-572-6584 **Project Code:** HWALK3

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:
Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 90,000	$ 0	$ 737,000	$ 0	$ 0	$ 0	$ 827,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	90,000
In Present CIP	$	737,000
Engineering	$	90,000
Land	$	
Site /Const. Srvc.	$	187,000
Improvement	$	550,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	ST		
2nd Yr.	TBD	G	
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ 60,000 Other Costs:
Ongoing mowing and maintenance for all Harborwalk phases

$ 60,000 Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
CM/Urban Design

Contact Person:
Joan LeBeau

Project Description:

FY 2019 - 2020:
Design Harborwalk West construction at Shreve Street from Retta to Linear Park to include 2 foot bridges, decorative lighting and landscaping and on-street parking (PPM Standards)

FY 2021: Construct
Planning Estimates Only
Design - $90,000
Construction - $550,000 ($367,208 Grant)
Permit - $5,000
Engineering Services $5,000
Contingency - $40,000
CEI Services - $137,000

Total Anticipated Cost $ 827,000

Funding
$90,000 Sales Tax (Design)
$367,208 Grant Fund (Portion of construction)
$369,792 UNFUNDED

NOTE:
City is responsible for 100% design cost, CEI, construction funds above grant limit

Construction is currently funded from MPO FY 2021/2022 for Harborwalk construction only ($367,208)

Project Justification:

A critical link in Punta Gorda Pathways Harborwalk runs along the waterfront and extends from Cooper Street to Fisherman's Village. Punta Gorda Pathways provides access to a variety of destination points as well as a safe route to commercial, retail, historic, and downtown areas of Punta Gorda. Completion of the Pathways will contribute to the City's urban mobility, and help to create a strong viable community

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Harborwalk West - Area 3

Capital Improvements Program

Project Title: Park Improvements

Acct #: 301-3004-572-6332 **Project Code:** NAPARK

Project Priority:

Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:

Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 99,806	$ 80,000	$ 80,000	$ 80,000	$ 80,000	$ 80,000	$ 499,806

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.
_____ Equipment

3. Estimated Costs:

In Previous CIP	$	99,806
In Present CIP	$	400,000
Engineering	$	
Land	$	
Site/Const. Serv.	$	
Improvement	$	499,806
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	FSIF		
2nd Yr.	FSIF		
3rd Yr.	FSIF		
4th Yr.	FSIF		
5th Yr.	FSIF		

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	5,000	Other Costs: R&M
$	5,000	Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
CM/Urban Design
Contact Person:
Joan LeBeau

Project Description:

FY 2019:
Phase I - Nature Park Trail
Improve and repair nature trail including, fish pier, drainage, and ADA
Note: Potential engineering to be done by City Staff. (cost is estimated pending design and schedule of value)

FY 2020:
Phase II - Nature Park Trail Improve and repair nature trail including observation decks, drainage, and ADA

Improvement to Hounds on Henry to include ADA, site furnishings, and fencing

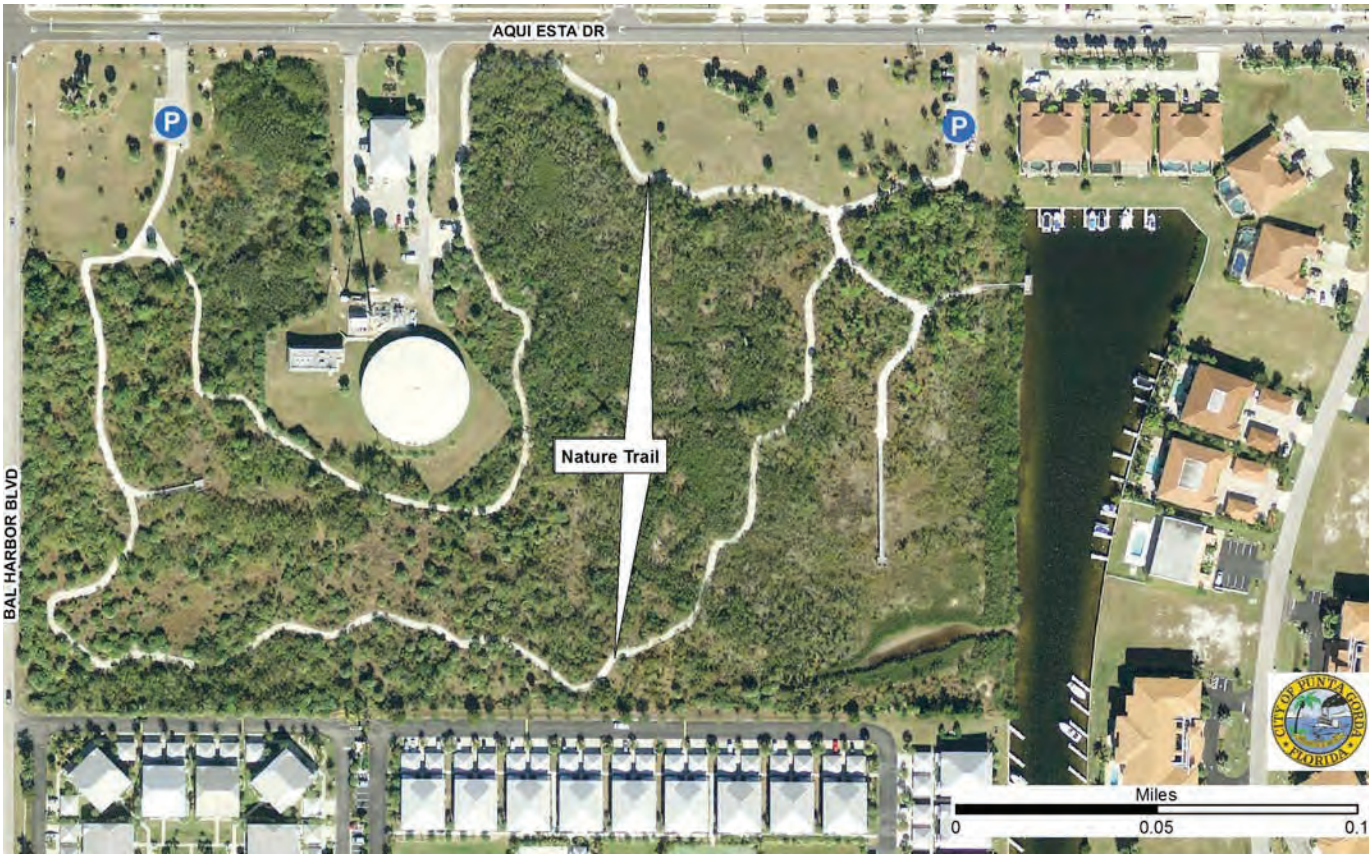
FY 2021-2023:
Future improvements to be determined by park need(s).

Project Justification:

Park improvements funded for growth related improvements

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Park Improvements

Capital Improvements Program

Project Title: Sidewalks

Acct #: 301-3005-541-6319 **Project Code:** TBD

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Apply best management practices and systems in infrastructure maintenance; Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 43,155	$ 55,000	$ 55,000	$ 55,000	$ 55,000	$ 55,000	$ 318,155

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	43,155
In Present CIP	$	275,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	318,155
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	FSIF		
2nd Yr.	FSIF		
3rd Yr.	FSIF		
4th Yr.	FSIF		
5th Yr.	FSIF		

5. Status of Project:

_____ Preliminary Estimate
_____ Survey in Progress
X Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$	_____	Personal Services
$	_____	Contractual for Services
$	_____	Equipment
$	_____	Other Costs:
$	0	Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
Public Works

Contact Person:
Rick Keeney

Project Description:

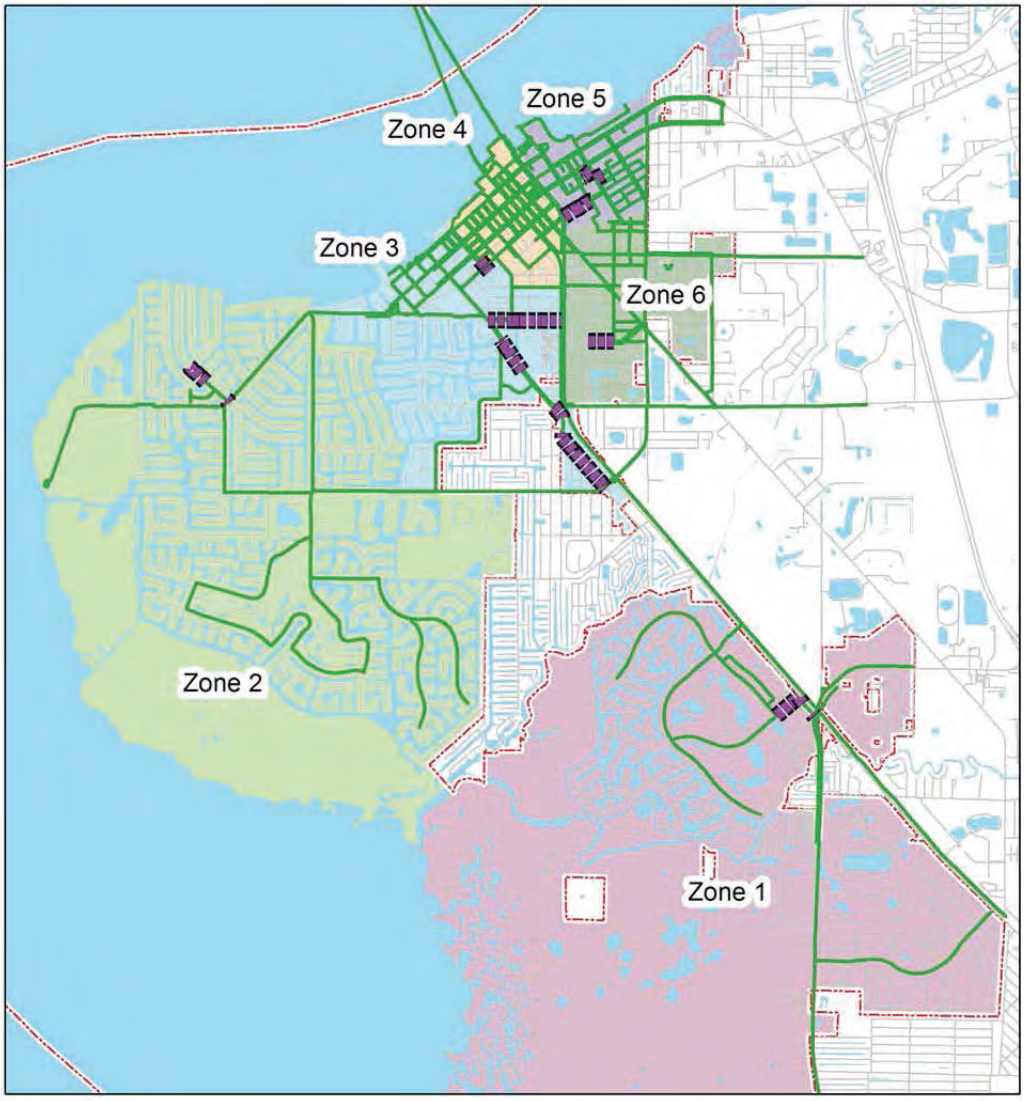
Construction of additional sidewalks throughout the City, providing for safe pedestrian traffic. City staff has completed a survey of all sidewalks within the City and is making arrangements to include necessary ADA improvements. Staff is proposing to use the funding each year to make connections between existing discontinuous sidewalk facilities.

Project Justification:

To provide a safe access for pedestrians and school children along heavily used routes, in conjunction with state policies and the City's Comprehensive Plan.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Sidewalks

Capital Improvements Program
Carryover from FY 2019

Project Title: Ponce de Leon Park - Redesign and Construction

Acct #: 118-3007-572-6332 / 301-3004-572-6334 **Project Code:** PONCE

Project Priority:

Quality of Life: Enhance & promote Punta Gorda's attractive neighborhoods & working environment, heritage tourism, cultural opportunities, healthy eco-system & outdoor lifestyle, and its vibrant, safe City status

Goal:

Support, promote, improve & maintain the City's existing parks and park amenities

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 1,005,000	$ 0	$ 0	$ 0	$ 0	$ 0	$ 1,005,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	1,005,000
In Present CIP	$	0
Engineering	$	170,000
Land	$	
Site /Const. Serv.	$	105,000
Improvement	$	730,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ 12,000 Other Costs:
Maintenance, electric, rest room service, etc.

$ 12,000 Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
CM/Urban Design
Contact Person:
Joan LeBeau

Project Description:

FY 2019 -2020
Design plans for facilities at Ponce de Leon Park to include new restrooms, pavilions, site furnishings, re-furbish beach area, parking (car and boat trailer), chapel area

FY 2020-2021:
Construction

Actual total construction cost to be determined after design is completed and EOR prepares cost estimates.

Design - $170,000
Construction - $730,000
Permit - $5,000
Engineering Services $10,000
Contingency - $90,000

Total Anticipated Cost $1,005,000

Funding
$305,000 - 1% Sales Tax
$700,000 - Proceeds from Sale of Fisherman's village

*Additional Utility improvements under separate cover

Project Justification:

Current configuration of park does not utilize space efficiently. This project will enhance the park and its amenities, and better incorporate the Peace River Wildlife Center into the park plan design

* FUNDING SOURCES (SEE PAGE 8.05)



Ponce de Leon Park - Redesign and Construction

Capital Improvements Program
UNFUNDED PROJECT

Project Title: Harborwalk - Laishley Park Marriage Point

Acct #: TBD **Project Code:** TBD

Project Priority:

Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:

Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 0	$ 500,000	$ 0	$ 0	$ 0	$ 500,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	500,000
Engineering	$	50,000
Land	$	
Site	$	
Improvement	$	450,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.	TBD		
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	3,000	Other Costs: Maintenance
$	3,000	Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
CM/Urban Design
Contact Person:
Joan LeBeau

Project Description:

FY 2021:
Design hardscape and landscape improvements including installation of new gazebo at Marriage Point in Laishley Park and address ADA issues outlined in the City's ADA Transition Plan.

Construct improvements

Project Justification:

Marriage Point has not received any improvements in over 16 years and is in need of an update and improvements.

Capital Improvements Program



Harborwalk – Laishley Park Marriage Point

Capital Improvements Program
UNFUNDED PROJECT

Project Title: Henry Street Sidewalk

Acct #: TBD **Project Code:** TBD

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Apply best management practices and systems in infrastructure maintenance; Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 150,000	$ 0	$ 0	$ 0	$ 0	$ 150,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	150,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	150,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	TBD		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Public Works
Contact Person:
Rick Keeney

Project Description:

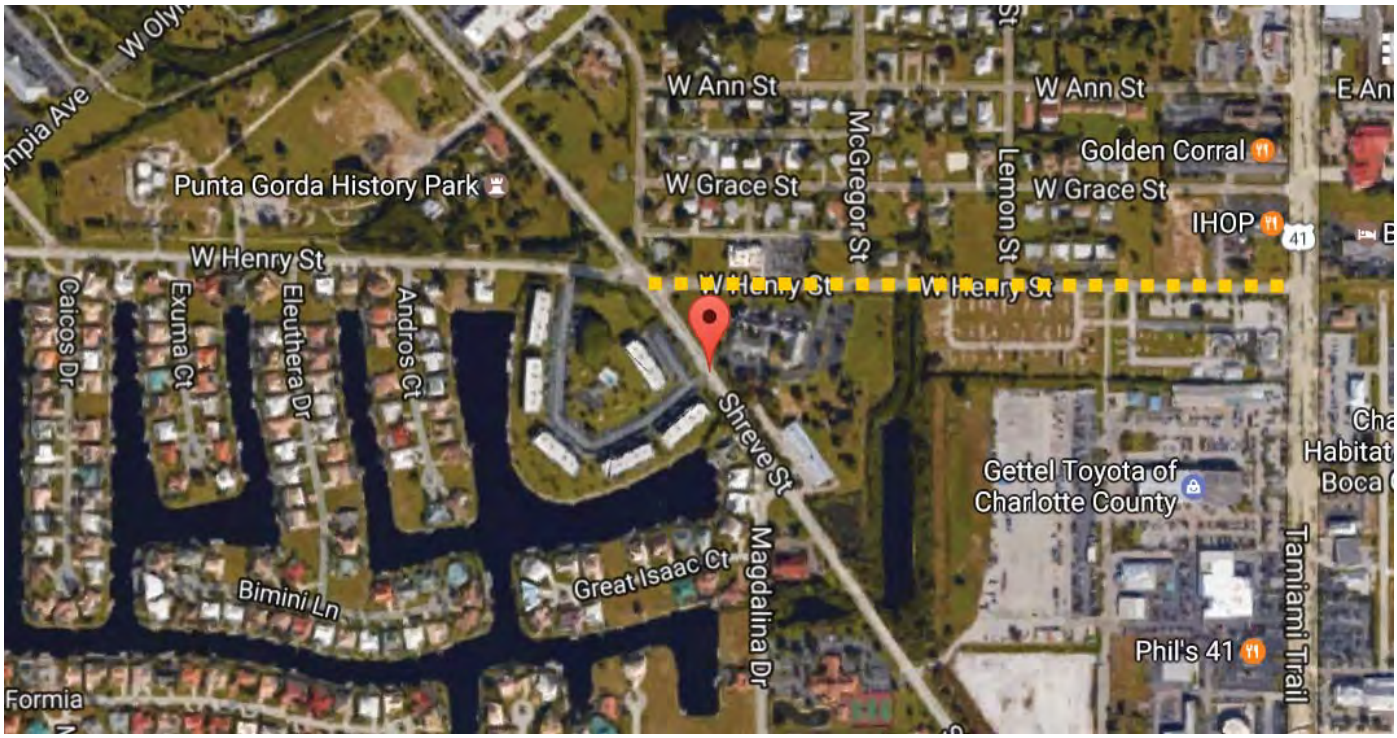
FY 2020:

Installation of sidewalk on Henry street between Shreve and SR 41 Construction costs estimated to be $ 150,000.

Project Justification:

To provide a safe access for pedestrians and school children along heavily used routes, in conjunction with state policies and the City's Comprehensive Plan.

Capital Improvements Program



Henry Street Sidewalk

Capital Improvements Program
UNFUNDED PROJECT

Project Title: MURT - W Henry Street Connection

Acct #: TBD **Project Code:** TBD

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:
Supplement the 18-mile Punta Gorda Pathways connecting all neighborhoods with a pedestrian/bicycle pathway

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 0	$ 0	$ 150,000	$ 0	$ 950,000	$ 1,100,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	1,100,000
Engineering	$	150,000
Land	$	
Site	$	
Improvement	$	950,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.	TBD	TBD	TBD
4th Yr.			
5th Yr.	TBD	TBD	TBD

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	2,000	Other Costs: Electric, maintenance
$	2,000	Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
CM/Urban Design

Contact Person:
Joan LeBeau

Project Description:

FY 2022:
Design street improvements along West Henry providing sidewalks, bicycle facilities, decorative street lights and street trees. Shreve Street to US 41

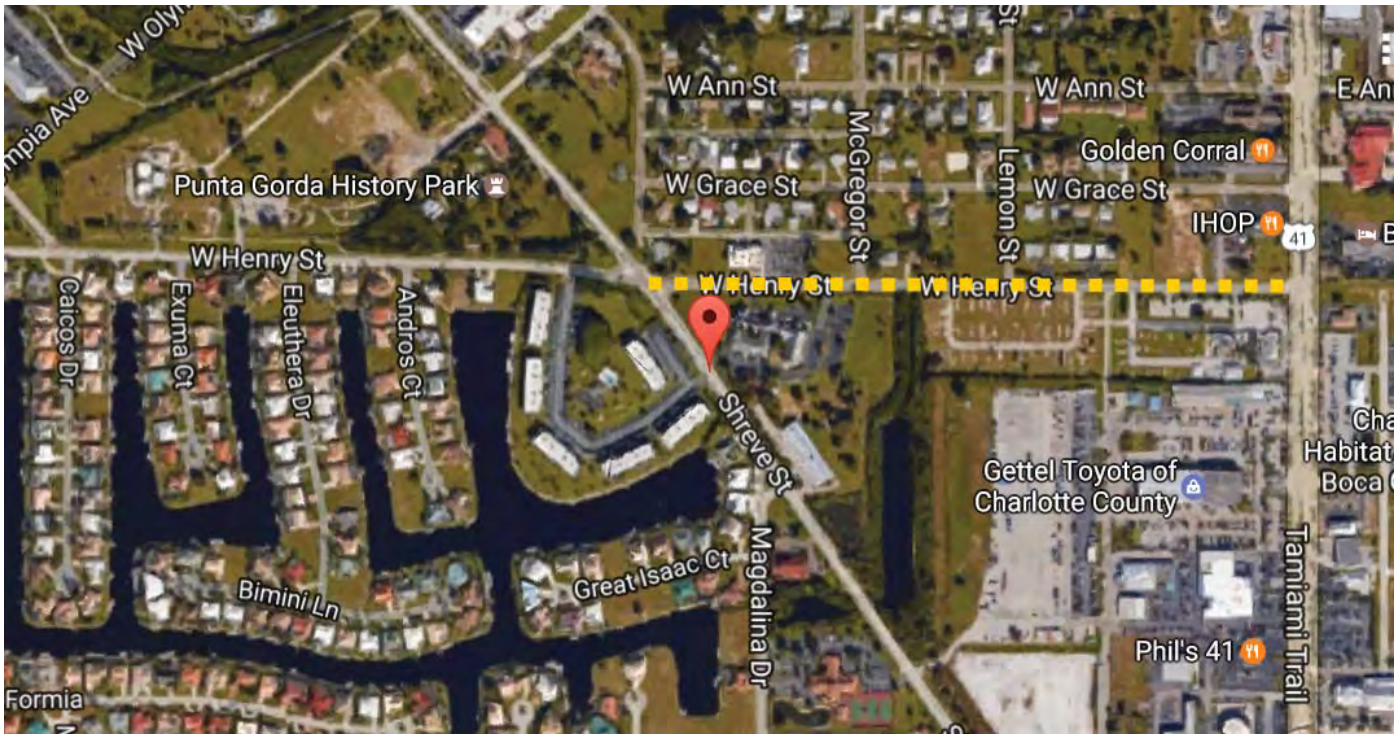
FY 2024:
Construct

Note:
Project is currently UNFUNDED

Project Justification:

A continuation of Punta Gorda Pathways: This "leg" of the project would connect to East Punta.The completion of this section will safely connect the residential community to the commercial section providing access to a variety of destination points as well as a safe route to commercial, retail & other areas.

Capital Improvements Program



MURT - W Henry Street Connection

Capital Improvements Program
UNFUNDED PROJECT

Project Title: Update Existing Park & Facility Signs to Reflect New Brand

Acct #: TBD **Project Code:** TBD

Project Priority:

Strategic Communications Positioning

Goal:

Optimize waterfront, bicycle and pedestrian assets of the City.
Support and facilitate the marketing of Punta Gorda's assets as a core to a vibrant downtown.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 35,000	$ 0	$ 0	$ 0	$ 0	$ 35,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	35,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	35,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	TBD		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$	Personal Services
$	Contractual for Services
$	Equipment
$	Other Costs:
$ 0	Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
City Manager

Contact Person:
Macalle Finkle

Project Description:

Update 18 existing park and facility signs to reflect new brand.

Proposed to be refaced:
1. Brown Park (1-sided) cul-de-sac Breakers Ct
2. Blanchard House (1-sided) 406 Dr Martin Luther King Jr Blvd
3. Cooper Street Center (1-sided) 650 Mary St
4. Elizabeth Park & Wilson Park (2-sided) Harborside on Park Beach Cir
5. History Park (2-sided) 501 Shreve St
6. Nature Park #1 (1-sided) 1555 Aqui Esta
7. Nature Park #2 (1-sided) 1555 Aqui Esta
8. Water Treatment Plant (2-sided) 38100 Washington Loop Rd
9. Gilchrist Park (2-sided) 750 W. Retta Esplanade
10. Bayfront Center (2-sided) 750 W. Retta Esplanade
11. Alice Park (1-sided) 1030 W. Retta Esplanade
12. Pittman Park (1-sided) 1030 W. Retta Esplanade
13. Shreve Park (1-sided) 802 W. Retta Esplanade
14. Ponce de Leon Park (1-sided) 3400 Ponce de Leon Parkway

Proposed to be Redesign:
15. Public Works/Utility Campus pylon sign
16. Wastewater Treatment Plant brick monument sign
17. City Hall brick monument sign
18. Laishley Park Marina ground sign

(Note: City Hall green lattice to be removed & Trabue Park to sign to be replaced in accordance with settlement agreement)

Project Justification:

In 2018, the City in partnership with the Charlotte County undertook a project to re-face 12 city signs to reflect the new branding initiative.
-Road Sign US14N at Taylor Rd
-Road Sign US41N near Sacred Heart Church
-Road Sign US17 West at Marlympia
-Road Sign US41S near Event Center
-Road Sign US41S – Historic Downtown
-Public Safety Complex
-Fire Stations #2 & #3
-City Hall Annex

Staff has identified 18 additional signs that need to be updated for consistency.

Capital Improvements Program



Update Existing Park & Facility Signs to Reflect New Brand

Capital Improvements Program
UNFUNDED PROJECT

Project Title: Freeman House Asessment & Renovations

Acct #: TBD **Project Code:** TBD

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Apply best management practices and systems in infrastructure maintenance; Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 200,000	$ 0	$ 0	$ 0	$ 0	$ 200,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	200,000
Engineering	$	50,000
Land	$	
Site	$	
Improvement	$	
Construction	$	150,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	TBD		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Public Works
Contact Person:
Rick Keeney

Project Description:

FY 2020:

Do an assessment on Freeman House repairs needed estimated cost: $50,000 and Construction costs estimated to be $ 150,000.

Project Justification:

Contractor working on ADA Ramp has noted significant damages to various structural areas in the buildin

Capital Improvements Program



Freeman House Assessment & Renovations

Capital Improvements Program

Project Title: ADA Curb Improvements

Acct #: 118-3007-541-63-93 **Project Code:** ADAIMP

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 146,500	$ 0	$ 0	$ 50,000	$ 50,000	$ 50,000	$ 296,500

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	146,500
In Present CIP	$	150,000
Engineering	$	0
Land	$	
Site	$	
Improvement	$	296,500
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.	TBD		
4th Yr.	TBD		
5th Yr.	TBD		

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:

$ 0 Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
Public Works

Contact Person:
Rick Keeney

Project Description:

ADA Improvements/ Intersection Treatments are completed to alleviate ADA issues. Treatments may be constructed in conjunction with resurfacing program at required locations.

Funds for FY 2022-FY 2024 Unfunded $50,000 per year

Project Justification:

ADA Improvements in conjunction with paving at intersecting sidewalk connections.

Capital Improvements Program



ADA Curb Improvements

Capital Improvements Program
UNFUNDED PROJECT

Project Title: Expansion of Public Safety Building

Acct #: TBD **Project Code:** TBD

Project Priority:
Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services

Goal:
Maintain and enhance the city's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas. Apply best management practices & systems in infrastructure

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 2,927,500	$ 0	$ 0	$ 0	$ 0	$ 2,927,500

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
5855 Sq. Ft. $ 2,927,500
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	_____
In Present CIP	$	2,927,500
Engineering	$	_____
Land	$	_____
Site	$	_____
Improvement	$	_____
Construction	$	2,927,500
Landscaping	$	_____
Equipment	$	_____

4. Sources of Financing:

	Local	State	Federal
1st Yr.	TBD	____	____
2nd Yr.	____	____	____
3rd Yr.	____	____	____
4th Yr.	____	____	____
5th Yr.	____	____	____

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$	_____	Personal Services
$	_____	Contractual for Services
$	_____	Equipment
$	3,500	Other Costs: Electricity, Janitorial, R&M
$	3,500	Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Police

Contact Person:
Jason Ciaschini

Project Description:

Create additional office space to accommodate the anticipated growth of the police department.

Project Justification:

Anticipated and/or immediate needs include supporting

1. Proposed Community Engagement Unit.
2. 82+ volunteers for the department.
3. Training Room (if fire department expansions take over existing training room)
4. Property Custodian position
5. Administrative Offices

Capital Improvements Program



Expansion of Public Safety Building

Capital Improvements Program
UNFUNDED PROJECT

Project Title: Harborwalk - US 41 NB Bridge Underpass Improvements

Acct #: TBD **Project Code:** TBD

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:
Complete 18-mile Punta Gorda Pathways connecting all neighborhoods with a pedestrian/bicycle pathway

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 30,000	$ 170,000	$ 0	$ 0	$ 0	$ 200,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	200,000
Engineering	$	30,000
Land	$	
Site/Const. Srvs.	$	20,000
Improvement	$	150,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	TBD	TBD	TBD
2nd Yr.	TBD	TBD	TBD
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	500	Other Costs: Electricity
$	500	Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
_____ No Effect
$ _____ Total

Department:
CM/Urban Design

Contact Person:
Joan LeBeau

Project Description:

FY2019 - Conceptual Plan

FY 2020
Design for improvements to Harborwalk underpass at US 41NB (Tamiami Trail) bridge, including lighting

FY2021:
Construction of improvements to Harborwalk underpass

Planning Estimates Only
Design - $30,000
Construction - $150,000
Permit - $5,000
Engineering Services $5,000
Contingency - $10,000

Total Anticipated Cost $ 200,000

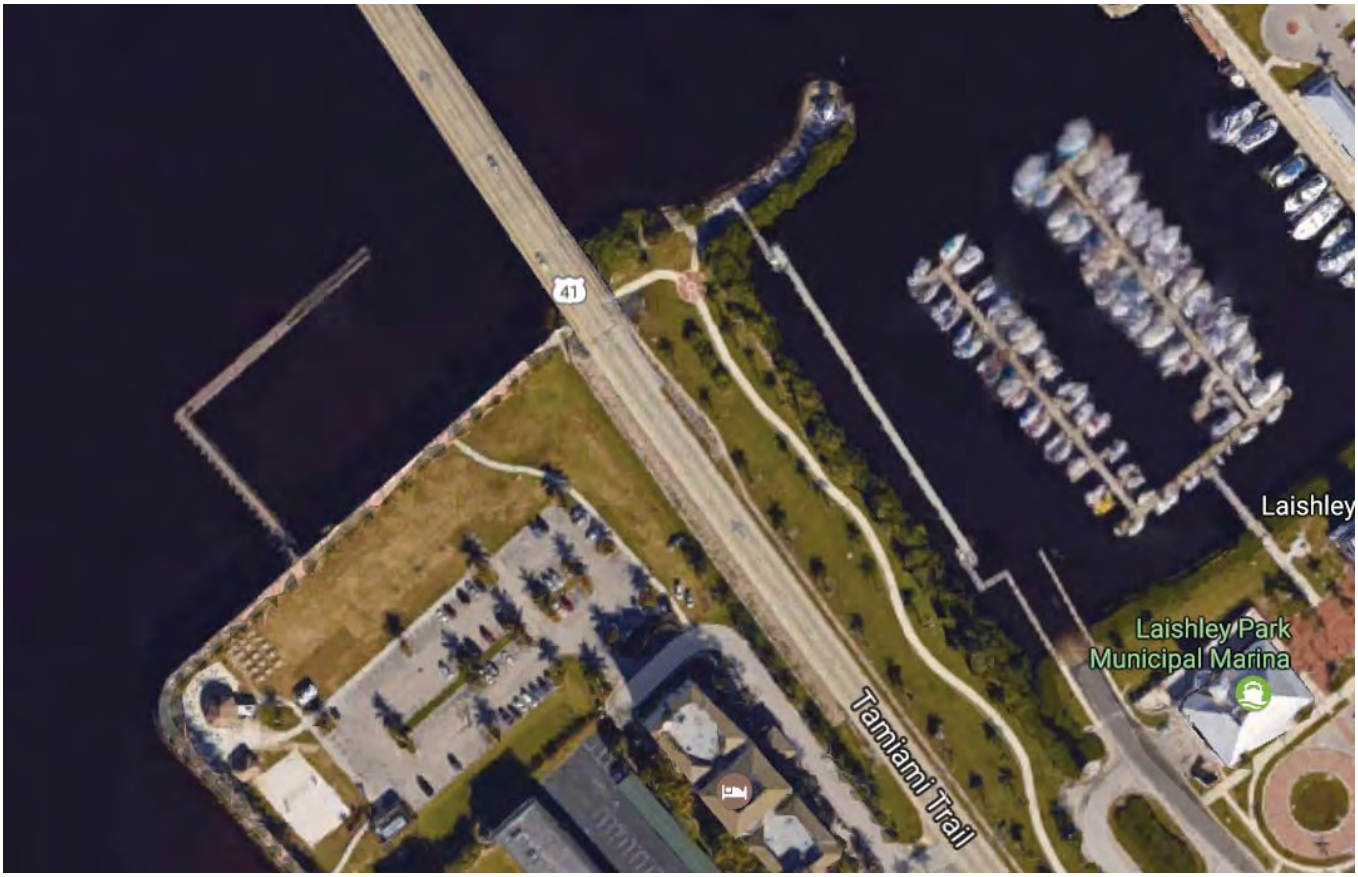
Funding
$30,000 UNFUNDED
$170,000 Grant/UNFUNDED

NOTE: This project is on the MPO unfunded list for FY2018/2019. Funding will be for construction only.

Project Justification:

This project will increase the level of service at this existing pinch point in the Harborwalk portion of the Punta Gorda Pathways. In addition to widening the pathway this project will also improve site lighting to enhance security and safety of the path.

Capital Improvements Program



Harborwalk - US 41 NB Bridge Underpass Improvements

Capital Improvements Program
UNFUNDED PROJECT

Project Title: Historic District Street Lights

Acct #: TBD **Project Code:** TBD

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 30,000	$ 30,000	$ 270,000	$ 0	$ 0	$ 330,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	330,000
Engineering	$	60,000
Land	$	
Site	$	
Improvement	$	270,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	TBD		
2nd Yr.	TBD		
3rd Yr.	TBD		
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	500	Other Costs: Electricity
$	500	Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
CM/Urban Design

Contact Person:
Joan LeBeau

Project Description:

FY 2020:
Engineer study to identify the missing lighting connections in the Historic neighborhood

FY 2021:
Engineering

FY 2022:
Installation of decorative lighting
Note: Engineering and Construction are unfunded at this time.
(cost is estimated pending design and schedule of value)

This project is unfunded

Project Justification:

To enhance the safety, security and aesthetic appeal of the historic areas of the City. This project will also maintain the character of Historic Punta Gorda in keeping with the branding activities of the City.

Capital Improvements Program



Historic District Street Lights

Capital Improvements Program
UNFUNDED PROJECT

Project Title: Historic District Infrastructure

Acct #: TBD **Project Code:** TWINFS

Project Priority:
Infrastructure Stainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 56,040	$ 1,750,000	$ 1,000,000	$ 0	$ 0	$ 0	$ 2,806,040

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	56,040
In Present CIP	$	2,750,000
Engineering	$	75,000
Land	$	
Site	$	
Improvement	$	2,731,040
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	TBD		
2nd Yr.	TBD		
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	8,000	Other Costs: Electricity
$	8,000	Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
CM/Urban Design

Contact Person:
Joan LeBeau

Project Description:

FY 2019
Engineering Analysis to be completed utilizing Historic Initiative funding. Funded by General fund

FY 2020 - UNFUNDED
Engineer & Construct Phase I

FY 2021 - UNFUNDED
Engineer & Construct Phase II

Note: Engineering and Construction are unfunded at this time.
(cost is estimated pending design and schedule of value)

Project Justification:

This project will improve the infrastructure (sidewalk connections, drainage, and lighting) the Historic District Community in the City's continued efforts to promote and preserve the neighborhood

Capital Improvements Program



Historic District Infrastructure

Capital Improvements Program
UNFUNDED PROJECT

Project Title: Historic District Markers

Acct #: TBD **Project Code:** TBD

Project Priority:

Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods & working environment, heritage tourism, cultural opportunities, healthy eco-system & outdoor lifestyle, and its vibrant, safe City status

Goal:

Support, promote & maintain the City's historic character under the Historic Punta Gorda banner as part of the City's branding initiative.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 0	$ 0	$ 50,000	$ 250,000	$ 0	$ 300,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	300,000
Engineering	$	50,000
Land	$	
Site	$	
Improvement	$	250,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.	TBD	TBD	TBD
4th Yr.	TBD	TBD	TBD
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:

$ 0 Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
CM/Urban Design
Contact Person:
Joan LeBeau

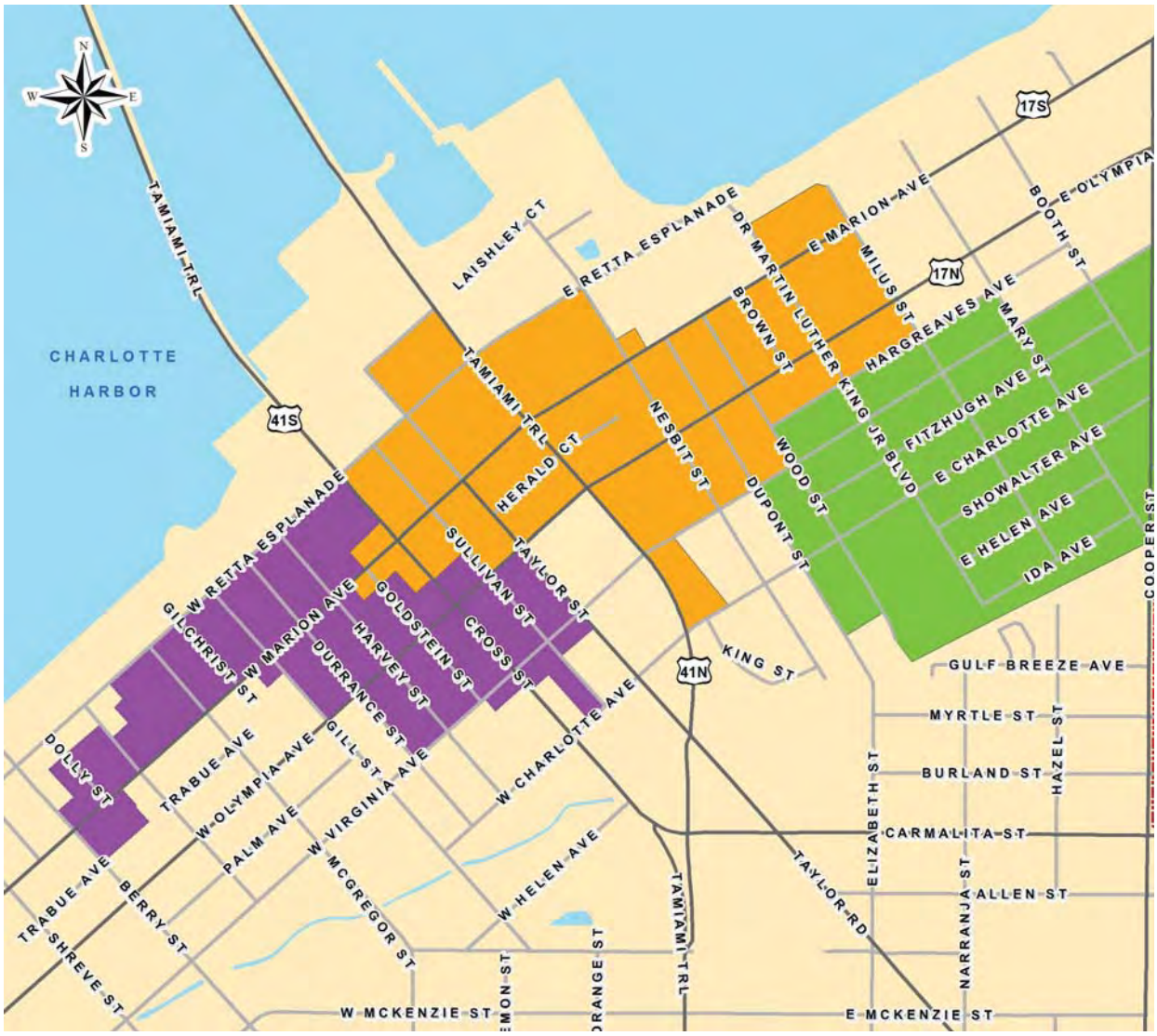
Project Description:

FY 2022:
Develop a plan for identification, wayfinding, and historic point of interest signage. Signage will create a unified message for Historic Punta Gorda while identifying the unique aspects of the historic areas.

FY 2023
Manufacture and installation

Project Justification:

To identify and promote Historic Punta Gorda as an enhancement to the City's Harborside Hometown brand.



Historic District Markers

Capital Improvements Program
UNFUNDED PROJECT

Project Title: Complete Street - Royal Poinciana Improvements

Acct #: TBD **Project Code:** TBD

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:
Complete 18-mile Punta Gorda Pathways connecting all neighborhoods with a pedestrian/bicycle pathway

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 0	$ 0	$ 250,000	$ 2,250,000	$ 0	$ 2,500,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	2,250,000
Engineering	$	250,000
Land	$	
Site	$	
Improvement	$	
Construction	$	2,000,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.	TBD	TBD	TBD
4th Yr.	TBD	TBD	TBD
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs: TBD
$ _____ Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
CM/Urban Design

Contact Person:
Joan LeBeau

Project Description:

FY 2022:
Preliminary Concept Design Completed

FY 2022:
Design Complete Streets Concept for Royal Poinciana between US41 S and Burnt Store Road, to include pavers and Landscaping, bicycle facilities, ADA improvements, high visibility crosswalks and decorative finish intersections where appropriate.

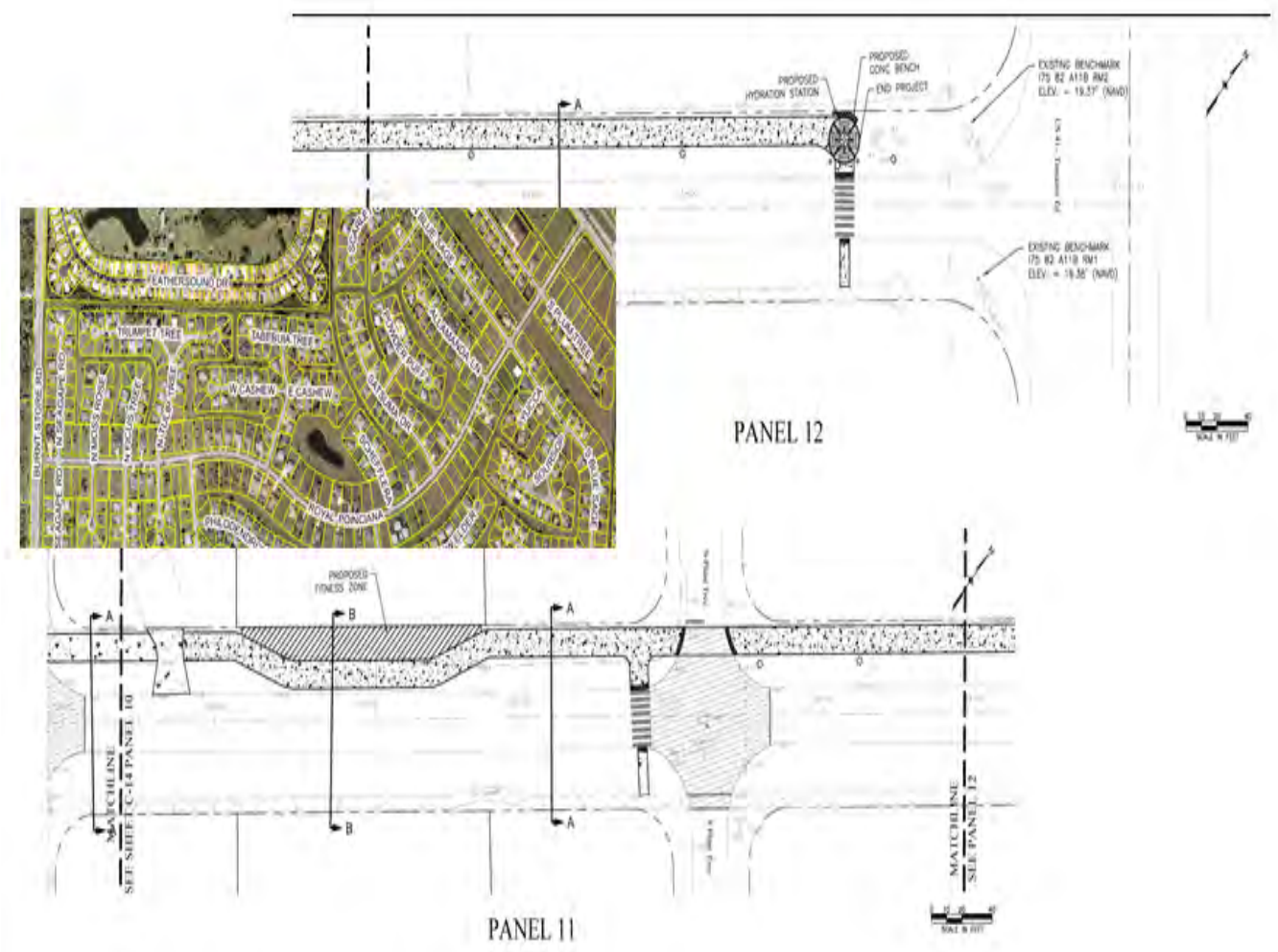
FY 2023:
Construct (cost estimated at $2,250,000 pending design and schedule of value)

NOTE: This project is currently UNFUNDED

Project Justification:

A continuation of the Punta Gorda Pathways; this "leg" of the project would be a connection South Punta Gorda to connect to the MURT on US 41 N

Capital Improvements Program



Complete Street - Royal Ponciana Improvements

Capital Improvements Program
UNFUNDED PROJECT

Project Title: Alligator Creek - US 41 - Pedestrian Bridge II

Acct #: TBD **Project Code:** TBD

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:
Complete 18-mile Punta Gorda Pathways connecting all neighborhoods with a safe pedestrian/bicycle pathway

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 0	$ 0	$ 430,000	$ 1,596,000	$ 0	$ 2,026,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	2,026,000
Engineering	$	430,000
Land	$	
Site Const. Serv.	$	390,000
Improvement	$	1,206,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.	TBD	TBD	TBD
4th Yr.	TBD	TBD	TBD
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs: TBD
$ _____ Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
CM/Urban Design

Contact Person:
Joan LeBeau

Project Description:

FY 2022
Design on US 41 one (1) bicycle/pedestrian bridge over Alligator Creek along the existing US 41 MURT (between Acline & Jones Loop).

FY 2023:
Construction
Planning Estimates Only
Design - $430,000
Construction - $1,206,000
Permit/testing - $10,000
Engineering Services $5,000
Contingency - $100,000
CEI Services - $ 275,000

Total Anticipated Cost $2,026,000

This project is currently UNFUNDED

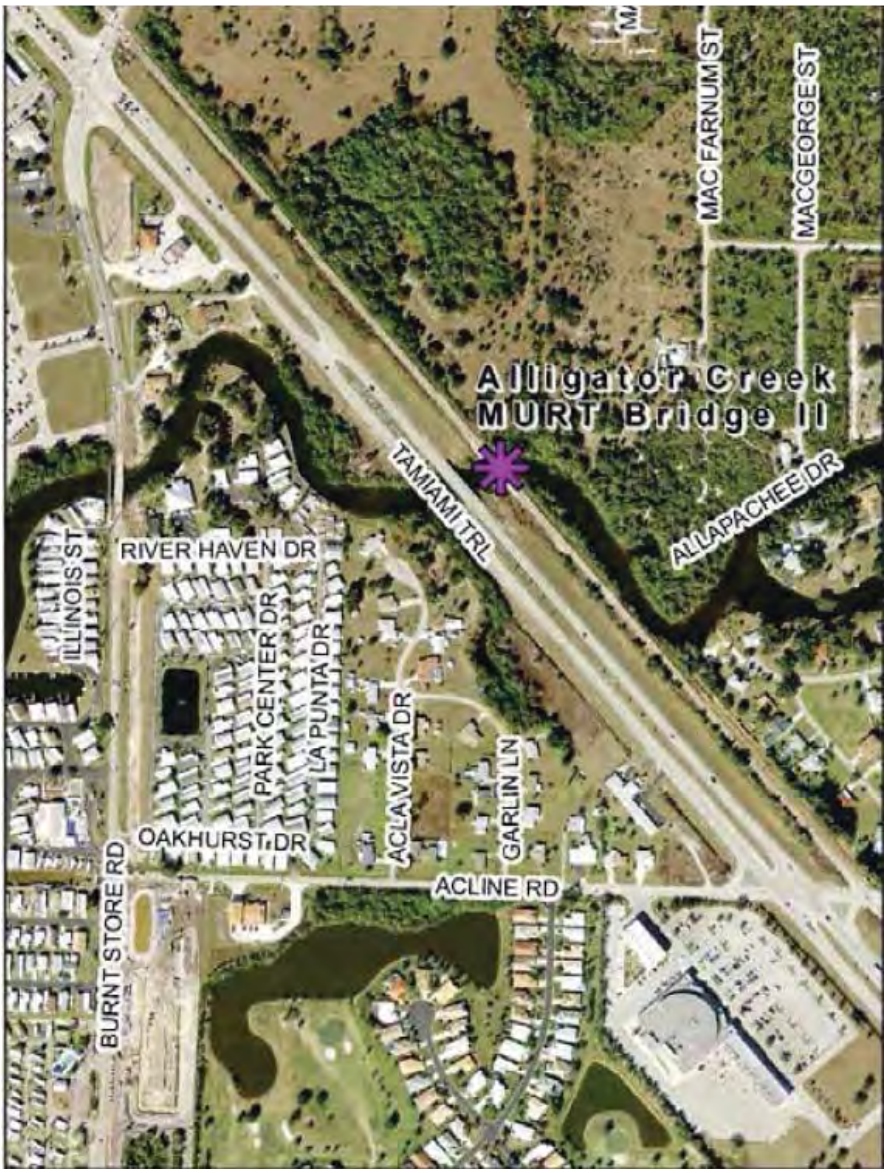
NOTE:
This project is on the MPO UNFUNDED list for construction only. City will be responsible for design cost.

*This project may be impacted if decision is made to widen the roadway

Project Justification:

A continuation of the Punta Gorda Pathways; this "leg" of the project would be providing a missing connection of the existing MURT that will improve pedestrian & bicycle safety.

Capital Improvements Program



Alligator Creek - US 41 NB - Pedestrian Bridge II

Capital Improvements Program
UNFUNDED PROJECT

Project Title: South Punta Gorda Park (Firestation 2)

Acct #: TBD **Project Code:** TBD

Project Priority:
Infrastructure Sustainability- Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Connect the South Punta Gorda neighborhoods, Burnt Store Meadows and Seminole Lakes Area to park facilities.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 0	$ 0	$ 50,000	$ 750,000	$ 0	$ 800,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	800,000
Engineering	$	50,000
Land	$	
Site	$	
Improvement	$	
Construction	$	750,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.	TBD	TBD	TBD
4th Yr.	TBD	TBD	TBD
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ 5,000 Other Costs:
Mowing, maintenance, utilities

$ 5,000 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
CM/Urban Design

Contact Person:
Joan LeBeau

Project Description:

FY 2021:
Design preliminary concept plan for a park with amenities on a City owned property located in South Punta Gorda adjacent to Fire Station II, Acline Rd.

FY 2022:
Engineering of park and site amenities.

FY 2023:
Construction

Note:
Design & Construction of this project is currently UNFUNDED

Possibly engineering could be done by City Engineer

Project Justification:

Implementation of the City's Recreation & Open Space Element of the Comprehensive Plan to provide a recreational level of service for the South Punta Gorda Neighborhoods.

Capital Improvements Program



South Punta Gorda Park (Fire Station II)

Capital Improvements Program
UNFUNDED PROJECT

Project Title: Trabue Park Improvements

Acct #: TBD **Project Code:** TBD

Project Priority:
Infrastructure Sustainability- Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Complete the Trabue Park connecting neighborhoods with a park

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 0	$ 0	$ 60,000	$ 700,000	$ 0	$ 760,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	760,000
Engineering	$	60,000
Land	$	
Site	$	
Improvement	$	
Construction	$	700,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.	TBD	TBD	TBD
4th Yr.	TBD	TBD	TBD
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ 10,000 Other Costs: electric, maintenance

$ 10,000 Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
CM/Urban Design

Contact Person:
Joan LeBeau

Project Description:

FY 2021
Revise preliminary design concept

FY 2022:
Engineering

FY 2023:
Construction

Note: This project is currently UNFUNDED

Project Justification:

Implementation of the City's Recreation & Open Space Element of the Comprehensive Plan to provide a recreational level of service for all users.

Capital Improvements Program



Trabue Park Improvements

Capital Improvements Program
UNFUNDED PROJECT

Project Title: Harborwalk East - Phase II

Acct #: TBD **Project Code:** TBD

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 0	$ 0	$ 0	$ 125,000	$ 700,000	$ 825,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	825,000
Engineering	$	125,000
Land	$	
Site	$	
Improvement	$	700,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.			
4th Yr.	TBD	TBD	TBD
5th Yr.	TBD	TBD	TBD

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	60,000	Other Costs:

Mowing & Maintenance for all Harborwalk phases

$ 60,000 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
CM/Urban Design
Contact Person:
Joan LeBeau

Project Description:

FY2023:
Design, includes environmental and permitting, Harborwalk from Adrienne Avenue to Cooper Street to include decorative lighting and wayfinding signage; approximately 700 feet.

FY2024:
Construction

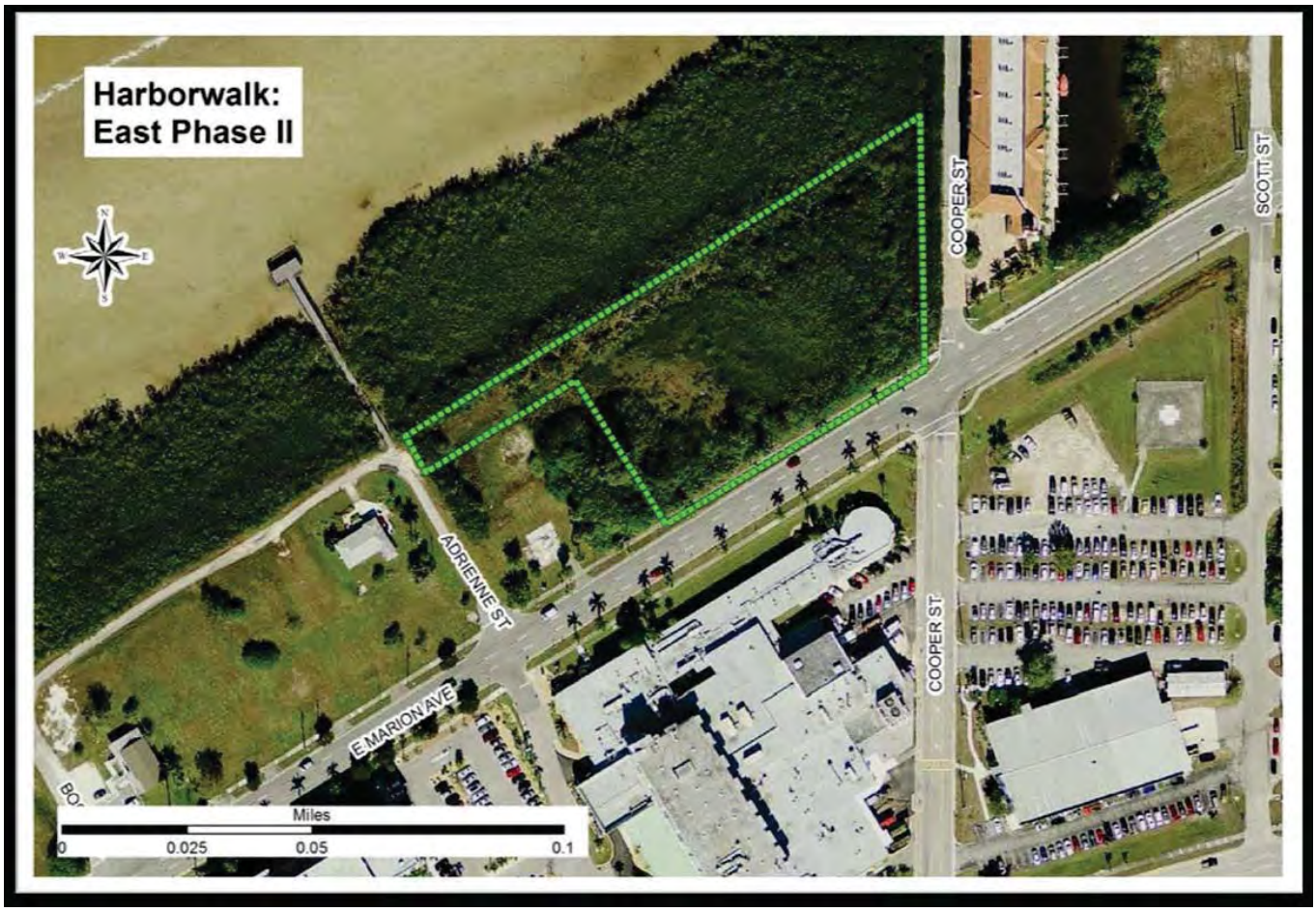
Note:
Project is currently UNFUNDED.
Looking for environmental grants

Project Justification:

A contiguous waterfront harborwalk extending from Cooper Street to Fisherman's Village.

A critical link in Punta Gorda Pathways Harborwalk runs along the waterfront and extends from Cooper Street to Fisherman's Village. Punta Gorda Pathways provides access to a variety of destination points as well as a safe route to commercial, retail, historic, and downtown areas of Punta Gorda. Completion of the Pathways will contribute to the City's urban mobility, and help to create a strong viable community.

Capital Improvements Program



Harborwalk East Phase II

Capital Improvements Program
UNFUNDED PROJECT

Project Title: Complete Street - US 17 Improvements

Acct #: TBD **Project Code:** TBD

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services

Goal:
Complete 18-mile Punta Gorda Pathways connecting all neighborhoods with a pedestrian/bicycle pathway

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 0	$ 0	$ 0	$ 360,000	$ 2,640,000	$ 3,000,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	3,000,000
Engineering	$	360,000
Land	$	
Site	$	
Improvement	$	
Construction	$	2,640,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.			
4th Yr.	TBD	TBD	TBD
5th Yr.	TBD	TBD	TBD

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
TBD
$ _____ Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
CM/Urban Design

Contact Person:
Joan LeBeau

Project Description:
FY 2023:
Design Complete Streets Concept from Cooper Street @ US 17 (East Marion Avenue) to Tamiami Trail (US 41NB) and Cooper Street @ East Olympia Avenue (US17 NB) to include pavers and tree wells in existing utility strips, bicycle facilities, ADA improvements, high visibility crosswalks and decorative finish intersections where appropriate.

FY 2024:
Construct

NOTE: This project is on the MPO UNFUNDED list. It is anticipated that design & construction will be initiated by FDOT as part of its regular roadway resurfacing activities as a project in line with FDOT Complete Streets policy. Potential local contribution is unknown at this time.

Project Justification:
A continuation of the Punta Gorda Pathways; this "leg" of the project would be a connection to East Punta Gorda

Capital Improvements Program



Complete Street - US 17 Improvements

Capital Improvements Program
UNFUNDED PROJECT

Project Title: Sidewalk Enhancements - Tropicana & Marion

Acct #: TBD **Project Code:** TBD

Project Priority:
Infrastructure Sustainability- Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Connect neighborhoods with a park in the Punta Gorda Isles (PGI) Area

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 0	$ 0	$ 0	$ 10,000	$ 75,000	$ 85,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	85,000
Engineering	$	10,000
Land	$	
Site	$	
Improvement	$	
Construction	$	75,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.			
4th Yr.	TBD	TBD	TBD
5th Yr.	TBD	TBD	TBD

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs: TDB
$ _____ Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
CM/Urban Design

Contact Person:
Joan LeBeau

Project Description:

FY 2022:
Design preliminary concept plan for a sidewalk & landscape enhancements on a City owned property to hide a lift station

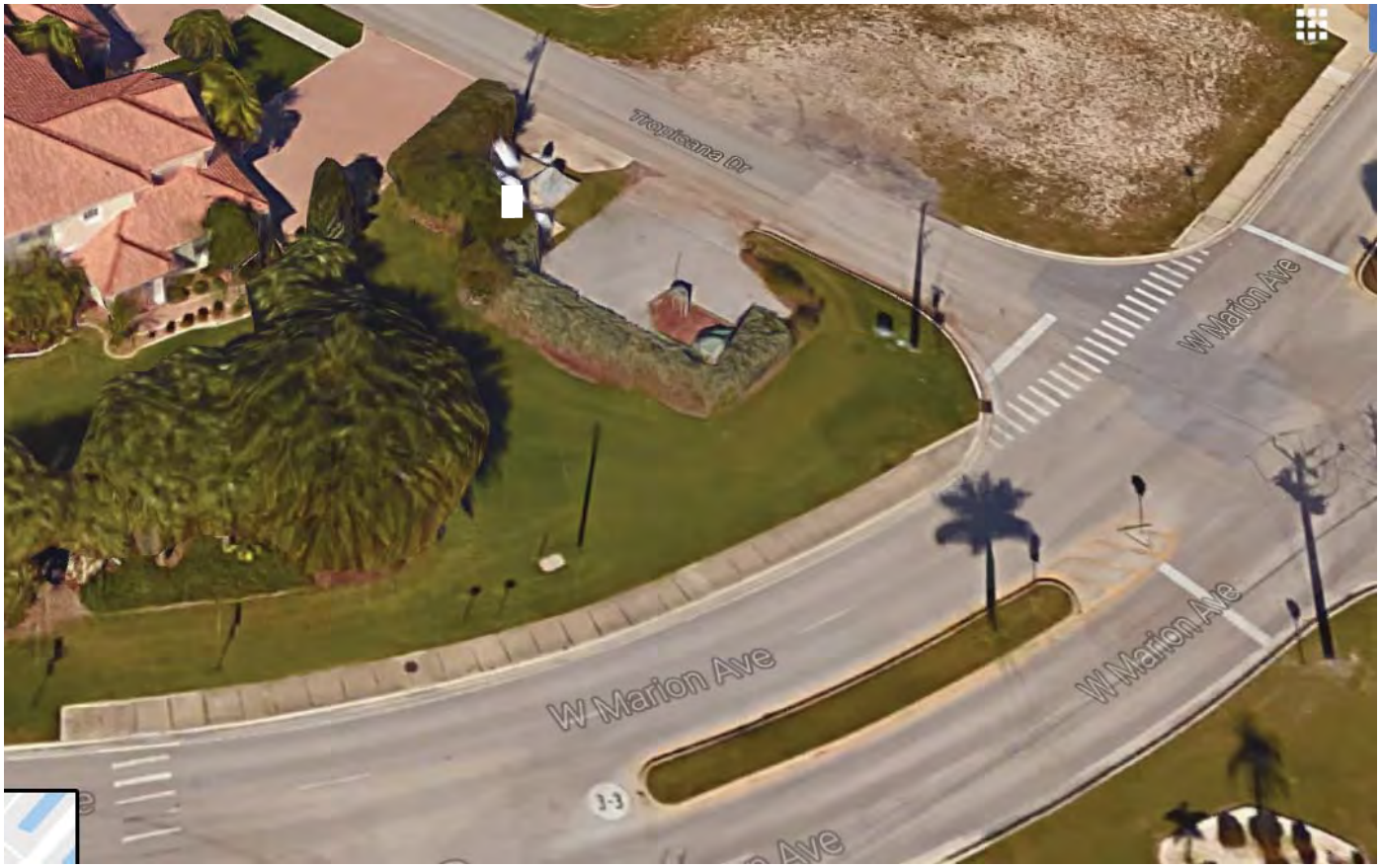
FY 2023:
Engineering

FY 2024:
Construct

Note:
This project is currently UNFUNDED

Project Justification:

Implementation of the City's Recreation & Open Space Element of the Comprehensive Plan to provide a recreational level of service for all users as well as enhancing pedestrian safety.



Sidewalk Enhancement - Tropicana & Marion Avenue

ENTERPRISE FUNDS

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprise or where the City has decided that periodic determination of net income is appropriate for capital maintenance, management control accountability, public policy or other purposes.

The following activities of the City are reported in this section:

- Water and Wastewater Utility is used to account for providing customers with potable water and wastewater disposal services.

- Sanitation accounts for the collection and disposal of solid waste.

- Building is used to account for building permit fees and related fees charged to support the cost of enforcing the building code.

- Marina identifies specific revenue resources and the related, allowable expenditures for operation of the City Marina.

City of Punta Gorda
Utilities O M & R Fund
Revenue and Expense Comparison
Actual FY 2017 through Budget FY 2020

Revenue:	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Charges for Service - Water	$ 10,467,321	$ 10,094,997	$ 9,941,070	$ 9,941,070	$ 9,990,790
Charges for Service - Sewer	7,303,050	7,387,866	7,335,040	7,448,975	7,486,220
Charges for Service - Other	248,047	295,816	143,950	225,950	145,450
Other Fees	2,200	2,300	1,300	1,400	1,400
Miscellaneous Revenues	257,634	537,416	150,255	467,240	244,220
Transfer from Water System Impacts					296,250
Transfer from Sewer System Impacts			350,000	350,000	350,000
	18,278,252	18,318,395	17,921,615	18,434,635	18,514,330
Projected Carryover-Beginning	7,136,556	8,873,915	5,370,259	6,482,911	9,295,588
Prior Year Encumbrances	373,830	189,669		182,185	
Prior Year Re-Appropriation	132,000	19,500		15,459	
Total Utilities O M & R Revenues	$ 25,920,638	$ 27,401,479	$ 23,291,874	$ 25,115,190	$ 27,809,918
Expenses:					
Utilities Administration	$ 733,866	$ 745,626	$ 980,188	$ 980,890	$ 1,096,595
Billings and Collections - Admin	735,338	691,613	731,689	672,915	634,290
Water Treatment	2,958,781	3,317,354	3,311,812	3,190,175	3,518,305
Water Distribution	1,812,566	1,984,402	2,153,940	2,122,110	2,226,110
Wastewater Collection	2,107,545	1,868,112	2,065,014	2,162,360	2,154,845
Wastewater Treatment	2,836,637	2,857,510	3,274,961	3,303,265	3,499,700
Wastewater Fleet/Equip Maint	173,051	176,537	197,356	248,070	189,355
Other NonDepartmental	697,770	743,969	762,072	762,117	435,445
Subtotal Operations	12,055,554	12,385,123	13,477,032	13,441,902	13,754,645
Transfer to State Revolving Debt Fund	200,000	615,801	744,200	744,200	1,017,500
Transfer to Utilities Construction - Capital	4,582,000	7,720,000	1,585,000	1,633,500	2,320,000
Contribution to Interconnect					1,500,000
Subtotal Operations, Debt & Transfers	16,837,554	20,720,924	15,806,232	15,819,602	18,592,145
Projected Carryover-End	9,083,084	6,680,555	7,485,642	9,295,588	9,217,773
Total Utilities O M & R Expenses	$ 25,920,638	$ 27,401,479	$ 23,291,874	$ 25,115,190	$ 27,809,918

The Actual FY 2017 and Actual FY 2018 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

City of Punta Gorda, Fl
Utilities O. M. R. Fund
Proforma Schedule of Revenues and Expenses
FY 2017 through FY 2024

Revenues:	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Total Water Billings	$ 10,467,321	$ 10,094,997	$ 9,941,070	$ 9,941,070	$ 9,990,790	$ 10,040,745	$ 10,090,950	$ 10,141,405	$ 10,192,110
Total Sewer Billings	7,303,050	7,387,866	7,335,040	7,448,975	7,486,220	7,523,650	7,561,270	7,599,075	7,637,070
Other Charges for Services	248,047	295,816	143,950	225,950	145,450	146,480	146,480	146,480	146,480
License & Permit Revenue	2,200	2,300	1,300	1,400	1,400	1,400	1,400	1,400	1,400
Miscellaneous Revenues	257,634	537,416	150,255	447,615	244,220	180,215	141,245	172,300	158,390
Intergovernmental Revenue	0	0	0	19,625	0	0	0	0	0
Transfer from Water & Sewer Impact Fees	0	0	350,000	350,000	646,250	942,500	592,500	592,500	592,500
Total Utilities OM&R Revenues	18,278,252	18,318,395	17,921,615	18,434,635	18,514,330	18,834,990	18,533,845	18,653,160	18,727,950
Expenses:									
Personnel Expenses	5,463,091	5,581,565	6,120,102	5,921,895	6,355,550	6,638,960	6,936,040	7,247,515	7,574,130
Operating Expenses	3,346,230	3,739,736	3,910,898	3,891,035	4,042,040	4,169,550	4,301,240	4,437,235	4,577,700
Administrative & Computer Overhead	2,509,685	2,573,410	2,691,942	2,691,942	2,578,205	2,655,553	2,735,216	2,817,276	2,901,792
Capital	736,548	490,412	704,090	887,030	728,850	700,000	700,000	700,000	700,000
Contingency		-	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Subtotal Operations	12,055,554	12,385,123	13,477,032	13,441,902	13,754,645	14,214,063	14,722,496	15,252,026	15,803,622
Renewal & Replacement of Infrastructure	1,120,000	1,120,000	1,120,000	1,120,000	0	920,000	270,000	270,000	1,120,000
Transfer for Capital Improvement Projects	3,462,000	6,600,000	465,000	513,500	2,320,000	7,450,000	500,000	525,000	3,745,000
Existing Debt Service	200,000	200,000	200,000	200,000	200,000	200,000	0	0	0
New Debt Service - RO SRF Loan	0	0	0	0	592,500	1,185,000	1,185,000	1,185,000	1,185,000
Transfer to SRF Fund - reserve incr (decr)		415,801	544,200	544,200	225,000	(375,000)	0	0	0
Contribution to Pipeline Project	0	0	0	0	1,500,000	0	0	0	0
Total Utilities Expenses	16,837,554	20,720,924	15,806,232	15,819,602	18,592,145	23,594,063	16,677,496	17,232,026	21,853,622
Revenues in excess (short) of Expenses	**1,440,698**	**(2,402,529)**	**2,115,383**	**2,615,033**	**(77,815)**	**(4,759,073)**	**1,856,349**	**1,421,134**	**(3,125,672)**
Operating Reserves - Beg	7,642,386	9,083,084	5,370,259	6,680,555	9,295,588	9,217,773	4,458,700	6,315,049	7,736,183
Operating Reserves - End	$ 9,083,084	$ 6,680,555	$ 7,485,642	$ 9,295,588	$ 9,217,773	$ 4,458,700	$ 6,315,049	$ 7,736,183	$ 4,610,511

Assumptions:

Revenue:

FY 2020-2024 No rate increases
FY 2020-2024 Est. 0.5% growth
FY 2020-2024 Interest income based on average balance with 2% interest rate
FY 2020-2024 Water Impact Fee Fund transfer for partial debt service on RO project
FY 2019-2021 Wastewater Impact Fee Fund transfer for balance of Jones Loop force main project (original amout $1.8 million)

Operations Includes:

Personnel Expense:
FY 2020 - 4% merit incr, defined benefit pension based on all members with citywide total same as FY 2019, defined contrib pension 7.5% of pensionable wages, health insur 12% est. incr, & WC insur est 10% incr.
FY 2021-2024 - 4% merit incr, pension est 5% incr, health insur est. 6% incr & workers comp insur est 10% incr

Operating Expense:
FY 2020- Per Departmental Request; Computer Overhead per IT budget; Administrative Charges 3% est incr; Fire/General Liab insurance 5% est incr
FY 2020-2024 - 3% est increase; except Fire/General Liab Insur 5% est incr; additional estimated operating costs of new RO plant per project engineers

Capital Outlay Expense:
FY 2020 - Per Departmental Request; FY 2021-2024 is targeted at $700,000.

Renewal & Replacement of Infrastructure:
FY 2021-2024 - Transfer a minimum of $1,120,000 annually to fund recurring renewal and replacement of infrastructure in 5 yr CIP - per adopted financial policy less wastewater impact reimbursements

Transfer for Capital Improvement Projects:
FY 2020-2024 Per 5 year Capital Improvement Plan

Contribution to Pipeline Project:
FY 2020 City contribution to Interconnect Pipeline project to match completion of RO project in FY 2020

Debt Service:

Existing Debt Service:
FY 2020-2021 - Existing Debt Service per schedule; previous SRF loan paid final payment in FY 2021
FY 2021 - Return of 1 year payment reserve from SRF Fund

New Debt Service:
FY 2020-2024 - Debt Service as per schedule
FY 2018-2020 - Transfer of 1 year payment reserve to SRF Fund

The Actual FY 2017 and Actual FY 2018 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

City of Punta Gorda, FL
Utilities Fund Proforma Schedule of Debt Service and Related Funding Sources
FY 2020 through FY 2024

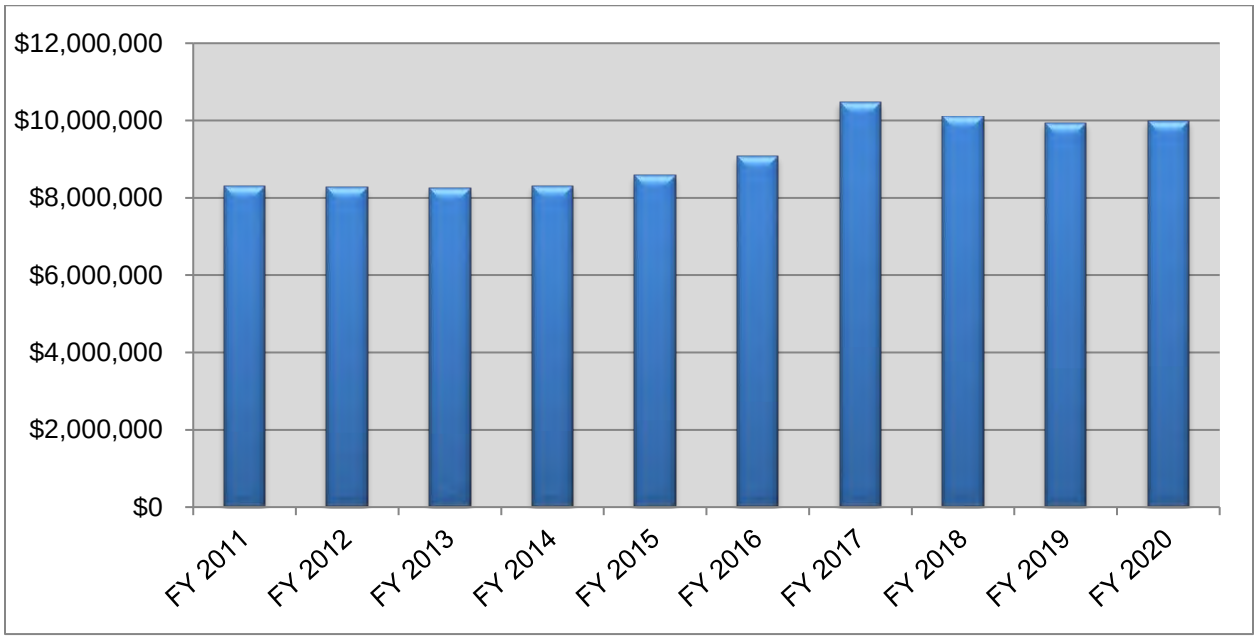
	Budget FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Funding Sources for Scheduled Debt:					
Utilities OM&R Fund	$ 496,250	$ 792,500	$ 592,500	$ 592,500	$ 592,500
Water Impacts	296,250	592,500	592,500	592,500	592,500
Sewer Impacts	160,573	160,573	0	0	0
Total Funds Available for Debt Service	**$ 953,073**	**$ 1,545,573**	**$ 1,185,000**	**$ 1,185,000**	**$ 1,185,000**

	FY 2019 Principal O/S	DUE FY 2020	DUE FY 2021	DUE FY 2022	DUE FY 2023	DUE FY 2024
Scheduled Debt:						
Current Outstanding Debt (Principal & Interest Payments)						
2000-Note 7/State Revolving/Maturity 08/15/21	$ 691,787	$ 360,573	$ 360,573	$ 0	$ 0	$ 0
	New Principal					
FY 2017-2024 Estimated New CIP Debt (Principal including capitalized interest & Interest Payments)						
R.O. Project, 2% interest, 20 yr amortization	$ 19,550,000	592,500	1,185,000	1,185,000	1,185,000	1,185,000
Total Debt Service Requirements		**$ 953,073**	**$ 1,545,573**	**$ 1,185,000**	**$ 1,185,000**	**$ 1,185,000**

City of Punta Gorda
Utility OM&R Fund
Water Billings-Charges for Services
402-0000-343-3100

The user fee for water service is based on the meter size and amount of water used. The monthly rate is a combination of the monthly base facility charge per equivalent residential unit (ERU), a monthly charge by meter size, and a monthly volume charge based on all water used. Customers located outside the city limits have a 25% surcharge added to their bill. City residents pay a 10% water utility tax. The ERUs include commercial accounts. The water system monthly rates, fees and charges are detailed in Code of Ordinances section 17-7. The details can be viewed at ci.punta-gorda.fl.us under Code of Ordinances. Based on the 2015 Utility Rate and Impact Fee Study, modifications to the rate structure along with 4% rate increases were implemented in FY 2016 and FY 2017 that would equitably recover costs based on customer class and continued promotion of conservation. A third increase has been delayed until further need is determined and is removed from the budget projections. A grant was secured to assist in funding the R.O. project. FY 2020 estimates a 0.5% growth rate in ERUs. Current rates at average consumption appear to remain adequate for funding the proposed 5 year proforma.

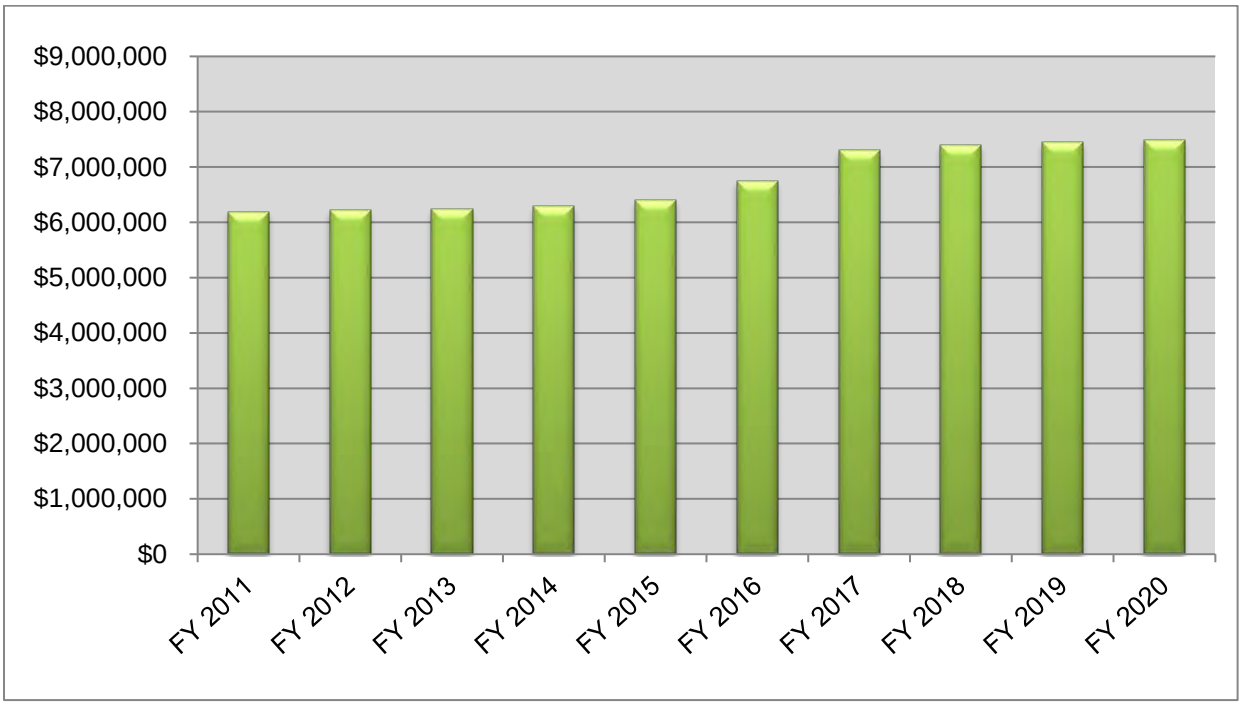
Fiscal Year	Rate Change	Revenue Amount	Percent Change	Equivalent Residential Units	Annual ERU Percent Change
FY 2011	3%	$ 8,299,976	13.24%	20,645	0.64%
FY 2012		$ 8,268,807	-0.38%	20,684	0.19%
FY 2013		$ 8,249,919	-0.23%	20,790	0.51%
FY 2014		$ 8,305,917	0.68%	20,870	0.38%
FY 2015		$ 8,587,022	3.38%	21,103	1.12%
FY 2016	4%	$ 9,069,465	5.62%	21,511	1.93%
FY 2017	4%	$10,467,321	15.41%	22,114	2.80%
FY 2018		$10,094,997	-3.11%	22,426	1.41%
FY 2019		$ 9,941,070	-1.52%	22,600	0.78%
FY 2020		$ 9,990,790	0.50%	22,715	0.50%



City of Punta Gorda
Utility OM&R Fund
Sewer Billings- Charges for Services
402-0000-343-5100

Wastewater system monthly rates, fees and charges are determined by the schedule in Code of Ordinances section 17-18. The monthly charge for the city's wastewater system includes the monthly base facility charge per equivalent residential unit (ERU) and a monthly volume charge based on the water used as determined by the city water meter per thousand gallons up to ten thousand gallons per ERU. Customers located outside the city limits pay a 25% surcharge. The details can be viewed at ci.punta-gorda.fl.us under Code of Ordinances. Based on the 2015 Utility Rate & Impact Fee Study, 4% rate increases were implemented in FY 2016 and FY 2017. A third increase has been delayed until further need is determined and is removed from the budget projections. Impact fees have been used to assist in funding capital expansion projects. It is expected that current rates are adequate for funding the proposed 5 year proforma. FY 2020 assumptions include a minimal growth rate and a monthly volume based on average history.

Fiscal Year	Rate Change	Revenue Amount	Percent Change	Equivalent Residential Units	Annual ERU Percent Change
FY 2011	3%	$6,190,947	5.35%	15,390	0.64%
FY 2012		$6,221,365	0.49%	15,422	0.21%
FY 2013		$6,229,671	0.13%	15,557	0.88%
FY 2014		$6,289,711	0.96%	15,694	0.88%
FY 2015		$6,402,527	1.79%	15,904	1.34%
FY 2016	4%	$6,743,164	5.32%	16,228	2.04%
FY 2017	4%	$7,303,050	8.30%	16,602	2.30%
FY 2018		$7,387,866	1.16%	16,935	2.01%
FY 2019		$7,448,975	0.83%	17,150	1.27%
FY 2020		$7,486,220	0.50%	17,235	0.50%



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
UTILITIES O M & R

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
07-01	FIRE FLOW TESTING FEE	500	250	300	300	300
07-02	SEPTIC INSPECTION FEE	500	700	500	500	500
08-00	DEVELOPER REVIEW FEE	1,200	1,350	500	600	600
*	**PERMITS,FEES & SPEC ASSMT**	**2,200**	**2,300**	**1,300**	**1,400**	**1,400**
51-06	FEMA - STORMS	0	0	0	16,822	0
51-06	STATE - FEMA - STORMS	0	0	0	2,803	0
*	**INTERGOVERNMENTAL REVENUE**	**0**	**0**	**0**	**19,625**	**0**
31-20	RAIN SENSOR REBATE	0	-40	0	0	0
31-36	WATER 1-5 RATE INSIDE	1,633,106	1,593,158	1,567,440	1,592,875	1,600,840
31-37	WATER 1-5 RATE OUTSIDE	668,587	703,669	648,505	667,900	671,240
31-38	FACILITY CHG/ERU WATER IN	1,906,893	1,940,637	1,943,850	1,953,300	1,963,070
31-39	FACILITY CHG/ERU WATER OUT	1,080,887	1,128,501	1,134,690	1,161,000	1,166,805
31-40	WATER 6-10 RATE INSIDE	884,035	821,781	800,905	807,400	811,435
31-41	WATER 6-10 RATE OUTSIDE	137,587	127,181	122,060	122,060	122,670
31-42	WATER 11-20 RATE INSIDE	1,031,857	893,061	861,465	843,500	847,720
31-43	WATER 11-20 RATE OUTSIDE	85,013	76,255	74,505	62,000	62,310
31-44	WATER 21-40 RATE INSIDE	496,362	397,654	394,585	339,000	340,695
31-45	WATER 21-40 RATE OUTSIDE	38,695	29,018	35,200	22,600	22,715
31-46	WATER 41-80 RATE INSIDE	136,101	107,032	105,840	93,700	94,170
31-47	WATER 41-80 RATE OUTSIDE	29,081	20,787	24,310	14,050	14,120
31-49	WATER >80 RATE OUTSIDE	122	0	0	0	0
31-50	CUSTOMER BILLING CHG IN	496,333	503,123	505,050	509,400	511,950
31-51	CUSTOMER BILLING CHG OUT	256,899	261,636	261,960	273,700	275,070
31-62	IRRIGATION 1-10 INSIDE	172,637	156,929	154,285	167,200	168,035
31-63	IRRIGATION 1-10 OUTSIDE	8,034	10,964	6,040	8,000	8,040
31-64	IRRIGATION 11-30 INSIDE	180,774	164,164	158,120	165,000	165,825
31-65	IRRIGATION 11-30 OUTSIDE	6,855	1,501	3,040	3,040	3,055
31-68	IRRIGATION >30 INSIDE	191,781	135,084	151,940	131,700	132,360
31-69	IRRIGATION >30 OUTSIDE	1,210	-17	0	5,000	5,025
31-74	COMMERCIAL USAGE INSIDE	512,309	503,311	501,635	513,000	515,565
31-75	COMMERCIAL USAGE OUTSIDE	512,162	519,608	485,645	485,645	488,075
33-00	PENALTIES	70,106	93,235	50,000	75,000	50,000
34-00	SERVICE CHARGES	33,777	33,583	33,000	33,000	33,000
35-00	WATER SVC INSTALLATIONS	78,861	96,998	21,000	70,500	25,000
51-62	SEWER CONSUMPTION INSIDE	1,393,635	1,341,591	1,320,500	1,332,400	1,339,060
51-63	SEWER CONSUMPTION OUTSIDE	288,761	306,105	275,330	283,600	285,020
51-64	WASTEWATER PRTS INSIDE	4,451,366	4,535,858	4,536,450	4,563,975	4,586,795
51-65	WASTEWATER PRTS OUTSIDE	1,169,289	1,204,312	1,202,760	1,269,000	1,275,345
55-00	SEWER TAP FEES	11,513	14,900	2,000	11,000	3,000
91-00	LIEN INTEREST	16,807	25,288	6,000	8,000	6,000
04-00	SANITATION BILLING	25,000	25,000	25,750	25,750	25,750
20-01	FLEET CHGS - GENERAL FUND	4,371	2,714	4,000	500	500
20-04	FLEET CHGS - P G I CANAL	195	130	200	200	200
20-26	FLEET - UTILITY EQUIPMENT	7,288	3,643	2,000	2,000	2,000
20-50	FLEET - SANIT/REFUSE COLL	130	325	0	0	0
*	**CHARGES FOR SERVICES**	**18,018,418**	**17,778,679**	**17,420,060**	**17,615,995**	**17,622,460**

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
UTILITIES O M & R

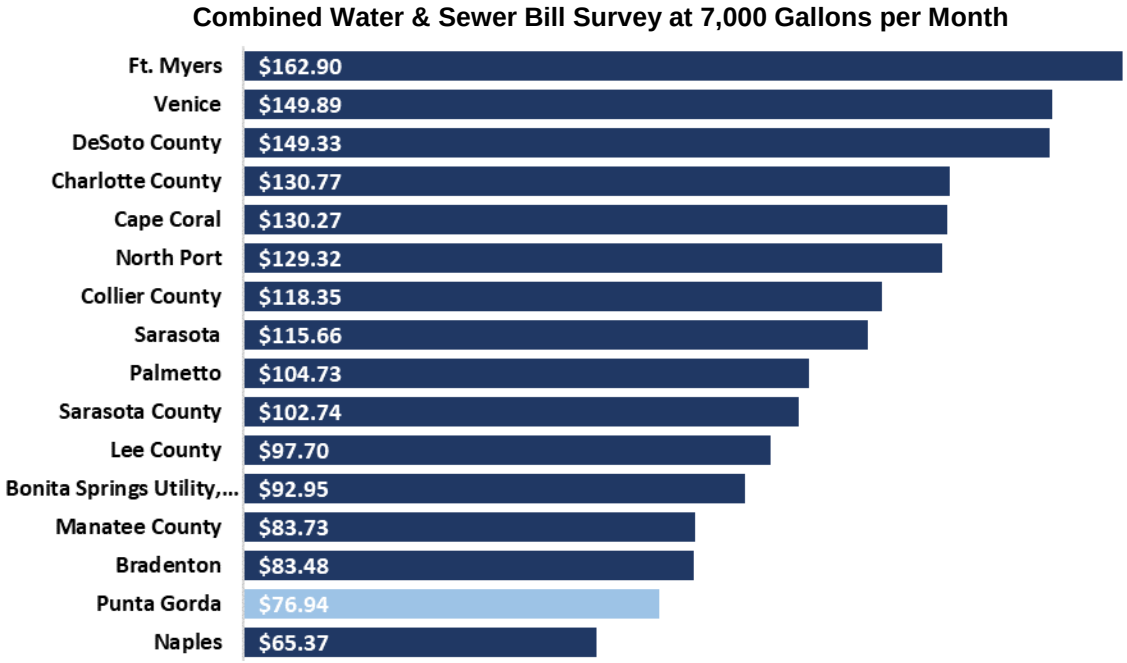
REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
07-00	WATER RESTRICT VIOLATIONS	25	0	0	0	0
*	**FINES & FORFEITS**	**25**	**0**	**0**	**0**	**0**
10-00	INTEREST ON INVESTMENTS	87,972	241,546	103,000	360,000	200,000
00-00	RENTAL INCOME	30,402	31,315	32,255	32,255	33,220
41-00	SURPLUS FURN, FIXT, EQPT	61,144	29,041	0	9,370	0
30-02	SALE OF SOD	0	0	0	0	0
90-00	OTHER SCRAP OR SURPLUS	2,103	3,875	5,000	1,000	1,000
91-01	INVENTORY REVENUE	0	0	0	0	0
91-02	SALE OF FUEL	0	0	0	0	0
21-00	CONTRIB FROM PRIVATE SRCS	0	1,444,536	0	0	0
30-00	REFUND OF PRIOR YR EXPEND	0	0	0	0	0
70-18	INSURANCE RECOVERY	869	17,950	0	0	0
70-50	DEFINED CONTRIB REFUNDS	20,895	10,642	0	35,175	0
90-00	MISCELLANEOUS REVENUE	21,751	22,105	10,000	10,000	10,000
90-15	BACKFLOW PREVENTION	0	0	0	0	0
91-10	CASH OVER/(SHORT)	5	-54	0	-185	0
*	**MISCELLANEOUS REVENUE**	**225,141**	**1,800,956**	**150,255**	**447,615**	**244,220**
31-00	UTILITIES CONSTRUCTION	1,109,261	2,326,150	0	0	0
35-00	WATER SYS CAPACITY ESCROW	0	0	0	0	296,250
36-00	SEWER SYS CAPACITY ESCROW	160,573	160,573	350,000	350,000	350,000
*	**TRANSFER FROM OTHER FUNDS**	**1,269,834**	**2,486,723**	**350,000**	**350,000**	**646,250**
90-01	PROJ CARRYOVER-BEGINNING	0	0	5,370,259	6,482,911	9,295,588
90-02	PRIOR YEAR ENCUMBRANCES	0	0	0	182,185	0
90-05	PRIOR YR RE-APPROPRIATION	0	0	0	15,459	0
*	**BEGINNING RESERVES**	**0**	**0**	**5,370,259**	**6,680,555**	**9,295,588**
		19,515,618	**22,068,658**	**23,291,874**	**25,115,190**	**27,809,918**

The Actual FY 2017 and Actual FY 2018 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

City of Punta Gorda
Utility OM&R Fund
Rate Survey

The City's utility rates are the 2nd lowest among the Southwest Florida utilities surveyed at the current FY 2019 rates.



The survey also gathered information available regarding FY 2020 expected rate increases. Findings indicated that entities considering rate increases at this time are: Venice, Charlotte County (increased 4/1/19), North Port, Collier County, Sarasota, Palmetto, Manatee (increased 4/1/19), and Naples. With the City not proposing any rate increase, it is anticipated that the City will continue to remain one of the lowest cost service providers in the area.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
UTILITIES OM&R FUND SUMMARY

Operating Budget

Expenditure Category/ Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	5,546,297	6,022,400	6,120,102	5,921,895	6,355,550
Operating	8,891,202	9,497,944	6,602,840	6,582,977	6,620,245
Capital Outlay	0	0	704,090	887,030	728,850
Debt Service	51,574	41,083	0	0	0
Intergovernmental	0	0	0	0	1,500,000
Contingency	0	0	50,000	50,000	50,000
Operating Transfers	6,932,413	10,732,405	2,329,200	2,377,700	3,337,500
Projected Carryover-End	0	0	7,485,642	9,295,588	9,217,773
Total	**21,421,486**	**26,293,832**	**23,291,874**	**25,115,190**	**27,809,918**

The Actual FY 2017 and Actual FY 2018 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

DEPARTMENT	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Utilities Administration	5	5	6	6	6
Billing & Collections	6	6	6	6	6
Water Treatment	17	18	18	18	18
Water Distribution	16.5	16.5	16.5	17	17
Wastewater Collection	15	15	15	15	15
Wastewater Treatment	15	15.5	15.75	15.75	15.75
Fleet/Equip Maint	1.5	1.5	1.5	1.5	1.5
	76	77.5	78.75	79.25	79.25

UTILITIES OM&R FUND
VEHICLE & EQUIPMENT REPLACEMENT DETAIL
FY 2020 - FY 2024
(All figures in thousands of dollars)

Capital Outlay	Page#	TOTAL PROJECT COST	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024+
Utilities Administration							
Replace 2008 Ford Escape 4x4 XLT	9.15	30	30	0	0	0	0
Electronic marker system locator	9.16	3	3	0	0	0	0
Design Plotter	9.17	28	28	0	0	0	0
Water Treatment Plant:							
All Terrain Vehicle (new)	N/A	12	12	0	0	0	0
Transmitters, meters, controller	N/A	9	9	0	0	0	0
Climbing harnesses, probes, drone	N/A	7	7	0	0	0	0
Replace 2006 4x4 pickup truck w/larger truck	9.24	140	140	0	0	0	0
Replace 2006 tractor	9.25	50	0	50	0	0	0
Replace 2011 small pickup truck	9.26	20	0	20	0	0	0
Replace 2006 6x4 dump truck	9.27	90	0	0	0	0	90
Replace 2008 Dump Truck	9.28	70	0	0	0	0	70
Replace 2007 Articulated Loader	9.29	100	0	0	0	0	100
Replace 2008 Carolina Skiff boat	9.30	12	0	0	0	0	12
Replace 2015 All Terrain Vehicle	9.31	12	0	0	0	0	12
Replace 2015 All Terrain Vehicle	9.32	12	0	0	0	0	12
Replace 2014 Boom Lift Axle	9.33	25	0	0	0	0	25
Pumps, Motors & VFD's	N/A	400	0	100	100	100	100
Water Distribution:							
Replace 2000 Trailer Mounted Trash Pump	9.37	25	25	0	0	0	0
Replace 2002 Backhoe	9.38	75	75	0	0	0	0
Replace 2006 Sport Utility Vehicle	9.39	30	0	30	0	0	0
Replace 2008 3/4 ton pickup truck	9.40	40	0	40	0	0	0
Replace 2008 Sport Utility Vehicle	9.41	33	0	0	33	0	0
Wastewater Collection:							
Camera System for inspection of sewers	N/A	42	42	0	0	0	0
Replace 2004 3/4 ton pickup truck with larger truck	9.46	70	70	0	0	0	0
Replace 2012 1/4 ton pickup	9.47	36	0	36	0	0	0
Replace 2005 1/2 ton pickup truck	9.48	35	0	35	0	0	0
Replace 2008 3/4 ton Diesel utility body pickup truck	9.49	65	0	0	65	0	0
Replace 2006 4x4 Diesel 3/4 ton pickup truck	9.50	45	0	0	0	45	0
Replace 2004 backhoe	9.51	80	0	0	0	0	80
Wastewater Treatment Plant:							
Software: Scheduler, Eloger for Plant Operation Control	N/A	30	30	0	0	0	0
Pumps, Motors, Mixers, Blowers, Effluent Pumps	9.55	538	138	100	100	100	100
Replace 1996 5550 Backhoe	9.56	120	120	0	0	0	0
Replace 1994 3 Yard Loader 4x4	9.57	125	0	125	0	0	0
Replace 2001 Batwing mower	9.58	17	0	17	0	0	0
Unspecified Equipment Needs	N/A	1,103	0	147	402	455	99
TOTAL			729	700	700	700	700

FY 2020 - Per Departmental request; FY 2021-2024 Annual funding is targeted at $700,000;
FY 2021-2024 Pumps, motors, and various plant equipment category for plants has place holder of $100,000
During budget process requests from divisions are reviewed for priority funding.

FUNCTION:

The Utilities Administration Division provides management, technical and clerical support to the 5 divisions of the Utilities Department including Water Distribution, Water Treatment, Wastewater Collection, Wastewater Treatment and Fleet Maintenance. Administration recognizes service responsibilities, formulates programs, sets goals and objectives, and then plans, organizes, directs, and oversees these programs. Customer requests are received by the Administrative Staff and work systems are programmed to process, complete, and track service requests.

ACCOMPLISHMENTS:

Administration of SWFWMD N-600 Grant and assisted the Finance Department with the SRF loan.
Continued construction phase RO treatment facilities.
Completed WTP replacement emergency power generator.
Began wastewater treatment plant capacity evaluation study.
Began utility GIS Master Plan.
Completed financial analysis phase of the Punta Gorda Septic to Sewer Master Plan and presented to City Council.
Completed the Jones Loop Force Main.
Construction administration and engineering for 12 developer constructed utility projects.
Projects review and engineering for 30 developer submitted projects.
Completed AMI installation

BUDGET NARRATIVE:

The Utilities Capital Improvement Plan budget includes funding for:

- Construction phase of RO treatment (carryover from prior year)
- Implement utility GIS Master Plan steps (carryover from prior year)
- Wastewater Treatment Plant Expansion
- 5 Year Hydrobiological monitoring plan to Water Management District

The operating expense budget provides funding for operation of the Utilities Administration Division consistent with FY 2019.

The FY 2020 budget also includes funding an electronic marker system locator, a design plotter and the replacement of an administration vehicle. The vehicle will add to fleet in that the replaced vehicle will be utilized by office staff for mail runs, GIS position as needed for locations, and as a spare for when other vehicles are out of service for repairs.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
- Goal: Continue best management practices in financial planning

PRIORITY: INFRASTRUCTURE SUSTAINABILITY
- Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
- Goal: Apply best management practices & systems in infrastructure maintenance
- Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: QUALITY OF LIFE
- Goal: Improve the City's water quality

MISSION AND OBJECTIVES

To provide secure, safe, and reliable public water and wastewater utility services to the City of Punta Gorda customer.

INITIATIVES AND ACTION ITEMS

Planning and implementation activities and a capital improvement program to plan and construct facilities required to meet current and future water and wastewater needs. Perform management of developer initiated utility improvements and administrative activities supporting departmental and divisional programs. Provide training programs to improve employee skills and knowledge to achieve operational efficiencies and reinforce worker safety. Engage public agencies and local governments to realize benefits from interagency cooperation. Perform regulatory compliance program.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
No. of Project Reviews	24	24	24	30
Utility Relocation Projects - Thousand $	$0	$0	$20	$20
Capital Projects - Million $	$8.7	$6.2	$38.4	$3.6
Efficiency:				
Annual Cost of Administration per Customer Account (Budget Basis)	$33.59	$33.73	$43.57	$48.22
Service Quality:				
Strategic Plan Projects accomplished on schedule	No	Yes	Yes	TBD
Outcome:				
Water Customer Accounts	12,760	12,860	13,065	13,205
Wastewater Customer Accounts	9,090	9,248	9,450	9,535
Water ERUs	22,114	22,426	22,600	22,715
Wastewater ERUs	16,602	16,935	17,150	17,235

* ERUs (Equivalent Residential Units)

RESULTS

Develop and review with the SWFMMD minimum flows and levels for Shell Creek. Continue administration of SWFWMD grant for WTP RO project construction of WTP Ground Water. Construction is scheduled to be complete July 2020. The Regional Water Supply Authority Phase 1 Pipeline Basis of Design Report was completed last year. Final design and permitting of the Phase 1 Pipeline was completed November 2018. The Jones Loop Road Force Main project will be completed October 2019. Continue assistance to developers with utility inquiries, planning, designs, and plan reviews. Continue assistance to Division Managers with CIP and Operations projects. Septic to Sewer draft report to City Council in August 2018. Evaluation of WWTP capacity and options report to City Council December 2019.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
UTILITIES ADMINISTRATION SUMMARY

Operating Budget

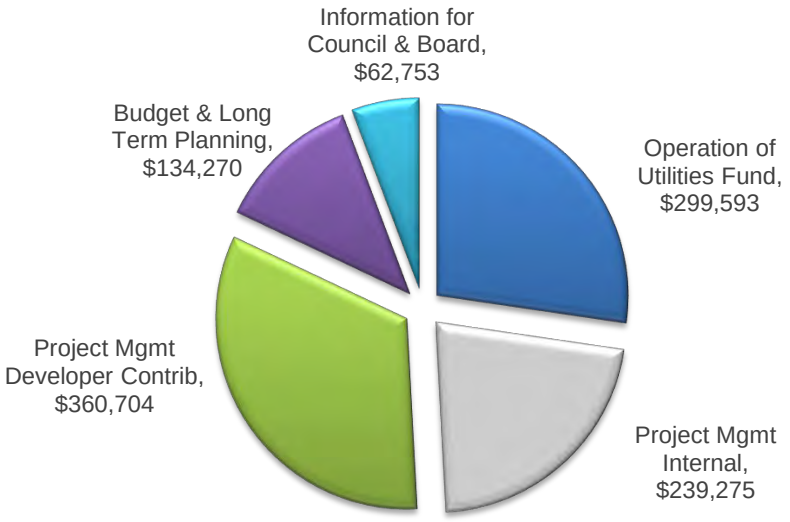
Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	572,686	635,983	703,338	672,040	736,585
Operating	172,003	178,273	203,850	203,850	249,010
Capital Outlay	0	0	23,000	55,000	61,000
Operating Contingency	0	0	50,000	50,000	50,000
Total	**744,689**	**814,256**	**980,188**	**980,890**	**1,096,595**

The Actual FY 2017 and Actual FY 2018 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Utilities Director	1	1	1	1	1
Utilities Engineering Mgr	1	1	1	1	1
Sr. Utilities Project Mgr	1	1	1	1	1
Utilities Project Manager	1	1	1	1	1
Engineering/GIS Tech	0	0	1	1	1
Executive Assistant	1	1	1	1	1
Total	5	5	6	6	6

Service Costs



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1620		Asset Tag	6820	Purchase Price (if Known)		$ 21,308
Make	FORD	Model	ESCAPE		Year	2008	Age 11
Current Mileage	56,253				Life to Date Maintenance Cost		$ 6,392
Description	4 Door Escape 4X4 XLT Package						

Recent Major Repair(s) to extend life:	Known Problems:
Performed typical maintenance items: tires, brakes, AC	Chipped paint, front bumper coming apart, makes knocking noise

Description of Requested Replacement:	Estimated Cost of Replacement
SUV - Must Be 4X4	$ 30,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ■ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ■ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of life and on rotation list for replacement	Continue with repairs and use only locally. It will be necessary to increase the repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☐ Yes ■ NO

If No, Requested use? To be used by office staff for mail delivery and/or as needed when other vehicles are in repair. Also, new GIS position can use as well when needed.

Photo (s):





Capital Outlay Program
Project Detail

Project Title: Electronic Marker System (EMS) Marker Locator

Acct #: 402-1620-536-6403 **Project Code:**

Stategic Priority:
Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Maximize use of new technology in applicable areas.
Apply best management practices & systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 3,000	$ 0	$ 0	$ 0	$ 0	$ 3,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	3,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	3,000

4. Sources of Financing:

	Local	State	Federal
1st Yr.	UF		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
x Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
x No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
x No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:
Electronic Marker System (EMS) Marker Locator to pinpoint depth and location of all existing utilities installed underground.



Project Justification:
To assist in locating existing utilities on the field to prevent contractors from causing breaks to utilities infrastructure.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Outlay Program
Project Detail

Project Title: Plotter

Acct #: 402-1620-536-6420 **Project Code:**

Stategic Priority:
Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Maximize use of new technology in applicable areas.
Apply best management practices & systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 28,000	$ 0	$ 0	$ 0	$ 0	$ 28,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	28,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	28,000

4. Sources of Financing:

	Local	State	Federal
1st Yr.	UF		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
x Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
x No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	500	Other Costs: Supplies
$	500	Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
x No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:
Plotter/Scanner



Project Justification:
Plotter is needed to assist in uploading current paper maps that are many years old and required for upload as part of the GIS utility position to incorporate a City GIS functionality to the City's infrastructure.

* FUNDING SOURCES (SEE PAGE 8.05)

FUNCTION:

The Billing and Collections division is responsible for processing the bills and payments for water and wastewater charges to properties within the City's utility service area. For properties inside City limits, this division also provides the billing and collection service for sanitation charges. Water and wastewater impact fees, meter installation, utility service charges and miscellaneous receivables are some of the other types of charges and payments processed by this division. Concerns relative to the billing and exempting of lot mowing charges are handled by the Billing and Collections division. Equally important to the financial duties is the customer service provided through a variety of formats, including in-person assistance, telephone calls, emails and faxes that cover a wide range of inquiry.

ACCOMPLISHMENTS:

The automated metering project continued in fiscal year 19 and proved to be extremely helpful in providing prompt notice of possible leaks to consumers. Replacing the once a month reading of meters with hourly data gathering has enhanced the opportunities for quick resolution of unintentional water use, thereby reducing the incidence of high bills caused by leaks. The automated metering project will also provide water customers with a citizen portal where they can view their consumption and set up alerts based on their preferences as an additional means of reducing the impact of leaks on the monthly bill, expected completion towards the end of the fiscal year. Continued construction in the City's utility service area added over 200 new water meters, keeping staff very busy adding new accounts and impact fees. During the latter half of the fiscal year, the Billing and Collections staff established accounts and processed payments for over 1,300 Buckley's Pass Assessment prepayments.

BUDGET NARRATIVE:

The FY 2020 budget reflects continued service and operations at the existing level, with no significant increase or decrease in cost or staffing.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

Goal: Continue best management practices in financial planning

Goal: Identify sustainable spending policies and appropriate technologies to support business operations

MISSION AND OBJECTIVES

Bill all accounts in an accurate and timely manner while providing high-level service to all customers. Engage rate payers in use of citizens' portal to proactively monitor their water use and subsequent costs. Revise billing cycles from three (3) per month to one (1) per month.

INITIATIVES AND ACTION ITEMS

- Monitor off-cycle billing and final accounts to insure monthly processing.
- Promote use of the automated meter reading citizen's portal through multiple communication methods.
- Enhance staff efficiency by establishing one cycle of billing for all accounts.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
Number of Cycle bills	151,948	154,318	156,756	158,448
Number of Final bills	1,106	997	1,053	1,014
Utility rates in relation to SWFL communities	2nd lowest	2nd lowest	2nd lowest	2nd lowest
Efficiency:				
Annual cost per bill (Budget Basis)	$57.65	$53.44	$51.17	$47.73
Service Quality:				
Number of corrected bills	118	85	76	66
Outcome:				
% of bills in regular cycle	99%	99%	99%	99%
% of Finals done monthly	92%	88%	90%	86%

RESULTS

Reading and billing accuracy continue to exceed industry standard, as reflected by the minimal number of corrected bills and the production of 99% of bills in regular cycle. The decreased annual cost per bill over the years is directly attributable to: retirement of a long-term higher paid employee in FY 2017; more customers going paperless; implementation of Paymentus for credit card payments which reduced fees to the City; and the installation of automated meters, which has now eliminated the need for contracted meter reading. It should be noted that a AMI meter technician was added to the Water Distribution division mid-year FY 2019 for continuing to complete shut-offs and turn-ons, checking on problem meters, or any other AMI related issues.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
BILLING & COLLECTIONS SUMMARY

Operating Budget

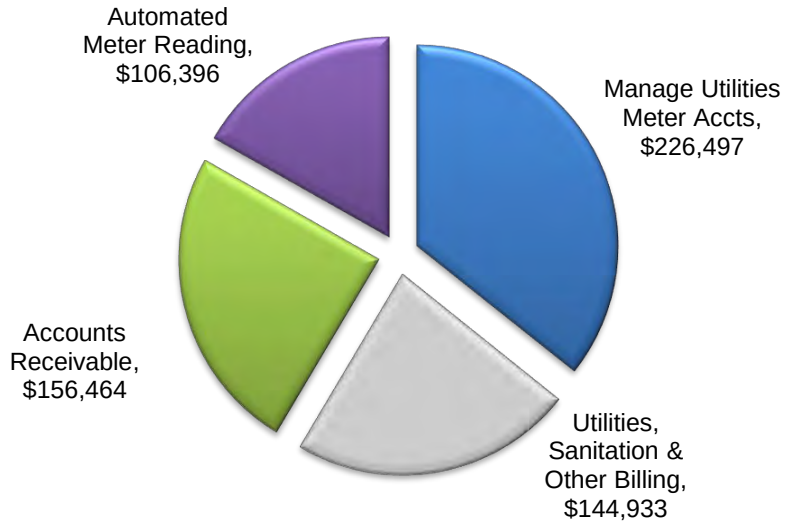
Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	422,983	380,355	409,854	393,940	401,595
Operating	332,653	335,878	321,835	278,975	232,695
Capital Outlay	0	0	0	0	0
Total	**755,636**	**716,233**	**731,689**	**672,915**	**634,290**

The Actual FY 2017 and Actual FY 2018 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Billing & Collections Supervisor	1	1	1	1	1
Senior Customer Service Representative	2	2	2	2	2
Customer Service Representative	3	3	3	3	3
Total	6	6	6	6	6

Service Costs



FUNCTION:

The Water Treatment Division operates and maintains the Shell Creek Water Treatment Facility, which supplies potable water to City and County residents. The plant is currently rated at 10,000,000 gallons per day. The division is responsible for the operation and maintenance of other facilities, such as the Burnt Store Isles Elevated Tank, Punta Gorda Isles Ground Storage Tank and Booster Pump Station. The water treatment division is continuing to respond to increased requirements relating to water management, water quality, and treatment operations mandated by the Florida Department of Environmental Protection (FDEP) and other regulatory agencies.

ACCOMPLISHMENTS

Accomplishments for FY 2019 consist of a SCADA upgrade, updating the maintenance program, replacing one pickup truck. From October 1, 2018 through February 2019 the water treatment plant treated 800 million gallons of raw water, maintaining water quality and quantity.

BUDGET NARRATIVE:

Budget requests reflect funding to achieve permit compliance, normal plant operations, and maintain the existing facilities.

The FY 2020 budget includes replacement of one half-ton pickup truck with a larger capacity one-ton pickup truck with 4-wheel drive and crane for use in the well-field. Other equipment in the budget includes an all-terrain vehicle (add to equipment), climbing harnesses, and replacements of calibrators, transmitters, probe and drone.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
- Goal: Continue best management practices in financial planning

PRIORITY: INFRASTRUCTURE SUSTAINABILITY
- Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
- Goal: Apply best management practices & systems in infrastructure maintenance
- Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: QUALITY OF LIFE
- Goal: Improve the City's water quality

MISSION AND OBJECTIVES

The mission of the water treatment plant is to protect public health by providing reliable high quality drinking water to our customers at the lowest cost possible.

INITIATIVES AND ACTION ITEMS

To provide professional and proficient operation and maintenance of the City's Water Treatment Facilities. Continually seek excellence with process operation and maintenance of plant facilities. Meet the regulatory standards of the U.S. Environmental Protection Agency Safe Drinking Water Act and Department of Environmental Protection.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
Billion gallons potable water produced	1.8	1.8	1.8	1.8
Million gallons of ASR water stored per cycle*	200	200	200	0
Efficiency:				
Cost per 1000 gallons potable water (Budget Basis)	$1.64	$1.84	$1.77	$1.95
Service Quality:				
Deviation from regulatory standards**	None	None	None	None
Outcome:				
% Meeting Drinking Water Standards**	100%	100%	100%	100%

*Restricted by permit

**The City has a TDS exemption which allows 1,000 parts per million and exemption will be removed when RO plant is constructed.

RESULTS

This past year the Water Treatment Plant met all water demands with 100% compliance to State and Federal Regulations with City's TDS exemption. Average annual demand was 4.6 Million Gallons per Day (MGD) and peak day demand was 7.3 MGD.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
WATER TREATMENT SUMMARY

Operating Budget

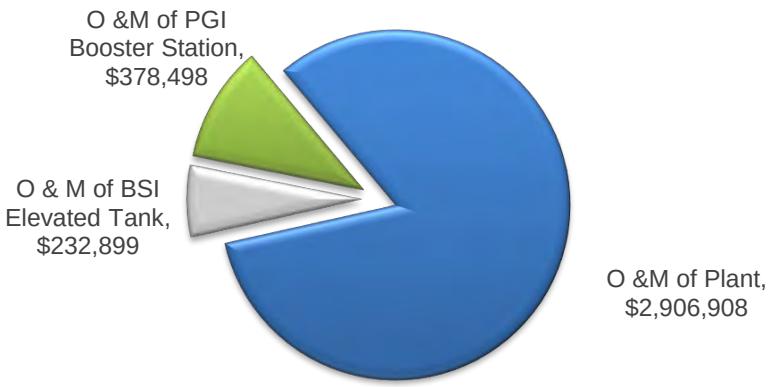
Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	1,243,920	1,308,279	1,356,402	1,234,765	1,357,665
Operating	1,652,599	1,966,131	1,889,145	1,887,830	1,993,090
Capital Outlay	0	0	66,265	67,580	167,550
Total	**2,896,519**	**3,274,410**	**3,311,812**	**3,190,175**	**3,518,305**

The Actual FY 2017 and Actual FY 2018 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Utilities Supervisor	1	1	1	1	1
Treatmt Plant Chief Op	1	1	1	1	1
SCADA Analyst	0	1	1	1	1
Laboratory Technician	0	1	1	1	1
Treatmt Plant Mnt Chief	1	1	1	1	1
Operator A	6	5	5	5	5
Operator B	3	3	3	3	3
Instrumentation Technician	1	1	1	1	1
Utilities Mntce Worker III	3	3	3	3	3
Treatmt Plant Op Trainee	1	1	1	1	1
Total	17	18	18	18	18

Service Costs



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1621		Asset Tag	5490	Purchase Price (if Known)		$ 18,496
Make	Ford	Model	F150XL		Year	2006	Age 13
Current Mileage	93,625				Life to Date Maintenance Cost		$ 6,770
Description	4x4 F150 pickup truck 2 door						

Recent Major Repair(s) to extend life:	Known Problems:
Replaced brakes, coil, tires and repaired front axle assembly.	Front axle 4x4 rough sounding

Description of Requested Replacement:	Estimated Cost of Replacement
Increased capacity: 4x4 1 ton pickup truck with crane for use in the well field	$ 140,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ■ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ■ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Past anticipated end of service life	It would necessary to increase the repair and maintenance budget, lease a truck and/or the staff would use another truck and have a crew not working. Additional needs for well field would require rental equipment.

If vehicle or equipment is replaced – will it be auctioned: ■ Yes ☐ NO
If No, Requested use?

Photo (s):



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1621		Asset Tag	5516	Purchase Price (if Known)			$ 42,555
Make	John Deere	Model	6415		Year	2006	Age	13
Current Mileage	8,250				Life to Date Maintenance Cost			$ 6,476
Description	4x4 Tractor							

Recent Major Repair(s) to extend life:	Known Problems:
Fuel Lines replaced Hydraulic lines replaced Tires	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
4x4 Tractor	$ 50,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5	☐ 2020 ☒ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5	☐ 2020 ☒ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	Would need to contract out the upkeep of 166 acres.

If vehicle or equipment is replaced – will it be auctioned: ☒ Yes ☐ NO
If No, Requested use?

Photo (s):



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1621		Asset Tag	6902	Purchase Price (if Known)		$ 17,685
Make	Ford	Model	Ranger		Year	2011	Age 8
Current Mileage	77,603				Life to Date Maintenance Cost		$ 7,685
Description	Compact pickup truck 4x2						

Recent Major Repair(s) to extend life:	Known Problems:
Replaced brakes, battery and tires	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
Compact pickup truck 4x2	$ 20,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ■ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ■ 3 ☐ 4 ☐ 5	☐ 2020 ■ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	Increased maintenance costs. Staff would use another truck to collect bacti's and have a crew not working, which could cause a delay in operations.

If vehicle or equipment is replaced – will it be auctioned: ■ Yes ☐ NO
If No, Requested use?

Photo (s):



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1621		Asset Tag	5492	Purchase Price (if Known)		$ 80,393
Make	Freightliner	Model	M2112		Year	2006	Age 13
Current Mileage	13,737 Hours				Life to Date Maintenance Cost		$ 78,254
Description	Conventional Cab 2 door dump truck						

Recent Major Repair(s) to extend life:	Known Problems:
Air conditioning Starter Air tank and system	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
Conventional Cab 2 door dump truck	$ 90,000

Scoring Criteria

<- Highest Concern -- Lowest Concern -> Safety: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	End of Life - Fiscal Year ☑ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate -> Efficiency: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	Requested Fiscal Year for replacement ☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	We would be using one truck for the sludge operations which would cause a back load of sludge. Would not be able to haul sludge from the press and clean drying beds at the same time.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1621		Asset Tag	6829	Purchase Price (if Known)		$ 60,520
Make	International	Model	4300M7 Durastar		Year	2008	Age 11
Current Mileage	7,176				Life to Date Maintenance Cost		$ 9,058
Description	Conventional Cab 2 door dump truck						

Recent Major Repair(s) to extend life:	Known Problems:
Replaced air compressor Rear axle shaft Starter	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
Conventional Cab 2 door dump truck	$ 70,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	Without this dump truck the sludge would start to back up. Would not be able to haul sludge from the drying beds and press at the same time.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1621		Asset Tag	6834	Purchase Price (if Known)		$ 106,116
Make	JCB	Model	426ZX		Year	2007	Age 12
Current Mileage	914 Hours				Life to Date Maintenance Cost		$ 28,822
Description	Rubber tire articulated loader 2.6 yard						

Recent Major Repair(s) to extend life:

Seal kits
Valve body
Tie rod kit
Lift cylinders
Auxiliary relief valve

Known Problems:

None at this time

Description of Requested Replacement:

Articulated loader

Estimated Cost of Replacement

$ 100,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->

Safety: ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5

End of Life - Fiscal Year

☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☒ 2024

<- Most Costly -- Least Costly to Operate ->

Efficiency: ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5

Requested Fiscal Year for replacement

☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☒ 2024

Provide explanation for requested fiscal year of replacement:

Anticipated end of service life

If this vehicle or equipment is not replaced, what are the alternatives:

Would need to rent a loader to move sludge piles, otherwise would be unable to manage the piles.

If vehicle or equipment is replaced – will it be auctioned: ☒ Yes ☐ NO

If No, Requested use?

Photo (s):



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1621		Asset Tag	6850	Purchase Price (if Known)		$ 7,802
Make	Carolina Skiff	Model	1965DLX		Year	2008	Age 11
Current Mileage	330 Hours				Life to Date Maintenance Cost		$ 1,864
Description	Boat						

Recent Major Repair(s) to extend life:	Known Problems:
Performed engine work	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
Boat	$ 12,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☒ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☒ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	We would not be able to treat the reservoir for algae and would need to hire contractor.

If vehicle or equipment is replaced – will it be auctioned: ☒ Yes ☐ NO
If No, Requested use?

Photo (s):



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1621		Asset Tag	6967	Purchase Price (if Known)		$ 7,830
Make	John Deere	Model	Gator TX		Year	2015	Age 4
Current Mileage	324 Hours				Life to Date Maintenance Cost		$ 147
Description	4x4 All Terrain Vehicle						

Recent Major Repair(s) to extend life:	Known Problems:
Preventative maintenance	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
4x4 All Terrain Vehicle	$ 12,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☑ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☑ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	Staff would have to carry tools into areas that the trucks will not go.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1621		Asset Tag	6968	Purchase Price (if Known)		$ 7,830
Make	John Deere	Model	Gator TX		Year	2015	Age 4
Current Mileage	461 Hours				Life to Date Maintenance Cost		$ 168
Description	4x4 All Terrain Vehicle						

Recent Major Repair(s) to extend life:	Known Problems:
Preventative maintenance	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
4x4 All Terrain Vehicle	$ 12,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☑ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☑ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	Staff would have to carry tools into areas that the trucks will not go.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1621		Asset Tag	6922	Purchase Price (if Known)		$ 21,760
Make	BilJax	Model	Boomlift		Year	2014	Age 5
Current Mileage					Life to Date Maintenance Cost		$ 436
Description	34' Boom lift 1 axle						

Recent Major Repair(s) to extend life:	Known Problems:
Replaced hydraulic spool valve battery	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
34' Boom lift 1 axle	$ 25,100

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	The storm shutters would need to be installed with a ladder and getting on top of tanks would also be by ladder.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):



FUNCTION:

The Water Distribution Division is responsible for the maintenance of the water distribution system which consists of 240 miles of water main, serving an area of approximately 38 square miles. Normal operations include meter installation, leak repair, hydrant maintenance, cross connection control, new water main and service installations, and related tasks.

ACCOMPLISHMENTS:

The City of Punta Gorda serves an area of approximately 38 square miles which includes 240 linear miles of pipeline of various sizes.

BUDGET NARRATIVE:

Proposed Budget reflects the continued operation and maintenance of the Water Distribution System, which includes the following activities:

- The maintenance of 1,242 fire hydrants.
- The repair of approximately 50 fire hydrants per year found broken.
- The replacement of approximately 10-20 fire hydrants per year found broken and too old for repairs.
- The flow testing of fire hydrants for outside engineering firms as requested.
- The annual inspection and exercising of approximately 2,100 valves.
- The installation of approximately 300 new water meters per year.
- The repair of approximately 500 water leaks per year including service breaks and water mains.
- The annual replacement of 14,000 feet of pipeline that is inferior due to type or age and results in improved flow and quality.
- A Cross Connection Control Program to protect the water system from contamination.
- The installation and testing of backflow prevention assemblies at City facilities.
- The installation of automatic flushing devices throughout the water system at locations selected by the water treatment plant.
- The installation of sampling stations throughout the water distribution system at locations selected by the water treatment plant.
- The painting of water line pipes crossing bridges to prevent or reduce corrosion of the pipes.
- The restoration of approximately 1,200 locations annually, using staff to sod and install small road patches wherever possible.
- The location and marking of City water & wastewater lines at nearly 5,500 sites annually for contractors working in the right-of-way to prevent damage to City utilities.

The FY 2020 Budget includes the replacement of a 6 inch trailer mounted pump and a backhoe as scheduled in five year plan.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
- Goal: Continue best management practices in financial planning

PRIORITY: INFRASTRUCTURE SUSTAINABILITY
- Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
- Goal: Apply best management practices & systems in infrastructure maintenance
- Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: QUALITY OF LIFE
- Goal: Improve the City's water quality

MISSION AND OBJECTIVES

To operate and maintain water distribution facilities to provide reliable service to customers; Construct improvements to meet anticipated service standards. Construct improvements to increase reliability, safety, and efficiency.

INITIATIVES AND ACTION ITEMS

To perform repairs to water line breaks and service interruptions. Continue preventative maintenance program to distribution facilities. Construct system improvements to meet increased capacity needs, and improve reliability and safety to workers and public. Compliance with Florida Department of Environmental Protection rules relating to Water Distribution System activities.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
Repairs	197	211	200	200
Locate Tickets	5,347	5,479	5,500	5,500
Meters Installed	155	298	300	300
Efficiency:				
Cost per ERU (Budget Basis)	$81.96	$88.49	$93.90	$98.00
Service Quality:				
Meters replaced or serviced-10 yr sched.	423	12,000	Program on hold	0
Compliance with required drinking water standards as measured in the distribution system monthly samples	100%	100%	100%	100%
Outcome:				
Water ERUs	22,114	22,426	22,600	22,715

RESULTS

Water Distribution Division performs operation and maintenance of the water distribution lines in the utility service area. Primary activities consist of installation of meters, responding to customer service requests, performing repairs to utility damages and line breaks, and performing repair and replacement maintenance projects to upgrade existing facilities. Program activities also include underground utility protection under direction of Sunshine One Call of Florida. Ongoing programs include: A Cross Connection Control program that monitors and prevents hazardous substances from entering distribution system piping; a Fire Hydrant Maintenance Program; and a Water Main Valve exercising program to identify and replace defective valves.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
WATER DISTRIBUTION SUMMARY

Operating Budget

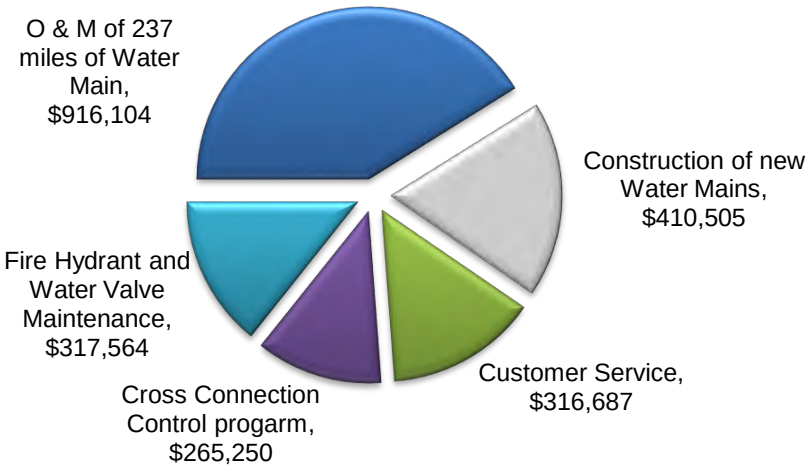
Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	1,152,876	1,244,961	1,266,217	1,232,490	1,337,665
Operating	659,683	713,244	787,723	789,620	788,445
Capital Outlay	0	0	100,000	100,000	100,000
Total	**1,812,559**	**1,958,205**	**2,153,940**	**2,122,110**	**2,226,110**

The Actual FY 2017 and Actual FY 2018 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Utilities Supervisor	1	1	1	1	1
Utilities Senior Crew Chief	1	1	1	1	1
Cross Conn Control Coord	1	1	1	1	1
Utilities Op Coordinator	1	1	1	1	1
Utilities Service Coord	1	1	1	1	1
Utilities Crew Chief	3	3	3	3	3
Utilities Mntce Worker III	4	4	4	4	4
Utilities Mntce Worker II	3	3	3	3	3
Utilities Mntce Worker I	1	1	1	1	1
AMI Technician	0	0	0	1	1
Util Mntc Wkr III part-time	0.5	0.5	0.5	0	0
Total	16.5	16.5	16.5	17	17

Service Costs



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1626		Asset Tag	4435	Purchase Price (if Known)		$ 16,000
Make	THOMPSON	Model	6 INCH PUMP		Year	2000	Age 19
Current Mileage					Life to Date Maintenance Cost		$ 12,075
Description	Trailer Mounted 6 Inch Trash Pump						

Recent Major Repair(s) to extend life:	Known Problems:
None	Most systems are worn out

Description of Requested Replacement:	Estimated Cost of Replacement
Trailer Mounted 6 Inch Trash Pump	$ 25,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ■ 2 ☐ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ■ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life. This is an important piece of equipment that is getting less reliable every year.	It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs. May need to borrow another division's pump or rent the equipment.

If vehicle or equipment is replaced – will it be auctioned: ■ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1626		Asset Tag	5418	Purchase Price (if Known)		$ 54,962
Make	Caterpillar	Model	420 D		Year	2002	Age 17
Current Mileage					Life to Date Maintenance Cost		$ 54,000
Description	Backhoe with enclosed cab						

Recent Major Repair(s) to extend life:	Known Problems:
None	Equipment has very high hours and most systems are worn out

Description of Requested Replacement:	Estimated Cost of Replacement
Backhoe	$ 75,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ■ 2 ☐ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ■ 2 ☐ 3 ☐ 4 ☐ 5	■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
High hours and has outlived useful service life	It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs. May need to borrow another division's equipment or rent.

If vehicle or equipment is replaced – will it be auctioned: ■ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1626		Asset Tag	5512	Purchase Price (if Known)		$ 22,890
Make	FORD	Model	EXPLORER		Year	2006	Age 13
Current Mileage	60,000				Life to Date Maintenance Cost		$ 5,000
Description	4 DOOR FORD EXPLORER						

Recent Major Repair(s) to extend life:	Known Problems:
Typical maintenance	Rust through and poor paint

Description of Requested Replacement:	Estimated Cost of Replacement
Sport Utility Vehicle	$ 30,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5	☐ 2020 ☒ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5	☐ 2020 ☒ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☒ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1626		Asset Tag	6815	Purchase Price (if Known)		$ 30,461
Make	FORD	Model	F250		Year	2008	Age 11
Current Mileage	111,000				Life to Date Maintenance Cost		$ 0
Description	EXTENDED CAB 4X4 PICKUP TRUCK						

Recent Major Repair(s) to extend life:	Known Problems:
TYPICAL MINOR REPAIRS	MANY SYSTEMS ARE GETTING WORN OUT FROM DAILY USE

Description of Requested Replacement:	Estimated Cost of Replacement
3/4 Ton pickup truck, 4x4, extended cab	$ 40,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	☐ 2020 ☑ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☑ 2 ☐ 3 ☐ 4 ☐ 5	☐ 2020 ☑ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Vehicle used by senior crew chief and is an important part of our operation. Need for a reliable vehicle.	Increase repair and maintenance budget. Use another division's vehicle during repairs or until replaced.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1626		Asset Tag	6814	Purchase Price (if Known)		$ 21,308
Make	FORD	Model	ESCAPE		Year	2008	Age 11
Current Mileage	52,500				Life to Date Maintenance Cost		$ 6,000
Description	4 DOOR COMPACT SPORT UTILITY						

Recent Major Repair(s) to extend life:	Known Problems:
TYPICAL MINOR REPAIRS	MANY SYSTEMS ARE GETTING WORN OUT FROM DAILY USE

Description of Requested Replacement:	Estimated Cost of Replacement
Compact Sport Utility Vehicle	$ 33,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☒ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☒ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
This is used by multiple employees daily and is the pool vehicle. Need for a reliable vehicle.	Increase repair and maintenance budget. Use another division's vehicle during repairs or until replaced.

If vehicle or equipment is replaced – will it be auctioned: ☒ Yes ☐ NO
If No, Requested use?

Photo (s):





FUNCTION:

The Wastewater Collection division is responsible for the operation and maintenance of 118 sewage pumping stations along with 130 miles of gravity sewer mains located in a 30 square mile area. This division also includes the Pretreatment Program and Instrumentation Control and Calibration Unit.

The division is made up of 15 employees. Twelve members of the division are dedicated to customer-related problems, lift station maintenance and repair, televising of gravity mains, repairs to mainlines and services that include installation of sectional cured–in-place-pipe (CIPP) liners and to the conveyance of wastewater to the City's treatment plant.

One of the members responsibilities include basic electrical work, calibration of electronic instrumentation and telemetry equipment for the Collections division.

To finish out the field, one member serves as the Pretreatment Coordinator. This person is responsible for monthly FOG (fats, oils and greases) inspections of local restaurants and fast food establishments. This person also is involved in code compliance issues related to the City's pretreatment ordinance.

ACCOMPLISHMENTS:

Inflow Abatement Program: Made repairs and coated the interior walls of 14 manholes within the system. **Joint Projects:** Made multiple repairs to gravity system as part of the Paving Program. **Liftstation Maintenance:** Liftstation 62 - Complete wet well rehabilitation that included discharge pipe replacement, base elbow replacement. **Force Main Replacement**: Installed 3,700 Ft of 20 inch force main at the Wastewater Treatment Plant. **Gravity Replacement:** Replaced 390 lf of gravity main on W. Retta Esplanade. Installed 370 lf of new gravity sewer main on Durrance st. The pre-treatment (F.O.G.) program continues to show positive results in decreasing the amount of F.O.G. in the collection system.

BUDGET NARRATIVE:

Proposed budget reflects continued normal operation and maintenance of the wastewater collection system consisting of cost associated with the repair and maintenance of 118 lift stations, repair and replacement of various horse power pumps within the system; the repair and new installation of gravity sewer mains and services; electrical maintenance, repair and replacement of electrical components for 118 pump control panels; the cosmetic maintenance on 118 lift stations; and the closed circuit televising of on avg. 40,000 ft of gravity sewer main.

There are no staffing changes. The FY 2020 budget includes the replacement of a utility truck, and addition of a pan & tilt tracking camera for closed circuit televising of sewer mains.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
- Goal: Continue best management practices in financial planning

PRIORITY: INFRASTRUCTURE SUSTAINABILITY
- Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
- Goal: Apply best management practices & systems in infrastructure maintenance
- Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: QUALITY OF LIFE
- Goal: Improve the City's water quality

MISSION AND OBJECTIVES

To operate and maintain wastewater collection facilities to provide reliable service to customers. Construct improvements to meet anticipated service standards. Construct improvements to increase reliability, safety, and efficiency.

INITIATIVES AND ACTION ITEMS

Reduce infiltration entering the wastewater collection system. Continue the preventitive maintence and valve exercise program to reduce the number of emergency repairs, equipment failure and replacement costs. Continue the pre-treatment program to reduce illicit inflows, oils, and grease. Construct system improvements to meet increased capacity needs, and improve reliability and safety to workers and the public. Compliance with Florida Department of Environmental Protection rules relating to all Wastewater Collection System activities.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
# Lift Station upgrades	32 including control panel modifications	30 including control panel modifications	35 including control panel modifications	20 including control panel modifications
Inflow abatement treatment – LS Area	Smoke tested 120,000 lf of gravity main. Resealed 56 manhole chimneys	Smoke Tested 8,000 lf of gravity main. Found no defects in chimney seals	Smoke test 205,000 lf of gravity main. Make the necessary repairs to chimney seals	Smoke test 120,000 lf of gravity main. Make the necessary repairs to chimney seals
Gravity Main Installation	980 lf	557 lf	700 LF	800 LF
Force Main Installation	0	0	0	0
Pretreatment compliance	100%	100%	100%	100%
Efficiency:				
Cost per Wastewater ERU (Budget Basis)	$126.95	$110.31	$126.09	$125.03

(continued)

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Service Quality:				
Feet of lines video inspected and cleaned	55,000	63,000	70,000	80,000
Outcome:				
Collection Repairs	74	76	70	70
Force Main Repairs	8	4	3	4
Station Repairs	102	140	100	110
Sectional Liner Repairs	0	0	8	8
Preventative Maintenance Work Orders Completed	1,663	1,300	1,400	1,400

RESULTS

Inflow Abatement Program: Made repairs and coated the interior walls of 14 manholes within the system. **Joint Projects:** Made multiple repairs to gravity system as part of the Paving Program. **Liftstation Maintenance:** Liftstation 62 - Complete wet well rehabilitation that included discharge pipe replacement, base elbow replacement. **Gravity Replacement:** Replaced 390lf of gravity main on W. Retta Esplanade. Installed 370 lf of new gravity sewer main on Durrance St. The pre-treatment (F.O.G.) program continues to show positive results in decreasing the amount of F.O.G. in the collection system.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
WASTEWATER COLLECTION SUMMARY

Operating Budget

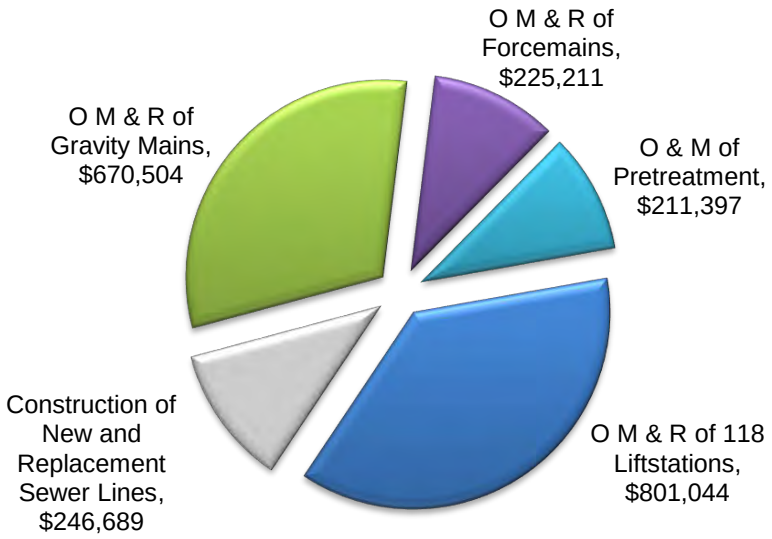
Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	951,071	1,112,493	1,043,939	1,031,695	1,108,130
Operating	733,864	808,790	811,075	820,375	934,415
Capital Outlay	0	0	210,000	310,290	112,300
Total	**1,684,935**	**1,921,283**	**2,065,014**	**2,162,360**	**2,154,845**

The Actual FY 2017 and Actual FY 2018 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Utilities Supervisor	1	1	1	1	1
Utilities Senior Crew Chief	1	1	1	1	1
Electrician	1	1	1	1	1
Pre-treatment Coordinator	1	1	1	1	1
Utilities Crew Chief	3	3	3	3	3
Utilities Mntce Worker III	4	4	4	4	4
Utilities Mntce Worker II	3	3	3	3	3
Utilities Mntce Worker I	1	1	1	1	1
Total	15	15	15	15	15

Service Costs



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1622		Asset Tag	5447	Purchase Price (if Known)			$ 24,549
Make	Ford	Model	F250		Year	2004	Age	15
Current Mileage	120,042				Life to Date Maintenance Cost			$ 18,718
Description	Crew Cab Ford F250 3/4 Ton 4WD 4 Door Pickup							

Recent Major Repair(s) to extend life:	Known Problems:
Replaced upper & lower ball joints.	No known issues at this time

Description of Requested Replacement:	Estimated Cost of Replacement
Increased capacity: 1 Ton 4 door 4WD Diesel with utility body, 9 ft cranebed	$ 70,000

Scoring Criteria

<- Highest Concern -- Lowest Concern -> Safety: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	End of Life - Fiscal Year ☑ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate -> Efficiency: ☐ 1 ☐ 2 ☐ 3 ☑ 4 ☐ 5	Requested Fiscal Year for replacement ☑ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
Provide explanation for requested fiscal year of replacement: Anticipated end of service life. Reliability of vehicle. Mileage. Vehicle no longer meets division needs.	If this vehicle or equipment is not replaced, what are the alternatives: It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1622		Asset Tag	6901	Purchase Price (if Known)		$ 17,685
Make	Ford	Model	Ranger		Year	2012	Age 7
Current Mileage	86,949				Life to Date Maintenance Cost		$ 10,170
Description	Ford Ranger 1/4 Ton 2WD Pickup						

Recent Major Repair(s) to extend life:	Known Problems:
Replaced upper control arm bushings & lower ball joints	No known issues at this time

Description of Requested Replacement:	Estimated Cost of Replacement
1/4 Ton 2WD Pickup	$ 36,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ■ 3 ☐ 4 ☐ 5	☐ 2020 ■ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☐ 3 ■ 4 ☐ 5	☐ 2020 ■ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life. Reduced reliability and high mileage	It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ■ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1622		Asset Tag	5475	Purchase Price (if Known)			$ 15,709
Make	Ford	Model	F150		Year	2005	Age	14
Current Mileage	82,919				Life to Date Maintenance Cost			$ 14,305
Description	Ford F150 1/2 Ton 2WD Extended Cab Pickup							

Recent Major Repair(s) to extend life:	Known Problems:
Normal maintenance	No known issues at this time

Description of Requested Replacement:	Estimated Cost of Replacement
1/2 Ton 2WD Extended Cab Pickup	$ 35,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ■ 3 ☐ 4 ☐ 5	☐ 2020 ■ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☐ 3 ■ 4 ☐ 5	☐ 2020 ■ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life. Reliability, High Mileage	It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ■ Yes ☐ NO
If No, Requested use?

Photo (s):



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1622		Asset Tag	6824	Purchase Price (if Known)			$ 32,807
Make	Ford	Model	F250		Year	2008	Age	11
Current Mileage	107,486				Life to Date Maintenance Cost			$ 18,837
Description	Ford F250 3/4 Ton Diesel 4WD Extended Cab w/Service Body 6 Ft Bed							

Recent Major Repair(s) to extend life:	Known Problems:
Normal Maintenance	No known issues at this time

Description of Requested Replacement:	Estimated Cost of Replacement
3/4 Ton Diesel 4WD Extended Cab w/Service Body 6 Ft Bed	$ 65,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☑ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☐ 3 ☑ 4 ☐ 5	☐ 2020 ☐ 2021 ☑ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life. High mileage and reduced reliability.	It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1622		Asset Tag	5510	Purchase Price (if Known)			$ 22,060
Make	Ford	Model	F250		Year	2006	Age	13
Current Mileage	81,370				Life to Date Maintenance Cost			$ 17,082
Description	Ford F250 3/4Ton Diesel 4WD Extended Cab Pickup							

Recent Major Repair(s) to extend life:	Known Problems:
Repaired U-joints and pinion bearings. Replaced cab & body mounts.	No known issues at this time

Description of Requested Replacement:	Estimated Cost of Replacement
3/4Ton Diesel 4WD Extended Cab Pickup	$ 45,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ■ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ■ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☐ 3 ■ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ■ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life. High mileage and reduced reliability.	It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ■ Yes ☐ NO
If No, Requested use?

Photo (s):



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1622		Asset Tag	5461	Purchase Price (if Known)		$ 45,846
Make	John Deere	Model	310SG Backhoe		Year	2004	Age 15
Current Mileage	868 hrs				Life to Date Maintenance Cost		$ 10,077
Description	John Deere 2 WD Backhoe						

Recent Major Repair(s) to extend life:	Known Problems:
Rebuilt RH stabilizer and swing cylinders	No known issues at this time

Description of Requested Replacement:	Estimated Cost of Replacement
4 Wheel Drive Backhoe	$ 80,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☐ 3 ☑ 4 ☐ 5	☐ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☑ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life Reliability	It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):



FUNCTION:

The Wastewater Treatment division operates and maintains the Punta Gorda Wastewater Management System. This includes a 4.0 Million Gallon per Day (MGD) conventional secondary wastewater treatment plant and the Master and Booster Pumping Stations. Wastewater BioSolids are beneficially reclaimed by land application to on-site agriculture fields. The treated water is discharged down a 12 MGD Deep Injection Well.

ACCOMPLISHMENTS:

Over 940 million gallons of treated wastewater was pumped into the City's Deep Injection Well last year. This equates to an average daily flow of over 2.0 million gallons per day and resulted in 417 dry tons of BioSolids that required disposal on the plant site. All permit requirements have been met utilizing the Deep Well for effluent disposal and the agriculture fields for BioSolids disposal.

Filtration and high level disinfection improvements to the City's wastewater treatment plant have been on line for several years and is required by the Environmental Protection Agency for the continued use of the deep injection well. These improvements produce an effluent that meets public access quality reclaimed water.

In accordance with the BioSolids rule, under the administration of the Florida Department of Environmental Protection, the division presented the DEP with the 2019 Nutrient Management Report.

Permit# FLA118371 to operate the wastewater plant was issued under Chapter 403, Florida Statutes.

Hurricane windows were installed on the Administration building.

The belt drying press was moved to a new location, set on a skid, and had new electrical service installed.

The north sludge pond was relined. New force main was installed from field 12 to the wastewater plant.

BUDGET NARRATIVE:

The proposed budget reflects the continued normal operation and maintenance of the Wastewater Treatment Plant, Master and Booster pump stations, as well as the 884 acre site.

Budgeted outlay reflects funding needed to maintain staffing and maintenance requirements as mandated by Florida Administrative Code 62-699.310 and 62-602.650, while providing a means to continue normal plant operations.

An operator trainee position continues to be budgeted to prepare the division for anticipated staff turnover. This position is to be reviewed each time there is a vacancy for future needs.

The FY 2019 budget includes the replacement of a 1996 backhoe as well as replacement pumps, motors, mixers, and blowers for the plant. Software purchases for maintenance scheduling and for plant operations control are budgeted.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
- Goal: Continue best management practices in financial planning

PRIORITY: INFRASTRUCTURE SUSTAINABILITY
- Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
- Goal: Apply best management practices & systems in infrastructure maintenance
- Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: QUALITY OF LIFE
- Goal: Improve the City's water quality

MISSION AND OBJECTIVES

To operate and maintain the City's Wastewater Treatment Facilities within the Florida Department of Environmental Protection and U. S. Environmental Protection Agency's operating permit requirements.

INITIATIVES AND ACTION ITEMS

To protect public health and enhance the environment, by ensuring the responsible treatment and beneficial disposal of domestic waste, through efficient and effective operation and maintenance of the City's Wastewater Treatment Facilities, and maintaining compliance with all permit requirements.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
Million Gallons wastewater treated	936	960	989	990
Tons of Bio-Solids Treated	373	390	401	400
Efficiency:				
Cost per 1000 gallons of treated wastewater (Budget Basis)	$3.03	$2.98	$3.34	$3.54
Service Quality:				
Deviation from regulatory standards	None	None	None	None
Outcome:				
Wastewater ERUs	16,602	16,935	17,150	17,235

RESULTS

Treated wastewater met all required permit conditions. There were no operating permit violations.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
WASTEWATER TREATMENT SUMMARY

Operating Budget

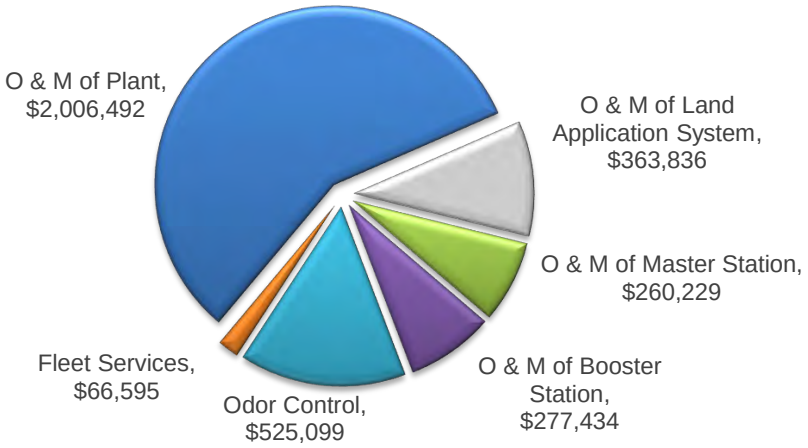
Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	1,067,271	1,193,286	1,169,816	1,185,050	1,256,260
Operating	1,568,640	1,526,963	1,800,320	1,813,390	1,955,440
Capital Outlay	0	0	304,825	304,825	288,000
Total	**2,635,911**	**2,720,249**	**3,274,961**	**3,303,265**	**3,499,700**

The Actual FY 2017 and Actual FY 2018 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Utilities Supervisor	1	1	1	1	1
Treatment Plant Chief Op	1	1	1	1	1
Treatmnt Plant Mtce Chief	1	1	1	1	1
Operator A	4	4	4	4	4
Operator B	1	1	1	1	1
Operator C	1	1	1	1	1
Instrumentation Technician	1	1	1	1	1
Utilities Mntce Worker III	3	3	3	3	3
Utilities Mntce Worker II	1	1	1	1	1
Ttrmt Plant Oper Trainee	1	1	1	1	1
Part-Time Clerk	0	0.5	0.75	0.75	0.75
Total	15	15.5	15.75	15.75	15.75

Service Costs



Capital Outlay Program
Project Detail

Project Title: Pumps, Motors, Mixers, Blowers, Effluent Pumps

Acct #: 402-1625-535-6403 **Project Code:** N/A

Stategic Priority:
Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Maximize use of new technology in applicable areas.
Apply best management practices & systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 138,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 538,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	538,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	538,000

4. Sources of Financing:

	Local	State	Federal
1st Yr.	UF		
2nd Yr.	UF		
3rd Yr.	UF		
4th Yr.	UF		
5th Yr.	UF		

5. Status of Project:
x Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
x No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
No operating cost changes are foreseen
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
x No Effect
$ _____ Total

Department:
Wastewater Treatment

Contact Person:
Dave Brooks

Project Description:

FY 2020-FY 2024
Equipment to be replaced as needed.

FY 2020 includes clarifiers as well.

Project Justification:

Annual program to replace equipment as needed if repairing is not cost effective.

* FUNDING SOURCES (SEE PAGE 8.05)

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1625		Asset Tag	3777A	Purchase Price (if Known)		$ 35,000
Make	Ford	Model	5550		Year	1996	Age 23
Current Mileage	2119 hours				Life to Date Maintenance Cost		$ 40,511
Description	Front end loader with backhoe attachment						

Recent Major Repair(s) to extend life:	Known Problems:
No recent repairs have been done due to age of equipment. Not cost effective	Loss of power, motor leaking, most of the backhoe joints are worn and in need of replacement

Description of Requested Replacement:	Estimated Cost of Replacement
Backhoe	$ 120,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☑ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	☑ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☑ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	☑ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Vehicle is beyond end of anticipated end of life	Contracting out repairs of underground pipes and valves or renting equipment when needed during emergency leak repairs which may cause service delays.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1625		Asset Tag	3732	Purchase Price (if Known)		$ 67,490
Make	John Deere	Model	544G		Year	1994	Age 25
Current Mileage	Hours unavailable				Life to Date Maintenance Cost		$ 47,523.42
Description	3 yard loader with rubber tires						

Recent Major Repair(s) to extend life:	Known Problems:
No recent repairs have been made due to equipments age and parts availability.	Digital display for instrumentation is non functioning, Cab a/c is non functioning, Emergency brake is non functioning, Electric draw during idle times is discharging battery, cab has severe rust issue, cracked and de-laminating windows in cab, several hydraulic clyinders are leaking fluid.

Description of Requested Replacement:	Estimated Cost of Replacement
3 Yard loader with tracks or tires (4x4) with air conditioned cab.	$ 125,000

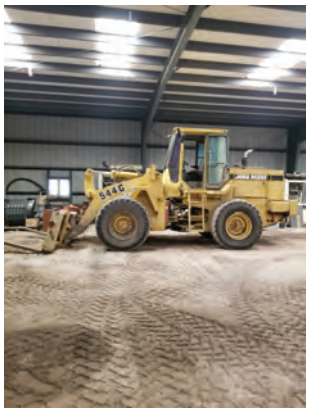
Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☑ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	☐ 2020 ☑ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☑ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	☐ 2020 ☑ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Has reached end of service life	Contract out work in fields or rent/lease equipment

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1625		Asset Tag	5227	Purchase Price (if Known)		$ 9,727
Make	Bush Hog	Model	3715 Flexwing		Year	2001	Age 18
Current Mileage	N/A				Life to Date Maintenance Cost		$ 4,903
Description	15' foot batwing rotary mower						

Recent Major Repair(s) to extend life:	Known Problems:
Welded on patch panels to cover rusted sections of the decks.	Rusted decks are patched, gear boxes are wearing out.

Description of Requested Replacement:	Estimated Cost of Replacement
15' batwing mower, 500 rpm pto driven with airless tires	$ 17,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	☑ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☑ 2 ☐ 3 ☐ 4 ☐ 5	☐ 2020 ☑ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Decks are requiring more rust sections to be patched, gear boxes will be worn out and would have to be replaced.	Contract out the mowing of plant grounds and perimeter berm roads.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):



FUNCTION:

The Fleet Maintenance Division operates and maintains all vehicles and equipment used in the Utilities department, as well as maintaining a fleet of cars, trucks and other light equipment specifically for Public Works. To accomplish this they provide the following services: routine services on engines, driveline, tires, brakes, and electrical systems.

This is accomplished by maintaining a comprehensive preventative maintenance program, detailed record keeping, emergency response service, and coordination of repairs with outside vendors.

Besides maintaining the City's Utilities and Public Works fleet, this division also assists in preparation of vehicle specifications and assists Procurement with contract specifications for vehicles, parts, and repair services. Fleet makes a conscious effort to conserve and protect our environment by ensuring all local, state and federal guidelines are followed.

ACCOMPLISHMENTS:

Accomplishments include maintaining serviceability, safety, appearance and extending the life span of existing Utilities and Public Works fleet. This was done by being conscious to minimize downtime of equipment through effective scheduling of preventative maintenance, and timely completion of unscheduled repairs.

BUDGET NARRATIVE:

Contracts have been established with outside vendors to provide many services at more competitive prices than previously experienced. Utility Maintenance employees assist the Fleet mechanic with in-house repairs.

Only one full-time mechanic remains in the Fleet division and an administrative assistant position is shared with Finance.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
- Goal: Continue best management practices in financial planning

PRIORITY: INFRASTRUCTURE SUSTAINABILITY
- Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
- Goal: Apply best management practices & systems in infrastructure maintenance
- Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: QUALITY OF LIFE
- Goal: Improve the City's water quality

MISSION AND OBJECTIVES

Complete projects managed by Fleet services effectively and efficiently.

INITIATIVES AND ACTION ITEMS

To maintain Utilities and Public Works vehicles and equipment, coordinate outside repairs to ensure that equipment operates properly in order for employees to perform their duties in completing projects throughout the City. Fleet is also responsible for cars, trucks, and other light equipment for several other City departments, including the review of technical specifications when ordering new equipment for the City.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
Total # of job orders	1,157	1,163	1,169	1,181
Efficiency:				
Average cost per job order (Budget Basis)	$150	$152	$212	$161
Service Quality:				
Average time per job order (in hours)	2.00	2.00	2.00	2.00
Outcome:				
% of job orders completed	99%	99%	99%	99%

RESULTS

Fleet division completed all maintenance and repairs that were scheduled or needed during this fiscal year.

The increase/decrease in both total number of job orders and average cost per job order over the years, are a reflection of either more frequent and more costly repairs being required as vehicles/equipment age or less frequency/warranty repairs being performed on recently purchased vehicles/equipment. Projected FY 2019 also includes replacement of the fleet truck.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
FLEET MAINTENANCE SUMMARY

Operating Budget

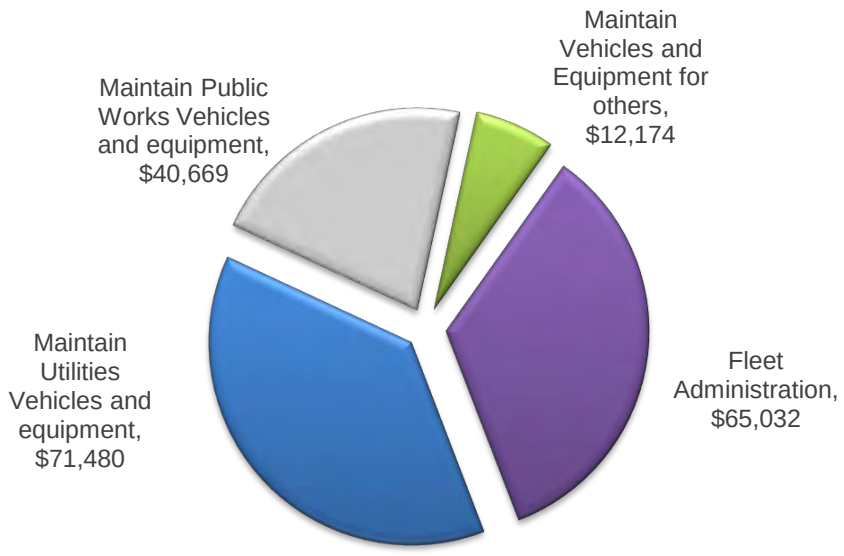
Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	135,490	147,043	140,536	141,915	137,650
Operating	38,704	39,897	56,820	56,820	51,705
Capital Outlay	0	0	0	49,335	0
Total	**174,194**	**186,940**	**197,356**	**248,070**	**189,355**

The Actual FY 2017 and Actual FY 2018 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Mechanic II	1	1	1	1	1
Admin Assistant	0.5	0.5	0.5	0.5	0.5
Total	1.5	1.5	1.5	1.5	1.5

Service Costs



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
NON DEPARTMENTAL SUMMARY

Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	0	0	30,000	30,000	20,000
Operating	3,733,056	3,928,768	732,072	732,117	415,445
Capital Outlay	0	0	0	0	0
Debt Service	51,574	41,083	0	0	0
Contribution to Interconnect	0	0	0	0	1,500,000
Transfers for Debt Service	0	415,801	744,200	744,200	1,017,500
Transfers for Capital	6,932,413	10,316,604	1,585,000	1,633,500	2,320,000
Transfers - Other	0	0	0	0	0
Projected Carryover-End	0	0	7,485,642	9,295,588	9,217,773
Total	**10,717,043**	**14,702,256**	**10,576,914**	**12,435,405**	**14,490,718**

DETAIL

ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
12-05 SICK ESCROW	0	0	30,000	30,000	20,000
* **PERSONNEL SERVICES**	**0**	**0**	**30,000**	**30,000**	**20,000**
31-00 PROFESSIONAL SERVICES	25,327	22,568	22,500	22,545	23,000
49-06 ADMINISTRATIVE CHARGES	668,840	688,905	709,572	709,572	392,445
59-00 DEPRECIATION EXPENSE	3,016,556	3,194,962	0	0	0
95-01 AMORTIZED RENT EXPENSE	22,333	22,333	0	0	0
* **OPERATING EXPENSES**	**3,733,056**	**3,928,768**	**732,072**	**732,117**	**415,445**
64-03 EQUIPMENT	0	0	0	0	0
* **CAPITAL OUTLAY**	**0**	**0**	**0**	**0**	**0**
72-07 INT DEBT REDUCT-ST REVOLV	51,574	41,083	0	0	0
* **DEBT SERVICE**	**51,574**	**41,083**	**0**	**0**	**0**
81-02 CONTRIB-UTIL INTERCONNECT	0	0	0	0	1,500,000
* **CONTRIB-UTIL INTERCONNECT**	**0**	**0**	**0**	**0**	**1,500,000**
91-31 UTILITIES CONSTRUCTION	6,932,413	10,316,604	1,585,000	1,633,500	2,320,000
91-39 STATE REVOLVING LOAN FUND	0	415,801	744,200	744,200	1,017,500
* **TRANSFERS**	**6,932,413**	**10,732,405**	**2,329,200**	**2,377,700**	**3,337,500**
99-03 PROJECTED CARRYOVER - END	0	0	7,485,642	9,295,588	9,217,773
* **ENDING RESERVES**	**0**	**0**	**7,485,642**	**9,295,588**	**9,217,773**
	10,717,043	**14,702,256**	**10,576,914**	**12,435,405**	**14,490,718**

The Actual FY 2017 and Actual FY 2018 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

City of Punta Gorda, FL
Water Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2017 through FY 2024

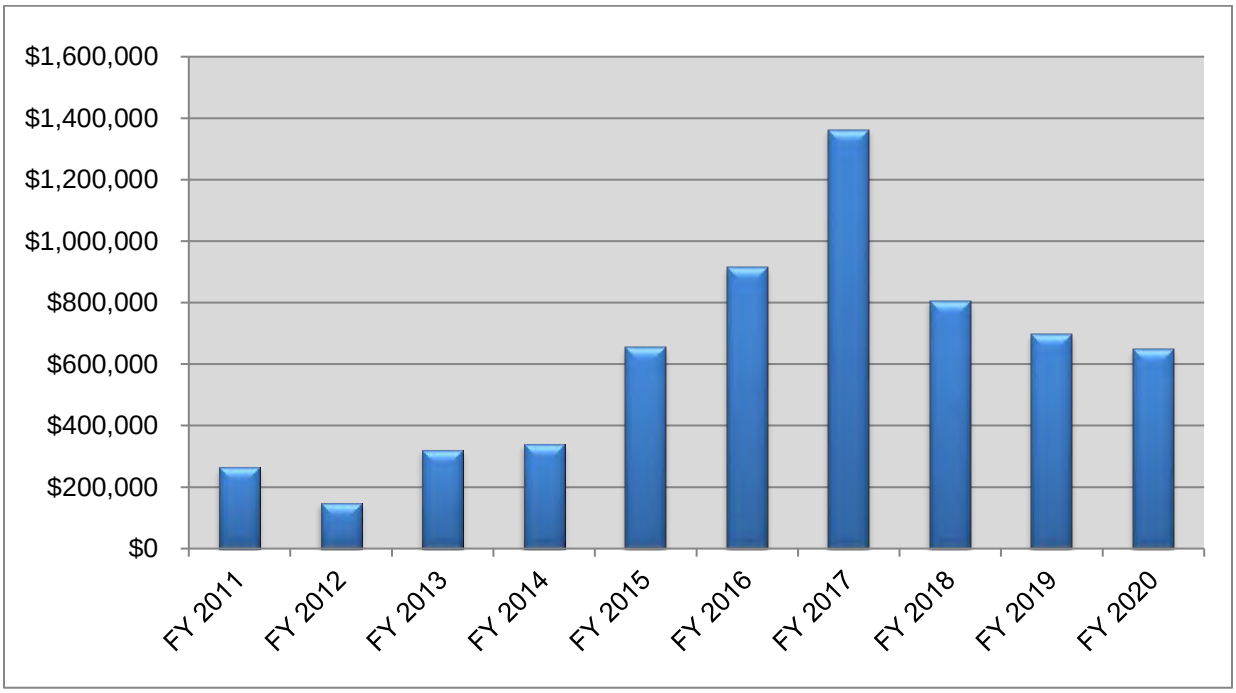
WATER SYSTEM IMPACT FEES and RELATED PROJECTS	**Actual FY 2017**	**Actual FY 2018**	**Budget FY 2019**	**Projected FY 2019**	**Budget FY 2020**	**Proforma FY 2021**	**Proforma FY 2022**	**Proforma FY 2023**	**Proforma FY 2024**
Revenues									
Residential	$ 1,361,272	$ 674,585	$ 650,000	$ 650,000	$ 650,000	$ 650,000	$ 650,000	$ 650,000	$ 650,000
Commercial	0	131,375	0	46,870	0	0	0	0	0
Interest on Investments	11,539	30,996	30,000	46,000	34,000	38,000	42,000	46,000	46,000
Total Revenues	1,372,811	836,956	680,000	742,870	684,000	688,000	692,000	696,000	696,000
Projects									
RO DIW & Plant Construction (1/2 debt svc)	0	0	0	0	296,250	592,500	592,500	592,500	592,500
Subtotal Transfers to Util. OM&R	0	0	0	0	296,250	592,500	592,500	592,500	592,500
Advanced Metering Infrastr.-AMI Est. (25%)	625,000	0	0	0	0	0	0	0	0
Generator for Plant (50%)	0	650,000	0	0	0	0	0	0	0
Taylor Rd Watermain repl (incr. capacity 30%)	0	0	0	0	0	975,000	0	0	0
Subtotal Transfers to Util. Construction	625,000	650,000	0	0	0	975,000	0	0	0
Total Expenditures	625,000	650,000	0	0	296,250	1,567,500	592,500	592,500	592,500
Revenues over (under) expenditures	747,811	186,956	680,000	742,870	387,750	(879,500)	99,500	103,500	103,500
Projected Carryover - Beginning	724,119	1,471,930	1,496,930	1,658,886	2,401,756	2,789,506	1,910,006	2,009,506	2,113,006
Projected Carryover - End	$ 1,471,930	$ 1,658,886	$ 2,176,930	$ 2,401,756	$ 2,789,506	$ 1,910,006	$ 2,009,506	$ 2,113,006	$ 2,216,506

The actual FY 2017 and FY 2018 columns are based on comparison to budget (non-GAAP) and therefore includes projected carryovers.

City of Punta Gorda
Water System Capacity Escrow
Water System Capacity Fees-Permits, Fees, & Special Assessments
415-0000-324-2135

The water system capacity fee is a one-time payment to cover the cost of the water system production capacity for new water meter installations. These funds can only be employed as allowed by law. It is based on the meter size. The fees are detailed in Code of Ordinances section 17-6. The details can be viewed at www.ci.punta-gorda.fl.us under Codes/Ordinances. In 2015 the City undertook a comprehensive rate & impact fee study. The study results for water system capacity fees were based upon the cost of current infrastructure and five year capital improvement program. As a result of the completed 2015 Utility Rate & Impact Study, the water impact fee rate decreased 6% or $178 in FY 2016. Impact fees can vary due to quantity of single family residential (sfr) units and inclusion of large development projects. FY 2020 estimates an average quantity of sfr units and excludes any large developments.

Fiscal Year	Revenue Amount	Percent Change
FY 2011	$264,205	83.0%
FY 2012	$148,520	-43.8%
FY 2013	$319,056	114.8%
FY 2014	$339,088	6.3%
FY 2015	$654,416	93.0%
FY 2016	$914,335	39.7%
FY 2017	$1,361,272	48.9%
FY 2018	$805,960	-40.8%
FY 2019	$696,870	-13.5%
FY 2020	$650,000	-6.7%



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
WATER SYSTEM CAPACITY ESCROW

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
21-35	WATER IMPACT FEES RESID	1,361,272	674,585	650,000	650,000	650,000
22-35	WATER IMPACT FEES COMM	0	131,375	0	46,870	0
*	**PERMITS,FEES & SPEC ASSMT**	**1,361,272**	**805,960**	**650,000**	**696,870**	**650,000**
10-00	INTEREST ON INVESTMENTS	11,539	30,996	30,000	46,000	34,000
*	**MISCELLANEOUS REVENUE**	**11,539**	**30,996**	**30,000**	**46,000**	**34,000**
90-01	PROJ CARRYOVER-BEGINNING	0	0	1,496,930	1,658,886	2,401,756
*	**OTHER REVENUE SOURCES**	**0**	**0**	**1,496,930**	**1,658,886**	**2,401,756**
		1,372,811	**836,956**	**2,176,930**	**2,401,756**	**3,085,756**

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
WATER SYSTEM CAPACITY ESCROW

EXPENDITURES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
91-26	UTILITIES O M & R	0	0	0	0	296,250
91-31	UTILITIES CONSTRUCTION	625,000	650,000	0	0	0
*	**TRANSFERS**	**625,000**	**650,000**	**0**	**0**	**296,250**
99-03	PROJECTED CARRYOVER - END	0	0	2,176,930	2,401,756	2,789,506
*	**ENDING RESERVES**	**0**	**0**	**2,176,930**	**2,401,756**	**2,789,506**
		625,000	**650,000**	**2,176,930**	**2,401,756**	**3,085,756**

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City of Punta Gorda, FL
Wastewater Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2017 through FY 2024

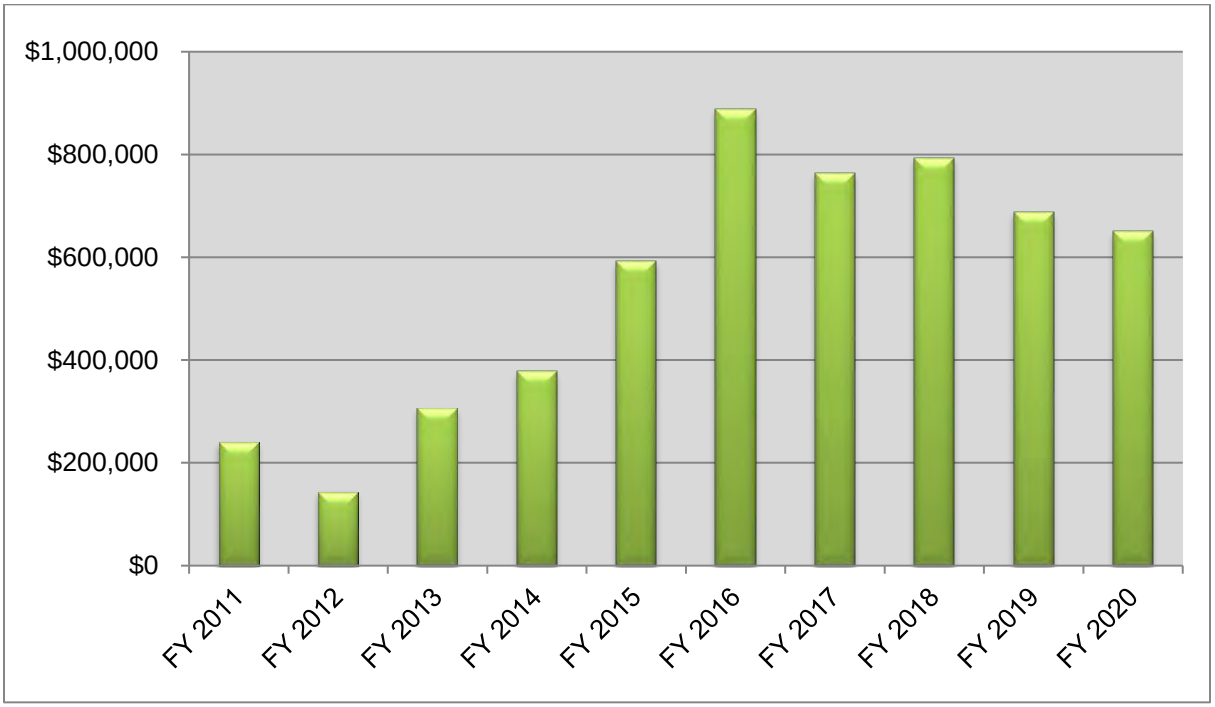
WASTEWATER SYSTEM IMPACT FEES and RELATED PROJECTS	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues									
Residential	$ 763,327	$ 706,982	$ 650,000	$ 650,000	$ 650,000	$ 650,000	$ 650,000	$ 650,000	$ 650,000
Commercial	0	86,237	0	37,450	0	0	0	0	0
Interest on Investments	14,134	21,651	18,000	18,000	19,000	19,500	19,000	18,500	18,000
Total Revenues	777,461	814,870	668,000	705,450	669,000	669,500	669,000	668,500	668,000
Projects									
Jones Loop-Reimb for advance FY 17 & 18	0	0	350,000	350,000	350,000	350,000	0	0	0
Subtotal Transfer to Util OM&R	0	0	350,000	350,000	350,000	350,000	0	0	0
Filtration project	437,600	0	0	0	0	0	0	0	0
Jones Loop ForceMain 100%	0	750,000	0	0	0	0	350,000	350,000	350,000
WWTP Expansion Improvements	0	0	0	0	100,000	100,000	500,000	500,000	0
Subtotal Transfer to Util Construction	437,600	750,000	0	0	100,000	100,000	850,000	850,000	350,000
State Revolving Loan Fund	160,573	160,573	160,573	160,573	160,573	160,573	0	0	0
Total Expenditures	598,173	910,573	510,573	510,573	610,573	610,573	850,000	850,000	350,000
Revenues over (under) expenditures	179,288	(95,703)	157,427	194,877	58,427	58,927	(181,000)	(181,500)	318,000
Projected Carryover - Beginning	806,132	985,420	742,347	889,717	1,084,594	1,143,021	1,201,948	1,020,948	839,448
Projected Carryover - End	$ 985,420	$ 889,717	$ 899,774	$ 1,084,594	$ 1,143,021	$ 1,201,948	$ 1,020,948	$ 839,448	$ 1,157,448

The actual FY 2017 and FY 2018 columns are based on comparison to budget (non-GAAP) and therefore includes projected carryovers.

City of Punta Gorda
Wastewater System Capacity Escrow
Wastewater System Capacity Fees-Permits, Fees, & Special Assessments
416-0000-324-2136

The wastewater system capacity fee is a one-time payment to cover the cost of the wastewater system capacity for new wastewater connections. These funds can only be employed as allowed by law. The fees are based on the meter size. The fees are detailed in Code of Ordinances section 17-17. The details can be viewed at www.ci.punta-gorda.fl.us under Codes/Ordinances. In 2015 the City undertook a comprehensive rate & impact fee study. The study results for wastewater system capacity fees were based upon the cost of current infrastructure and five year capital improvement program. As a result of the completed 2015 Utility Rate & Impact Study, the wastewater impact fee rate was increased 9% or $214 in FY 2016. Impact fees can vary due to quantity of single family residential (sfr) units and inclusion of large development projects. FY 2020 estimates an average quantity of sfr units and excludes any large developments.

Fiscal Year	Revenue Amount	Percent Change
FY 2011	$238,911	108.1%
FY 2012	$142,854	-40.2%
FY 2013	$304,991	113.5%
FY 2014	$377,934	23.9%
FY 2015	$591,576	56.5%
FY 2016	$888,680	50.2%
FY 2017	$763,327	-14.1%
FY 2018	$793,219	3.9%
FY 2019	$687,450	-13.3%
FY 2020	$650,000	-5.4%



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
WASTEWATER SYSTEM CAPACITY ESCROW

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
21-36	WASTEWATER IMPACTS RESID	763,327	706,982	650,000	650,000	650,000
22-36	WASTEWATER IMPACTS COMM	0	86,237	0	37,450	0
*	**PERMITS,FEES & SPEC ASSMT**	**763,327**	**793,219**	**650,000**	**687,450**	**650,000**
10-00	INTEREST ON INVESTMENTS	14,134	21,541	18,000	18,000	19,000
*	**MISCELLANEOUS REVENUE**	**14,134**	**21,541**	**18,000**	**18,000**	**19,000**
90-01	PROJ CARRYOVER-BEGINNING	0	0	742,347	889,717	1,084,594
*	**OTHER REVENUE SOURCES**	**0**	**0**	**742,347**	**889,717**	**1,084,594**
		777,461	**814,760**	**1,410,347**	**1,595,167**	**1,753,594**

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
WASTEWATER SYSTEM CAPACITY ESCROW

EXPENDITURES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
91-26	UTILITIES O M & R	160,573	160,573	350,000	350,000	350,000
91-31	UTILITIES CONSTRUCTION	437,600	750,000	0	0	100,000
91-39	STATE REVOLVING LOAN FUND	0	0	160,573	160,573	160,573
*	**TRANSFERS**	**598,173**	**910,573**	**510,573**	**510,573**	**610,573**
99-03	PROJECTED CARRYOVER - END	0	0	899,774	1,084,594	1,143,021
*	**ENDING RESERVES**	**0**	**0**	**899,774**	**1,084,594**	**1,143,021**
		598,173	**910,573**	**1,410,347**	**1,595,167**	**1,753,594**

The Actual FY 2017 and Actual FY 2018 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
UTILITIES R & R RESERVE

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
90-01	PROJ CARRYOVER-BEGINNING	0	0	1,500,000	1,500,000	1,500,000
*	**OTHER REVENUE SOURCES**	**0**	**0**	**1,500,000**	**1,500,000**	**1,500,000**
		0	**0**	**1,500,000**	**1,500,000**	**1,500,000**

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
UTILITIES R & R RESERVE

EXPENDITURES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
99-03	PROJECTED CARRYOVER - END	0	0	1,500,000	1,500,000	1,500,000
*	**ENDING RESERVES**	**0**	**0**	**1,500,000**	**1,500,000**	**1,500,000**
		0	**0**	**1,500,000**	**1,500,000**	**1,500,000**

The Actual FY 2017 and Actual FY 2018 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
SPECIAL ASSESSMENT DISTRICT #4

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
10-00	INTEREST ON INVESTMENTS	582	912	880	1,250	1,250
*	**MISCELLANEOUS REVENUE**	**582**	**912**	**880**	**1,250**	**1,250**
90-01	PROJ CARRYOVER-BEGINNING	0	0	49,118	49,180	50,430
*	**OTHER REVENUE SOURCES**	**0**	**0**	**49,118**	**49,180**	**50,430**
		582	**912**	**49,998**	**50,430**	**51,680**

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
SPECIAL ASSESSMENT DISTRICT #4

EXPENDITURES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
99-03	PROJECTED CARRYOVER - END	0	0	49,998	50,430	51,680
*	**ENDING RESERVES**	**0**	**0**	**49,998**	**50,430**	**51,680**
		0	**0**	**49,998**	**50,430**	**51,680**

The Actual FY 2017 and Actual FY 2018 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
STATE REVOLVING LOAN FUND

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
10-00	INTEREST ON INVESTMENTS	4,651	9,496	14,000	20,000	22,000
*	**MISCELLANEOUS REVENUE**	**4,651**	**9,496**	**14,000**	**20,000**	**22,000**
26-00	UTILITIES O M & R	0	415,801	744,200	744,200	1,017,500
36-00	SEWER SYS CAPACITY ESCROW	0	0	160,573	160,573	160,573
*	**TRANSFER FROM OTHER FUNDS**	**0**	**415,801**	**904,773**	**904,773**	**1,178,073**
90-01	PROJ CARRYOVER-BEGINNING	0	0	807,112	807,509	1,371,709
*	**OTHER REVENUE SOURCES**	**0**	**0**	**807,112**	**807,509**	**1,371,709**
		4,651	**425,297**	**1,725,885**	**1,732,282**	**2,571,782**

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
STATE REVOLVING LOAN FUND

EXPENDITURES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
71-07	STATE REVOLVING LOAN	0	0	328,952	328,952	932,620
72-07	STATE REVOLVING LOAN	0	0	31,621	31,621	20,453
*	**DEBT SERVICE**	**0**	**0**	**360,573**	**360,573**	**953,073**
99-03	PROJECTED CARRYOVER - END	0	0	1,365,312	1,371,709	1,618,709
*	**ENDING RESERVES**	**0**	**0**	**1,365,312**	**1,371,709**	**1,618,709**
		0	**0**	**1,725,885**	**1,732,282**	**2,571,782**

The Actual FY 2017 and Actual FY 2018 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

City of Punta Gorda
Utility Construction Fund
Revenue and Expense Comparison
Actual FY 2017 through Budget FY 2020

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Revenues:					
Transfer from Utility OM&R	$ 4,582,000	$ 7,720,000	$ 1,585,000	$ 1,633,500	$ 2,320,000
Transfer from Water System Capacity Fees	625,000	650,000	0	0	0
Transfer from Sewer System Capacity Fees	437,600	750,000	0	0	100,000
FDEP Grant	89,523	0	0	0	0
SWFWMD Grant	405,376	0	0	14,350,196	0
Miscellaneous Revenue	855	160	0	0	0
Financing SRF Loan/Grant	2,350,413	2,596,604	0	14,602,983	0
Project Carryover - Beginning	437	1,032,143	0	0	1,157,216
Prior Year Encumbrances/Reappropriation	224,562	1,268,270	0	7,848,870	0
Total Revenues	$ 8,715,766	$ 14,017,177	$ 1,585,000	$ 38,435,549	$ 3,577,216
Expenses:					
Reserve for Contingencies	$ 2,300,413	$ 7,848,870	$ 0	$ 1,157,216	$ 37,216
Non-Departmental	0	11,540	0	238,460	0
Water Treatment Plant Improvements	5,782,019	3,829,329	175,000	30,787,218	275,000
Water Distribution System	82,420	1,636,597	220,000	1,841,128	520,000
Wastewater Collection System	476,842	356,108	900,000	3,595,617	1,150,000
Wastewater Treatment Plant Improvements	74,072	334,733	290,000	815,910	1,595,000
Total Expenses	$ 8,715,766	$ 14,017,177	$ 1,585,000	$ 38,435,549	$ 3,577,216

* Projected FY 2019 column includes not only anticipated completed projects, but all current budgeted projects that may be carried over to FY 2020 for completion.

The Actual FY 2017 and Actual FY 2018 columns are based on comparison to budget (non-GAAP) and therefore include capital asset acquisitions and projected carryovers and do not include asset transfers.

City of Punta Gorda, Fl
Utilities Construction Fund
Proforma Schedule of Revenues and Expenses
FY 2017 through FY 2024

Projects	Acutal FY 2017	Acutal FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
GRANT-FDEP	$ 89,523	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
SWFWMD WATER	405,376	0	0	14,350,196	0	0	0	0	0
UTILITIES O M & R	4,582,000	7,720,000	1,585,000	1,633,500	2,320,000	8,370,000	770,000	795,000	4,865,000
WATER SYS CAPACITY ESCROW	625,000	650,000	0	0	0	975,000	0	0	0
SEWER SYS CAPACITY ESCROW	437,600	750,000	0	0	100,000	100,000	850,000	850,000	350,000
MISCELLANEOUS REVENUE	855	160	0	0	0	0	0	0	0
FINANCING- SRF Loan/Grant	2,350,413	2,596,604	0	14,602,983	0	0	0	0	0
Subtotal	8,490,767	11,716,764	1,585,000	30,586,679	2,420,000	9,445,000	1,620,000	1,645,000	5,215,000
PROJ CARRYOVER-BEGINNING	437	1,032,143	0	2,488,693	1,157,216	0	0	0	0
PRIOR YEAR ENCUMBRANCES	224,562	1,268,270	0	5,360,177	0	0	0	0	0
Total Revenues	$ 8,715,766	$ 14,017,177	$ 1,585,000	$ 38,435,549	$ 3,577,216	$ 9,445,000	$ 1,620,000	$ 1,645,000	$ 5,215,000
Utilities Construction									
RESERVE FOR CONTINGENCIES	$ 2,300,413	$ 7,848,870	$ 0	*1,157,216*	$ 37,216	$ 0	$ 0	$ 0	$ 0
PROFESSIONAL SERVICES GIS Ma	0	*11,540*	0	*238,460*	0	0	0	0	0
Total Non-Departmental	2,300,413	7,860,410	0	1,395,676	37,216	0	0	0	0
Water Treatment Plant Improvements									
ENGINEER CONSULTING	40,587	19,177	0	0	75,000	0	0	0	0
HENDRICKSON DAM IMPROVEMT	11,814	0	25,000	65,186	0	25,000	0	25,000	0
EQUIPMENT	0	16,022	0	1,483,979	0	0	0	0	0
MOD/EXPAND WATER PLANT	5,729,618	1,770,924	0	1,347,373	200,000	0	0	0	195,000
REVERSE OSMOSIS PLANT	0	1,850,206	0	27,740,680	0	0	0	0	0
BURNT STORE RD BOOSTER STN	0	0	0	0	0	0	0	0	3,000,000
ELEVATED TANK	0	173,000	150,000	150,000	0	0	0	0	0
Total WTP Improvements	5,782,019	3,829,329	175,000	30,787,218	275,000	25,000	0	25,000	3,195,000
Water Distribution System									
AMI-AUTOMATED READING SYS.		1,469,652	0	1,440,348					
MISC UTILITY RELOCATION	0	0	20,000	20,000	20,000	20,000	20,000	20,000	20,000
WATER MAIN UPGRADES	82,420	166,945	200,000	380,780	500,000	6,000,000	200,000	200,000	200,000
Total Water Distribution System	82,420	1,636,597	220,000	1,841,128	520,000	6,020,000	220,000	220,000	220,000
Wastewater Collection System									
ENGINEER CONSULTING	89,000	0	0	48,500	0	0	0	0	0
GRAVITY SEWER REPLACEMENT	93,553	199,001	250,000	318,657	250,000	250,000	150,000	150,000	150,000
LIFT STATION PROJECTS	20,200	2,196	100,000	127,567	100,000	100,000	200,000	200,000	200,000
WW COLLECTION SYS IMPROVE	112,519	67,374	200,000	100,000	200,000	200,000	200,000	200,000	200,000
FORCE MAIN PROJECTS	161,570	87,537	350,000	3,000,893	600,000	2,350,000	350,000	350,000	350,000
Total Wastewater Collection System	476,842	356,108	900,000	3,595,617	1,150,000	2,900,000	900,000	900,000	900,000
Wastewater Treatment Plant Improvements									
BUILDING IMPROVEMENTS	0	62,600	0	78,000	75,000	0	0	0	0
WWTP IMPROVEMENTS	74,072	272,133	290,000	737,910	1,520,000	500,000	500,000	500,000	900,000
Total WWTP Improvements	74,072	334,733	290,000	815,910	1,595,000	500,000	500,000	500,000	900,000
Total Expenses	$ 8,715,766	$ 14,017,177	$ 1,585,000	$ 38,435,549	$ 3,577,216	$ 9,445,000	$ 1,620,000	$ 1,645,000	$ 5,215,000

Footnotes in Utilities OM&R profoma are relevant to Utilities Construction fund

The Actual FY 2017 & FY 2018 columns are based on comparison to budget (non-GAAP) and therefore includes capital asset acquisitions and does not include asset transfers.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
UTILITIES CONSTRUCTION

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
31-01	SW FL WATER MGMT DISTRICT	405,376	0	0	14,350,196	0
35-10	DEPT ENVIRONMENTAL PROTECT	89,523	0	0	0	0
*	**STATE GRANT**	**494,899**	**0**	**0**	**14,350,196**	**0**
90-00	MISCELLANEOUS REVENUE	855	160	0	0	0
*	**MISCELLANEOUS REVENUE**	**855**	**160**	**0**	**0**	**0**
26-00	UTILITIES O M & R	6,932,413	10,316,604	1,585,000	1,633,500	2,320,000
35-00	WATER SYS CAPACITY ESCROW	625,000	650,000	0	0	0
36-00	SEWER SYS CAPACITY ESCROW	437,600	750,000	0	0	100,000
*	**TRANSFER FROM OTHER FUNDS**	**7,995,013**	**11,716,604**	**1,585,000**	**1,633,500**	**2,420,000**
10-01	LINE OF CREDIT	0	0	0	14,602,983	0
*	**DEBT PROCEEDS**	**0**	**0**	**0**	**14,602,983**	**0**
90-01	PROJ CARRYOVER-BEGINNING	0	0	0	0	1,157,216
90-02	PRIOR YEAR ENCUMBRANCES	0	0	0	5,360,177	0
90-05	PRIOR YR RE-APPROPRIATION	0	0	0	2,488,693	0
*	**BEGINNING RESERVES**	**0**	**0**	**0**	**7,848,870**	**1,157,216**
		8,490,767	**11,716,764**	**1,585,000**	**38,435,549**	**3,577,216**

The Actual FY 2017 and Actual FY 2018 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

UTILITIES
CAPITAL IMPROVEMENTS PROGRAM
FY 2020 - 2024
(All figures in thousands of dollars)

PROJECT IDENTIFICATION	Page #	TOTAL PROJECT COST	Prior Years' Funding	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
FUNDING SOURCE: Utilities Fund current revenue of $1.12M per policy for R&R Projects								
Water System Utility Relocation Misc. Projects	9.76	100	0	20	20	20	20	20
Watermain Renewal/Replacement Projects	9.78	600	0	0	0	200	200	200
Wastewater Gravity Sewer Replacement Projects	9.80	950	0	250	250	150	150	150
Wastewater Lift Station Renewal/Replacement Projects	9.82	800	0	100	100	200	200	200
Wastewater Inflow Abatement - Rehabilitation Structures	9.84	1,000	0	200	200	200	200	200
Wastewater Force Main Renewal/Replacement Projects	9.86	1,750	0	350	350	350	350	350
R&R Projects Total		5,200	0	920	920	1,120	1,120	1,120
FUNDING SOURCE: Utilities Fund current revenues and Reserves, Grants, Impact Fees, and Financing								
Wastewater Projects								
Wastewater Treatment Plant Tank Coating	9.88	500	0	250	0	0	0	250
Wastewater Treatment Plant Permit Renewal (FDEP)	9.90	75	0	0	0	0	0	75
Wastewater Deep Injection Well Permit Renewal	9.92	75	0	0	0	0	0	75
Wastewater Deep Injection Well Mechanical Integrity Test (MIT)	9.94	120	0	120	0	0	0	0
Wastewater Treatment Plant Improvement	9.96	3,508	408	1,100	500	500	500	500
Wastewater Treatment Plant Clearwell Filter	9.98	125	75	50	0	0	0	0
Wastewater Treatment Plant Building Repair	9.100	153	78	75	0	0	0	0
Wastewater Henry St 20" Force Main Replacement crossing at I-75	9.102	2,250	0	250	2,000	0	0	0
Wastewater Projects Total		6,806	561	1,845	2,500	500	500	900
Water Projects								
Water Treatment Plant RO Well Field Construction	9.104	2,607	2,607	0	0	0	0	0
Water Treatment Plant RO Deep Injection Well Construction	9.106	4,325	4,325	0	0	0	0	0
Water Treatment Plant Phase 1 Ground Water (RO)	9.108	3,812	3,812	0	0	0	0	0
Water Treatment Plant Construction (CMR)	9.109	29,634	29,634	0	0	0	0	0
WTP - Hendrickson Dam Inspection Program & Maintenance	9.110	25 bi-yrly	0	0	25	0	25	0
Water Hydro Biological Monitoring Plan (HBMP)	9.112	75	0	75	0	0	0	0
WTP - SCU Tank Coating	9.114	200	0	200	0	0	0	0
WTP - Burnt Store Rd Booster Station	9.116	3,000	0	0	0	0	0	3,000
WTP - RO Brine Disposal Well Mechanical Integrity Test (MIT)	9.118	120	0	0	0	0	0	120
WTP - RO Brine Disposal Well (DIW) Permit Renewal	9.120	75	0	0	0	0	0	75
Water - Taylor Rd Watermain Replacement Upgrade (10" to 12")	9.122	3,250	0	250	3,000	0	0	0
Water - Solona Watermain Replacement Upgrade	9.124	3,250	0	250	3,000	0	0	0
Water Projects Total		50,398	40,378	775	6,025	0	25	3,195
UTILITIES CONSTRUCTION FUND TOTAL		62,404	40,939	3,540	9,445	1,620	1,645	5,215

Capital Improvements Program

Project Title: UT Relocation Project To Be Determined

Acct #: 411-8423-533-63-09 **Project Code:** TBD

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient service deliver and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 20,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000	$ 100,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
RIGHT OF WAY

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	100,000
Engineering	$	20,000
Land	$	
Site	$	
Improvement	$	
Construction	$	80,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	UF		
2nd Yr.	UF		
3rd Yr.	UF		
4th Yr.	UF		
5th Yr.	UF		

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
Relocation of existing lines.
No additional operating cost.

$ 0 Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:

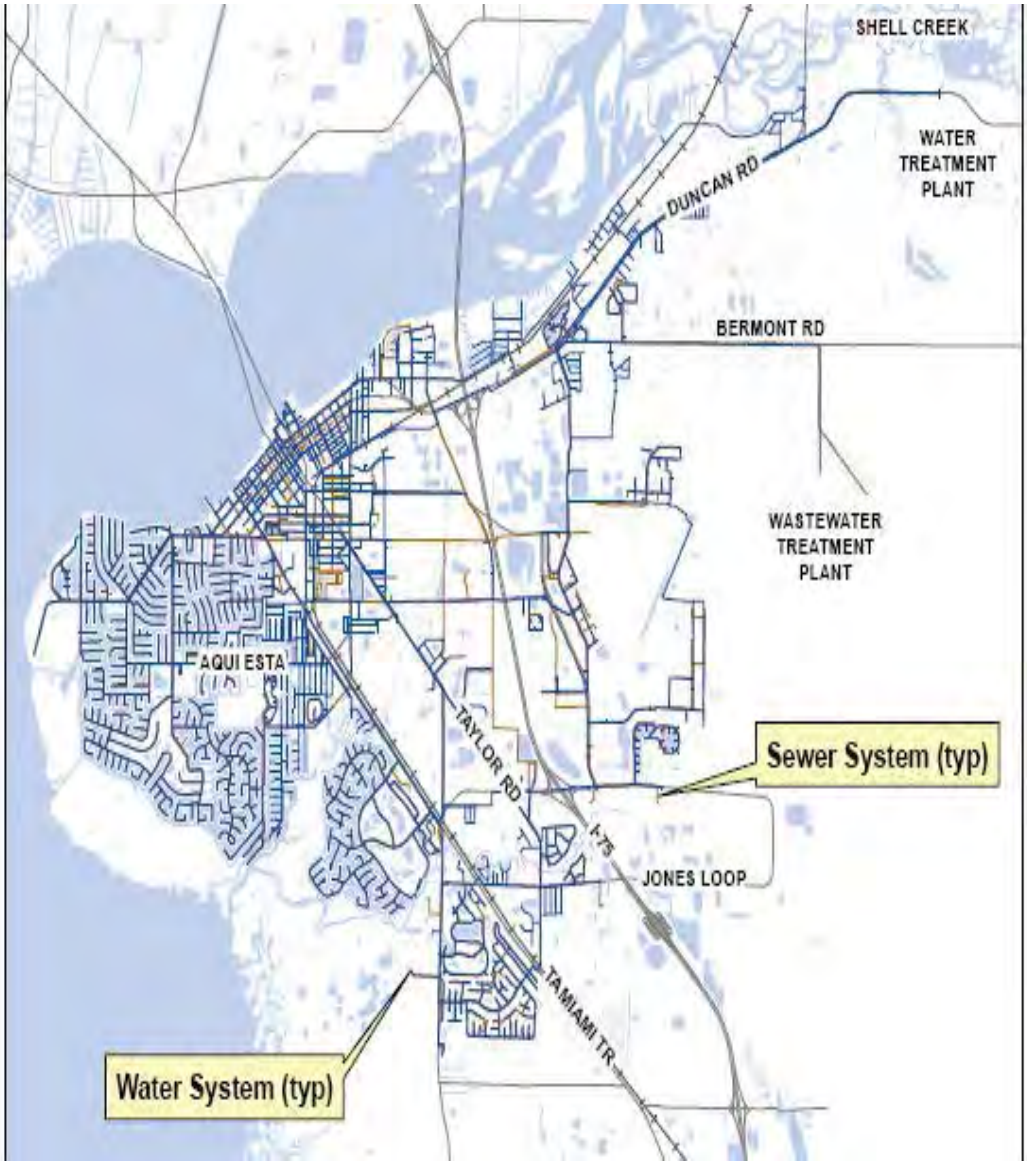
FY 2020 - 2024
Annual Project to relocate water and wastewater lines to accommodate non-programmed projects and/or work performed by FDOT, Charlotte County Public Works & Punta Gorda Public Works.

Project Justification:

FDOT programs roadway improvements in a 5 year CIP and also performs non-programmed projects. Charlotte County Public Works and City Public Works also perform non-programmed projects on an as needed basis. Once a non-programmed project is identified funds from TBD will be processed and a project code will be created to identify project and cost.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



UT Relocation Project To Be Determined

Capital Improvements Program

Project Title: Water Main Renewal/Replacement Project To Be Determined

Acct #: 411-8423-533-63-21 **Project Code:** TBD

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient service deliver and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 0	$ 0	$ 200,000	$ 200,000	$ 200,000	$ 600,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
RIGHT OF WAY

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	600,000
Engineering	$	200,000
Land	$	
Site	$	
Improvement	$	
Construction	$	400,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.	UF		
4th Yr.	UF		
5th Yr.	UF		

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
Renewal/Replacements of existing lines. No additional operating cost.
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

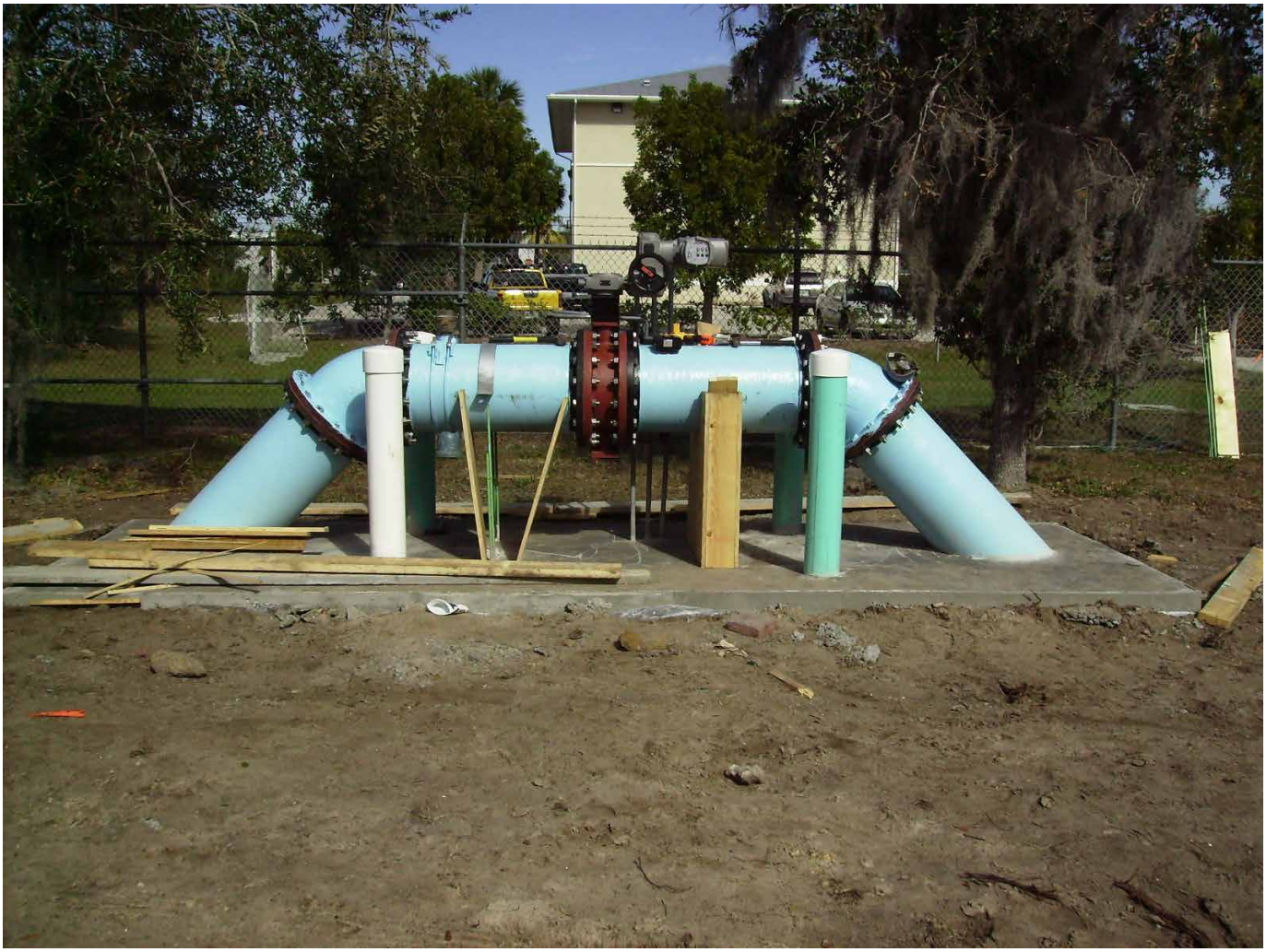
Project Description:
FY 2022 - 2024:

TBD Funds provide renewal & replacement of existing water mains on an as needed basis. The end of life to water mains cannot be predicted with certainty. Replacement projects are based on water main breaks and Public Work projects. Annual projects are determined by operations staff to meet immediate needs. Funds unused are released at end of year. Major water main projects are programmed individually.

Project Justification:
TBD projects may result from immediate need to maintain level of service to customers or to reduce costs responding to multiple repairs. Once a project is identified a project code will be created and funds will be transferred from TBD to the identified project.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Water Main Renewal/Replacement

Capital Improvements Program

Project Title: Gravity Sewer Replacement Project To Be Determined

Acct #: 411-8536-535-63-28 **Project Code:** TBD

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient service deliver and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 250,000	$ 250,000	$ 150,000	$ 150,000	$ 150,000	$ 950,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	950,000
Engineering	$	190,000
Land	$	
Site	$	
Improvement	$	
Construction	$	760,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	UF		
2nd Yr.	UF		
3rd Yr.	UF		
4th Yr.	UF		
5th Yr.	UF		

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
No additional operating costs.
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:
FY 2020 - 2024
Funds will renew & replace gravity sewer lines and restore asphalt pavement associated with sewer replacement. Old clay pipe gravity lines are candidate projects for replacement with PVC sewer pipe. Sewer relocation work is also coordinated with Public Works resurfacing and repaving projects. An increase in volume on Public Works paving projects has caused an increase to the amount programmed.

Project Justification:
Renewal and replacement of gravity sewer is performed to maintain system capacity by reducing storm water infiltration. Clay pipe gravity sewer lines commonly contribute to storm water infiltration. Public Works projects are typically related to street reconstructions. Once a project is identified a project code will be created and funds from TBD will be transferred to cover cost.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program





Gravity Sewer Replacement Project

Capital Improvements Program

Project Title: Lift Station Renewal/Replacement Project To Be Determined

Acct #: 411-8536-535-63-29 **Project Code:** TBD

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient service deliver and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 100,000	$ 100,000	$ 200,000	$ 200,000	$ 200,000	$ 800,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	800,000
Engineering	$	160,000
Land	$	
Site	$	
Improvement	$	
Construction	$	640,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	UF		
2nd Yr.	UF		
3rd Yr.	UF		
4th Yr.	UF		
5th Yr.	UF		

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
No additional operating costs.
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:
FY2020 - 2024
Annual Project
Funds will design and Construct wastewater lift station rehabilitation or improvements on an as needed basis to maintain level of service.

Project Justification:
Provide improved wastewater transmission capacity. Projects are identified by wastewater master plan or other studies. Projects may result from immediate need to maintain level of service to customer or reduce cost responding to multiple repair. They City operates 118 Lift Stations. Wastewater Collection staff perform renew and/or replacement of equipment on an as needed basis. Projects are scheduled to match available funding. Renewal/ Replacement is typically for components rather then complete rehabilitation/ replacement of an individual lift station.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program





Lift Station Renewal/Replacement

Capital Improvements Program

Project Title: Inflow Abatement Rehab Structures Project To Be Determined

Acct #: 411-8536-535-63-56 **Project Code:** TBD

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient service deliver and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 1,000,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
RIGHT OF WAY

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	1,000,000
Engineering	$	200,000
Land	$	
Site	$	
Improvement	$	
Construction	$	800,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	UF		
2nd Yr.	UF		
3rd Yr.	UF		
4th Yr.	UF		
5th Yr.	UF		

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
No additional operating costs.
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
x No Effect
$ _____ Total

Department:
Utilities Administration

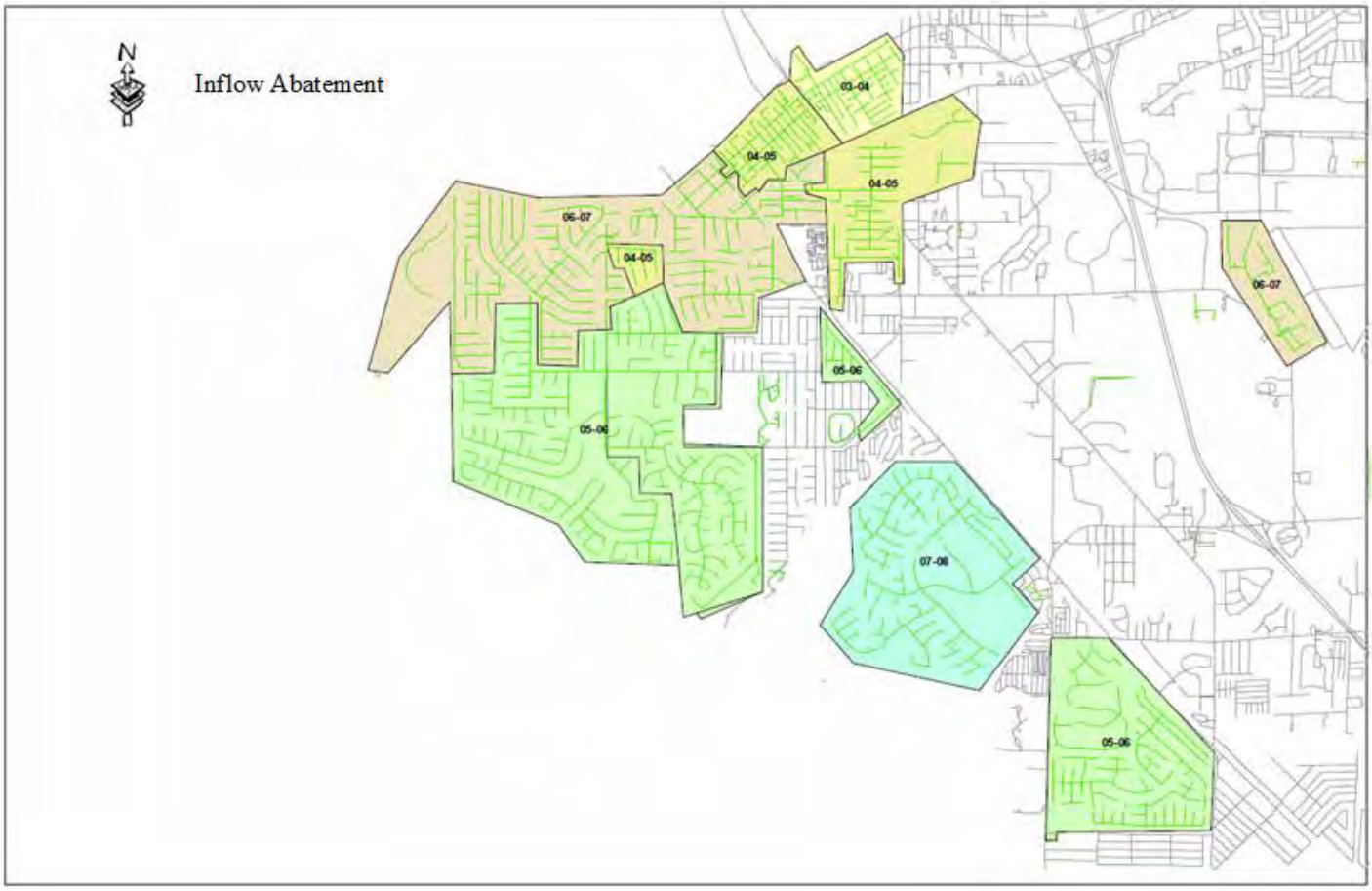
Contact Person:
Tom Jackson

Project Description:
FY 2020 - 2024
Annual Project for rehabilitation/ replacement includes interior coating of manholes and wet wells, installation of manhole inflow protectors, smoke testing, grouting and lining sewer lines of the City's wastewater collection system elements throughout the City's service area. Project implements strategies for reducing storm water infiltration.

Project Justification:
Inspection, replacement and renewal of the City's collection system will reduce infiltration and inflow, reduce collection system defects, maintain system capacity and reduce wet weather overflows. Rehabilitation work extends useful life which reduces replacement needs. Once a project is identified a project code will be created and funds will be transferred.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Inflow Abatement Rehab Structures

Capital Improvements Program

Project Title: Force Main Renewal/Replacement Project To Be Determined

Acct #: 411-8536-535-63-67 **Project Code:** TBD

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient service deliver and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 350,000	$ 350,000	$ 350,000	$ 350,000	$ 350,000	$ 1,750,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
RIGHT OF WAY

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	1,750,000
Engineering	$	350,000
Land	$	
Site	$	
Improvement	$	
Construction	$	1,400,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	UF		
2nd Yr.	UF		
3rd Yr.	UF		
4th Yr.	UF		
5th Yr.	UF		

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
No additional operating cost.
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:
FY 2020 - 2024
Annual Projects may be determined by Operations staff to meet immediate needs. Projects will replace existing Ductile Iron Pip (DIP) with PVC pipe.

Project Justification:
Rehabilitation and improvements to existing facilities are needed as a result of end of service life and changes to the utilities system for growth or other capital projects. Force main breaks cannot be predicted with certainty. Once a project is identified a project code will be created and funds will be transferred.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program





Force Main Renewal/Replacement

Capital Improvements Program

Project Title: Wastewater Treatment Plant Tank Coating

Acct #: 411-8711-535-63-31 **Project Code:** WWTC21

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Apply best management practices and systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 250,000	$ 0	$ 0	$ 0	$ 250,000	$ 500,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	500,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	500,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	UF		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.	UF		

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
No additional operating cost.
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:
FY 2020 - 2024
replace interior coating system in our wastewater equalization tank. There are two tanks at the MPF and two tanks at the BPF. Coating replacement is on a rotational schedule based on need every 2-5 years.

Project Justification:
Interior tank coating system has a warranty of 2-5 years. Annual inspection will be performed. When a coating failure is detected outside of the warranty period, the coating system will be replaced. Coating system is needed to protect concrete surfaces from wastewater.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Wastewater Treatment Plant Tank Coating

Capital Improvements Program

Project Title: Wastewater Treatment Plant Permit Renewal (FDEP)

Acct #: 411-8711-535-63-31 **Project Code:** WWPERM

Project Priority:
Partnerships, Communication & Collaboration - Continue to promote partnership, communication and transparency with all stakeholders.

Goal:
Emphasize transparency in City operations, reporting and activities.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 0	$ 0	$ 0	$ 0	$ 75,000	$ 75,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	75,000
Engineering	$	75,000
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.	UF		

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$	Personal Services
$	Contractual for Services
$	Equipment
$	Other Costs: Permit renewal only. No additional operating cost.
$ 0	Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:

FY 2024
The WWTP is required to maintain an operating permit issued by the Florida Department of Environmental Protection. Permit compliance requires renewal at 5 year intervals. Funds are needed for engineering services to prepare permit application materials prior to September 2024.

Project Justification:

Florida Department of Regulation will require renewal of the WWTP operating permit in 2024. Current permit is valid September 2019 - September 2024.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Wastewater Treatment Plant Facility



Wastewater Treatment Plant Permit Renewal (FDEP)

Capital Improvements Program

Project Title: WWTP Deep Injection Well Permit Renewal (FDEP)

Acct #: 411-8711-535-63-31 **Project Code:** DWPERM

Project Priority:
Partnerships, Communication & Collaboration - Continue to promote partnerships, communication and transparency with all stakeholders.

Goal:
Emphasize transparency in City operations, reporting and activities.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 0	$ 0	$ 0	$ 0	$ 75,000	$ 75,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	75,000
Engineering	$	75,000
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.	UF		

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
Permit renewal only. No additional operating cost.
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Utilities Administration
Contact Person:
Tom Jackson

Project Description:
FY 2024
The WWTP effluent disposal deep well is regulated by an Underground Injection Control (UIC) permit. Permit compliance requires renewal at 5 year intervals.

Project Justification:
Florida Department of Regulation will require renewal of the UIC permit by 2024.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



WWTP Deep Injection Well Permit

Capital Improvements Program

Project Title: WWTP Deep Injection Well Mechanical Integrity Testing (MIT)

Acct #: 411-8711-535-63-31 **Project Code:** DWMIT

Project Priority:
Partnerships, Communication & Collaboration - Continue to promote partnerships, communication and transparency with all stakeholders.

Goal:
Emphasize transparency in City operations, reporting and activities.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 120,000	$ 0	$ 0	$ 0	$ 0	$ 120,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	120,000
Engineering	$	120,000
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	UF		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
Required testing for permit renewal. No additional operating cost.

$ 0 Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:

FY 2020
The WWTP effluent disposal well is regulated by an Underground Injection Control (UIC) permit. Permit compliance requires Mechanical Integrity Testing (MIT) at 5 year intervals. Project will perform MIT for the required period.

Project Justification:

MIT is required by UIC permit

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



WWTP Deep Injection Well Mechanical Integrity Test

Capital Improvements Program

Project Title: WWTP Improvement

Acct #: 411-8711-535-63-31 **Project Code:** WWPEXP

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices & systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 408,000	$ 1,100,000	$ 500,000	$ 500,000	$ 500,000	$ 500,000	$ 3,508,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	408,000
In Present CIP	$	3,100,000
Engineering	$	688,000
Land	$	
Site	$	
Improvement	$	
Construction	$	2,820,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	UF		
2nd Yr.	UF		
3rd Yr.	UF		
4th Yr.	UF		
5th Yr.	UF		

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs: TBD

$ _____ Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:

FY 2018-2019
The DEP Rule requires the City to monitor flow rates of WWTP treatment and if flow rates reach 75% of the plant design flow capacity, a WWTP Expansion design report is required. Flow rates indicate the 75 % condition is expected to occur within 5 years. Design report to identify future alternatives of WWTP expansion is currently under way.

FY 2020-2024 funding is set aside to implement an alternative. Additional funding may still be needed.

Project Justification:

A planned approach for WWTP capacity and expansion is required by DEP rule when the capacity of the WWTP reaches 75% of the permitted capacity.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Wastewater Treatment Plant Improvement

Capital Improvements Program

Project Title: WWTP CLEARWELL FILTERS

Acct #: 411-8711-535-63-31 **Project Code:** CWF18

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices & systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 75,000	$ 50,000	$ 0	$ 0	$ 0	$ 0	$ 125,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	75,000
In Present CIP	$	50,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	125,000

4. Sources of Financing:

	Local	State	Federal
1st Yr.	UF		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:
FY 2020
Install a cover filter at the clearwell to prohibit algae growth from sunlight.

Project Justification:
The clearwell is producing to much algae due to nutrients and too much sunlight. This causes our Total Suspended Solids (TSS) compliance meter to read high.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



WWTP CLEARWELL FILTERS

Capital Improvements Program

Project Title: Wastewater Treatment Plant Building Repairs

Acct #: 411-8711-535-62-10 **Project Code:** WWBUIL

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Apply best management practices and systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 78,000	$ 75,000	$ 0	$ 0	$ 0	$ 0	$ 153,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	78,000
In Present CIP	$	75,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	153,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	UF		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

_____ Preliminary Estimate
_____ Survey in Progress
X Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$		Other Costs: No additional operating cost.
$	0	Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

x No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:

FY 2020
Project will replace all windows in the operation building and bring them to current code. Repair all damaged drywall in operation building and fix roof drain leak and repair all fascia to the maintenance and operation building.

Project Justification:

The existing building is used as a Hurricane Shelter. The current windows date back to 1984 and currently leak, which has created mold and a health hazard. They are also NOT up to code. The roof has a drain that is leaking onto the stairs, which is causing a slip hazard. The maintenance building also has a leak behind the fascia which needs to be repaired.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Wastewater Treatment Plant Repairs

Capital Improvements Program

Project Title: Henry St 20" Force Main Replacement crossing at I-75

Acct #: 411-8711-535-63-67 **Project Code:** I75RFM

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 250,000	$ 2,000,000	$ 0	$ 0	$ 0	$ 2,250,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	2,250,000
Engineering	$	250,000
Land	$	
Site	$	
Improvement	$	
Construction	$	2,000,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	UF		
2nd Yr.	UF		
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	1,000	Other Costs: Estimated repairs and maintenance and additional processing costs for increased capacity
$	1,000	Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:
Most wastewater passes through an existing 18"DIP force main in the Henry Street alignment. DIP has an uncertain reliability with wastewater. Due to the age of this facility and the critical need of continuous service, a second relief force main in the Henry Street alignment is recommended.

Project Justification:
Increase reliability of wastewater transmission via the Henry Street alignment

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Henry St 20" Force Main crossing at I-75

Capital Improvements Program
Carryover from FY 2019

Project Title: RO - Well Field Construction

Acct #: 411-8422-533-65-02 **Project Code:** RO-WEL

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 2,607,000	$ 0	$ 0	$ 0	$ 0	$ 0	$ 2,607,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
City Owned

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	2,607,000
In Present CIP	$	0
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	2,607,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
_____ Preliminary Estimate
_____ Survey in Progress
X Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	128,000	Other Costs: Net operating cost increase for all 4 RO projects
$	128,000	Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:
This project will construct a 4 MGD RO WTP Improvement. The project cost estimate has been updated to $40,378,000 based on 90% plans & CMAR cost estimate.

FY2015 - FY2019
Construct well field for 5 MGD raw water supply

Project Justification:
Plan, design, & construct WTP improvement projects to meet regulatory requirements & water use forecast as defined in the March 2009 Water Supply Master Plan. RO will need to be completed in phases through permitting and testing of
Phase I & II - Permitting & Well fields
Phase III -Permitting & Injection Well
Phase IV - Permitting & RO facility

Capital Improvements Program



RO - Well Field Construction

Capital Improvements Program
Carryover from FY 2019

Project Title: RO - Deep Injection Well

Acct #: 411-8422-533-65-02 **Project Code:** RO-DIW

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 4,325,000	$ 0	$ 0	$ 0	$ 0	$ 0	$ 4,325,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
City Owned

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	4,325,000
In Present CIP	$	0
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	4,325,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
_____ Preliminary Estimate
_____ Survey in Progress
X Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	128,000	Other Costs: Net operating cost increase for all 4 RO projects
$	128,000	Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Utilities Administration

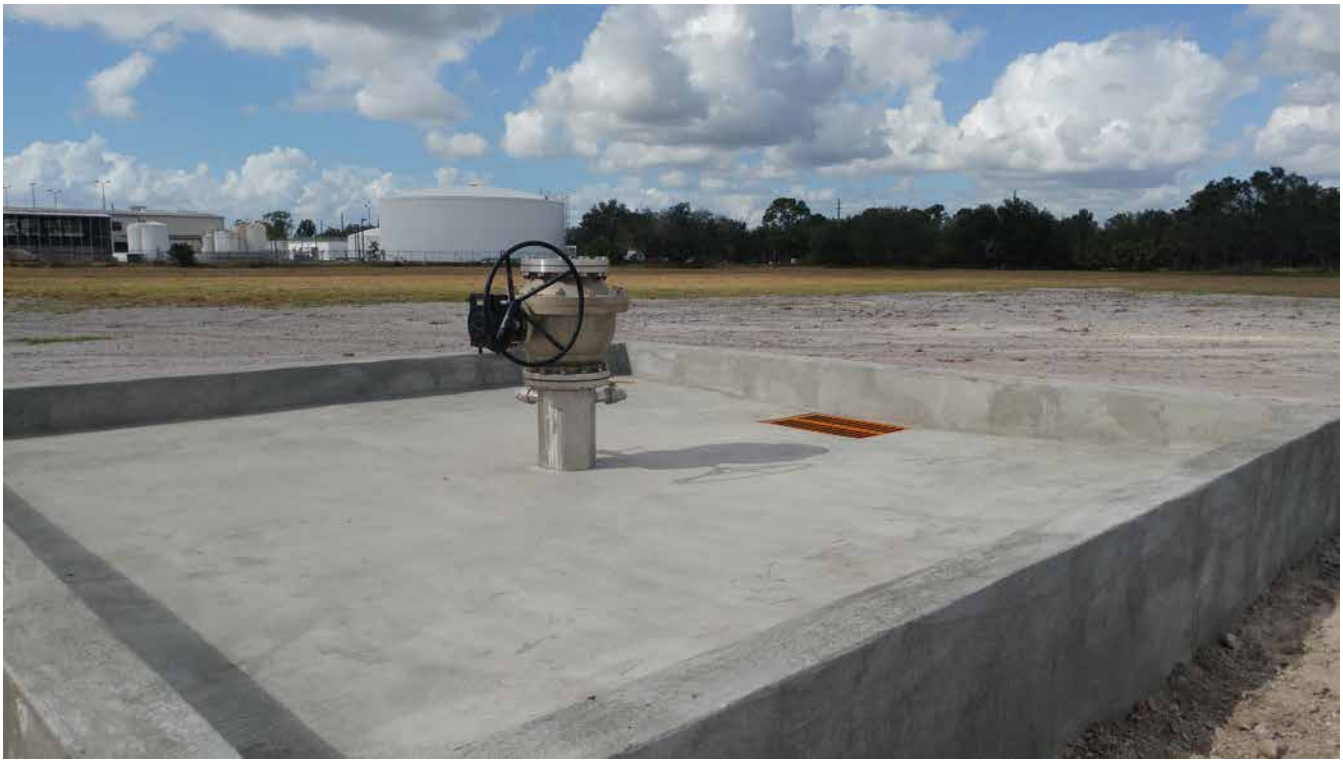
Contact Person:
Tom Jackson

Project Description:
This project will construct a 4 MGD RO WTP Improvement. The project cost estimate has been updated to $40,378,000 based on 90% plans & CMAR cost estimate. This project is the concentrate disposal system of the Punta Gorda RO project described in the Tetra Tech Preliminary Design Report.
FY 2015:
Submit DEP Application for DIW
FY 2016 - FY 2019:
Bid & Construct Concentrate disposal system of RO project

Project Justification:
Plan, design, & construct WTP improvement projects to meet regulatory requirements & water use forecast as defined in the March 2009 Water Supply Master Plan. RO will need to be completed in phases through permitting and testing of
Phase I & II - Permitting & Well fields
Phase III -Permitting & Injection Well
Phase IV - Permitting & RO facility

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



RO - Deep Injection Well

Capital Improvements Program
Carryover from FY 2019

Project Title: Phase 1 Ground Water (RO)

Acct #: 411-8422-533-65-02 **Project Code:** PH1GW

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 3,812,000	$ 0	$ 0	$ 0	$ 0	$ 0	$ 3,812,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
City Owned

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	3,812,000
In Present CIP	$	0
Engineering	$	3,812,000
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
_____ Preliminary Estimate
_____ Survey in Progress
X Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	128,000	Other Costs: Net operating cost increase for all 4 RO projects
$	128,000	Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:
This project will construct a 4 MGD RO WTP Improvement. The project cost estimate has been updated 40,378,000 based on 90% plans & CMAR cost estimate.

Phase 1 ground water consists: of all engineering for well fields, deep injection well and RO plant: and engineering inspections for construction of the RO plant.

FY 2015-FY 2019
RO plant - Engineering service to design and permit RO facility as final phase of project.

Project Justification:
Plan, design, & construct WTP improvement projects to meet regulatory requirements & water use forecast as defined in the March 2009 Water Supply Master Plan. RO will need to be completed in phases through permitting and testing of
Phase I & II - Permitting & well fields
Phase III -Permitting & Injection well
Phase IV - Permitting & RO facility

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program
Carryover from FY 2019

Project Title: Phase 1 Ground Water (RO) Reverse Osmosis Plant - CONSTRUCTION

Acct #: 411-8422-533-65-04 **Project Code:** RO-CMR

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 29,634,000	$ 0	$ 0	$ 0	$ 0	$ 0	$ 29,634,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
City Owned

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment

3. Estimated Costs:

In Previous CIP	$	29,634,000
In Present CIP	$	0
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	29,634,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
_____ Preliminary Estimate
_____ Survey in Progress
X Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$		Contractual for Services
$		Equipment
$	128,000	Other Costs: Net operating cost increase for all 4 RO projects
$	128,000	Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:
This project will construct a 4 MGD RO WTP Improvement. The project cost estimate has been updated to $40,378,000 based on 90% plans & CMAR cost estimate.

FY 2016 - FY 2019
Value engineer, bid and construct R.O. Facility

Funding sources for entire project:
SWFWMD grant
SRF Loan/grant
State grant
Utilities operating transfer

Project Justification:
Plan, design, & construct WTP improvement projects to meet regulatory requirements & water use forecast as defined in the March 2009 Water Supply Master Plan. RO will need to be completed in phases through permitting and testing of
Phase I & II - Permitting & Well fields
Phase III -Permitting & Injection Well
Phase IV - Permitting & RO facility

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program

Project Title: WTP Hendrickson Dam Inspection Program and Management

Acct #: 411-8422-533-63-30 **Project Code:** DAMINS

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Apply best management practices and systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 0	$ 25,000	$ 0	$ 25,000	$ 0	$ 50,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	50,000
Engineering	$	50,000
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.	UF		
3rd Yr.			
4th Yr.	UF		
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
No additional operating cost.

$ 0 Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:

FY 2021; FY 2023
Funds are programmed for dam inspection and report documenting the condition of the dam components and recommending maintenance and rehabilitation.

Project Justification:

Hendrickson Dam impounds water from shell creek to provide a water supply reservoir for the WTP. The dam was constructed in 1965 and a major rehabilitation of the spillway was completed in FY 2010. Operational protocol of the dam facilities provides for annual dam inspections to monitor and document conditions of the dam components. A maintenance program and capital project are developed to address deficiencies. A specialized engineering firm will be engaged to perform dam inspections and to develop recommendations for maintenance and rehabilitation projects. Funds are programmed for bi-annual inspections and reports.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Hendrickson Dam Inspection Program

Capital Improvements Program

Project Title: WTP Hydro Biological Monitoring Plan

Acct #: 411-8422-533-31-14 **Project Code:** HBMP20

Project Priority:
Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods & working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle and its vibrant, safe city status.

Goal:
Improve the City's water quality.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 75,000	$ 0	$ 0	$ 0	$ 0	$ 75,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	75,000
Engineering	$	75,000
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	UF		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
No additional operating cost.
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:

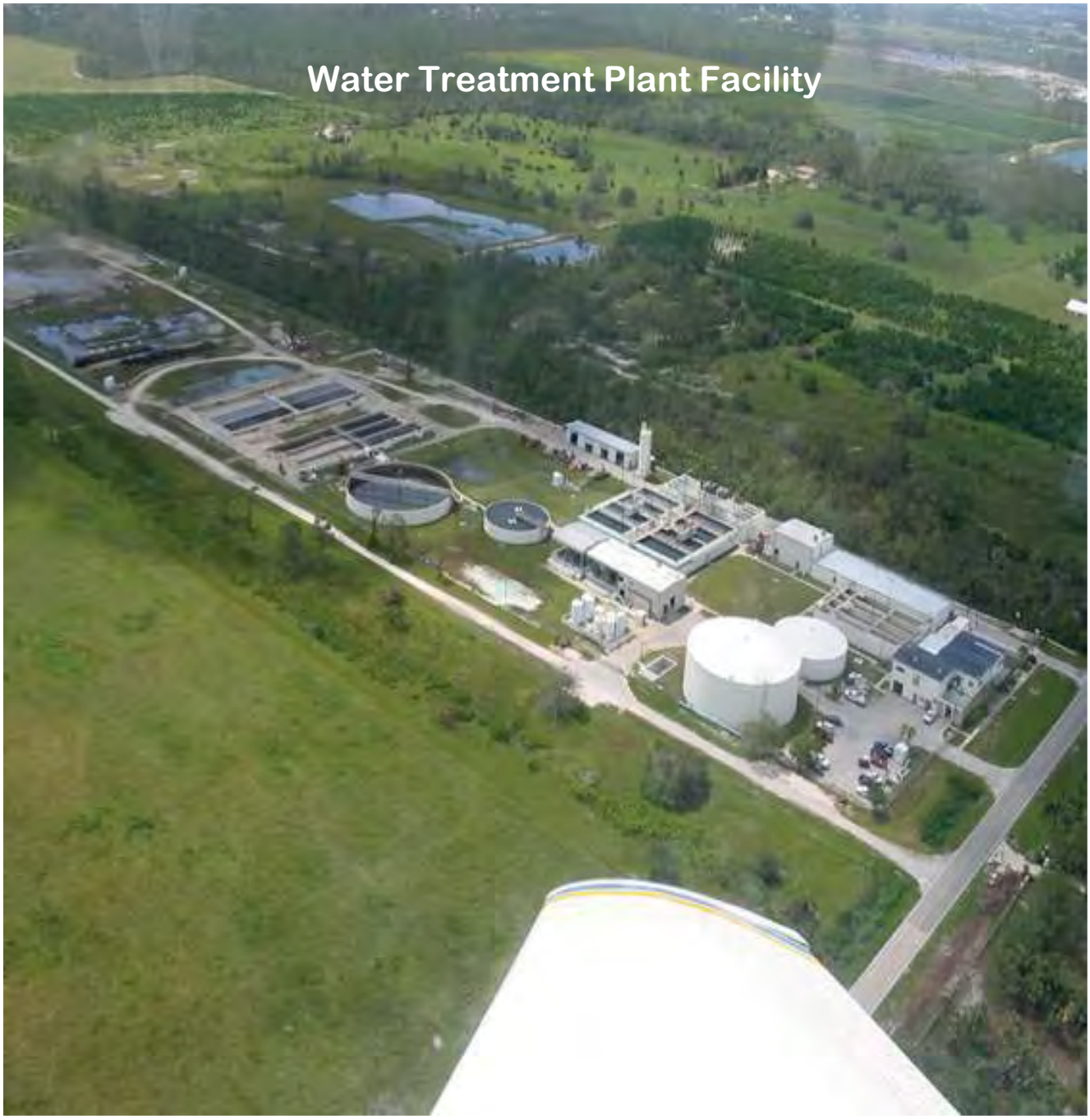
FY 2020
SWFWMD water use permit requires a sampling and testing plan to document biological conditions of Shell Creek. Testing and sampling is required on a monthly basis each year and a summary report is required on a 5 year cycle. The cost of the summary report is budgeted for $75,000 on a 5 year recurring cycle. Last summary report was in FY2015.

Project Justification:

The City Water Treatment Plant (WTP) obtains source water from Shell Creek, authorized by a water use permit (WUP) issued by SWFWMD. The WUP requires the City to perform water quality testing, complete data and furnish a technical report to demonstrate permitted water use complies with regulatory standards. The composite activities consisting of water sampling, testing, data analysis, and preparation of a 5 year technical summary report are assigned the term Hydro Biological Monitoring Plan.

* FUNDING SOURCES (SEE PAGE 8.05)

Utilities Capital Improvements Program



Hydro Biological Monitoring Plan

Capital Improvements Program

Project Title: WTP Solid Contact Unit (SCU) Tank Coating

Acct #: 411-8422-533-65-02 **Project Code:** SCU-TC

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices & systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 200,000	$ 0	$ 0	$ 0	$ 0	$ 200,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	200,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	200,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	UF		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
No additional operating costs.

$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
Utilities Administration

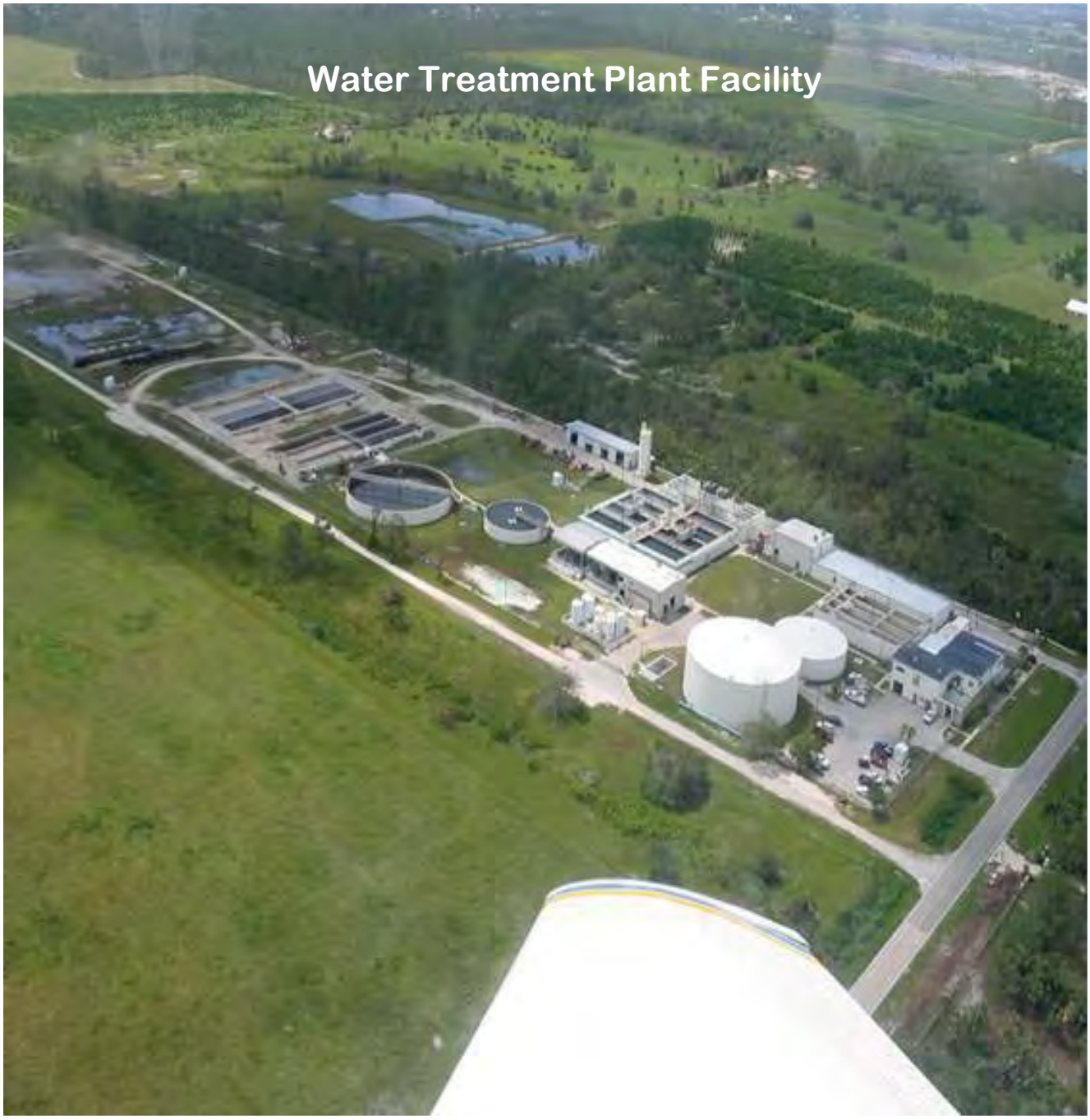
Contact Person:
Tom Jackson

Project Description:
FY 2020
The inside concrete surface of the South SCU treatment unit is showing age related pitting of the concrete surface. The project will clean and and apply tank coating system to restore the interior tank surface.

Project Justification:
The project is normal maintenance for concrete water treatment basins. Re-coating is anticipated over a 15 year planning period.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



SCU Treatment Unit Re-coating

Capital Improvements Program

Project Title: WTP Booster Station (Burnt Store Rd)

Acct #: 411-8422-533-65-02 **Project Code:** BOOST

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 0	$ 0	$ 0	$ 0	$ 3,000,000	$ 3,000,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	3,000,000
Engineering	$	600,000
Land	$	
Site	$	
Improvement	$	2,400,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.	UF		

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
To be determined
$ _____ Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:
FY 2024

Add high service pump station to Burnt Store Road elevated tank.

Project Justification:
Improve water storage, and pressure, to water distribution lines in Burnt Store zone.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



WTP Booster Station (Burnt Store Rd)

Capital Improvements Program

Project Title: Water Treatment Plant - RO Brine Well Mechanical Integrity Testing (MIT)

Acct #: 411-8422-533-65-02 **Project Code:** WP-MIT

Project Priority:
Partnerships, Communication & Collaboration - Continue to promote partnerships, communication and transparency with all stakeholders.

Goal:
Emphasize transparency in City operations, reporting and activities.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 0	$ 0	$ 0	$ 0	$ 120,000	$ 120,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	120,000
Engineering	$	120,000
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.	UF		

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
Required testing for permit renewal. No additional operating cost.

$ 0 Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:

FY 2024

The WTP RO brine disposal well is regulated by an Underground Injection Control (UIC) permit. Permit compliance requires Mechanical Integrity Testing (MIT) at 5 year intervals. Project will perform MIT for the required period.

Project Justification:

MIT is required by UIC permit

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



WTP - RO Brine Well Mechanical Integrity Testing (MIT)

Capital Improvements Program

Project Title: Water Treatment Plant - RO Brine Well (DIW) Permit Renewal

Acct #: 411-8422-533-65-02 **Project Code:** WPDIWP

Project Priority:
Partnerships, Communication & Collaboration - Continue to promote partnerships, communication and transparency with all stakeholders.

Goal:
Emphasize transparency in City operations, reporting and activities.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 0	$ 0	$ 0	$ 0	$ 75,000	$ 75,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	75,000
Engineering	$	75,000
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.	UF		

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
Permit renewal. No additional operating cost.
$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:
FY 2024
The WTP RO brine disposal deep well is regulated by an Underground Injection Control (UIC) permit. Permit compliance requires renewal at 5 year intervals.

Project Justification:
Florida Department of Regulation will require renewal of the UIC permit by 2024.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



WTP - RO Brine Well (DIW) Permit Renewal

Capital Improvements Program

Project Title: Taylor Rd 10" Water Main Replacement Upgrade

Acct #: 411-8423-533-63-21 **Project Code:** TAYWMU

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient service deliver and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 250,000	$ 3,000,000	$ 0	$ 0	$ 0	$ 3,250,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
RIGHT OF WAY

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	3,250,000
Engineering	$	250,000
Land	$	
Site	$	
Improvement	$	
Construction	$	3,000,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	UIF		
2nd Yr.	UIF		
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
TBD during engineering phase
$ _____ Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
Utilities Administration
Contact Person:
Tom Jackson

Project Description:
FY 2020-2021

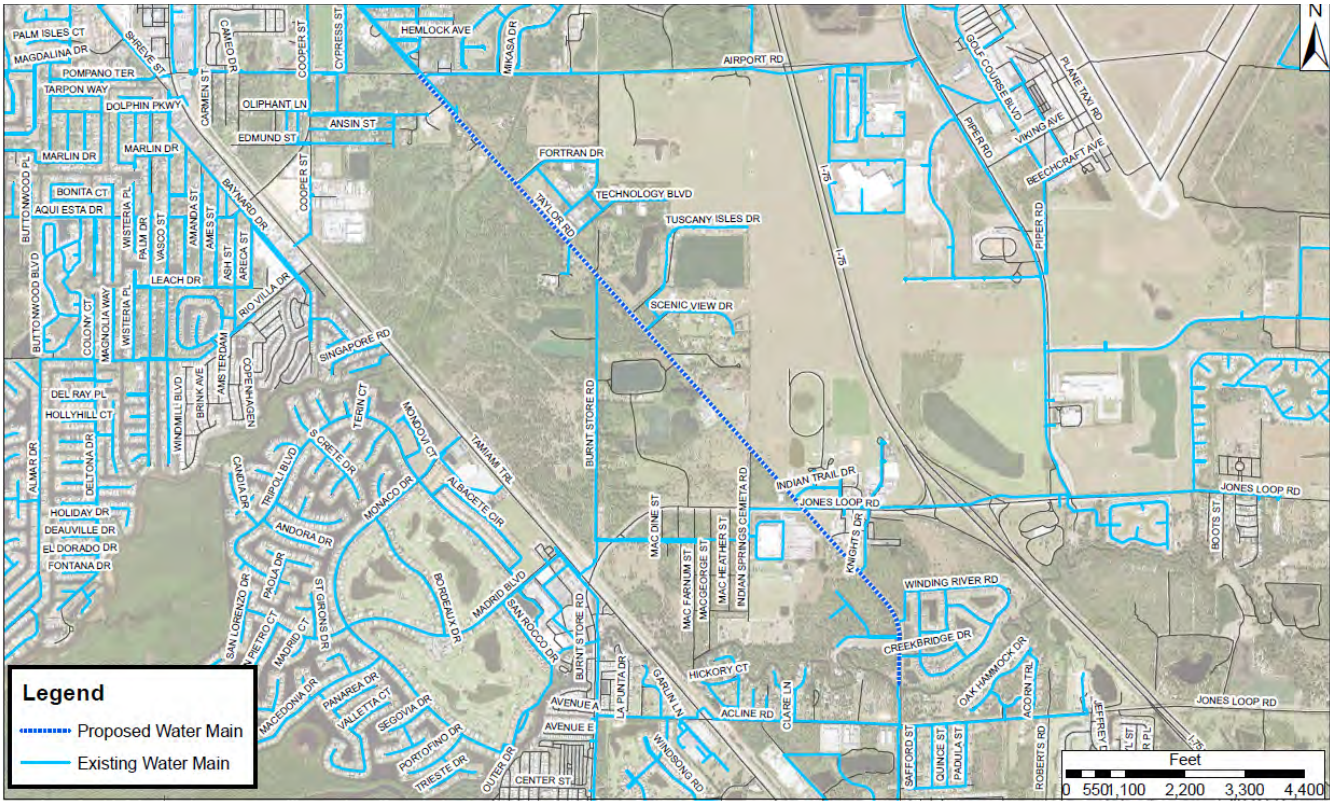
Replace existing 10" CI water main with new 12" water main in Taylor Road from Airport Road to Alligator Creek Bridge

Funding - 30% Impact Fees

Project Justification:
The existing water main is cast iron which is over 50 years old. Cast Iron pipe is functionally obsolete. This line could be subject to end of life pipe condition, resulting in repairs and interuption of service to customers.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Taylor Rd 10" Water Main Replacement Upgrage

Capital Improvements Program

Project Title: Solona Water Main Replacement Upgrade

Acct #: 411-8423-533-63-21 **Project Code:** SOLWMU

Project Priority:
Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.

Goal:
Maintain and enhance the City's infrastructure to ensure efficient service deliver and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 250,000	$ 3,000,000	$ 0	$ 0	$ 0	$ 3,250,000

1. Land Cost:
_____ Acres
_____ Front Ft _____
_____ Sq Ft
RIGHT OF WAY

2. Building Construction Cost:
_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	3,250,000
Engineering	$	250,000
Land	$	
Site	$	
Improvement	$	
Construction	$	3,000,000
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	UF		
2nd Yr.	UF		
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:
X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:
_____ Not Yet Acquired
_____ Partly Acquired
X Publicly Owned
_____ No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):
$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:
No additional operating costs

$ 0 Total

8. Effect on income (+ or -):
_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
Utilities Administration

Contact Person:
Tom Jackson

Project Description:

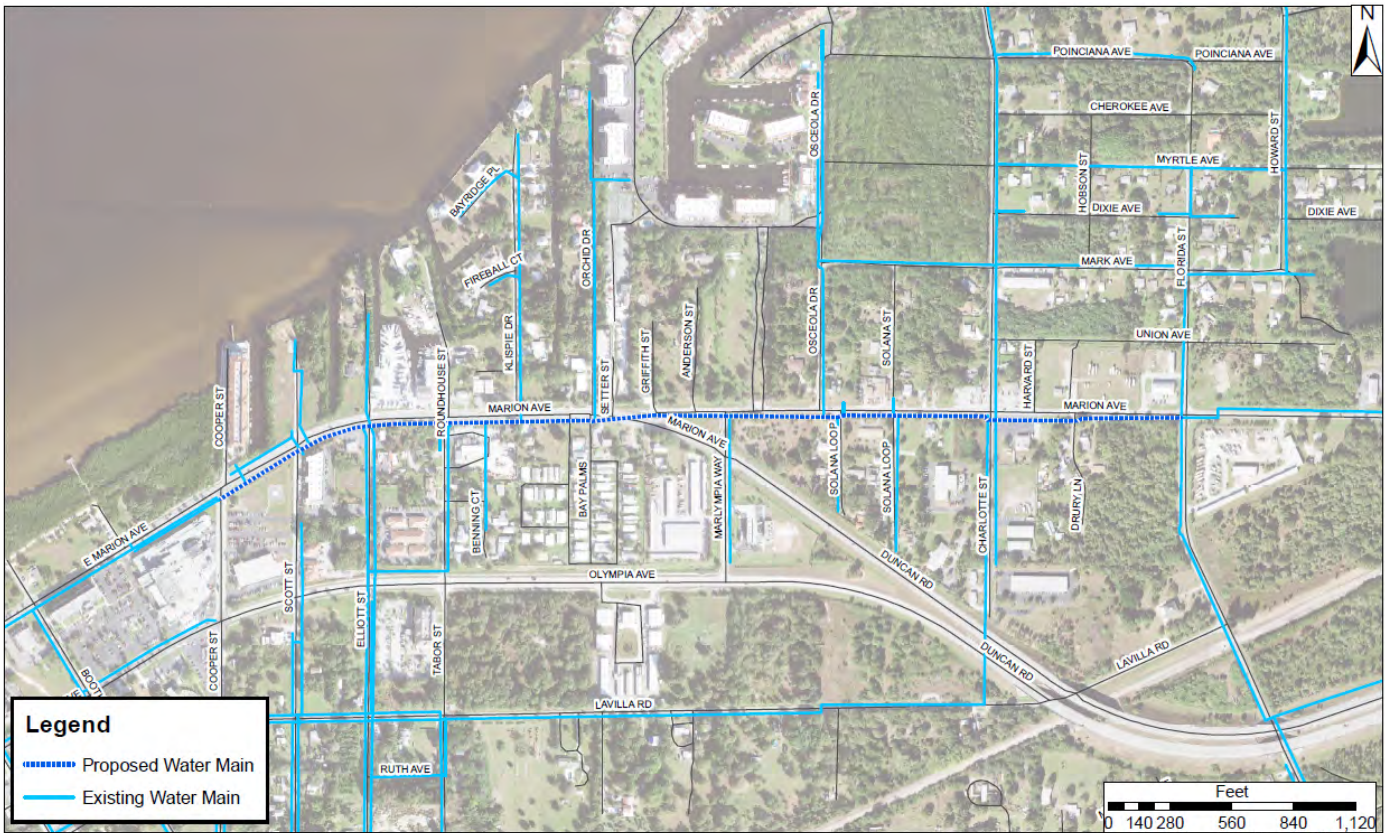
FY 2020 - 2021

Replace existing 8" CI water main in Marion Avenue from Cooper St to Florida St.

Project Justification:

The existing water main is cast iron which is over 50 years old. Cast Iron pipe is functionally obsolete. This line could be subject to end of life pipe condition, resulting in repairs and interuption of service to customers.

Capital Improvements Program



Solona Water Main Replacement Upgrade

City of Punta Gorda
Sanitation Fund
Revenue and Expense Comparison
Actual FY 2017 through Budget FY 2020

Revenue:	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Service Charges	$ 3,357,064	$ 3,532,148	$ 3,619,960	$ 3,674,170	$ 3,753,850
Solid Waste Franchise Fee	19,392	18,089	18,170	18,170	18,170
Interest Income	20,630	25,894	4,000	26,000	11,450
Recycling	3,507	4,699	4,000	4,500	4,000
Miscellaneous	7,167	37,523	100	51,865	100
Subtotal Operating Revenue	3,407,760	3,618,353	3,646,230	3,774,705	3,787,570
Projected Carryover-Beginning	2,002,871	2,378,889	1,043,048	1,332,478	1,458,903
Total Revenues	$ 5,410,631	$ 5,997,242	$ 4,689,278	$ 5,107,183	$ 5,246,473
Expenses:					
Personnel Services	$ 1,248,097	$ 1,258,530	$ 1,327,712	$ 1,295,690	$ 1,418,095
Operating Expenses	1,780,635	1,942,988	2,139,860	2,118,425	2,184,195
Capital Outlay	3,010	1,463,246	150,000	234,165	767,000
Subtotal Operations	3,031,742	4,664,764	3,617,572	3,648,280	4,369,290
Reserve-Fleet/Equipment	300,000	400,000	500,000	500,000	250,000
Projected Carryover-End	2,078,889	932,478	571,706	958,903	627,183
Total Expenses	$ 5,410,631	$ 5,997,242	$ 4,689,278	$ 5,107,183	$ 5,246,473

The Actual FY 2017 and Actual FY 2018 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

City of Punta Gorda, FL
Sanitation Fund
Proforma Schedule of Revenues and Expenses
FY 2017 through FY 2024

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues:									
Solid Waste Franchise Fee	$ 19,392	$ 18,089	$ 18,170	$ 18,170	$ 18,170	$ 18,170	$ 18,170	$ 18,170	$ 18,170
Commercial Refuse	574,095	585,595	574,500	602,500	602,500	602,500	602,500	602,500	602,500
Multi Family Refuse	625,509	644,485	649,000	637,000	637,000	643,370	646,587	649,820	653,069
Single Family Refuse	1,879,062	1,975,062	1,982,000	2,071,000	2,091,710	2,112,627	2,133,753	2,155,090	2,176,642
Yardwaste Collection	78,202	76,538	77,220	77,970	77,970	78,750	79,537	80,333	81,135
Recycling Collection	200,196	250,468	253,000	285,700	285,700	288,558	291,443	294,357	297,298
Recycling Rate Increase (Cumulative)	0	0	84,240	0	58,970	143,210	227,450	311,690	395,930
Miscellaneous	31,304	68,116	8,100	82,365	15,550	13,570	11,875	9,310	8,545
Total Funds Available	3,407,760	3,618,353	3,646,230	3,774,705	3,787,570	3,900,755	4,011,315	4,121,270	4,233,289
Expenses:									
Personnel Expenses	1,248,097	1,258,530	1,327,712	1,295,690	1,418,095	1,484,595	1,554,550	1,628,165	1,705,655
Operating Expenses	1,379,415	1,530,481	1,712,000	1,690,565	1,742,180	1,845,850	1,951,475	2,059,310	2,169,398
Administrative Charges	401,220	412,507	427,860	427,860	442,015	454,502	467,362	480,613	494,259
Capital	3,010	1,463,246	150,000	234,165	767,000	0	530,600	0	0
Total Sanitation Expenses	3,031,742	4,664,764	3,617,572	3,648,280	4,369,290	3,784,947	4,503,987	4,168,088	4,369,312
Revenue over(under) expenses	376,018	(1,046,411)	28,658	126,425	(581,720)	115,808	(492,672)	(46,818)	(136,023)
Operating Reserves - Beginning	1,902,871	2,078,889	643,048	932,478	958,903	627,183	492,991	500,319	453,501
Capital Outlay Reserve Beginning	100,000	300,000	400,000	400,000	500,000	250,000	500,000	0	0
Capital Outlay Reserve Ending	$ 300,000	$ 400,000	$ 500,000	$ 500,000	$ 250,000	$ 500,000	$ 0	$ 0	$ 0
Operating Reserves - Ending	$ 2,078,889	$ 932,478	$ 571,706	$ 958,903	$ 627,183	$ 492,991	$ 500,319	$ 453,501	$ 317,478
Capital Outllay Reserve-End as a % of Total Exp					5.72%	13.21%	0.00%	0.00%	0.00%
Operating Reserves-End as a % of Total Exp					14.35%	13.03%	11.11%	10.88%	7.27%

Assumptions:

Revenues:

FY 2020 - revenues per schedule; $0.42 rate increase for recycling to cover increased recycling contract costs.

FY 2021-2024 - Solid Waste Franchise fee and commercial refuse flat

Single and Multi-family refuse and yardwaste projected with growth of 1% each year

Recycling rate increase $0.60 to cover increased recycling contract costs each year

Personnel Expense:

FY 2020 - est. 4% merit increase

Defined benefit pension per schedule; Defined contribution plan is 7.5% of pensionable wages

Health insurance - est. 12% increase in rates

Workers comp per schedule, 10% est. increase

Overtime per department

FY 2021-2024 - 4% merit pool, defined benefit pension est 5%, defined contribution pension 7.5% of pensionable wages, health ins increase est 6% & workers comp increase est 10%

Operating Expense:

FY 2020 - Per Departmental Request; Fire & Gen Liab Ins est. increase 5%

FY 2021-2024 - 3% est. increase, except for: Fire & Gen Liab Ins 5% and Recylcing per contract

Capital:

FY 2020-2024 - Capital as per CIP forms

FY 2020-2024 - Capital Outlay Reserve increased or decreased based on specific year's capital outlay needs

The Actual FY 2017 and Actual FY 2018 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets and projeced carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

City of Punta Gorda, FL
Sanitation Rate Comparison with Neighboring Communities
Budget FY 2020

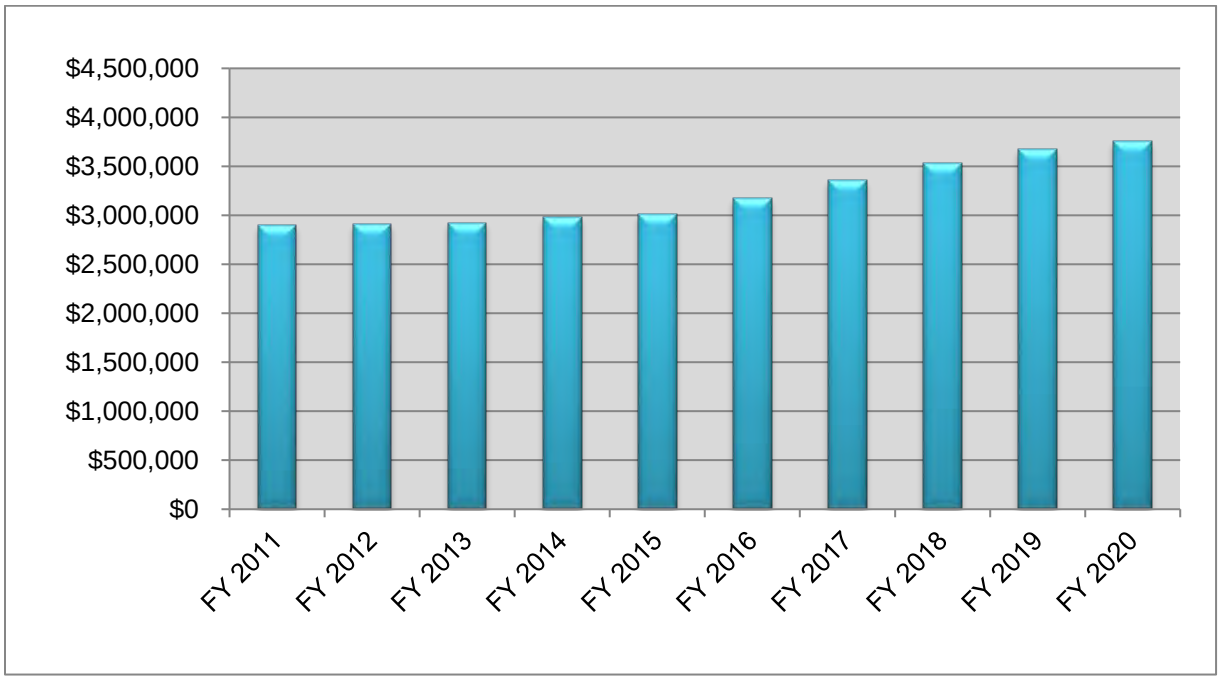
Jurisdiction	Proposed FY 2020 Cost/Year	Frequency of Service per week	Outsourced
City of Sarasota	$294.60	1	no
Naples	$286.68	2	no
Punta Gorda	$271.44	2	no
Venice	$262.44	2	no
North Port	$249.00	1	no
Fort Myers	$228.96	1	no
Collier County	$217.50	2	yes
Charlotte County	$206.80	1	yes
Cape Coral	$196.22	1	yes
Sarasota County	$186.59	1	yes
Manatee County	$171.96	2	yes

All of the above rates include once per week service for yard waste and recycling.

City of Punta Gorda
Sanitation Fund
Sanitation-Charges for Services
430-0000-343-4100

The user fee for solid waste collection and disposal are charged to provide full revenue for the purpose of paying the costs for twice weekly collection and disposal of trash, garbage and yard waste. The rates for residential, multi-family units and non-residential customers are determined by the schedule in section 10-9 of the code of ordinances. Prior to FY 2016, the last rate increase had been in FY 2006. A monthly rate increase of $0.75 was established in FY 2016 to cover the increased recycling contract costs. Based on scheduled recycling contract increases future rate increases were anticipated. A monthly rate increase of $0.42 (1.9%) is budgeted in FY 2020.

Fiscal Year	Monthly Recycling Rate Change	Revenue Amount	Percent Change
FY 2011		$2,895,936	1.43%
FY 2012		$2,906,950	0.38%
FY 2013		$2,922,637	0.54%
FY 2014		$2,975,695	1.82%
FY 2015		$3,007,195	1.06%
FY 2016	$0.75	$3,169,987	5.41%
FY 2017	$0.75	$3,357,064	5.90%
FY 2018	$0.90	$3,532,148	5.22%
FY 2019	$0.60	$3,674,170	4.02%
FY 2020	$0.42	$3,753,850	2.17%



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
SANITATION FUND

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
70-00	SOLID WASTE FRANCHISE FEE	19,392	18,089	18,170	18,170	18,170
**	**PERMITS,FEES & SPEC ASSMT**	**19,392**	**18,089**	**18,170**	**18,170**	**18,170**
51-00	FEDERAL DISASTER RELIEF	0	21,694	0	0	0
51-00	STATE DISASTER RELIEF	0	1,205	0	0	0
**	**INTERGOVERNMENTAL REVENUE**	**0**	**22,899**	**0**	**0**	**0**
41-01	COMMERCIAL REFUSE	574,095	585,595	574,500	602,500	602,500
41-02	MULTI FAMILY REFUSE	625,509	644,485	649,000	637,000	637,000
41-03	SINGLE FAMILY REFUSE	1,879,062	1,975,062	1,982,000	2,071,000	2,091,710
41-04	YARDWASTE	78,202	76,538	77,220	77,970	77,970
41-05	RECYCLING	200,196	250,468	337,240	285,700	344,670
**	**CHARGES FOR SERVICES**	**3,357,064**	**3,532,148**	**3,619,960**	**3,674,170**	**3,753,850**
10-00	INTEREST ON INVESTMENTS	20,630	25,894	4,000	26,000	11,450
41-00	SURPLUS FURN, FIXT, EQPT	0	5,700	0	49,940	0
91-03	RECYCLING	3,507	4,699	4,000	4,500	4,000
70-18	INSURANCE RECOVERY	0	0	0	1,625	0
70-50	DEFINED CONTRIB REFUNDS	4,717	5,329	0	0	0
90-00	MISCELLANEOUS REVENUE	2,450	3,595	100	300	100
**	**MISCELLANEOUS REVENUE**	**31,304**	**45,217**	**8,100**	**82,365**	**15,550**
90-01	PROJ CARRYOVER-BEGINNING	0	0	643,048	852,652	958,903
90-02	PRIOR YR ENCUMBRANCES	0	0	0	27,406	0
90-05	PRIOR YR RE-APPROPRIATION	0	0	0	52,420	0
90-13	BEG RESERVE-FLEET/EQPT	0	0	400,000	400,000	500,000
*	**BEGINNING RESERVES**	**0**	**0**	**1,043,048**	**1,332,478**	**1,458,903**
		3,407,760	**3,618,353**	**4,689,278**	**5,107,183**	**5,246,473**

The Actual FY 2017 and Actual FY 2018 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

FUNCTION:

The Sanitation/Refuse Collection Division collects refuse and yard waste from approximately 12,150 residential accounts and performs approximately 660 services on commercial accounts. The yard waste is currently hauled to a private operation (SLD Landfill) in Punta Gorda, and the refuse is hauled to Charlotte County Landfill. A 48-gallon cart "single stream" curbside recycling program has been implemented for all residential units.

ACCOMPLISHMENTS:

Accomplishments include the diversion of approximately 5,828 tons of recyclables from the waste stream annually. These reductions enable the City to work towards the State Solid Waste Management guidelines. Approximately 10,731 tons of refuse was transported to the Charlotte County Landfill.

In October, 2015, the recycling contract went out for bid and was awarded to Waste Management. The City curbside recycling program for residential units continues to be a "single stream" recycling program, doing away with the separation of the materials. However, this program has now implemented a 48-gallon cart for each residence. The carts are serviced by automated vehicles. Other materials have been added to the collection list. Electronics such as TV's, computers, VCR's, monitors, etc. are collected. In addition the collection of tires, oil and car batteries are also included.

Efforts are being made to increase recycling among the City's commercial customers. Information of the businesses has been provided to both the major recycling companies in the area, stressing the objective of increasing commercial recycling.

The clamshell loader approved in the FY 2019 budget is on order.

BUDGET NARRATIVE:

All trash and recycling collections are provided at curb side. Accommodations have been made to those residents needing assistance by providing a notice from their physician. The residential curbside recycling program is an automated service providing one 48-gallon cart for each residential unit. The additional rate of $0.42 per month is proposed to cover the cost of the increased recycling contract.

Charlotte County Landfill disposal fee is charged at $36.79 per ton for both residential and commercial refuse. Yard waste disposal at SLD Landfill is charged at $17 per ton.

FY 2020 Budget includes the replacement of three packers.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION
- Goal: Promote partnership opportunities with public, private and non-profit organizations
- Goal: Emphasize transparency in City operations, reporting and activities

PRIORITY: QUALITY OF LIFE
- Goal: Support, promote & maintain the City's historic character
- Goal: Achieve status as a waterfront destination for land and water visitors

MISSION AND OBJECTIVES

The Sanitation/Refuse Collection Division collects refuse and yardwaste from approximately 12,150 residential units. A "single stream" curbside recycling program has been implemented for all single family and multi-family units. Residents have one 48-gallon cart for recycling materials. In FY 2018 diversion of approximately 5,828 tons of recyclables from the waste stream annually enables the City to work toward the State Solid Waste Management guideline. The participation of the City's residents in the recycling program exceeds the 30% diversion of all wastes and is making strides toward accommodating its residents and contributing toward protecting the environment by complying with all state and federal regulations. Through continued education and efforts by the major recycling companies, commercial recycling could provide further increases in recycling percentages.

INITIATIVES AND ACTION ITEMS

In October 2015, the residential curbside recycling contract was awarded to Waste Management. It has broadened the list of materials accepted and should help increase the goal to exceed more than 30% diversion of materials from the landfill through the City recycling program. FY 2020 efforts to increase the percentage of diverted materials will focus on commercial recycling.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
# of tons of recycled material diverted from landfill	5,727	5,828	6,142	6,450
Efficiency:				
# of tons to landfill	10,410	10,731	11,420	11,990
# of tons recycled	5,727	5,828	6,142	6,450
Service Quality:				
Accomplishment of greater than 30% diverted tonnage from landfill	Yes	Yes	Yes	Yes
Outcome:				
% of tons diverted from landfill	35%	35%	35%	35%

RESULTS

The Sanitation Division has again met its goal of diverting more than 30% of its waste stream from the landfill. Approximately 5,828 tons were diverted from the landfill and recycled in FY 2018. This resulted in a 35% projected recycling rate for FY 2019, meeting our 30% goal. Our projection for 2020 is to continue this recycling rate by our residents.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
SANITATION SUMMARY

Operating Budget

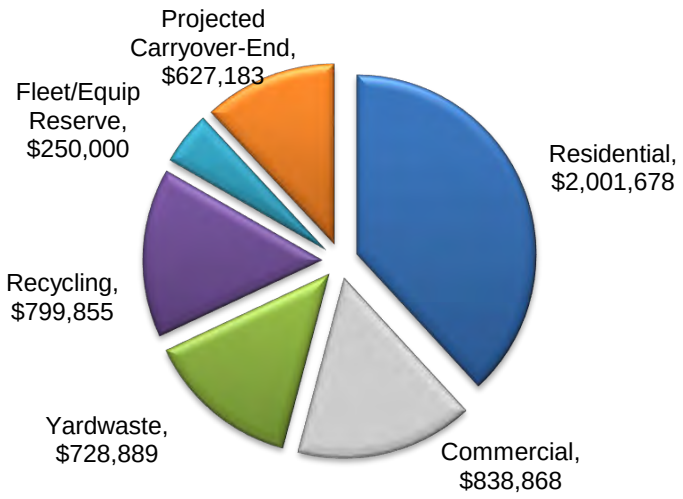
Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	1,283,556	1,279,635	1,327,712	1,295,690	1,418,095
Operating	1,983,849	2,174,874	2,139,860	2,118,425	2,184,195
Capital Outlay	0	0	150,000	234,165	767,000
Reserve-Fleet/Equip	0	0	500,000	500,000	250,000
Projected Carryover	0	0	571,706	958,903	627,183
Total	**3,267,405**	**3,454,509**	**4,689,278**	**5,107,183**	**5,246,473**

The Actual FY 2017 and Actual FY 2018 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
PW Supervisor	1	1	1	1	1
PW Sr San Crew Chief	1	1	1	1	1
PW San Crew Chief	3	3	3	3	3
Sanitation Worker II	11	11	11	12	12
Sanitation Worker I	3	3	3	2	2
Total	19	19	19	19	19

Service Costs



SANITATION FUND
VEHICLE AND EQUIPMENT REPLACEMENT PROGRAM
FY 2020 - FY 2024
(All figures in thousands of dollars)

PROJECT IDENTIFICATION	TOTAL PROJECT COST	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
EQUIPMENT:						
(3) 2010 Packer replacements	767	767	0	0	0	0
2012 Packer replacement	256	0	0	256	0	0
2012 Clamshell loader replacement	200	0	0	200	0	0
2008 Flat bed truck w/dump body replacement	75	0	0	75	0	0
TOTAL		767	0	531	0	0

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0930		Asset Tag	6866	Purchase Price (if Known)		$ 190,611
Make	Crane Carrier	Model	LET2-45		Year	2010	Age 9
Current Mileage	99,392				Life to Date Maintenance Cost		$ 134,360
Description	Crane Carrier LET2-45 Truck Refuse Compactor Rear Loader Low Entry Cab						

Recent Major Repair(s) to extend life:

Replaced both tailgate cylinders, exhaust blanket P/N, bypass hose, ignition switch and repaired engine oil leak

Known Problems:

None at this time as vehicles are repaired due to immediate needs

Description of Requested Replacement:

Truck Refuse Compactor HD 25 YARD Rear Loader with tippers

Estimated Cost of Replacement

$ 255,666

Scoring Criteria

<- Highest Concern -- Lowest Concern ->

Safety: ■ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

End of Life - Fiscal Year

■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024

<- Most Costly -- Least Costly to Operate ->

Efficiency: ■ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

Requested Fiscal Year for replacement

■ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:

Anticipated end of service life

Vehicle delivery takes 6-9 months after order is placed

If this vehicle or equipment is not replaced, what are the alternatives:

It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ■ Yes ☐ NO

If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0930		Asset Tag	6867	Purchase Price (if Known)		$ 190,611
Make	Crane Carrier	Model	LET2-45		Year	2010	Age 9
Current Mileage	90,927				Life to Date Maintenance Cost		$ 135,546
Description	Crane Carrier LET2-45 Truck Refuse Compactor Rear Loader Low Entry Cab						

Recent Major Repair(s) to extend life:	Known Problems:
Repaired exhaust leak and engine leaks. Replaced modules and upper hose	None at this time as vehicles are repaired due to immediate needs

Description of Requested Replacement:	Estimated Cost of Replacement
Truck Refuse Compactor HD 25 YARD Rear Loader with tippers	$ 255,666

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☑ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	☑ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☑ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	☑ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life Vehicle delivery takes 6-9 months after order is placed	It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0930		Asset Tag	6868	Purchase Price (if Known)		$ 190,611
Make	Crane Carrier	Model	LET2-45		Year	2010	Age 9
Current Mileage	84,982				Life to Date Maintenance Cost		$ 132,565
Description	Crane Carrier LET2-45 Truck Refuse Compactor Rear Loader Low Entry Cab						

Recent Major Repair(s) to extend life:	Known Problems:
Repaired engine oil leak and cooling system leak	Regenerator is in constant need of repairs, Vehicles are repaired due to immediate needs

Description of Requested Replacement:	Estimated Cost of Replacement
Truck Refuse Compactor HD 25 YARD Rear Loader with tippers	$ 255,667

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☑ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	☑ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☑ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	☑ 2020 ☐ 2021 ☐ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life Vehicle delivery takes 6-9 months after order is placed	It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0930		Asset Tag	6890	Purchase Price (if Known)		$ 206,473
Make	Crane Carrier	Model	LM11-2049		Year	2012	Age 7
Current Mileage	94,030				Life to Date Maintenance Cost		$ 125,647
Description	Crane Carrier Trash Compactor Refuse Collector Rear Loader 27 yd						

Recent Major Repair(s) to extend life:	Known Problems:
Replaced turbo charger, repaired HDY control relay, replaced rear axle brakes, and 3 relays in the electrical system	None at this time, vehicles are repaired due to immediate needs

Description of Requested Replacement:	Estimated Cost of Replacement
Trash Compactor Refuse Collector Rear Loader 27 yd with recessed tipper	$ 255,600

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☑ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☑ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☑ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):





City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0930		Asset Tag	6891	Purchase Price (if Known)		$ 106,214
Make	Freightliner	Model	M2		Year	2012	Age 7
Current Mileage	73,068				Life to Date Maintenance Cost		$ 40,261
Description	Freightliner Clamshell Loader M2 Truck Crane 2 Axle						

Recent Major Repair(s) to extend life:	Known Problems:
Repaired hydraulic leak on bucket, replaced bucket rotation HYD motor and HYD cylinder on bucket	None at this time, vehicles are repaired due to immediate needs

Description of Requested Replacement:	Estimated Cost of Replacement
Clamshell Loader	$ 200,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☑ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☑ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☐ 1 ☐ 2 ☑ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☑ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0930		Asset Tag	6825	Purchase Price (if Known)		$ 31,335
Make	Ford	Model	F350XL Super Duty		Year	2008	Age 11
Current Mileage	65,694				Life to Date Maintenance Cost		$ 8,149
Description	Ford Truck F/Bed Dump 1 Ton F350 XL Super Duty Conventional Cab 2 Door						

Recent Major Repair(s) to extend life:	Known Problems:
Replaced body mounts, repaired A/C system	None at this time

Description of Requested Replacement:	Estimated Cost of Replacement
Truck Flatbed Dump (1 Ton)	$ 75,000

Scoring Criteria

<- Highest Concern -- Lowest Concern ->	End of Life - Fiscal Year
Safety: ☑ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	☐ 2020 ☑ 2021 ☐ 2022 ☐ 2023 ☐ 2024
<- Most Costly -- Least Costly to Operate ->	Requested Fiscal Year for replacement
Efficiency: ☑ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5	☐ 2020 ☐ 2021 ☑ 2022 ☐ 2023 ☐ 2024

Provide explanation for requested fiscal year of replacement:	If this vehicle or equipment is not replaced, what are the alternatives:
Anticipated end of service life	It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.

If vehicle or equipment is replaced – will it be auctioned: ☑ Yes ☐ NO
If No, Requested use?

Photo (s):



City of Punta Gorda
Building Fund
Revenue and Expense Comparison
Actual FY 2017 through Budget FY 2020

Building Fund: A fund created in FY 2006 to identify specific revenue resources and the related, allowable expenses. It includes the building permit fees and related fees charged to support the cost of enforcing the building code.

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Revenues:					
Permits, Fees & Spec Assmt	$ 989,492	$ 1,034,105	$ 913,500	$ 1,062,350	$ 1,012,350
Charges for Services	29,045	43,866	25,000	41,555	25,000
Miscellaneous Revenues	30,594	44,173	24,500	47,595	40,000
	1,049,131	1,122,144	963,000	1,151,500	1,077,350
Projected Carryover-Beginning	1,050,229	1,224,884	1,311,027	1,461,699	1,605,299
Total Revenues	$ 2,099,360	$ 2,347,028	$ 2,274,027	$ 2,613,199	$ 2,682,649
Expenses:					
Personnel Services	$ 685,882	$ 698,309	$ 797,755	$ 768,310	$ 854,970
Operating Expenses	169,587	168,441	192,725	195,725	236,475
Capital Outlay	19,007	18,579	25,000	43,865	23,250
	874,476	885,329	1,015,480	1,007,900	1,114,695
Projected Carryover-End	1,224,884	1,461,699	1,258,547	1,605,299	1,567,954
Total Expenses	$ 2,099,360	$ 2,347,028	$ 2,274,027	$ 2,613,199	$ 2,682,649

The Actual FY 2017 and Actual FY 2018 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

City of Punta Gorda, FL
Building Fund
Proforma Schedule of Revenues and Expenses
FY 2017 through FY 2024

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues:									
Permits, Fees, & Spec Assmt	$ 989,492	$ 1,034,105	$ 913,500	$ 1,062,350	$ 1,012,350	$ 1,012,350	$ 1,012,350	$ 1,012,350	$ 1,012,350
Charges for Services	29,045	43,866	25,000	41,555	25,000	25,000	25,000	25,000	25,000
Miscellaneous Revenues	30,594	44,173	24,500	47,595	40,000	27,500	27,500	26,000	23,750
Total Revenues	1,049,131	1,122,144	963,000	1,151,500	1,077,350	1,064,850	1,064,850	1,063,350	1,061,100
Expenses:									
Personnel Services	685,882	698,309	797,755	768,310	854,970	893,390	933,605	975,705	1,019,785
Operating Expenses	169,587	168,441	192,725	195,725	236,475	243,705	251,155	258,840	266,760
Capital Outlay	19,007	18,579	25,000	43,865	23,250	0	0	0	0
Total Expenses	874,476	885,329	1,015,480	1,007,900	1,114,695	1,137,095	1,184,760	1,234,545	1,286,545
Revenues less Expenses	174,655	236,815	(52,480)	143,600	(37,345)	(72,245)	(119,910)	(171,195)	(225,445)
Operating Reserves - Beg	1,050,229	1,224,884	1,311,027	1,461,699	1,605,299	1,567,954	1,495,709	1,375,799	1,204,604
Operating Reserves - End	$ 1,224,884	$ 1,461,699	$ 1,258,547	$ 1,605,299	$ 1,567,954	$ 1,495,709	$ 1,375,799	$ 1,204,604	$ 979,159

Assumptions:

Revenues:

FY 2020-2024 - Permit revenues $963,500 per year; Certificate of Competencies $48,850 per year; Charges for Services $25,000 per year; Miscellaneous revenue $5,000 per year; and interest revenue based on average reserves

Personnel Expense:

FY 2020 - 4% merit increase; 0.5 f.t.e increase for building line and grade inspector added mid-year FY 2019
Defined benefit pension per schedule; Defined contribution plan is 7.5% of pensionable wages
Health Insurance - 12% est. increase in rates
Workers comp per schedule, 10% est. increase

FY 2021-2024 - 4% merit increase, defined benefit pension 5% increase, defined contribution pension 7.5% of pensionable wages, health ins increase est 6% & workers comp increase est 10%

Operating Expense:

FY 2020 - Per Departmental request; Fire & Gen Liab insurance est. 5% increase

FY 2021-2024 - 3% est. increase, except for Fire/General Liab insurance 5% est increase

Capital Outlay:

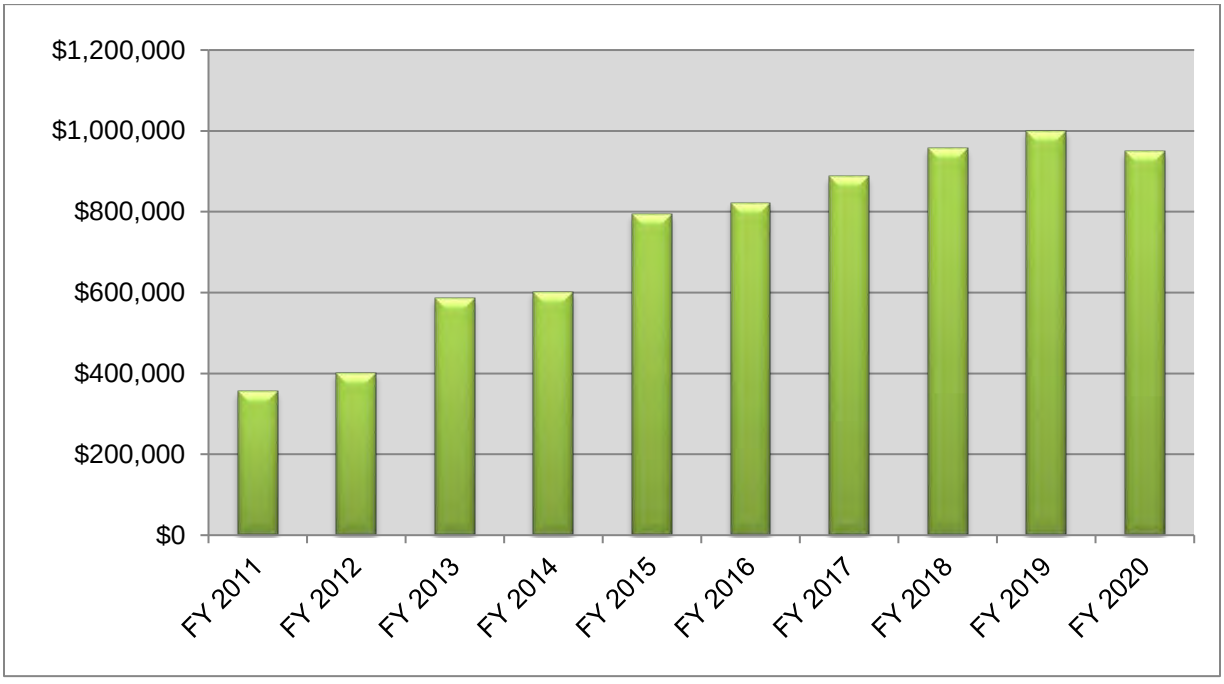
FY 2020 Per Departmental request

The Actual FY 2017 and Actual FY 2018 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

City of Punta Gorda
Building Fund
Building Permits
440-0000-322-0000

The fee schedule for building permits is located in the City Code of Ordinances Section 7-33. The Building Department permit fees were amended to keep pace with the costs involved in running the Building Department. The chart below provides a ten-year schedule of actual building permit fees received and the actual value of new construction including FY 2019 projected and FY 2020 budgeted permit revenue. The value of new construction was obtained from the Building Department reports.

Fiscal Year	Revenue	Percentage Change	Value of Building Permits	Percentage Change
FY 2011	$ 354,932	54.05%	$27,004,294	5.98%
FY 2012	$ 401,146	13.02%	$29,359,412	8.72%
FY 2013	$ 585,487	45.95%	$50,896,633	73.36%
FY 2014	$ 601,492	2.73%	$48,939,259	-3.85%
FY 2015	$ 793,436	31.91%	$66,565,328	36.02%
FY 2016	$ 822,081	3.61%	$77,594,172	16.57%
FY 2017	$ 887,037	7.90%	$82,269,441	6.03%
FY 2018	$ 956,410	7.82%	$87,972,273	6.93%
FY 2019	$1,000,000	4.56%		
FY 2020	$ 950,000	-5.00%		



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
BUILDING FUND

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
00-00	BUILDING PERMITS	887,037	956,410	850,000	1,000,000	950,000
01-00	SIGN PERMITS	4,500	1,150	0	0	0
02-00	RIGHTS OF WAY PERMITS	13,400	17,300	13,500	13,500	13,500
03-00	DOCK PERMITS	36,255	10,395	0	0	0
09-00	CERTIFICATE OF COMPETENCY	48,300	48,850	50,000	48,850	48,850
*	**PERMITS,FEES & SPEC ASSMT**	**989,492**	**1,034,105**	**913,500**	**1,062,350**	**1,012,350**
50-01	REINSP,REVW & CHANGE FEES	29,045	43,866	25,000	40,000	25,000
90-01	DEMOLITION REIMBURSEMENT	0	0	0	1,555	0
*	**CHARGES FOR SERVICES**	**29,045**	**43,866**	**25,000**	**41,555**	**25,000**
10-00	INTEREST ON INVESTMENTS	11,940	22,120	19,500	37,000	30,000
70-18	INSURANCE RECOVERY	0	440	0	0	0
90-00	MISCELLANEOUS REVENUE	18,654	21,613	5,000	10,595	10,000
*	**MISCELLANEOUS REVENUE**	**30,594**	**44,173**	**24,500**	**47,595**	**40,000**
90-01	PROJ CARRYOVER-BEGINNING	0	0	1,311,027	1,461,699	1,605,299
*	**BEGINNING RESERVES**	**0**	**0**	**1,311,027**	**1,461,699**	**1,605,299**
		1,049,131	**1,122,144**	**2,274,027**	**2,613,199**	**2,682,649**

The Actual FY 2017 and Actual FY 2018 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

FUNCTION:

The Building Division enforces all adopted State and City Ordinances pertaining to building and contractors licenses including associated field inspections. The Division conducts plan reviews, permitting and inspections for residential and commercial structures. It also processes all contractor licensing. The Chief Building Official also acts as the City's Floodplain Manager in conjunction with FEMA Guidelines.

ACCOMPLISHMENTS:

As of May 31 for fiscal year 2019, the Building Division has issued 3,271 permits and performed 7,579 inspections.

62 new single family permits were also issued during this time period.

BUDGET NARRATIVE:

The Building Division is an enterprise fund, and as such is required to keep a close eye on fiscal management. To ensure fiscal prudence the division has continued to monitor expenditures in all areas while maintaining required education, licenses and certifications. Demand for services continued to grow which required additions to staff in FY 2018 and 2019. Continued growth required a mid-year adjustment in FY 2019 to add a part-time position (0.5 f.t.e) for a line and grade inspector. Due to the difficulty of filling a part-time position, this part-time position has been combined with the engineering's division request for a part-time position in FY 2020. This will allow a full-time employee to fulfill both division's needs.

The Chief Building Official will continue to perform plan review and inspections as needed.

The Division is also responsible for canal permits for docks and boatlift, structural fire inspections and fire plans review, as well as Right-of Way permitting and inspections. The Building Division continues to provide services for residential line and grade field operations. Specific fees are charged to cover these costs.

FY 2020 includes the purchase of a pickup truck. A previously replaced vehicle was held from disposal in FY 2019 to accommodate the new position until the new budget cycle.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
Goal: Ensure the competitiveness of Punta Gorda's business climate
PRIORITY: QUALITY OF LIFE
Goal: Support, promote, and maintain the City's historic character

MISSION AND OBJECTIVES

Enforce all adopted State and City Ordinances pertaining to building and contractor licenses, including associated field inspections, to conduct plan reviews, permitting and inspections for residential and commercial structures, as well as processing all contractors licensing, in an efficient and service-oriented manner. Maintain a proactive approach to Public Safety.

INITATIVES AND ACTION ITEMS

To perform inspections on same day and permitting services within 5 days of residential and commercial requests

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
# Inspections	10,171	10,316	10,625	10,943
# Residential new const. permits issued	127	130	125	125
# Commercial new const. permits issued (*includes new business build-outs)	20	15	10	8
# Other building permits issued	1,852	1,893	1,947	2,050
# Elect/Plumb/A-C permits issued	1,676	1,800	1,854	1,900
# Contractor Licenses	1,573	1,617	1,665	1,680
Efficiency:				
% inspections performed by next working day	99.9	99.9	99.9	99.9
# days permitting turnout time: Residential	2	2	2	2
# days permitting turnout time: Commercial	2	2	2	2
Service Quality:				
% Residential Permits within 15 days	99%	99%	99%	99%
% Commercial Permits within 15 days	99%	99%	99%	99%
Outcome:				
% Residential permits meeting service quality target. (90%)	99%	99%	99%	99%
% Commercial permits meeting service quality target. (90%)	99%	99%	99%	99%

RESULTS

The Division's Performance Measures continue to reflect an upward trending of the market. The Division continues to meet its objectives of service turn-around times above stated goals as well as same day inspections.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
BUILDING SUMMARY

Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	670,663	737,775	797,755	768,310	854,970
Operating	178,633	181,246	192,725	195,725	236,475
Capital Outlay	0	0	25,000	43,865	23,250
Projected Carryover	0	0	1,258,547	1,605,299	1,567,954
Total	**849,296**	**919,021**	**2,274,027**	**2,613,199**	**2,682,649**

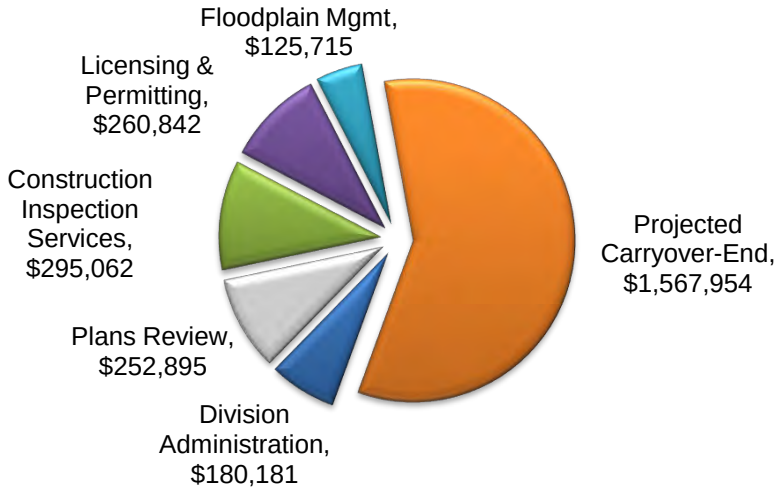
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Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
Chief Building Official	1	1	1	1	1
Plans Examiner/Inspector	1	1	1	1	1
Building Insp Multi Lic	2	2	2	2	2
Building Insp Single Lic	1	2	2	2	2
License/Permit Supervisor	1	1	1	1	1
Engineering Tech II (line & grades)	0	0	0	0.5	0.5
Permit Technician	2	2	2	2	2
Total	8	9	9	9.5	9.5

FY 2019 0.5 f.t.e line & grade position combined with PW Engineering part-time position in FY 2020 for a full-time Engineering Tech II.

Service Costs



BUILDING FUND
VEHICLE AND EQUIPMENT REPLACEMENT PROGRAM
FY 2020 - FY 2024
(All figures in thousands of dollars)

PROJECT IDENTIFICATION	TOTAL PROJECT COST	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
EQUIPMENT:						
*Pickup Truck, 1/4 ton (for add'l position)	23	23	0	0	0	0
TOTAL		23	0	0	0	0

* This is an add to fleet for new position added in FY 2019

City of Punta Gorda
Laishley Park Marina
Revenue and Expense Comparison
Actual FY 2017 through Budget FY 2020

Laishley Park Marina Fund: A fund created in FY 2007 to identify specific revenue resources and the related, allowable expenses for the operation of the marina. It includes the operation and leasing of 85 boat slips (which allows 172 vessels during specified community events), 9 day docks, a field of 42 mooring balls, parking area, pump-out facilities, boaters' day room and surrounding park amenities.

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Revenues:					
Slip & Mooring Rentals and Pump Out Svcs	$ 410,002	$ 395,514	$ 394,000	$ 437,495	$ 430,995
Intergovernmental Revenue	5,726	12,479	7,000	80,435	11,000
Miscellaneous Revenue	26,899	29,460	27,200	22,350	22,750
	442,627	437,453	428,200	540,280	464,745
Projected Carryover - Beg.	287,102	317,653	386,554	302,439	370,534
Prior Yr Encumbrances/Re-Appropriations		60,800		66,000	
Total Revenues	$ 729,729	$ 815,906	$ 814,754	$ 908,719	$ 835,279
Expenses:					
Operating Expenses-Marina	$ 147,865	$ 241,950	$ 193,755	$ 256,710	$ 203,275
Operating Expenses-Marina Park Contract	198,565	205,517	232,500	228,160	237,050
Capital Outlay	4,846	-	46,000	53,315	6,000
	351,276	447,467	472,255	538,185	446,325
Projected Carryover-End	378,453	368,439	342,499	370,534	388,954
Total Expenses	$ 729,729	$ 815,906	$ 814,754	$ 908,719	$ 835,279

The Actual FY 2017 and Actual FY 2018 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

City of Punta Gorda, FL
Laishley Park Marina
Proforma Schedule of Revenues and Expenses
FY 2017 through FY 2024

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues:									
Slip Rentals	$ 403,902	$ 386,464	$ 385,000	$ 426,995	$ 421,995	$ 421,995	$ 421,995	$ 421,995	$ 421,995
Mooring Field Revenue	6,100	9,050	9,000	10,500	9,000	9,000	9,000	9,000	9,000
Intergovernmental Revenues	5,726	12,479	7,000	80,435	11,000	11,000	11,000	11,000	11,000
Miscellaneous Revenue	26,899	29,460	27,200	22,350	22,750	22,960	23,165	23,376	23,590
Total Revenues	442,627	437,452	428,200	540,280	464,745	464,955	465,160	465,370	465,585
Expenses:									
Laishley Park Marina Expenses	147,865	241,950	193,755	256,710	203,275	208,675	214,250	220,000	225,930
Marina Park Contract Expenses	198,565	205,517	232,500	228,160	237,050	243,260	249,660	256,250	263,040
Capital Outlay	4,846	-	46,000	53,315	6,000	6,000	6,000	6,000	6,000
Total Expenses	351,276	447,467	472,255	538,185	446,325	457,935	469,910	482,250	494,970
Revenues less Expenses	91,351	(10,014)	(44,055)	2,095	18,420	7,020	(4,750)	(16,880)	(29,385)
Operating Reserves - Beg	287,102	378,453	386,555	368,439	370,534	388,954	395,974	391,224	374,344
Operating Reserves - End	$ 378,453	$ 368,439	$ 342,499	$ 370,534	$ 388,954	$ 395,974	$ 391,224	$ 374,344	$ 344,959

Assumptions:

Revenue:

FY 2020 - Slip and Mooring Field rentals per schedule
Intergovernmental revenue - Grant revenues estimated to cover 100% of pump out boat operating costs
FY 2021-2024 - All revenues est. 0-1% increase. Grant revenues estimated to cover a portion of pump out boat operating costs

Operating Expenses:

FY 2020 - Operating expenses per department
Additional funds budgeted annually for dredging and annual maintenance of floating docks and mooring fields.
FY 2021-2024 - Est. 0-3% increases

Capital Outlay:

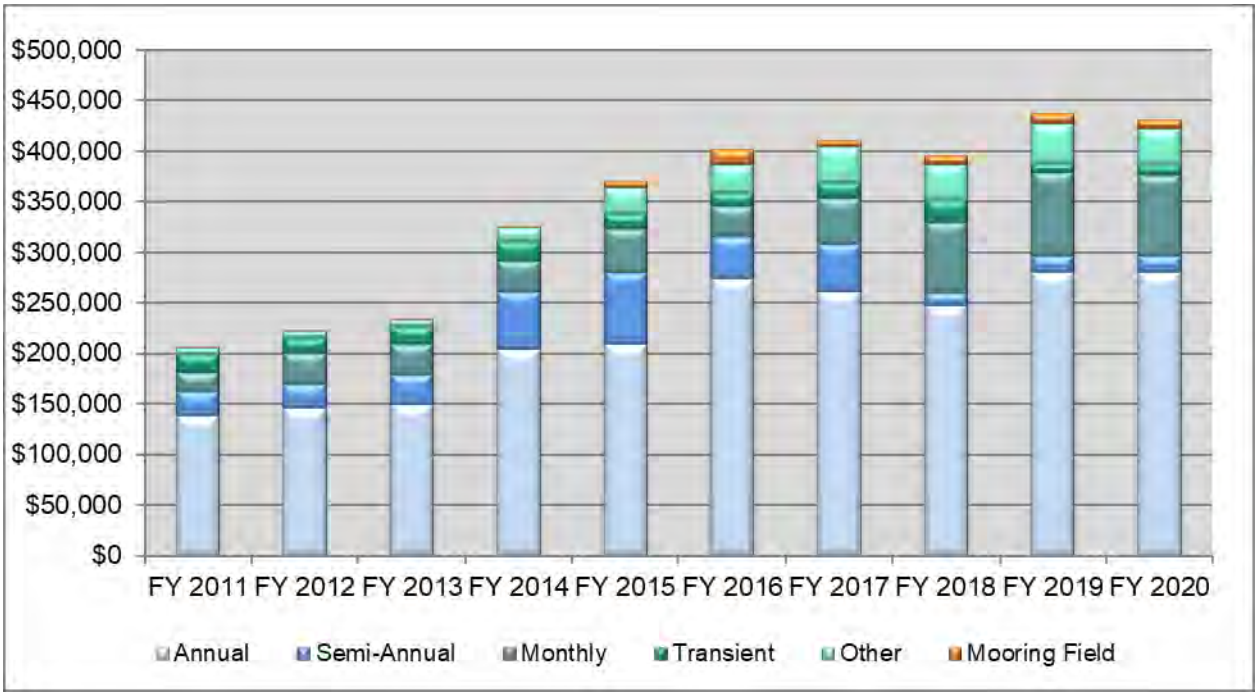
FY 2020-2024 - General marina upgrades

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City of Punta Gorda
Laishley Park Marina Fund
Slip & Mooring Rentals
450-0000-347-0400

In FY 2007, the Laishley Park Marina enterprise fund was established. The Marina has 94 permitted boat slips of which 80 are available for rent, 5 are provided at no cost to government entities and the remainder are day docks. A modified submerged land lease was executed in December 2012 which allows 172 vessels during specified community events. In FY 2011, a mooring field with 42 connections was completed. The current rate schedules for the Laishley Park Marina slip rentals and mooring field were adopted July 2016. The chart below provides a ten-year schedule of actual slip and mooring rentals received including FY 2019 projected and FY 2020 budgeted.

Fiscal Year	Annual Slip Rentals	Semi-Annual Rentals	Monthly Slip Rentals	Transient Slip Rentals	Other Slip Revenue	Mooring Field Rentals	Total Rentals	Percent Change
FY 2011	$137,822	$23,776	$19,188	$18,502	$6,029	$170	$205,487	-12.6%
FY 2012	$146,272	$23,754	$30,475	$15,006	$5,652	$604	$221,763	7.9%
FY 2013	$149,110	$29,843	$30,739	$16,923	$7,025	$607	$234,247	5.6%
FY 2014	$203,986	$56,726	$31,327	$18,876	$12,948	$867	$324,730	38.6%
FY 2015	$208,619	$70,986	$44,033	$14,511	$25,136	$6,351	$369,636	13.8%
FY 2016	$274,165	$41,218	$29,992	$13,207	$27,961	$15,212	$401,755	8.7%
FY 2017	$260,581	$47,180	$45,188	$16,113	$34,840	$6,100	$410,002	2.1%
FY 2018	$246,662	$13,538	$69,397	$22,388	$34,479	$9,050	$395,514	-3.5%
FY 2019	$279,495	$17,000	$82,000	$9,500	$39,000	$10,500	$437,495	10.6%
FY 2020	$279,495	$17,000	$80,000	$9,500	$36,000	$9,000	$430,995	-1.5%



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
LAISHLEY PARK MARINA FUND

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
49-06	FISH & WILDLIFE SVC	4,060	6,213	7,000	7,000	7,000
51-06	FEMA - STORMS	0	0	0	59,408	0
51-06	STATE - FEMA STORMS	0	0	0	9,902	0
22-00	MARINA ADV BD BOATER IMPR	1,666	6,266	0	4,125	4,000
*	**INTERGOVERNMENTAL REVENUE**	**5,726**	**12,479**	**7,000**	**80,435**	**11,000**
10-10	SLIP RENTAL ELECTR REIMB	24,790	24,829	26,000	26,000	26,000
95-00	LIVE ABOARD MARINA FEE	10,050	9,650	9,000	13,000	10,000
04-09	SLIP RENTAL COMMERCIAL	0	74,496	0	74,495	74,495
04-10	SLIP RENTAL ANNUAL	260,581	172,166	250,000	205,000	205,000
04-11	SLIP RENTAL SEMI-ANNUAL	47,180	13,538	10,000	17,000	17,000
04-12	SLIP RENTAL MONTHLY	45,188	69,397	70,000	82,000	80,000
04-13	SLIP RENTAL TRANSIENT	16,113	22,388	20,000	9,500	9,500
04-21	MOORING FLD EAST	6,100	9,050	9,000	10,500	9,000
*	**CHARGES FOR SERVICES**	**410,002**	**395,514**	**394,000**	**437,495**	**430,995**
04-15	MARINA SHIP STORE RENT	12,416	11,286	11,200	12,500	12,750
04-50	MARINA COMMUNITY ROOM RNT	12,478	15,983	14,000	7,850	8,000
90-00	MISCELLANEOUS REVENUE	2,005	2,191	2,000	2,000	2,000
*	**MISCELLANEOUS REVENUE**	**26,899**	**29,460**	**27,200**	**22,350**	**22,750**
90-01	PROJ CARRYOVER-BEGINNING	0	0	386,554	302,439	370,534
90-05	PRIOR YR RE-APPROPRIATION	0	0	0	66,000	0
*	**BEGINNING RESERVES**	**0**	**0**	**386,554**	**368,439**	**370,534**
		442,627	**437,453**	**814,754**	**908,719**	**835,279**

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FUNCTION:

The major functions of the Marina are to provide boat slips, boat dockage, a boat ramp, boat ramp parking, ships' store, pump-out service and a community room. The Marina operations are being leased out to a company, Marina Park Management Group, whose responsibility is to see that the Marina is maintained and operated in a professional manner. The Marina is accounted for as an enterprise fund, which is expected to operate on its own financially.

ACCOMPLISHMENTS:

The Marina has held its own financially to date and has not needed an infusion of funds from other sources. One of the City Council's adopted strategic policies is quality of life, including clean air and water, recreational opportunities and a healthy eco-system, with a goal to achieve status as a waterfront destination for land and water visitors. The Charlotte Harbor is one of the City's finest natural resources with the Marina helping many people to enjoy it. The enjoyment is not only for boaters, but for citizens who want to enjoy time by the water and in a park-like setting. Park amenities include an interactive fountain with covered seating, pavilions which can be rented for various social events, and restrooms. A multitude of meetings have taken place in the Community Room which has brought in many non-boaters to enjoy the views and City facility. With the help of the management company and the Tourist Development Bureau a number of major events took place in and around the Marina. These will also help increase traffic in the area. The East Mooring Field provides 42 mooring balls which are available for rent. The Marina hosts several events throughout the course of the year, which boost transient slip rental income. Some of the events include Smuggler's Chili & Beer Fest, SW Florida Honor Flight Car Show, Punta Gorda Chamber Wine & Jazz Festival, American Heart Association Heart Walk, Peace River Seafood Festival, Peace River National Art Show, Team Punta Gorda Pedal & Play in Paradise, Punta Gorda Rotary Taste of Punta Gorda, NAACP Unity March, March of Dimes March for Babies, Charlotte County Pride Fest, Smuggler's 4th of July Festival, Walk 4 Peace Event, Walk to End Alzheimer's, and an International Food Festival.

In FY 2018, repairs were made to damaged docks that were a result of Hurricane Irma in September of 2017. The City is worked with FEMA to obtain reimbursement that was received in FY 2019. The amount was increased to 90% from FEMA and 5% from the State.

BUDGET NARRATIVE:

Opening in April 2007, Laishley Park Marina is operated as an enterprise fund to include the Marina and park amenities. The City outsourced management of the Marina and the ship's store to Marina Park LLC, however retained the authority to set boat slip, community room and pavilion rental rates. In July 2013, the City rebid the management and Marina Park LLC has been awarded the contract. Staffing coverage is provided seven days per week, 365 days per year. The staffing levels are monitored on a regular basis, to ensure that the staffing is flexed to coincide with the increases and the decreases in the work levels.

There is no change to rates in FY 2020. Current rates are $12.00 per ft for annual rate, $12.50 per ft for semi-annual rate, and $13.00 per ft. for monthly rate. The live aboard flat fee is $50.00 per month. These rates will enable the Marina to keep pace with the rates of our local competitors.

BUDGET NARRATIVE (continued):

The Marina currently has 2 commercial tenants; The Freedom Boat Club and Sea Tow. There are a limited number of slips available at any one point in time, and the vacancies that become available are quickly filled during the winter season. Summer occupancy remains a challenge.

The FY 2020 Budget includes funding for special projects. The projects include $25,000 for dredging; $25,000 for repair and maintenance of docks and mooring fields; and $6,000 for replacements of washers and dryers.

A current tenant continues to lease the ship store space. The ship store offers fresh and frozen bait, a variety of fishing rods, reels, tackle, snacks, beverages, ice and manages the free bicycle rental program.

The boating and Marina events have brought tourists and future customers into the downtown area. The interactive fountain has provided an opportunity for families, with young children, to gather for recreation, and to enjoy the Marina and the surrounding area. The Marina offers free bicycle usage and maps of pathways to other areas of town.

The City added mobile pump-out services in FY 2014. Through state and marine advisory grants, the City purchased a pump-out boat and provides services in the harbor as well as in the City's mooring field. The FY 2020 budget continues this operation. The projections indicate that this service will not be break-even and that continued grants or subsidies will be necessary. The consideration in providing this service is to assist in maintaining water quality in the harbor and to meet prior grant requirements.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
- Goal: Ensure the competitiveness of Punta Gorda's business climate

PRIORITY: STRATEGIC COMMUNICATIONS POSITIONING
- Goal: Optimize waterfront, bicycle and pedestrian assets of the City
- Goal: Coordinate with stakeholders in promoting Punta Gorda as a boating, fishing and bicycle friendly destination

PRIORITY: QUALITY OF LIFE
- Goal: Achieve status as a waterfront destination for land and water visitors

MISSION AND OBJECTIVES

The Laishley Park Marina Division is responsible to see that the marina is maintained to the highest degree of integrity by servicing those boaters that use the facility in an efficient and customer-oriented manner.

INITIATIVES AND ACTION ITEMS

Provide mobile pump-out services; coordinate marketing the marina with downtown businesses as a boaters' destination and increase transient slip usage.

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
# of slips available for rent	80	80	80	80
Efficiency:				
Revenue from slip & mooring rentals	$410,002	$395,514	$437,495	$430,995
Service Quality:				
Profitably managed by contract	Yes	Yes	Yes	Yes
Outcome:				
% of occupancy-long term of rentable slips	80%	76%	85%	85%
% of occupancy-transient of rentable slips	1.9%	3.2%	2.0%	2.0%

RESULTS

The Marina slip usage had slightly declined from FY 2017 to FY 2018. This was attributable to the damaged docks from Hurricane Irma. FY 2019 and FY 2020 projects an increase from FY 2018. The events utilizing the Marina seem to be successful in adding value to the quality of life for both residents and visitors.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
LAISHLEY PARK MARINA SUMMARY

Operating Budget

Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	*	*	*	*	*
Operating	364,672	457,193	426,255	484,870	440,325
Capital Outlay	0	0	46,000	53,315	6,000
Projected Carryover	0	0	342,499	370,534	388,954
Total	**364,672**	**457,193**	**814,754**	**908,719**	**835,279**

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Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Budget FY 2019	Amended Authorized FY 2019	Budget FY 2020
Under Contract Management	yes	yes	yes	yes	yes

* The City privatized the operations of the Marina.

LAISHLEY PARK MARINA FUND
VEHICLE AND EQUIPMENT REPLACEMENT PROGRAM
FY 2020 - FY 2024
(All figures in thousands of dollars)

PROJECT IDENTIFICATION	TOTAL PROJECT COST	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
EQUIPMENT:						
Marina Upgrades	30	6	6	6	6	6
TOTAL		6	6	6	6	6

INTERNAL SERVICE FUNDS

Internal Service Funds are operated on a cost-reimbursement basis used to account for financing of services provided by one department or agency to other departments of the City. The City's only internal service fund is Information Technology.

- The Information Technology Fund provides a central computer system, telecommunications, and Geographic Information Systems (GIS) for the benefit of all City Departments.

Punta Gorda

City of Punta Gorda, FL
Information Technology Fund
Revenue and Expense Comparison
Actual FY 2017 through Budget FY 2020

An Internal Service Fund is operated on a cost-reimbursement basis used to account for the financing of services provided by one department or agency to other departments of the City. Information Technology provides a computer network infrastructure and geographic information system for the benefit of all City Departments.

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Revenues:					
Charges for Services	$ 1,189,119	$ 1,223,844	$ 1,451,150	$ 1,451,150	$ 1,747,055
Miscellaneous Revenue	2,788	1,871	1,500	1,500	1,500
	1,191,907	1,225,715	1,452,650	1,452,650	1,748,555
Projected Carryover-Beg	172,764	154,132	43,961	130,142	104,183
Prior Year Encumbrances	12,140	580	0	0	0
Prior Yr Re-Appropriation	137,941	80,000	0	84,170	0
Total Revenues	$ 1,514,752	$ 1,460,427	$ 1,496,611	$ 1,666,962	$ 1,852,738
Expenses:					
Personnel Services	$ 439,072	$ 456,857	$ 549,421	$ 551,289	$ 639,893
Operating Expenses	538,451	643,457	763,320	817,490	846,870
Capital Outlay	302,517	145,801	164,000	194,000	362,300
	1,280,040	1,246,115	1,476,741	1,562,779	1,849,063
Projected Carryover-End	234,712	214,312	19,870	104,183	3,675
Total Expenses	$ 1,514,752	$ 1,460,427	$ 1,496,611	$ 1,666,962	$ 1,852,738

The Actual FY 2017 and Actual FY 2018 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
INFORMATION TECHNOLOGY

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2017	ACTUAL FY 2018	BUDGET FY 2019	PROJECTED FY 2019	BUDGET FY 2020
20-01	GENERAL FUND	854,454	878,854	1,047,750	1,047,750	1,248,290
20-04	PUNTA GORDA ISL CANAL DST	10,200	9,990	12,380	12,380	14,900
20-16	CHAR HBR NATL ESTUARY PRG	14,500	14,500	17,380	17,380	20,715
20-26	UTILITIES O M & R	247,900	235,770	292,410	292,410	351,770
20-50	SANITATION/REFUSE COLLECT	13,805	14,220	17,625	17,625	24,165
20-51	BUILDING FUND	48,260	49,710	61,605	61,605	84,070
20-53	LAISHLEY PARK MARINA	0	20,800	2,000	2,000	3,145
*	**GENERAL GOVERNMENT**	**1,189,119**	**1,223,844**	**1,451,150**	**1,451,150**	**1,747,055**
41-00	SURPLUS FURN, FIXT, EQPT	414	418	0	0	0
90-00	MISCELLANEOUS REVENUE	2,374	1,453	1,500	1,500	1,500
	MISCELLANEOUS REVENUE	**2,788**	**1,871**	**1,500**	**1,500**	**1,500**
90-01	PROJ CARRYOVER-BEGINNING	0	0	43,961	130,142	104,183
90-05	PRIOR YR RE-APPROPRIATION	0	0	0	84,170	0
*	**BEGINNING RESERVES**	**0**	**0**	**43,961**	**214,312**	**104,183**
		1,191,907	**1,225,715**	**1,496,611**	**1,666,962**	**1,852,738**

The Actual FY 2017 and Actual FY 2018 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

FUNCTION:

Information Technology (IT) supports the use of technology in all City Departments to streamline their processes improving the efficiency and timeliness of their response to the various needs in the City. This involves support in 6 major areas: business systems, network administration, telecommunications, hardware/software support, data analysis and Geospatial Information Systems (GIS). This division of the City Manager's Office is responsible for the integrity, security and accessibility of the data stored within the City's technology and is consistently working to insure continuous improvement in making data easier to retrieve and use allowing it to better drive the decision-making process.

ACCOMPLISHMENTS: (FY 2019 Planned: 11 defined projects)

- Upgrade City Storage Area Network to increase capacity and improve performance
- Continue to improve the effective use of all benefits received through our enterprise license for GIS software from ESRI, Inc.
- Manage accessibility, integrity and recoverability of all data layers (parcels, streets, zoning and land use, etc.)
- Purchase and implement Public Records Request Management software to better track and manage these requests
- Implement the Evidence Receipts module for the Police Department's OSSI CAD/RMS System
- Upgrade the audio and video capabilities in the City Council Chambers
- Upgrade the network firewalls to enhance network security
- Added non-Public Safety departments to our Netmotion field connectivity solution
- Upgrade Naviline to the new Windows interface
- Addressed ADA issues in City website and applications
- Identify Traffic Monitoring solutions that can utilize the new City Mesh Network installed to support our Automated Meter Reading system

BUDGET NARRATIVE:

On average, IT receives 210 helpdesk requests per month and has on average 100 open work orders at a time.

Our goals for the coming year include:

- Complete projects currently in progress from FY 2019, (there should be only one project that will overflow into FY2020)
- Implement replacement for Firehouse software to upgrade to NEMS 3.0 compliance
- Computer Replacement within the four year cycle with addition of new computers for some departments
- Expand the capacity of our virtual desktop infrastructure (VDI) by adding more virtual desktops
- GIS Equipment (digital receivers, camera, antenna, drones)
- Granicus meeting management software
- Electronic Timekeeping
- OSSI Forms for Public Safety (2)

BUDGET NARRATIVE (continued):

- Continue to improve the effective use of all benefits received through our enterprise license for GIS software from ESRI, Inc.
- Manage accessibility, integrity and recoverability of all data layers (parcels, streets, zoning and land use, etc.)
- Continue our work with other community agencies enhancing the City's Internet presence
- Improve data sharing with the public;
- Continue to automate City work flows

In addition to all the projects approved above, a new computer support specialist position (1 f.t.e.) was added to allow for more proactive support to all divisions. Position will have set days at different locations to service the various divisions' needs.

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
- Goal: Identify sustainable spending policies and appropriate technologies to support business operations

PRIORITY: INFRASTRUCTURE SUSTAINABILITY
- Goal: Maximize use of new technology in applicable areas
- Goal: Apply best management practices & systems in infrastructure maintenance
- Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands.

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION
- Goal: Emphasize transparency in City operations, reporting, and activities

PRIORITY: STRATEGIC COMMUNICATIONS POSITIONING
- Goal: Optimize expertise of regional and local partners (i.e. Charlotte Harbor Tourism Bureau, Chambers of Commerce, Realtor Association, tourism-oriented private sector) to achieve stated objectives

MISSION AND OBJECTIVES

Lead the City of Punta Gorda by facilitating creative technological solutions, enabling City staff to perform their day-to-day tasks more efficiently promoting electronic (green) initiatives and mobile computing and allowing the citizens of Punta Gorda to access City services and information via the Internet to support transparency in government.

INITIATIVES AND ACTION ITEMS

- Ensure efficient response to user technical issues and requests
- Provide project management services for IT project implementation and development
- Maintain high availability for Application, Internet, Network, and Telecommunication services
- Upgrade Fire Department Firehouse software to a NIMS 3.0 compliant solution
- Implement improvements to our Virtual Desktop Initiative (VDI) to improve performance and accessibility
- Purchase tools and applications to continue our implementation of an enterprise GIS solution
- Implement Upgrade of City meeting management software from Novus Solutions to Granicus
- Implement Electronic Timekeeping
- Continue computer replacement initiative

INITIATIVES AND ACTION ITEMS (continued)

Indicator	Actuals FY 2017	Actuals FY 2018	Projected FY 2019	Proposed FY 2020
Output:				
# of Users	260	268	268	280
# of Applications	187	187	187	190
# of Projects	18	9	12	8
# of Work Orders Open per month (avg)	157	215	236	275
Efficiency:				
% System Availability				
AS400	99.9%	99.9%	99.9%	99.9%
Network	99.9%	99.9%	99.9%	99.9%
Telecommunications	99.9%	99.9%	99.9%	99.9%
Service Quality:				
% Work Orders Closed	97%	91%	96%	97%
Avg days response to Urgent Requests	.5	.5	.5	.3
Outcome:				
% projects completed	91%	95%	95%	95%
Improve use of training credits available through our enterprise license	N/A*	YES	YES	YES
Establish regular meetings of internal GIS user group to guide City's use of GIS	N/A*	YES	YES	YES
Formation of regional GIS users group with members from several area jurisdictions that meets at least annually (number of meetings	YES	YES	YES	YES
Improved presence of interactive GIS mapping on the new City website (Number of maps)	N/A*	YES	YES	YES

*Due to refocusing of GIS in FY 2016 new baselines for performance measurement were set

RESULTS

IT has a total of 14 projects; 6 are complete, 8 are in progress. The total number of Work Orders opened from October 1, 2017 – September 30, 2018, was 2,427; total number of Work Orders Closed was 2,329. Thus far in this year, 1,898 work orders have been opened, and 1,655 have been closed. IT continues to build out its enterprise GIS and has performed major upgrades to several systems this year including Naviline, OSSI CAD/RMS and several security systems. Security continues to be an area of focus due to increased activity against local governments. We have also focused efforts on improvements to the ADA accessibility of the City website and other citizen facing applications.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2020
INFORMATION TECHNOLOGY SUMMARY

Operating Budget

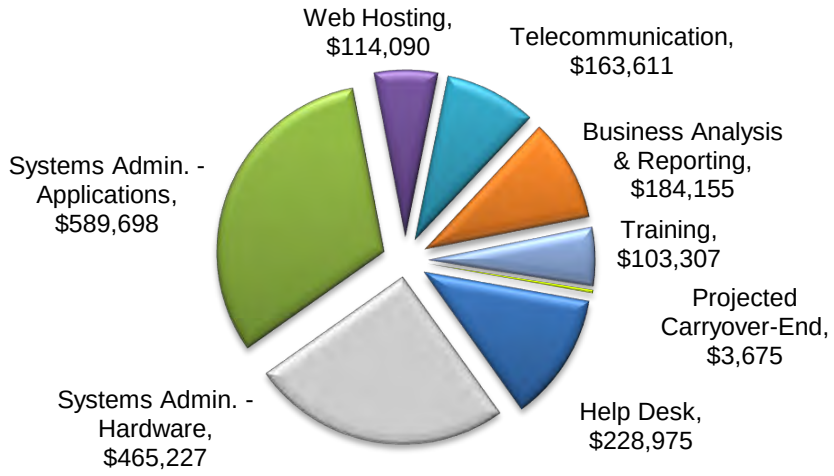
Expenditure Category Summary	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020
Personnel Services	444,575	471,669	549,421	551,289	639,893
Operating	719,592	847,918	763,320	817,490	846,870
Capital Outlay	0	0	164,000	194,000	362,300
Debt Service	0	0	0	0	0
Transfers	0	0	0	0	0
Other	0	3,941	0	0	0
Projected Carryover	0	0	19,870	104,183	3,675
Total	**1,164,167**	**1,323,528**	**1,496,611**	**1,666,962**	**1,852,738**

The Actual FY 2017 and Actual FY 2018 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2017	Amended Authorized FY 2018	Authorized FY 2019	Amended Authorized FY 2019	Budget FY 2020
IT Manager	1	1	1	1	1
Systems Analyst	1	1	1	1	1
Network Analyst	1	1	1	1	1
GIS Analyst	0	1	1	1	1
IT Analyst II	2	2	2	2	2
Computer Support Specialist	0	0	0	0	1
Total	5	6	6	6	7

Service Costs



INFORMATION TECHNOLOGY FUND
NEW PROJECTS AND EQUIPMENT DETAIL
FY 2020 - FY 2024
(All figures in thousands of dollars)

Capital Outlay Replacement Plan		TOTAL PROJECT COST	Prior Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Desktops, laptops, tablets	ITCOMP	477		117	90	90	90	90
GIS Tools and Equipment	ITGIS	55		55				
Virtual Desktop Upgrade	ITVDIU	30		30				
Virtual Host Server	ITVIRT	188	33	35	30	30	30	30
Software for Fire Incident Reporting/Management	ITFIRE	30		30				
Electronic Timekeeping System	ITTIME	35		35				
Granicus Council Meeting Management	ITGRAN	50		50				
OSSI Report Development	ITOSSI	10		10	10			
Future Projects to be considered:								
Replace current ERP with up to date Software	ITRERP	150 Annually			150	150	150	150
Purchase tracking/coordinating of mobile devices	ITAZUR	32 Annually			32	32	32	32
TOTAL			**33**	**362**	**312**	**302**	**302**	**302**

Capital Outlay Program
Project Detail
0251- Information Technology

Project Title: Computer Replacement

Acct #: 502-0251-590-6420 **Project Code:** ITCOMP

Stategic Priority:

Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services

Goal:

Maximize use of new technology in applicable areas

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 117,300	$ 90,000	$ 90,000	$ 90,000	$ 90,000	$ 477,300

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	477,300
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	477,300

4. Sources of Financing:

	Local	State	Federal
1st Yr.	OF		
2nd Yr.	OF		
3rd Yr.	OF		
4th Yr.	OF		
5th Yr.	OF		

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:

$ 0 Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
City Manager/IT

Contact Person:
Brad Schuette

Project Description:

Purchase of Computers to replace any currently in production that will reach their End of Life (4 years) during the fiscal year.

FY 2020 includes $27,300 for new computers for positions.

Project Justification:

As computer equipment ages it becomes less reliable, more prone to catastrophic failure and less able to perform the level of work required of it. Due to this as computers age past 4 years they are scheduled for replacement.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Outlay Program
Project Detail
0251- Information Technology

Project Title: GIS Tools and Equipment

Acct #: 502-0251-590-6420 **Project Code:** ITGIS

Stategic Priority:

Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services

Goal:

Maximize use of new technology in applicable areas

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 55,000	$ 0	$ 0	$ 0	$ 0	$ 55,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	55,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	55,000

4. Sources of Financing:

	Local	State	Federal
1st Yr.	OF		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$	10,000	Contractual for Services
$		Equipment
$		Other Costs:
$	10,000	Total Subscription

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
City Manager/IT

Contact Person:
Brad Schuette

Project Description:

Purchase of support tools and equipment for GIS capabilities. Such as digital receivers, antennas, cameras, drones, etc.)

Project Justification:

As we establish more and more data analysis and reporting using GIS we will require tools for departments to use to gather and process GIS data in the field.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Outlay Program
Project Detail
0251- Information Technology

Project Title: Virtual Desktop Upgrade

Acct #: 502-0251-590-64-20 **Project Code:** ITVDIU

Stategic Priority:

Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services

Goal:

Maximize use of new technology in applicable areas

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 30,000	$ 0	$ 0	$ 0	$ 0	$ 30,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	30,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	30,000

4. Sources of Financing:

	Local	State	Federal
1st Yr.	OF		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:

$ 0 Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
City Manager/IT

Contact Person:
Brad Schuette

Project Description:

Upgrade Virtual Desktop units from current Wyse client models to newer more functional models. Upgrade half of existing units in each of the next two years.

Project Justification:

The current Wyse virtual desktop units are no longer capable of delivering adequate performance as a desktop replacement. They are too slow, do not handle video well and do not offer the ability for expansion. The newer units have better functionality and will allow us to continue to use virtual desktops as a viable alternative to a full size desktop computer.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Outlay Program
Project Detail
0251- Information Technology

Project Title: Virtual Host Server

Acct #: 502-0251-590-64-20 **Project Code:** ITVIRT

Stategic Priority:

Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services

Goal:

Maximize use of new technology in applicable areas. Apply best management practices & systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 32,960	$ 35,000	$ 30,000	$ 30,000	$ 30,000	$ 30,000	$ 187,960

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	32,960
In Present CIP	$	155,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	187,960

4. Sources of Financing:

	Local	State	Federal
1st Yr.	____	____	____
2nd Yr.	____	____	____
3rd Yr.	____	____	____
4th Yr.	____	____	____
5th Yr.	____	____	____

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:

$ 0 Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
City Manager/IT

Contact Person:
Brad Schuette

Project Description:

This project will build out the servers used to host all of our virtual servers to a total of four and then replace one each year as they age out.

Project Justification:

With the increased use of virtual over physical servers (resulting in significant savings) the current inventory is becoming incapable of supporting any new virtual servers. This would impact the ability of IT to provide adequate server space to our customers for new applications, or other server based services

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Outlay Program
Project Detail
0251- Information Technology

Project Title: Software for Fire Incident Reporting/Management

Acct #: 502-0251-590-6420 **Project Code:** ITFIRE

Stategic Priority:

Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services

Goal:

Maximize use of new technology in applicable areas

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 30,000	$ 0	$ 0	$ 0	$ 0	$ 30,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	30,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	30,000

4. Sources of Financing:

	Local	State	Federal
1st Yr.	OF		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$	18,000	Contractual for Services
$		Equipment
$		Other Costs:
$	18,000	Total Annual Subscription

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
City Manager/IT

Contact Person:
Brad Schuette

Project Description:

Purchase of software to upgrade Fire Incident reporting and management tool to current state standards.

Project Justification:

Current tools are not up to state requirements for reporting. Must be upgraded to be compliant.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Outlay Program
Project Detail
0251- Information Technology

Project Title: Electronic TImekeeping System

Acct #: 502-0251-590-6421 **Project Code:** ITTIME

Stategic Priority:

Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services

Goal:

Maximize use of new technology in applicable areas

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 35,000	$ 0	$ 0	$ 0	$ 0	$ 35,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	35,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	35,000

4. Sources of Financing:

	Local	State	Federal
1st Yr.	OF		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$	22,000	Contractual for Services
$		Equipment
$		Other Costs:
$	22,000	Total Annual Subscription

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
City Manager/IT

Contact Person:
Brad Schuette

Project Description:

Computer based timekeeping software module that would tie in to our CentralSquare Payroll module to electronically handle time entry, approvals, management of leave, and management of all special circumstances.

Project Justification:

Currently payroll requires a great deal of hands on work to enter, evaluate, approve and process. Implementation of this system would eliminate a large percentage of the hands on processing allowing time to be entered in each department, approvals to be done on-line by supervisors, managers, directors and Finance, and to allow for processing without any interruption of other programs or processes as is required now. It should result in significant time savings in gathering and processing payroll.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Outlay Program
Project Detail
0251- Information Technology

Project Title: Granicus Council Meeting Management

Acct #: 502-0251-590-6421 **Project Code:** ITGRAN

Stategic Priority:

Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services

Goal:

Maximize use of new technology in applicable areas

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 50,000	$ 0	$ 0	$ 0	$ 0	$ 50,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.
_____ Equipment
N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	50,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	50,000

4. Sources of Financing:

	Local	State	Federal
1st Yr.	OF		
2nd Yr.			
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$	35,000	Contractual for Services
$		Equipment
$		Other Costs:
$	35,000	Total Annual Subscription

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues
X No Effect
$ _____ Total

Department:
City Manager/IT

Contact Person:
Brad Schuette

Project Description:

Purchase of modules for meeting management to complement our current website and Novus Agenda management tools. These would upgrade or add:

- Minutes Management
- Video Management
- Agenda Management
- Citizen's Engagement

Project Justification:

Current tools are not adequate to manage and maintain meeting minutes, video, agendas and citizen's review at levels that meet the expectation of our citizens. This along with ADA requirements makes it necessary to overhaul how this is done and bring new functionality on board.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Outlay Program
Project Detail
0251- Information Technology

Project Title: OSSI Report Development

Acct #: 502-0251-590-64-20 **Project Code:** ITOSSI

Stategic Priority:

Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services

Goal:

Maximize use of new technology in applicable areas. Apply best management practices & systems in infrastructure maintenance.

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 10,000	$ 10,000	$ 0	$ 0	$ 0	$ 20,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	20,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	20,000
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.	OF		
2nd Yr.	OF		
3rd Yr.			
4th Yr.			
5th Yr.			

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$ _____ Personal Services
$ _____ Contractual for Services
$ _____ Equipment
$ _____ Other Costs:

$ 0 Total

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
City Manager/IT

Contact Person:
Brad Schuette

Project Description:

This project will fund the development of customized reporting for our OSSI CAD/ RMS system for the Police. Each report costs $5000 so funding is requested for two in FY20 and two in FY21.

FY 2020 is approved, FY 2021 will be reviewed again during FY 2021 budget process

Project Justification:

The requested reports will fill in gaps in the system specific to PGPD processes and allow them to make better use of this core application.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Outlay Program
Project Detail
0251- Information Technology

Project Title: Replace current CentralSquare ERP with more up to date software

Acct #: TBD **Project Code:** ITRERP

Stategic Priority:

Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services

Goal:

Maximize use of new technology in applicable areas

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 0	$ 150,000	$ 150,000	$ 150,000	$ 150,000	$ 600,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	600,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.	OF		
3rd Yr.	OF		
4th Yr.	OF		
5th Yr.	OF		

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$	150,000	Contractual for Services
$		Equipment
$		Other Costs:
$	150,000	Total Subscription

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
City Manager/IT

Contact Person:
Brad Schuette

Project Description:

Replace our current CentralSquare ERP software with hosted cloud based subscription ERP.

Project Justification:

Replace our current CentralSquare ERP with more up to date and modernized software.

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Outlay Program
Project Detail
0251- Information Technology

Project Title: MS Azure Active Directory

Acct #: TBD **Project Code:** ITAZUR

Stategic Priority:

Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services

Goal:

Maximize use of new technology in applicable areas

Previous Years	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total Cost
$ 0	$ 0	$ 32,000	$ 32,000	$ 32,000	$ 32,000	$ 128,000

1. Land Cost:

_____ Acres
_____ Front Ft _____
_____ Sq Ft
N/A

2. Building Construction Cost:

_____ Sq. Ft.

_____ Equipment

N/A

3. Estimated Costs:

In Previous CIP	$	0
In Present CIP	$	128,000
Engineering	$	
Land	$	
Site	$	
Improvement	$	
Construction	$	
Landscaping	$	
Equipment	$	

4. Sources of Financing:

	Local	State	Federal
1st Yr.			
2nd Yr.	OF		
3rd Yr.	OF		
4th Yr.	OF		
5th Yr.	OF		

5. Status of Project:

X Preliminary Estimate
_____ Survey in Progress
_____ Plans in Preparation
_____ Completed

6. Status of Land Acquisition:

_____ Not Yet Acquired
_____ Partly Acquired
_____ Publicly Owned
X No Land Involved
_____ Gift

7. Effect of Operating Cost (+ or -):

$		Personal Services
$	32,000	Contractual for Services
$		Equipment
$		Other Costs:
$	32,000	Total Subscription

8. Effect on income (+ or -):

_____ Loss of Taxes
_____ Gain From Sale of
_____ Previous Facility
_____ New Revenues

X No Effect
$ _____ Total

Department:
City Manager/IT

Contact Person:
Brad Schuette

Project Description:

Annual subscribe to the Azure Active Directory module.

Project Justification:

Improves mobile data management and use of our Active Directory security on offsite access to our network, which includes access to cloud based data.

* FUNDING SOURCES (SEE PAGE 8.05)

DEBT SERVICE

The Debt Service section provides a schedule of total current outstanding debt. In addition, a five year projection of debt service payments are provided by fund. Any projected new debt for future years is explained and included in the five year projections.

- State of Florida Statutes have no ceiling cap on debt for municipalities.

- City of Punta Gorda Charter, Article VI empowers the Council to issue debt with no stated limitations.

- City Financial Policies provide for prudent guidelines for issuance of debt but have no specific limitations. See Financial Policies in Section 3 – Process and Policies.

City of Punta Gorda, FL
Summary Schedule of October 1, 2018 Outstanding Debt
As of September 30, 2019

The City is not subject to state debt limits, nor is there a limit set by the City Charter. The City's financial policy on debt management stresses ensuring adequacy of infrastructure and capacity to support growth as reasons to incur debt. It also addresses not allowing debt terms to extend beyond the useful life, and not using debt for operations. Projected as of September 30, 2019 the City will have $20.0 million in revenue notes. The detail of projected current outstanding debt is provided below.
New financing pending in FY 2019 is not included in schedules on this page, but estimated prinicipal payments are. It is included in schedule on the following page and in the individual funds under budgeted or proposed new financing.

		Principal Outstanding Omits FY 2019 Pending Financing
Debt Service Fund		
Note 13	2012 $20,030,000 Revenue Note for refinancing the 2008 Herald Court Parking Garage Notes and the 2002 & 2006 CRA Notes used for various public works projects within the CRA district	$ 13,405,000
Note 15	2018 $24,000,000 Line of Credit Note for financing the costs of repairs and replacements to the PGI Canal Maintenance of repairs and replacements to the PGI Canal Maintenance District seawalls as a result of Hurricane Irma (estimated based on estimated FEMA and State reimbursements)	5,860,000
	Total Debt Service Fund Principal Outstanding	**19,265,000**
Utilites Fund		
Note 7	2000 $5,193,111 State Revolving Fund Note Deep well injection project at the Wastewater Treatment Plant	691,788
Note 14	2017 Up to $28,250,280 State Revolving Fund Note Injection Well and RO Water Treatment Plant (Currently in Construction Draw Phase, principal and interest payments will not be determined until final actual draw; $4,947,017 drawn through 9/30/18)	
	Total Utility Funds Principal Outstanding	**691,788**
Grand Total All Funds		$ 19,956,788

Principal and Interest Payment Schedule of Oct.1, 2018 Outstanding Debt

Fiscal Yr Ending	Debt Service Fund		Utilities Fund		
September 30	Principal	Interest	Principal	Interest	Total
2020	7,020,000	503,772	340,120	20,453	7,884,345
2021	1,235,000	343,405	351,668	8,905	1,938,978
2022	1,315,000	305,749			1,620,749
2023	1,395,000	265,731			1,660,731
2024	1,480,000	223,276			1,703,276
2025-2028	6,820,000	416,870			7,236,870
Total	$ 19,265,000	$ 2,058,803	$ 691,788	$ 29,358	$ 22,044,949

City of Punta Gorda, FL
Summary Schedule of October 1, 2018 Oustanding and FY 2019 Pending Debt
Projected as of September 30, 2019

		Principal Outstanding CAFR 9/30/18	Principal Paid FY 2019	Pending Financing FY 2019	Principal Outstanding Est. 9/30/19
Debt Service Fund					
Note 13	2012 Revenue Note	14,490,000	1,085,000		13,405,000
Note 15*	2018 Line of Credit Note	9,250,000	10,000,000	6,610,000	5,860,000
	Total Debt Service Fund	**23,740,000**	**11,085,000**	**6,610,000**	**19,265,000**
Utilites Fund					
Note 7	2000 SRF Note	1,020,739	328,952		691,787
Note 14*	2017 Revenue Note, RO-DIW	4,947,017		14,602,983	19,550,000
	Total Utility Funds	**5,967,756**	**328,952**	**14,602,983**	**20,241,787**
Grand Total All Funds		$ 29,707,756	$ 11,413,952	$ 21,212,983	$ 39,506,787

* Notes 14 and 15 include FY 2019 estimated/projected draws and principal payments.

City of Punta Gorda, FL
Debt Service Fund
FY 2020 through FY 2024

The debt service fund estimated current outstanding principal at 9/30/19 is $19.3 million.
The Community Redevelopment Agency (CRA) through a lease agreement with the City, provides the funds for the debt service requirements on the 2012 revenue note. The original principal of $20 million was funding for the $14.3 million Herald Court Centre parking structure including ground floor retail/office space and refinancing of $5.7 million of previous CRA capital projects. In 2012, the life of the CRA district was extended until 2030 to cover the full funding of this debt service.
The 2018 line of credit note for $24 million was obtained for the Hurricane Irma seawall repairs and hazard mitigation project. The PGI Canal Maintenance Asseassment Fund provides the debt service requirements as per the loan agreement from FEMA and State reimbursements and Fund assessments.

Fund Debt Svc. Fund	Account Number	Principal O/S 9/30/2019	FY 2020 DUE	FY 2021 DUE	FY 2022 DUE	FY 2023 DUE	FY 2024 DUE
2012 Note 13	201-0000-583-71-11	$ 13,405,000	$ 1,160,000	$ 1,235,000	$ 1,315,000	$ 1,395,000	$ 1,480,000
Revenue Note	201-0000-583-72-11	Herald Ct Pkg & CRA projects	$ 378,772	$ 343,405	$ 305,749	$ 265,731	$ 223,276
Subtotal Revenue Note Principal		$ 13,405,000	$ 1,160,000	$ 1,235,000	$ 1,315,000	$ 1,395,000	$ 1,480,000
Subtotal Revenue Note Interest			$ 378,772	$ 343,405	$ 305,749	$ 265,731	$ 223,276
Based on estimated FY 2019 draws and repayments							
2018 Note 15	201-0000-583-71-06	$ 5,860,000	$ 5,860,000	$ 0	$ 0	$ 0	$ 0
Line of Credit	201-0000-583-72-06	Hurricane Irma Seawall Repairs	$ 125,000	$ 0	$ 0	$ 0	$ 0
Estimated FY 2020 draws for Hurricane Irma hazard mitigation with expected repayment in FY 2021							
FY 2020-2021							
$8,237,000	Est. 3% interest, 1 yr		$ 0	$ 8,237,000	$ 0	$ 0	$ 0
			$ 0	$ 247,500	$ 0	$ 0	$ 0
Subtotal Line of Credit Principal		$ 5,860,000	$ 5,860,000	$ 8,237,000	$ 0	$ 0	$ 0
Subtotal Line of Credit Interest			$ 125,000	$ 247,500	$ 0	$ 0	$ 0
Total Debt Service Requirement			$ 7,523,772	$ 10,062,905	$ 1,620,749	$ 1,660,731	$ 1,703,276

City of Punta Gorda, FL
Debt Service Fund
Proforma Schedule of Revenues and Expenditures
FY 2017 through FY 2024

	Actual FY 2017	Actual FY 2018	Budget FY 2019	Projected FY 2019	Budget FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023	Proforma FY 2024
Revenues:									
Transfer from PGI Canal Maintenance				10,475,000	5,985,000	8,484,500			
Lease Payment from CRA- Div 0949	1,338,313	1,417,358	1,496,924	1,496,924	1,538,772	1,578,405	1,620,749	1,660,731	1,703,276
Prior Years Carryover-ISS	1								
Total Revenues	1,338,314	1,417,358	1,496,924	11,971,924	7,523,772	10,062,905	1,620,749	1,660,731	1,703,276
Expenditures:									
CRA Revenue Note-Series 2012 Principal	950,000	1,015,000	1,085,000	1,085,000	1,160,000	1,235,000	1,315,000	1,395,000	1,480,000
CRA Revenue Note-Series 2012 Interest	388,314	402,358	411,924	411,924	378,772	343,405	305,749	265,731	223,276
PGI CMAD Non-Revolving LOC 2018 Princ				10,000,000	5,860,000	8,237,000			
PGI CMAD Non-Revolving LOC 2018 Int				475,000	125,000	247,500			
Subtotal Debt Service	1,338,314	1,417,358	1,496,924	11,971,924	7,523,772	10,062,905	1,620,749	1,660,731	1,703,276
Total Expenditures	1,338,314	1,417,358	1,496,924	11,971,924	7,523,772	10,062,905	1,620,749	1,660,731	1,703,276
Projected Carryover - Ending	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

November 2012 - Herald Court Parking Garage notes and 2002/2006 CRA revenue notes were refinanced to a 15 year note.
The CRA will make lease payments unitl debt is retired.
Due to the passed Tax Cuts and Jobs Act, the corporate tax rate was reduced to 21% from a maximum rate of 35% as of January 1, 2018.
This change increased the City's interest cost over the remaining life of the loan by $454,000.

The 2018 Non-Revolving Line of Credit was obtained for the financing of the PGI Canal Maintenance Distsrict seawall repairs/replacements and hazard mitigation projects as a result of Hurricane Irma. The repayments will be provided by the PGI Canal Maintenance Fund that are estimated based on the timing of FEMA and State reimbursements and district assessments.

City of Punta Gorda, FL
Utilities Fund Debt Service
FY 2020 through FY 2024

The Utilities fund currently has outstanding debt of $5.6 million. The projected additional principal on new financing is $14.6 million for the multi-year construction of a reverse osmosis (R.O.) water plant to provide a higher quality of water and an alterntive water source. Financing is provided from 2017 State Revolving Loan (in construction draw phase). Identification of debt impact on increased user rates is shown in the Utilities proforma on page 9.02.

Fund Utility Funds	Account Number	Principal O/S 9/30/2019	FY 2020 DUE	FY 2021 DUE	FY 2022 DUE	FY 2023 DUE	FY 2024 DUE
2000-Note 7	419-0000-535.71-07	$ 691,787	$ 340,120	$ 351,667	$ -	$ -	$ -
State Revolving	419-0000-535.72-07	Deepwell WW	$ 20,453	$ 8,905	$ -	$ -	$ -
Subtotal Existing Principal		$ 691,787	$ 340,120	$ 351,667	$ -	$ -	$ -
Subtotal Existing Interest			$ 20,453	$ 8,905	$ -	$ -	$ -
FY 2017-FY 2020 Proposed New Financing (with capitalized interest and payments beginning in FY 2020)							
2017-2020 SRF Financing (R.O. proj & financing costs) P&I $14,602,983	2% int., 20 yr amort.	$ 4,947,017	$ 592,500	$ 1,185,000	$ 1,185,000	$ 1,185,000	$ 1,185,000
Subtotal New Debt Service			$ 592,500	$ 1,185,000	$ 1,185,000	$ 1,185,000	$ 1,185,000
Total Debt Service Requirement			$ 953,073	$ 1,545,572	$ 1,185,000	$ 1,185,000	$ 1,185,000

APPENDIX

- Long Range Financial Plan
  Fiscal Years 2019-2023
- Operating Indicators
- Capital Asset Statistics
- Demographic and Economic Statistics
- Principal Property Taxpayers

Punta Gorda

City of Punta Gorda

LONG RANGE FINANCIAL PLAN

Fiscal Years 2019-2023

In January 2008, the City published its first Business Plan which incorporated economic and financial strategies and key performance measures into a single document. In order to augment the financial strategy component of the Plan, a long-range financial plan was developed in January 2009 to assist management in the planning and allocation of resources to achieve City Council's goal of maintaining fiscally responsible decision making within all sectors of the organization. The Plan provided the organization with an opportunity to change or influence current policies and practices before they created critical fiscal strains on the budgetary fabric.

The Fiscal Years 2019-2023 Long Range Financial Plan presents multi-year fiscal forecasts for the City's major fund groups as well as a comparison of the City's financial management policies in relation to national standards. In addition, the Plan identifies costs of service for each operating division. This will allow for review of the priority of valued services and whether to continue budgeting for in the future. The Plan is shown in the following format:

Section 1: Major Fund Five-Year Fiscal Forecasts

Section 2: Financial Management Policies & National Standards

Section 3: Costs of Services

Section 4: Budget Issues

Section 1: Major Fund Five-Year Fiscal Forecasts

Core Level of Service Comparative Analysis

In order to set the stage for review of the City's major fund five-year fiscal forecasts, staff undertook an analysis how Punta Gorda compares with surrounding jurisdictions in delivering core services in January 2018. The charts below provide a benchmarking analysis of costs to deliver core level of services for eight Southwest Florida municipalities. Services compared include those paid for by property taxes, fees/assessments (sanitation, fire, roads/drainage/stormwater, debt service) and average water/sewer bill.

The fact that the order may be different is due to service costs being based on flat rate or taxable assessed value which may change the total. Punta Gorda remains competitive with surrounding Southwest Florida municipalities for delivery of its core services.

Basic Tax Fee Comparison
Single Family Residential

based on taxable value of $100,000

	Bonita Springs	Naples	Punta Gorda	Venice	Sarasota	North Port	Cape Coral	Fort Myers
Property Taxes	$ 81.73	$ 115.00	$ 319.69	$ 360.00	$ 317.28	$ 340.70	$ 675.00	$ 865.00
Water & Sewer	$ 92.95	$ 64.21	$ 76.94	$ 144.77	$ 115.66	$ 125.72	$ 130.27	$ 162.90
Santiation	$ 179.08	$ 255.25	$ 259.20	$ 202.08	$ 259.92	$ 249.00	$ 119.19	$ 228.96
Fire Service	$ 233.00	$ -	$ -	$ -	$ 174.30	$ 189.77	$ 162.80	$ 77.91
Roads/Drainage/Stormwater	$ -	$ 160.20	$ -	$ -	$ 26.90	$ 165.00	$ 111.00	$ 218.88
Debt Service	$ -	$ -	$ -	$ 67.80	$ 27.45	$ -	$ -	$ -
TOTAL	**$ 586.76**	**$ 594.66**	**$ 655.83**	**$ 774.65**	**$ 921.51**	**$ 1,070.19**	**$ 1,198.26**	**$ 1,553.65**

based on taxable value of $250,000

	Naples	Bonita Springs	Punta Gorda	Sarasota	Venice	North Port	Cape Coral	Fort Myers
Property Taxes	$ 287.50	$ 204.33	$ 799.22	$ 793.20	$ 900.00	$ 851.75	$ 1,687.50	$ 2,162.50
Water & Sewer	$ 64.21	$ 92.95	$ 76.94	$ 115.66	$ 144.77	$ 125.72	$ 130.27	$ 162.90
Santiation (Solid Waste)	$ 255.25	$ 179.08	$ 259.20	$ 259.92	$ 202.08	$ 249.00	$ 190.19	$ 228.96
Fire Service	$ -	$ 582.50	$ -	$ 174.30	$ -	$ 189.77	$ 220.70	$ 77.91
Roads/Drainage/Stormwater	$ 160.20	$ -	$ -	$ 26.90	$ -	$ 165.00	$ 111.00	$ 218.88
Debt Service	$ -	$ -	$ -	$ 27.45	$ 169.50	$ -	$ -	$ -
TOTAL	**$ 767.16**	**$ 1,058.86**	**$ 1,135.36**	**$ 1,397.43**	**$ 1,416.35**	**$ 1,581.24**	**$ 2,339.66**	**$ 2,851.15**

General Fund

Based on an improving economy, with modest anticipated increases of 6% in taxable property valuations and 2% to 3% increases in shared state revenues and other general fund revenues, the FY 2019 budget five year fiscal forecast projects deficits in the range of $.5 million to $.2 million per year from FY 2020 through FY 2023.

The general fund financial plan includes a five year look forward and then focuses on a two-year decision plan, based on the current assumptions. As a result the financial plan has been developed to eliminate any estimated gap in FY 2019 and FY 2020 and to initiate planning for future years' budgets. As a result of the continued budget reduction measures, previously projected shortfalls, which were as high as $3.4 million, have been significantly reduced.

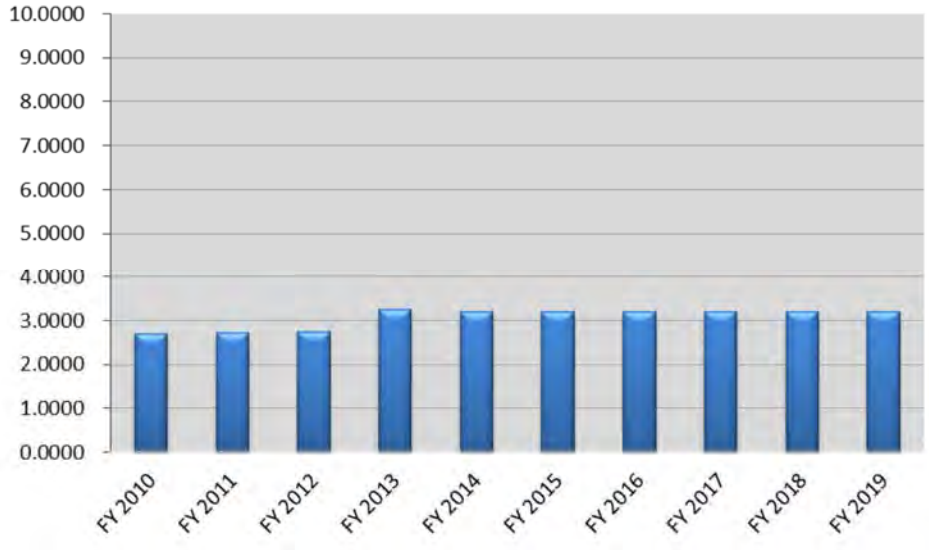
General Fund
Proforma Schedule of Revenues and Expenditures
FY 2019 through FY 2023

	Budget FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023
Change in Taxable Value of Property	**7.5%**	**6%**	**6%**	**6%**	**6%**
Revenues:					
Ad Valorem Tax	$9,527,820	$10,099,490	$10,705,460	$11,347,787	$12,028,654
Other Revenue	11,568,848	11,532,475	11,694,935	11,859,263	12,026,361
Use of Capital Outlay Reserve		433,000		109,000	
Use of Prior Year's Reserve	459,530	512,270			
Total Revenues	21,556,198	22,577,235	22,400,395	23,316,050	24,055,015
Expenditures:					
Personnel Expenditures	14,382,868	14,873,190	15,425,272	16,001,893	16,604,334
Operating Expenditures	4,567,996	4,765,010	4,852,833	4,964,062	5,109,976
Capital Outlay	863,800	1,173,000	740,000	849,000	740,000
Transfers for Tax Increment Financing	612,534	637,035	662,515	689,015	716,580
Transfers for Capital Projects	155,000	155,000	155,000	155,000	155,000
Transfers for Roads	459,000	459,000	459,000	459,000	459,000
Transfers for Drainage	500,000	500,000	500,000	500,000	500,000
Contingency	15,000	15,000	15,000	15,000	15,000
Total General Expenditures	21,556,198	22,577,235	22,809,620	23,632,970	24,299,890
Expenditures in Excess of Revenue	$0	$0	($409,225)	($316,920)	($244,875)
Minimum Reserve (8.0% to 10.0%)	$1,725,000	$1,883,000	$2,053,000	$2,235,000	$2,430,000

Millage and Taxable Assessed Value

The FY 2019 millage rate of 3.1969 mills, maintained since FY 2014, is 5.3% over the rolled back rate of 3.0360. The calculated rolled back rate results in the same property tax revenues, sans new construction, as the previous year. Included in the millage rate is $459,000 earmarked for the road resurfacing program and $500,000 for the city-wide drainage improvement program.

Property Tax Millage Rates
Fiscal Years 2010 - 2019

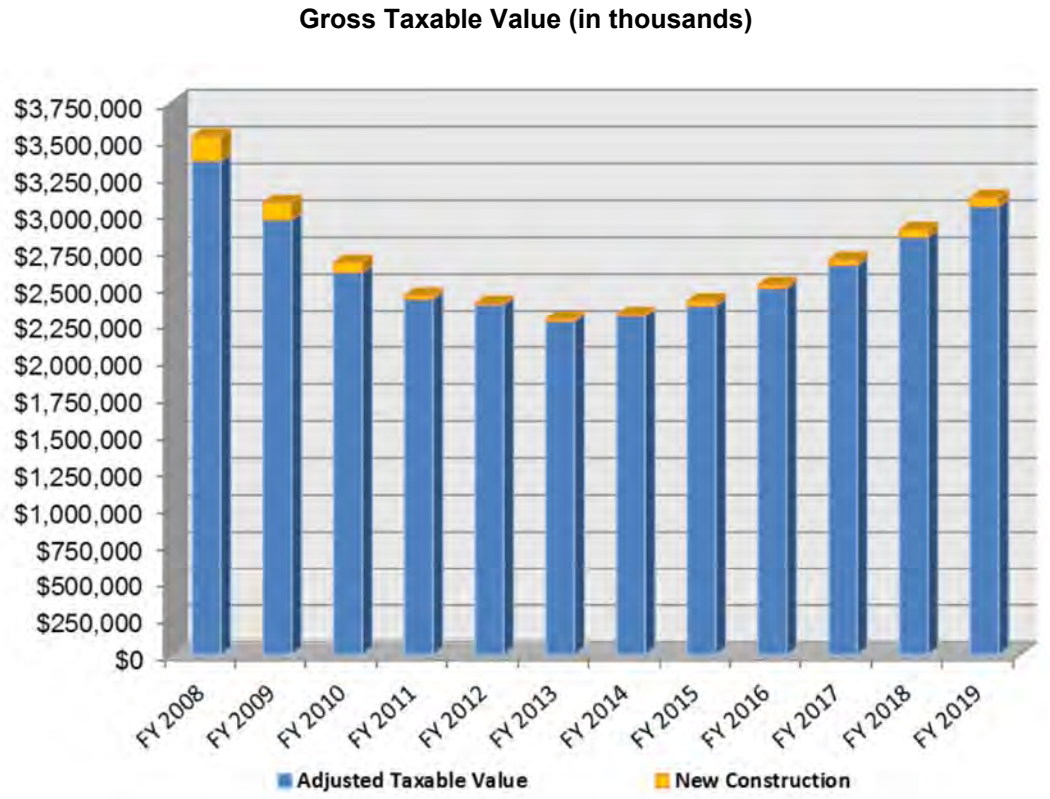


A mill is equal to one dollar of tax for each $1,000 of taxable value.
Florida Statutes caps the millage rate at 10 mills.

History of Taxable Property Values

Fiscal Year	Final Gross Taxable Value*	$ Change from Previous Year	% Change from Previous Year	New Construction	% of Previous Year Gross Taxable Value
2008	$3,496,182,626	- $19,378,360	-0.6%	$168,546,000	4.8%
2009	$3,062,265,808	- $433,916,818	-12.4%	$115,280,000	3.3%
2010	$2,646,132,752	- $416,133,056	-13.6%	$65,914,000	2.2%
2011	$2,447,711,910	- $198,420,842	-7.5%	$24,317,000	0.9%
2012	$2,367,768,124	- $79,943,786	-3.3%	$7,854,000	0.3%
2013	$2,270,096,296	- $97,671,828	-4.1%	$16,856,000	0.7%
2014	$2,308,224,076	$38,127,780	1.7%	$9,890,893	0.4%
2015	$2,398,248,062	$90,023,986	3.9%	$32,800,312	1.4%
2016	$2,513,363,249	$115,115,187	4.8%	$23,895,443	1.0%
2017	$2,685,303,159	$171,939,910	6.8%	$38,357,930	1.5%
2018	$2,887,855,644	$202,552,485	7.5%	$50,549,762	1.9%
2019	$3,104,695,310	$216,839,666	7.5%	$60,086,894	2.1%

*Includes New Construction



The Charlotte County Appraiser's July 1st certification shows a 5.4% overall increase for properties on the books from the prior year, and an additional 2.1% provided by new construction, annexations and changes in exemption for calendar year 2017. This is the sixth straight year that property values increased in the City after 6 consecutive years of declining values (35% decrease from FY 2007 to FY 2013). The net effect of property value changes over the past twelve years is a cumulative 11.7% decrease in taxable values. In previous years, the protection of Save Our Homes resulted in a majority of homestead property taxable values being below just values. Due to increasing property values, the number of homestead properties at parity (market or just value equaling assessed value) decreased from 3,763 parcels in FY 2013 to 480 in FY 2019.

Fund Balance

In January 2016, upon review of Long Range Financial Plan, City Council approved updates to the comprehensive set of financial management policies. The following specifically address fund balance or reserve objectives.

- An adequate level of unrestricted fund balance will be maintained so credit rating agencies will recognize the City is in sound financial condition when they evaluate the City's credit worthiness.
- The City will strive to follow the GFOA recommendation for a minimum level of unrestricted fund balance for the General Fund. The GFOA states the unrestricted fund balance for the General Fund should be a minimum of 2 months of operating expenditures, or 16.67%.
- For the General Fund and all other operating funds, except the Utilities Fund, the City will establish an unassigned fund balance minimum of 8.0% of total fund expenditures. (Note: It is intended that this percentage increase each year and eventually attain the GFOA best practice standard.)

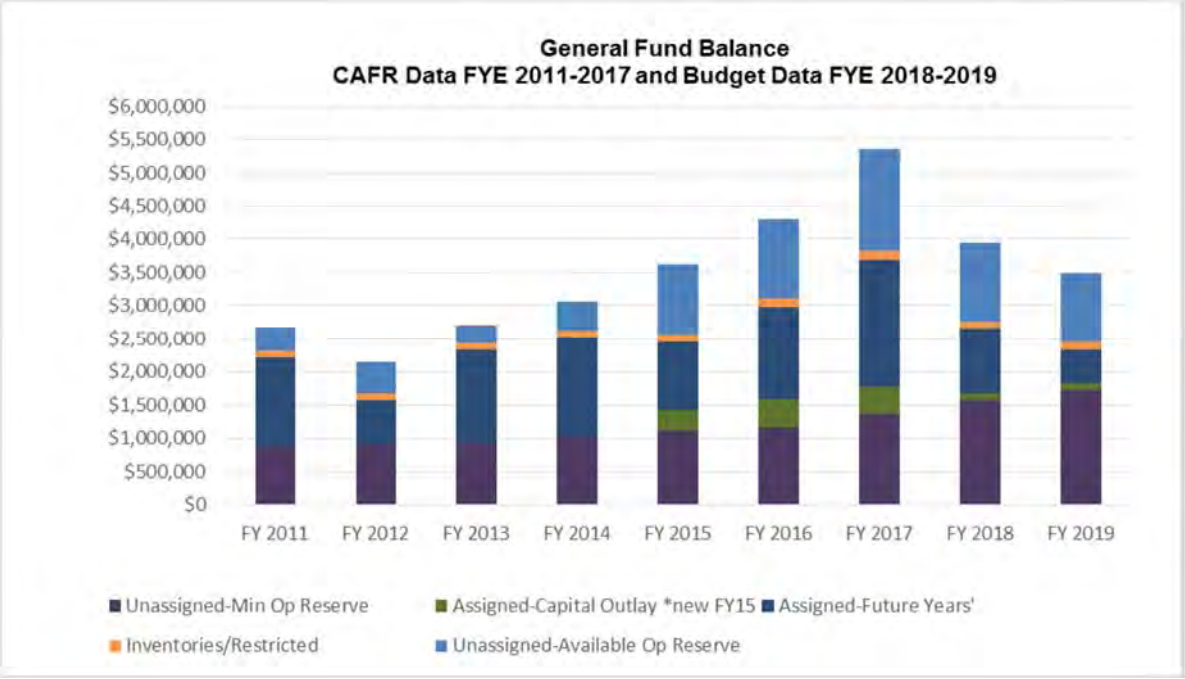
- The City should have a prudent level of unrestricted fund balance to protect against the need to reduce service levels or raise taxes and fees due to temporary revenue shortfalls or unexpected one time expenditures.
- The City should maintain an adequate level of unrestricted fund balance as working capital to support operations until sufficient current revenues (taxes) are received.
- The City will provide a Capital Outlay Reserve based on the 5 year capital outlay program needs, and will fund the average annualized 5 year need, in order to provide a stabilized funding plan.

Beginning in FY 2007, the City earmarked a portion of reserves over the minimum policy to assist in paying for ongoing levels of service until such time as the economy fully rebounds. FY 2019 continues this practice.

Analysis of General Fund Balance
as a Percentage of General Fund Expenditures
at Fiscal Year End

Fund Balance Category	FY 2016 Amount	% of Exp.	FY 2017 Amount	% of Exp.	Projected FY 2018 Amount	% of Exp.	Proposed FY 2019 Amount	% of Exp.
Inventories/Restricted	$ 129,763	0.8%	$ 136,582	0.8%	$ 106,000	0.5%	$ 106,000	0.5%
Assigned-Future Years' Use of Op. Reserve	1,391,189	7.7%	1,908,690	9.9%	971,800	4.6%	512,270	2.4%
Assigned-Capital Outlay Reserve	420,000	2.3%	409,505	2.1%	104,000	0.5%	104,000	0.5%
Unassigned-Minimum Op. Reserve (Orig)	1,171,000	6.5%	1,372,000	7.2%	1,575,000	7.5%	1,725,000	8.0%
Unassigned-Available Op. Reserve	1,194,335	6.6%	1,524,556	7.9%	1,194,591	5.7%	1,044,591	4.8%
Total Fund Balance	$ 4,306,287	23.9%	$ 5,351,333	27.9%	$ 3,951,391	18.8%	$ 3,491,861	16.2%
General Fund Orig Budgeted Expenditures	$ 18,003,350		$ 19,185,943		$ 20,989,827		$ 21,556,198	

The following graph presents the general fund balance trend information. The minimum operating reserve is regulated by the City's financial policy. For fiscal year 2019 it is set at 8.0% of the total expenditure appropriations for the general fund, which calculates to $1,725,000. It is the City Council's policy to continue to take steps each year to increase the minimum reserve. The base block of reserves has grown steadily each year. If the economy continues to be positive, the proforma indicates that at end of FY 2023, the minimum reserve will be at 10.0%.



The Governmental Finance Officers Association of the U.S. and Canada has a best practice recommendation of a reserve of two months operating expenditures. The graph below shows the best practice level as a line that was reached in FY 2017, but is not yet being sustained.



The second block of the reserves was new in FY 2015. It is a funding mechanism for capital outlay that provides a smoothed amount to be funded annually, based on the 5 year capital outlay plan. The current annual smoothed level of general revenue funding for capital outlay is $740,000. Those amounts unused will be carried in the reserve until the year scheduled for use. In the FY 2018 reserve, the amount of $104,000 is reserved and will be reserved until FY 2020 to fund a larger capital outlay, without a spike in the operating budget. The third block of the reserves is the amount identified as needed to balance the subsequent year's budget in the proforma. In this case, FY 2020 as currently projected, would need an additional $512,270 from reserves to be balanced. It is decreasing from the level needed in FY 2018 due to increases in service levels less than the increase in revenues. The City has added (3) school resource officers to be largely funded by the school district. The City has continued the annual $500,000 city-wide drainage program and $199,000 continued funding of the strategic communications program. While the latter is expected to improve the City's revenue base, it is not yet reflected in the five year proforma. The fourth block is the small amount of funds identified in the comprehensive annual financial report as inventories. The final and fifth block is the remaining amount of reserves that are available for use. The City has not appropriated them for expenditures, and as such, are considered as part of the current operating reserve for purposes of stabilizing the general fund. In future years, as the policy allows the minimum reserve to increase these funds will be shifted from the available reserve to the minimum required reserve.

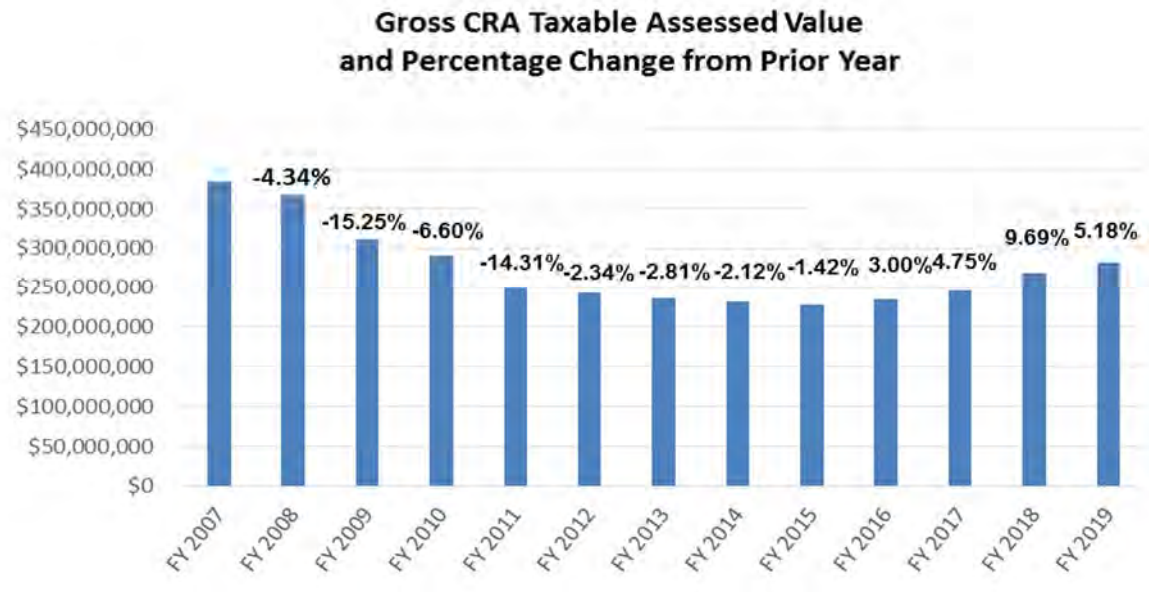
Community Redevelopment Agency

City Council created the Community Redevelopment Agency (CRA) in 1989 as a mechanism to carry out the goals and objectives of the Downtown Redevelopment Plan and Eastside & Downtown Planning Study. Projects constructed within the CRA were funded by property owners within the CRA from tax value increments generated over the 1989 base year. The CRA focused redevelopment efforts on projects which assisted in rebuilding our public spaces. These efforts concentrated on several expansive projects which stressed the importance of maintaining our public waterfront, alleviate parking issues and helped to re-establish the critical mass of structures and economic activity within the downtown area and adjacent neighborhoods. Over 60% of the CRA tax base is commercial and professional uses.

The CRA has experienced dramatic fluctuations in taxable assessed value and related City/County tax increment finance (TIF) contributions over the past ten years. The tables shown here provide history of taxable value and revenue generated from TIF since FY 2007.

Fiscal Year	Gross CRA Taxable Assessed Value	City TIF Contribution	County TIF Contribution	Total TIF Contribution
FY 2007	$383,774,587	$627,124	$1,394,380	$2,021,504
FY 2008	$367,113,862	$591,466	$1,236,559	$1,828,025
FY 2009	$311,130,098	$562,664	$1,250,570	$1,813,234
FY 2010	$290,592,852	$538,621	$1,139,173	$1,677,794
FY 2011	$249,005,996	$436,047	$974,342	$1,410,389
FY 2012	$243,188,559	$424,246	$970,103	$1,394,349
FY 2013	$236,361,169	$480,644	$929,373	$1,410,017
FY 2014	$231,340,961	$458,101	$902,447	$1,360,548
FY 2015	$228,049,842	$448,578	$884,092	$1,332,670
FY 2016	$234,899,693	$470,728	$927,748	$1,398,476
FY 2017	$246,050,943	$502,566	$988,358	$1,490,924
FY 2018	$268,367,069	$570,342	$1,124,073	$1,694,415
FY 2019	$282,259,416	$612,534	$1,207,228	$1,819,762

The graph depicts the historical trend of assessed values since the height prior to the recent economic recession and current recovery.



In July 2012, the CRA Board and City Council, in partnership with Charlotte County, recognized that declining taxable values could not support the repayment schedule of existing debt. In doing so, the three governing bodies approved the extension of the life of the CRA until December 31, 2030. Subsequently, the City completed refinancing CRA debt to better match income flow and to eliminate projected deficits. Due to the passed Tax Cuts and Jobs Act, the corporate tax rate was reduced to 21% from a maximum rate of 35% as if January 1, 2018. This change increased the City's interest cost over the remaining life of the loan by $454,000 and has been updated in the proforma. The proforma continues to anticipate conservative assessed property value increases of 3%-0% in FY 2020 through FY 2023. The resulting

estimated debt service reserve grows from $969,000 at end of FY 2019 to $2,236,000 at end of FY 2023, providing a buffer for economic downturns thereby ensuring that annual debt service can be met.

The proforma for the district has been divided into three divisions to better identify the funding sources for the three responsibilities of the district: 1) retirement of the CRA debt through the County and City TIF; 2) operations of Herald Court Centre (HCC); and 3) maintenance of the infrastructure contributed by the district, such as the marina, interactive fountain, restrooms and pavilions adjacent to the marina, mooring field, HCC parking structure and numerous gateway enhancements, intersection treatments, pocket parks and Martin Luther King Boulevard. As the infrastructure ages, the need for repair and maintenance will increase. Projected expenditures for FY 2019 reflect this trend with a budget of $195,000. The proforma below includes an annual placeholder of $145,000 for maintenance and repairs for FY 2020 through FY 2023. If funds are not needed in the current fiscal year, they will carryover to the next fiscal year, thereby ensuring funds are available to properly maintain the infrastructure. The reserve for other operations in this category shows a balance of $385,000 at end of FY 2019 and decreasing to $288,000 at end of FY 2023.

The Herald Court lease revenue for FY 2019 includes the current tenants as well as a projection to fill 2,849 sq. ft. of currently vacant space as of January 1, 2019. Based on these projections, the reserve for the Herald Court Centre shows a balance at end of $222,000 in FY 2019 and growing to $537,000 at end of FY 2023. This reserve has two segments, the first is those funds received through the common area maintenance (CAM) fee and prepaid taxes from tenants that must be reserved for such use, and the second is available to cover shortfalls in lease revenue for purposes of ongoing operations and maintenance.

Community Redevelopment Agency Fund
Proforma Schedule of Revenues and Expenditures
FY 2019 through FY 2023

	Proposed FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023
Debt Service Division					
Assessed Property Valuation change	**5.2%**	**3%**	**3%**	**0%**	**0%**
Tax Increment Financing (TIF) Revenue	$1,819,762	$1,874,355	$1,930,585	$1,930,585	$1,930,585
CRA Lease Payments (Debt Service)	1,496,924	1,538,772	1,578,405	1,620,749	1,660,731
Revenues in Excess of Debt Svc	322,838	335,583	352,180	309,836	269,854
Reserve - TIF for Debt Svc (Beg)	646,052	968,890	1,304,473	1,656,653	1,966,489
Reserve - TIF for Debt Svc (End)	**$968,890**	**$1,304,473**	**$1,656,653**	**$1,966,489**	**$2,236,343**
Herald Court Operations Division					
Herald Court Revenues	$259,224	$276,901	$282,159	$285,613	$288,793
Herald Court Operating Expenditures	185,990	194,060	202,390	208,011	214,252
Revenues in Excess of Herald Ct Operations	73,234	82,841	79,769	77,602	74,541
Reserve - Herald Ct (Beg)	149,155	222,389	305,230	384,999	462,601
Reserve - Herald Ct (End)	**$222,389**	**$305,230**	**$384,999**	**$462,601**	**$537,142**
CRA Operations Division					
Other CRA Revenues	$127,594	$128,456	$129,327	$130,207	$131,095
Other CRA Operating Expenditures	204,000	154,000	154,000	154,000	154,000
Revenues in Excess (Shortfall) of Other Operations	(76,406)	(25,544)	(24,673)	(23,793)	(22,905)
Reserve - Other Operations (Beg)	461,413	385,007	359,463	334,790	310,997
Reserve - Other Operations (End)	**$385,007**	**$359,463**	**$334,790**	**$310,997**	**$288,092**

Utilities

The current five-year financial forecast is based on 2-day per week watering; average rainfall; and new financing based on the FY 2019-2023 capital improvement plan. The City Council adopted a financial policy in March 2014 to fund $1,120,000 with current revenues those expenses for recurring line and lift station repairs and replacements. The current proforma continues to suspend the recommended 4% water & sewer rate increase that was planned for FY 2018 based on the 2015 Rate Sufficiency Study by Burton & Associates with a 50% grant for the RO plant. Based on the current proforma, the projected revenues and reserves as shown are sufficient to fund the FY 2019-2023 capital improvements plan. Both the Utilities Advisory Board and City Council have recently approved moving forward on a Septic to Sewer plan for properties in the Utilities service area that are outside the City limits. This plan will be developed over the coming months and will need to be incorporated into the FY 2020-2024 capital improvement plan.

Utilities OM&R Fund
Proforma Schedule of Revenues and Expenses
FY 2019 through FY 2023

	Budget FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023
Revenues:					
Chg for Serv - Water	$9,941,070	$9,990,775	$10,040,729	$10,090,933	$10,141,388
Chg for Serv - Sewer	7,335,040	7,371,715	7,408,574	7,445,617	7,482,845
Other Revenue	645,505	1,253,972	1,268,969	939,995	950,053
Total Revenues	17,921,615	18,616,462	18,718,272	18,476,545	18,574,286
Expenses:					
Operations	13,477,032	13,910,919	14,436,005	14,906,197	15,394,519
Renewal & Replacement of Infrastructure	1,120,000	1,120,000	1,120,000	1,120,000	1,120,000
Transfer for Capital Improvement Projects	465,000	545,000	275,000	500,000	525,000
Existing Debt Service	200,000	200,000	200,000		
New Debt Service		1,185,000	1,185,000	1,185,000	1,185,000
Transfer to SRF Fund-reserve incr(decr)	544,200	225,000	(375,000)		
Contribution to Pipeline Project		1,500,000			
Total Expenses	15,806,232	18,685,919	16,841,005	17,711,197	18,224,519
Revenues in Excess (Shortfall) of Expenses	2,115,383	(69,457)	1,877,267	765,348	349,767
Operating Reserves-Beg	5,370,259	7,485,642	7,416,185	9,293,452	10,058,800
Operating Reserves-End	$7,485,642	$7,416,185	$9,293,452	$10,058,800	$10,408,567

Utilities Reserves

The City has legal and adopted financial policies utilizing reserves for the following purposes:

- Maintain an unassigned fund balance minimum of $3.1 million; protection against unforeseen revenue declines and extraordinary operating expenses due to economic or weather disasters, and contract bids or equipment failures.
- Provide an emergency fund for existing infrastructure by retaining the Renewal and Replacement fund of $1.5 million, which until January 2014 was required by bond covenants;

- Utilize a Capital Outlay reserve to provide level funding, City Council has approved the $704,090 funding level in FY 2019; and $700,000 for FY 2020 through FY 2023. If the funds are not spent in the budgeted fiscal year, they will be placed in the Capital Outlay reserves. This will ensure that current and future aging issues of mechanical parts in both plants can be addressed in an adequate manner.
- Existing State Revolving Loan Fund (SRF) reserve fund maintains one year of debt service payments and proforma shows addition of $544,200 in FY 2019 and $225,000 in FY 2020, representing one year of debt service on the new SRF loan.
- The water and sewer impacts have restricted use and are kept in a reserve for growth related capital projects, such as the new Groundwater Reverse Osmosis (RO) Water Treatment Plant, wastewater force main on Jones Loop Road, and planned expansion of the wastewater plant.

Utilities Rate Comparison

The City's utility rates are the 2nd lowest among the Southwest Florida utilities surveyed at the current FY 2019 rates based on combined water & sewer bill at 7,000 gallons per month.

Water & Sewer Rate Comparison for FY 2019

Jurisdiction	Rate
Ft. Myers	$162.90
DeSoto County	$160.17
Venice	$146.41
Cape Coral	$130.27
North Port	$125.72
Charlotte County	$122.25
Sarasota	$115.66
Collier County	$115.02
Sarasota County	$102.74
Palmetto	$100.70
Lee County	$97.70
Bonita Springs Utility, Inc	$92.95
Bradenton	$87.21
Manatee County	$83.73
Punta Gorda	**$76.94**
Naples	$64.21

Sanitation

The City operates its sanitation services as an enterprise fund and collects refuse two days per week and horticulture one day per week for 11,700 residential accounts. For the 650 commercial accounts collection is available 6 days per week. The City improved the recycling program by providing a 48 gallon rolling cart to each household, which is collected one day per week by an outside vendor. The projected diversion of waste stream from the landfill is 37%, which exceeds the 30% mandate. The program continues in FY 2019 with a rate increase of $0.60 per month or $7.20 per year, due to a contract increase The four packers scheduled for replacement in FY 2016 that were delayed while staff reviewed options for alternative service delivery have been purchased in FY 2018. The City decided to switch from a manual pick up system to semi-automatic trucks and purchase carts for the system. It is expected that this will reduce injuries and yet allow the full-service that Punta Gorda residents appreciate. The budget also reflects a 10-year fleet replacement program which is under review. As with the general and utility fund, City Council approved funding of a capital outlay reserve in order to stabilize the funding source. However, with the need to purchase the carts in FY 2018, adequate funding cannot be accumulated in time for the FY 2020 purchase of three additional packers or in FY 2022 to purchase one packer and other equipment identified.

The need will be analyzed and if possible, the packers in FY 2020 and 2022 will be delayed to avoid financing. The current proforma shows a need of financing all of the equipment replacement in FY 2022. Additional rate increases may be needed in FY 2021 or FY 2022 to support the fleet replacement. This will be addressed in the next year's budget process.

Sanitation Fund
Proforma Schedule of Revenues and Expenses
FY 2019 through FY 2023

	Budget FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023
Revenues:					
Chg for Serv - Refuse Collection	$3,619,960	$3,685,166	$3,798,828	$3,912,784	$4,027,038
Other Revenue	26,270	23,270	23,270	23,270	23,270
Capital Lease/Purchase				475,000	
Total Revenues	3,646,230	3,708,436	3,822,098	4,411,054	4,050,308
Expenses:					
Operations	3,467,572	3,622,367	3,794,087	3,971,045	4,153,448
Capital	150,000	750,000		475,000	
Debt Service				39,750	79,500
Total Expenses	3,617,572	4,372,367	3,794,087	4,485,795	4,232,948
Revenues in Excess (Shortfall) of Expenses	28,658	(663,931)	28,011	(74,741)	(182,640)
Operating Reserves-Beg	643,048	571,706	407,775	435,786	361,045
Capital Outlay Reserves-Beg	400,000	500,000	0	0	0
Capital Outlay Reserves-End	$500,000	$0	$0	$0	$0
Operating Reserves-End	$571,706	$407,775	$435,786	$361,045	$178,405

To compare the City's rates with surrounding jurisdictions, a survey was taken during August 2018. All rates include once per week service for yardwaste and recycling, and either once or twice per week refuse pickup, as noted below.

Sanitation Rate Comparison for FY 2019

Jurisdiction	FY 2019 Cost/Year	Service per Week	Outsourced
City of Sarasota	$294.60	1	No
Punta Gorda	**$266.40**	**2**	**No**
Naples	$255.25	2	No
North Port	$230.00	1	No
Fort Myers	$228.96	1	No
Collier County	$213.24	2	Yes
Venice	$202.08	2	No
Charlotte County	$172.00	1	Yes
Manatee County	$171.96	2	Yes
Cape Coral	$163.43	1	Yes
Sarasota County	$159.48	1	Yes

Canal Maintenance Districts Funds

Punta Gorda Isles Canal Maintenance District

The FY 2019 budget for the Punta Gorda Isles (PGI) canal maintenance assessment district reflects the Advisory Committee recommendation to increase the annual operating assessment from $550 to $650. The City was impacted by Hurricane Irma in September 2017. As a result, there were substantial seawall failures, an estimated 50,399 lineal feet. The City is working closely with FEMA and the State for recovery of 87.5% of the expenditures and for rip rap mitigation. The proposed additional $100 assessment is scheduled to fund the repayment of debt service on the City's share of the projects, 12.5% of the expenditures. In addition, some of the normal $550 assessment in FY 2019 will be used for this purpose as well. It is offset by the reduced normal seawall replacement program that cannot be accomplished until the current seawall failures from Hurricane Irma are completed, which is scheduled for the end of FY 2019.

The five-year proforma proposes the $650 assessment in FY 2019 through FY 2022, before being reduced back to the $550 in FY 2023. If assistance were not available, seawall expenditures and estimated assessment increases for FY 2020 and beyond would be reviewed during the next budget process. The proforma includes four full-time temporary personnel hired in FY 2018 to oversee the contractors work and communications through the end of FY 2019.

Replacement of one vehicle is included in capital outlay in FY 2020 and channel construction to access spoil site and Ponce de Leon Inlet widening & dredging projects are scheduled in FY 2021.

PGI Canal Maintenance Fund
Proforma Schedule of Revenues and Expenditures
FY 2019 through FY 2023

	Budget FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023
Assessment Rate	**$650**	**$650**	**$650**	**$650**	**$550**
Revenues:					
Operating Assessment	$3,381,400	$3,381,400	$3,381,400	$3,381,400	$2,861,750
FEMA & State-Hurr. Irma Reimb.	10,350,595				
Other Revenue	15,500	12,100	12,000	12,000	12,000
Total Revenues	13,747,495	3,393,500	3,393,400	3,393,400	2,873,750
Expenditures:					
Operations	1,204,070	962,965	997,510	1,033,515	1,071,070
Inlet Dredging	50,000	51,505	53,050	54,640	56,280
Seawalls, Caps and Stabilization	323,425	1,747,155	1,748,225	1,749,330	1,750,465
Capital		40,000	425,000		
Seawall Repairs & Mitigation-Hurr.Irma	11,610,000				
Debt Service-Hurr. Irma	560,000	560,000	560,000	560,000	
Total Expenditures	13,747,495	3,361,625	3,783,785	3,397,485	2,877,815
Revenues in Excess (Shortfall) of Expenditures	0	31,875	(390,385)	(4,085)	(4,065)
Operating Reserves-Beg	1,022,654	1,077,654	1,109,529	1,144,144	1,140,059
Reserve Seawall Replacement-Beg	480,000	425,000	425,000	0	0
Reserve Seawall Replacement-End	$425,000	$425,000	$0	$0	$0
Operating Reserves-End	$1,077,654	$1,109,529	$1,144,144	$1,140,059	$1,135,994

Burnt Store Isles Canal Maintenance District

The FY 2019 budget for the Burnt Store Isles (BSI) canal maintenance assessment district reflects the Advisory Committee recommendation to maintain the annual assessment of $555.

The City was impacted by Hurricane Irma in September 2017. As a result, there were seawall failures in the BSI Canal Maintenance District, an estimated 2,146 lineal feet. The City is working closely with FEMA and the State for recovery of 87.5% of the expenditures. The current assessment is sufficient to fund the City's share of the project, 12.5% of the expenditures.

The five-year proforma proposes maintaining the $555 assessment through FY 2023. If Federal/state assistance were not available, an estimated assessment increase for FY 2020-2023 of $236 might be needed if other expenditures were not reduced. The $555 assessment is broken down each year to indicate that $460 is for normal operations and annual funding of seawall replacement reserve, $95 is for debt service on completed perimeter dredging project through FY 2021, and $95 tentative in FY 2022 & FY 2023 to fund special projects that are under consideration.

Barge access/inlet widening project is scheduled in FY 2021. Channel corner widening project is under consideration and estimates have not yet been determined.

BSI Canal Maintenance Fund
Proforma Schedule of Revenues and Expenditures
FY 2019 through FY 2023

	Budget FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023
Operating Rate	**$460**	**$460**	**$460**	**$460**	**$460**
Dredging Rate	**$95**	**$95**	**$95**		
Tentative Rate				**$95**	**$95**
Revenues:					
Operating Assessment	$474,800	$474,800	$474,800	$474,800	$474,800
Dredging Assessment	97,950	97,950	97,950		
Tentative Assessment				97,950	97,950
Other Revenue	3,150	2,150	1,400	1,000	1,000
FEMA & State-Hurr. Irma Reimb.	17,500				
Total Revenues	593,400	574,900	574,150	573,750	573,750
Expenditures:					
Operations	150,540	96,700	98,904	99,988	101,115
Inlet Dredging	38,000	38,000	38,000	38,000	38,000
Seawalls, Caps and Stabilization	301,000	301,000	301,000	320,000	320,000
Rim Dredging Proj Debt Service	95,860	95,860	95,860		
Barge Access-Inlet Widening Proj			250,000		
Channel Corner Widening Proj				TBD	TBD
Total Expenditures	585,400	531,560	783,764	457,988	459,115
Revenues in Excess (Shortfall) of Expenditures	8,000	43,340	(209,614)	115,762	114,635
Operating Reserves-Beg	208,004	206,004	204,344	199,730	175,492
Reserve Seawall Repl & Spec.Proj-Beg					95,000
Reserve Seawall Replacement-Beg	100,000	110,000	155,000	(50,000)	(5,000)
Reserve Seawall Replacement-End	$110,000	$155,000	($50,000)	($5,000)	$40,000
Reserve Seawall Repl & Spec.Proj-End				$95,000	$190,000
Operating Reserves-End	$206,004	$204,344	$199,730	$175,492	$150,127

Laishley Park Marina

Opened in April 2007, Laishley Park is operated as an enterprise fund to include the marina and park grounds. The City outsourced management of the marina to Marina Park LLC, however retained the authority to set boat slip, community room, ship's store and pavilion rental rates. The budget reflects projected revenues from the above sources as well as personnel and operating costs associated with management of the marina area. The marina is operated and open year round.

The FY 2019 budget incorporates the July 2016 adopted marina fee and East Mooring Field fee schedules which were based on a survey of neighboring marinas. The City will apply for a Department of Environmental Protection Clean Vessel Act (CVA) Grant and a Charlotte County Marine Advisory Committee (MAC) Grant for FY 2019 to offset costs of maintenance and repairs of the Laishley Park Municipal Marina Pumpout Boat. FY 2019 Capital outlay includes repair & maintenance for the mooring field, pumpout boat motor replacement, work boat replacement, and replacement of appliances in the boaters' laundry facilities. The City will pursue grants for boat motor replacement and work boat replacement.

Laishley Park Marina Fund
Proforma Schedule of Revenues and Expenses
FY 2019 through FY 2023

	Budget FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023
Revenues:					
Slip & Mooring Rentals	$394,000	$397,940	$401,920	$405,940	$410,000
Intergovernmental Revenue	7,000	11,000	11,000	11,000	11,000
Other Revenue	27,200	27,475	27,750	28,030	28,310
Total Revenues	428,200	436,415	440,670	444,970	449,310
Expenses:					
Laishley Park Marina Expenses	193,755	199,530	205,125	210,975	217,085
Marina Park Contract Expenses	232,500	239,475	245,625	251,960	258,480
Capital Outlay	46,000	6,000	6,000	6,000	6,000
Total Expenses	472,255	445,005	456,750	468,935	481,565
Revenues in Excess (Shortfall) of Expenses	(44,055)	(8,590)	(16,080)	(23,965)	(32,255)
Operating Reserves-Beg	386,554	342,499	333,909	317,829	293,864
Operating Reserves-End	$342,499	$333,909	$317,829	$293,864	$261,609

The five-year proforma maintains the July 2016 rate schedules. Operations were increased in FY 2018 to allow for dredging, dock and mooring field maintenance. This funding level continues in the current five-year proforma. Based on current usage the fund is self-sustaining for operations.

Building

The Building fund is operated as an enterprise fund and includes all aspects of permitting, inspections, plans review and licensing of contractors to support the State and City building codes. The City has established various permit fees to pay for services provided. Staffing had been reduced from thirteen positions in FY 2006 to five in FY 2013 with furloughs due to a decline in permit applications, inspections and stagnant growth trends. Since the turnaround that began in FY 2013, staff was reinstated to full 40 hour work weeks, a full-time building inspector and a part-time permit clerk were added mid-year in FY

2014, an additional full-time building inspector was added and the part-time permit clerk position was increased to full-time during FY 2016, and a mid-year authorization in FY 2018 added an additional full-time building inspector bringing total positions to nine.

Permit fees will remain the same in FY 2019. The five year proforma projects permit revenues remaining level FY 2019 through FY 2023. The City will continue to monitor activity and may adjust work schedules or staffing levels in the future if activity warrants and revenues allow. Capital outlay is projected for a new vehicle in FY 2019 for the new position added in FY 2018. As experienced in the previous economic downturn (FY 2008 – 2013), the level of reserves projected is necessary to continue necessary levels of service even during downturns in new construction starts.

Building Fund
Proforma Schedule of Revenues and Expenses
FY 2019 through FY 2023

	Budget FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023
Revenues:					
Permits, Fees & Spec.Assessments	$913,500	$913,500	$913,500	$913,500	$913,500
Other Revenue	49,500	48,000	45,750	44,250	42,000
Total Revenues	963,000	961,500	959,250	957,750	955,500
Expenses:					
Operations	990,480	1,026,115	1,063,175	1,101,715	1,141,810
Capital	25,000				
Total Expenses	1,015,480	1,026,115	1,063,175	1,101,715	1,141,810
Revenues in Excess (Shortfall) of Expenses	(52,480)	(64,615)	(103,925)	(143,965)	(186,310)
Operating Reserves-Beg	1,311,027	1,258,547	1,193,932	1,090,007	946,042
Operating Reserves-End	$1,258,547	$1,193,932	$1,090,007	$946,042	$759,732

Gas Tax

Based on state statutes providing restrictions on use of gas tax revenue, the City has established local option fuel taxes in two funds. The first six cents is used for transportation expenditures such as roadway and right of way maintenance, drainage, street sweeping, street lights, traffic sign and signals, bridge maintenance, railroad crossings and sidewalk repairs. The second five cents is used only for road capital improvement such as paving rejuvenation and resurfacing.

Proceeds from fuel taxes are distributed by the State to Charlotte County and the City. The City's share for the first six cents distribution was reduced from 11.14% to 10.34% beginning in FY 2011, and the next five cents remains at 6.74%. The distribution allocation is determined by the five-year average transportation expenditures or interlocal agreement, which has remained the same for FY 2019. A history of revenue received since FY 2010 is displayed in the following chart.

Fiscal Year	6 Cents	5 Cents	Total
2010	$ 567,590	$ 241,760	$ 809,350
2011	$ 507,120	$ 234,770	$ 741,890
2012	$ 531,480	$ 248,440	$ 779,920
2013	$ 526,830	$ 243,570	$ 770,400
2014	$ 548,900	$ 259,200	$ 808,100
2015	$ 573,000	$ 266,700	$ 839,700
2016	$ 588,200	$ 274,500	$ 862,700
2017	$ 593,900	$ 278,400	$ 872,300
2018	$ 599,000	$ 278,300	$ 877,300
2019	$ 618,000	$ 281,000	$ 899,000

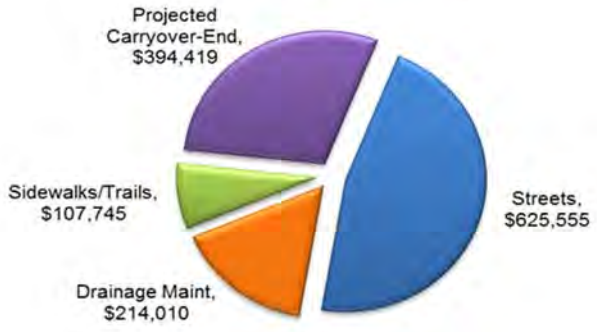
The effect of elasticity of gas consumption (the tax is charged on gallons not dollars) in the past years of increased gas prices resulted in a decline of revenue in the high priced years. Revenues have increased during the recent gas price reduction.

The Six Cent Gas Tax Fund five-year proforma projects additional road and right of way maintenance due to the Jones Loop annexation and an increase in sidewalk replacements, and projects the use of reserves to cover shortfalls through FY 2023.

Six Cent Gas Tax Fund
Proforma Schedule of Revenues and Expenditures
FY 2019 through FY 2023

	Budget FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023
Revenues:					
Local Option Gas Tax	$618,000	$624,200	$630,400	$636,600	$642,860
Other Revenue	248,627	252,415	251,415	250,415	254,295
Total Revenues	866,627	876,615	881,815	887,015	897,155
Expenditures:					
Operating Expenditures	947,310	959,745	973,035	986,695	1,000,740
Total Expenditures	947,310	959,745	973,035	986,695	1,000,740
Revenues in Excess (Shortfall) of Expenditures	(80,683)	(83,130)	(91,220)	(99,680)	(103,585)
Operating Reserves-Beg	475,102	394,419	311,289	220,069	120,389
Operating Reserves-End	$394,419	$311,289	$220,069	$120,389	$16,804

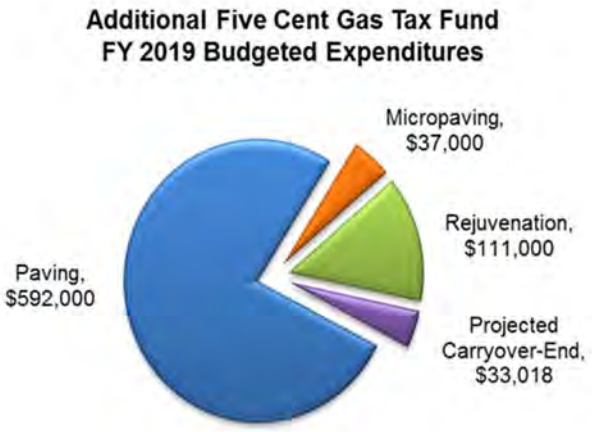
Six Cent Gas Tax Fund
FY 2019 Budgeted Expenditures



The Additional Five Cent Gas Tax Fund five-year proforma projects a slightly increasing tax revenue, which does not fully support the required annual paving program as identified by the City Engineering Division. Council addressed the importance of maintaining the City's road infrastructure with a policy of transferring ad valorem millage revenue of $459,000 as an ongoing subsidy.

Additional Five Cent Gas Tax Fund
Proforma Schedule of Revenues and Expenditures
FY 2019 through FY 2023

	Budget FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022	Proforma FY 2023
Revenues:					
Local Option Gas Tax	$281,000	$283,800	$286,600	$289,500	$292,400
Transfer from General Fund Ad Valorem	459,000	459,000	459,000	459,000	459,000
Total Revenues	740,000	742,800	745,600	748,500	751,400
Expenditures:					
Paving	740,000	745,000	745,000	750,000	750,000
Total Expenditures	740,000	745,000	745,000	750,000	750,000
Revenues in Excess (Shortfall) of Expenditures	0	(2,200)	600	(1,500)	1,400
Operating Reserves-Beg	33,018	33,018	30,818	31,418	29,918
Operating Reserves-End	$33,018	$30,818	$31,418	$29,918	$31,318



Section 2: Financial Management Policies & National Standards

The City of Punta Gorda has prepared a comprehensive set of financial management policies in the areas of financial planning, revenues, and expenditures for adoption by the City Council. These policies are based on recommended, best management practices established by the Governmental Finance Officers Association (GFOA). The most recent comprehensive update of the financial policies were adopted January 18, 2012, amended February 20, 2013, March 19, 2014, January 21, 2015, January 20, 2016, January 18, 2017, April 19, 2017 and February 7, 2018.

Financial Planning Policies

Balanced Budget Policy: Defines a balanced operating budget and provides for disclosure when a deviation from a balanced operating budget is planned or when it occurs.

Long Range Planning Policy: Supports a financial planning process that assesses the long term financial implications of current and proposed operating and capital budgets, budget policies, cash management and investment policies, programs and assumptions.

Asset Inventory Policy: Requires an inventory and assessment of the condition of all major capital assets. This information will be used to plan for the ongoing financial commitments required to maximize the public's benefit.

Revenue Policies

Understanding the revenue stream is essential to prudent planning. Policies should be established to recognize stable versus volatile revenues, or at best economically-sensitive revenue sources and predetermine the method to minimize the effect and thereby avoid potential service disruptions caused by revenue fluctuations.

Expenditure Policies

The expenditures of municipalities define the ongoing public service commitment. Prudent expenditure planning and accountability will ensure fiscal stability. Policies should reflect the City's desire to maximize efficiency and allocation of scarce resources.

The policies on the following pages provide the framework for the City's financial management planning and decision-making process.

Financial Planning Policies

The City makes program and service decisions and allocates scarce resources through the budget process. The mission of the budget process is to help decision makers make informed decisions about the provision of services and capital assets and to promote stakeholder participation in the process.

Balanced Budget:

Policy: The City will adopt a balanced operating budget and will provide for disclosure when a deviation from a balanced operating budget is planned or when it occurs. The City's definition

of a balanced budget is current revenues, including financing proceeds plus unrestricted fund balance, exceeds or equals current year appropriations.

Status: *The City's annual budget is balanced in accordance with the above defined parameters.*

Policy: A calendar will be designed each year to provide the framework necessary to formulate a sound budget and allow for stakeholder participation. The calendar will be set to ensure the City complies with the Truth in Millage (TRIM) law, Chapter 200, Florida Statutes.

Status: *The City's budget calendar adheres to the State TRIM law.*

Policy: For each fund all reasonably expected revenues and projected beginning carryover balance will equal the budgeted expenditures and year end carryover balance.

Status: *All funds budgeted include projections of annual revenues and expenditures and beginning/ending fund balances.*

Policy: All funds are included in the annual budget process and incorporated in the budget document.

Status: *The annual budget document includes all funds.*

Policy: The City will budget at least 95 percent of the anticipated gross ad valorem proceeds which provide a discount for early tax payments. Florida Statutes, section 200.065, states each taxing authority will not utilize less than 95 percent of the taxable value.

Status: *The FY 2019 budget reflects 96 percent of anticipated ad valorem revenue, in order to account for discounts and delinquent property owners.*

Policy: The City will maintain a budgetary control system, including an encumbrance system to ensure adherence to the budgeted appropriations.

Status: *The City uses an encumbrance system as required by the Code of Ordinances.*

Policy: Project length budgets are adopted for the Capital Improvement Projects. Appropriations for these projects will remain open and carry over to succeeding years until they are completed.

Status: *Capital improvements budgets for general construction, 1% local option sales tax, community redevelopment area, community development block grant, sanitation and utilities remain open until complete or canceled.*

Policy: Supplemental appropriations. If during the fiscal year the City Manager certifies that there are available for appropriation revenues in excess of those estimated in the budget, the City Council by resolution may make supplemental appropriations for the year up to the amount of such excess.

Status: *Grant awards were supplemental appropriations that were made during the FY 2018 period. Prior year incomplete projects are re-appropriated.*

Policy: Emergency appropriations. To meet a public emergency affecting life, health, property or the public peace, the City Council may by resolution make emergency appropriations. To the extent that there are no available unappropriated revenues to meet such appropriations, the City Council may by such resolution authorize the issuance of emergency notes which may be renewed from time to time, but the emergency notes and renewals of any fiscal year shall be paid not later than the last day of the fiscal year next succeeding that in which the emergency appropriation was made.

Status: There were no emergency appropriations necessary for the FY 2018 period. The City has not been required to implement emergency appropriations in the past 25 years due to revenue shortfalls.

Policy: Reduction of appropriations. If at any time during the fiscal year it appears probable to the City Manager that the revenues available will be insufficient to meet the amount appropriated, he or she shall report to the City Council without delay, indicating the estimated amount of the deficit, any remedial action taken and recommendations as to any other steps to be taken. The City Council shall then take such further action as it deems necessary to prevent or minimize any deficit and for that purpose it may by resolution reduce one or more appropriations.

Status: There was no need for a reduction of appropriations during FY 2018. There has not been such a need in the past 25 years.

Policy: Transfer of appropriations. At any time during the fiscal year the City Manager may transfer part or all of any unencumbered appropriation balance among programs within a department, office or agency and, upon written request by the City Manager, the City Council may by resolution transfer part or all of any unencumbered appropriation balance from one department, office or agency to another.

Status: All transfers to date have been approved at the appropriate level. Reappropriations from the previous year's budget were approved by City Council. Any uses of operating reserves were approved by City Council.

Policy: No appropriation for bonded debt service may be reduced or transferred, and no appropriation may be reduced below any amount required by law to be appropriated or by more than the amount of the unencumbered balance thereof.

Status: All debt service appropriations remain in compliance with legal stipulations.

<u>Long Range Planning:</u>

Policy: The City will support a financial planning process that assesses the long term financial implications of current and proposed operating and capital budgets, budget policies, cash management and investment policies, programs and assumptions.

Status: This is an ongoing process of which the City will continue to adhere.

Policy: The City will prepare multi-year fiscal forecasts for all of its major funds.

Status: Multi-year fiscal forecasts are prepared for all major fund groups and delineated in the Long Range Financial Plan, Annual Budget and updated periodically throughout the fiscal year.

Policy: The City will maintain a prudent cash management and investment program in order to meet daily cash requirements, increase funds available for investment and earn maximum rates of return on invested funds commensurate with appropriate security and the approved investment policy.

Status: On September 5, 2001, the City adopted an Investment Policy in accordance with guidelines developed by the State of Florida. The City's cash management and investment program complies with such policies.

Policy: The City will follow its adopted investment/portfolio policy when handling public funds.

Status: As stated above, the City complies with guidelines in its Investment Policy.

Policy: The City will pool cash from each fund for investment purposes.

Status: The City pools cash for optimum tracking as well as investment purposes.

Policy: On a monthly basis the Finance Department will prepare a Schedule of Investments report that details the amounts and types of U. S. Government securities, the amounts invested with the Local Government Surplus Trust Funds Investment Pool (LGSTFIP) and the amount in the interest earning checking account. The schedule will include the interest rate, market value, purchase date and maturity date.

Status: The above schedules are prepared on a monthly basis and distributed to elected officials and available on the City's website for viewing by the community at large.

Asset Inventory:

Policy: The City will inventory and assess the condition of all major capital assets. This information will be used to plan for the ongoing financial commitments required to maximize the public's benefit.

Status: The asset inventory is conducted on an annual basis which coincides with the annual audit. Assets are purchased in compliance with the budget process, and records are maintained within the Finance Department. Asset write-offs are approved by the affected Department Director.

Policy: The review of capital assets will assess the need for and condition of these assets. This review is an important component of an overall evaluation of community needs and priorities. This review will also focus on the impact of deferred maintenance, funding issues and legal or regulatory changes.

Status: The inventory and review process assists the various departments as to age, condition, availability and quantity of their equipment. This review helps during the budget process.

Policy: The City will annually prepare a 5 year capital outlay plan for replacement of existing capital outlay, based on an assessment of identified criteria including safety, efficiency and end of life.

Status: Each Fund has a detailed 5 year capital outlay plan included in the budget document.

Policy: The City shall encourage Charlotte County participation in the funding of the capital improvements that jointly serve both City and Charlotte County residents.

Status: The City has and will continue to work with the County on any joint capital improvement needs. The most recent joint capital improvement projects were Public Safety communications center upgrade and 800 MHz radio frequency.

Policy: The City will stay abreast of developments that may affect the major capital assets, such as regulatory changes, population movements or technological advances, and consider the impact of these issues in the goal setting process.

Status: The above review takes place during the annual inventory audit and annual budget preparation.

Policy: Capital projects will be budgeted in the General Construction Fund or the Utility Construction Fund as needed. 1% Local Option Sales Tax capital projects will by budgeted in the 1% Local Option Sales Tax Fund. CRA capital projects will be budgeted in the CRA budget. Canal Maintenance District capital projects will be budgeted within the District.

Status: The annual budget reflects capital improvements projects within their respective fund groups as denoted above.

Policy: Equipment that has a cost basis in excess of State of Florida statutory minimums will be assigned a fixed asset number and tagged to identify the equipment as property of the City.

Status: The State statutory minimum is currently $1,000. The City tags its fixed assets at this rate in compliance with the statutory minimum.

Policy: City departments and divisions will be provided a list of equipment to perform an inventory check on an annual basis. Variances from the inventory list will be reported and the fixed asset inventory records will be updated.

Status: The fixed asset inventory check is done at the end of each fiscal year, which is September 30. Variances are signed off by Department Directors.

Policy: The Procurement Division shall have the power to sell or dispose of obsolete and surplus property by public auction, competitive sealed bidding, trade-in, or other appropriate methods in conformance with any applicable state law. No employee of the department having direct control of the commodities or handling the disposition of the commodities shall be entitled to purchase such commodities. No other City employee shall be allowed to purchase obsolete or surplus property except through a competitive bid process or public auction.

Status: The City adheres to this policy for all disposed items.

Revenue Policies:

An understanding of the revenue stream is essential to prudent financial planning. Most of these policies seek stability to avoid potential service disruptions caused by revenue shortfalls.

Policy: The City will estimate its annual revenues by objective and analytical processes. The budget document will include documentation of major revenue sources.

Status: The analytical review of revenues uses 10 year historical data for various revenue sources and projected economic indicators. Use of both historical trends and economic indicators enhances reliability in revenue estimation.

Policy: The City shall maintain a diversified revenue system to the extent provided by Florida Statutes, in order to insulate it from short term fluctuations from any one revenue source.

Status: The FY 2019 revenue structure (all funds) is as follows:

Service Charges, Fines & Forfeitures	*24%*
Intergovernmental	*19%*
Ad Valorem Taxes	*10%*
Permits, Fees & Assessments	*8%*
Other Taxes	*4%*
Miscellaneous	*4%*
Carryover, Financing & Transfers	*31%*

As shown above, the City's revenue system is diverse and does not rely on any one revenue source to fund its overall operations.

Policy: The City will analyze and prepare monthly reports that compare the budget with actual revenues for major funds. The reports will monitor progress toward the planned revenue goals. Significant changes may be uncovered in advance, permitting action to avoid a crisis.

Status: Monthly financial reports for major funds are prepared and distributed to elected officials and available on the City's website for public viewing. The reports include budget vs. actual revenues and expenditures and identification of trends that denote any projected revenue variances or extraordinary expenses.

Policy: The City discourages the use of one time revenues to fund ongoing expenditures.

Status: One time revenues such as sale of property, equipment and/or capital grants are used to finance capital projects and/or purchase of equipment. FY 2018 supplemental appropriations included use of Fund Balances.

Policy: Grants should be actively pursued. All costs of grant requirements will be analyzed and presented with the proposal for City Council consideration. Revenues will be budgeted for current grants. The budget will be amended for new grants upon award.

Status: Grants are pursued by all of the City's departments. The City has received and/or been awarded $34.9 million including a State Revolving Fund Loan partial award of $15.7 million (FY 2018) and $0.1 million (FY 2019) in grant monies to fund such projects as the Reverse

Osmosis Plant, park development, streetscape, boating-related facilities, and police equipment. The five year Capital Improvement Program identifies several pending capital grants. In addition to the above, the City is host for the Charlotte Harbor National Estuary Program (CHNEP). Their funding is all grants from Federal, State and Local Sources in the amount of $1.4 million (FY 2018) and $0.8 million (FY 2019). In addition, the City is working with FEMA for recovery and mitigation from Hurricane Irma and expects reimbursements totaling $33.9 million.

Policy: Sometimes governmental services are provided on credit. Properly documented controls over revenues are imperative in accounts receivable management. Timely efforts should be made to pursue the collection of delinquent accounts by the department generating the receivable.

Status: The City has implemented a variety of measures to collect monies owed, including lien powers, code enforcement and utility turn off.

Policy: Adjustments to account receivables must be properly documented using internal controls that include segregation of duties and supervisory review. Upon any suspicion of fraud, management should be notified in a timely manner.

Status: Internal controls over accounts receivable are in place. Suspicion of fraud or other malfeasance are brought to management and if necessary Police Department's attention, although these actions have not been necessary.

Policy: The use of revenues which have been pledged to bondholders will conform to the bond covenants which commit those revenues.

Status: Currently there are no outstanding bond issues.

Policy: The City will recalculate the full cost of activities supported by user fees to identify the impact of inflation and other cost increases and will revise user fees upon approval of the City Council.

Status: Fee changes are initiated through the ordinance process and, as such, are reviewed and approved by City Council through public hearings. Based on the results of the consulting firm hired to analyze water and wastewater user fees and impact fees, modifications to the utilities rate structure and changes to impact fees were approved after public hearing and were implemented in FY 2016 and provided for scheduled increases in FY 2017 and FY 2018 that may be evaluated each year. The FY 2018 scheduled rate increase continues to be delayed until further need is determined. Recycling fees for Sanitation are increasing due to contract changes. Marina slip fees were updated July FY 2016. User fees in the City's enterprise funds are established to pay for ongoing operations and adjusted accordingly.

Policy: All revenues, which are reasonably expected to be unexpended and unencumbered at the end of the fiscal year, will be anticipated as "projected carryover ending" and budgeted accordingly for the following fiscal year.

Status: Projected carryover balances are budgeted within the City's fund groups. Staff completes a review of purchase orders, accounts receivable and final personnel/operating expenses prior to reaching a fund balance projection.

Expenditure Policies:

The expenditures of municipalities define an ongoing public service commitment. Prudent expenditure planning and accountability will ensure fiscal stability.

Debt Management:

Policy: A significant portion of a City's capacity to influence and/or encourage economic development can be measured by the adequacy of its infrastructure and its capacity to support growth.

Status: The City maintains a five year capital improvements program that prioritizes investment in its infrastructure necessary to support growth and economic development. The City's water plant has sufficient capacity to support projected growth in the 10 year plan, however the City is in the process of evaluating the percentage of growth and when expansion of the wastewater treatment plant will be necessary. Funds for this purpose are identified in the 5 year CIP plan. Road network and parks facilities sufficiently accommodate demand. A 5 year CIP plan is being developed to address all ADA requirements for City facilities. Funding is provided in the 5 year CIP plan.

Policy: The City will seek to maintain high bond ratings to minimize borrowing costs and preserve access to credit.

Status: As part of the 2016 Long Range Financial Plan, the City undertook a review of its economic condition and outlook, financial position and performance, debt profile and management in relation to credit rating agency criteria. The City utilizes a five year proforma to quantify the effects of current decisions on future financial condition.

Policy: Whenever possible the City will use revenue bonds instead of general obligation bonds.

Status: The City does not have any outstanding general obligation bonds, nor does it have any plans to undertake such a process. All debt outstanding is in the form of revenue or tax increment financing to be retired with the use of utility user fees and community redevelopment area tax proceeds.

Policy: The term of any bonds, notes or leases shall not exceed the useful life of the asset being financed.

Status: All debt outstanding does not extend beyond the useful life of the asset.

Policy: The City shall not issue notes or bonds for non-capital items.

Status: The City does not issue notes or bonds for its operations.

Policy: If cost effective, the City will purchase private bond insurance at the time of issuance.

Status: When the City is in the midst of bond issuance, a price to benefit calculation will be made to see if bond insurance is cost effective to produce a higher rating and reduced interest rate.

Policy: The City will analyze its existing debt to take advantage of changing market conditions and to minimize future costs.

Status: The City monitors market conditions and undertakes refinancing/refunding opportunities where feasible. CRA loans for Laishley Park and Herald Court Centre were refinanced with a lower interest rate in FY 2013.

Policy: The City will maintain an adequate debt service fund regarding each issue and budget for the annual payment of principal and interest.

Status: The annual budget includes a debt service fund, schedule of debt outstanding and a five year projection of debt service payments. The fund includes sufficient monies to pay all principal and interest obligations as required by loan agreements.

Reserve or Stabilization Accounts:

Policy: The City will use Governmental Accounting Standards Board (GASB) Statement #54 definitions for the five classifications of fund balance for governmental fund types. These are non-spendable, restricted, committed, assigned and unassigned.

Status: Under the GASB definition the City's General Fund balance is categorized as: non-spendable- including prepaid expenses and inventories; restricted- including outside parties, grants and bond agreements; committed- including requirements established by city ordinance prior to end of fiscal year (there are none currently); assigned- intended use established by council, including appropriated reserves used to balance the subsequent year's budget, purchase order rollovers and reappropriations for incomplete projects from prior fiscal year; and unassigned- which is all other general fund balance. The latter three comprise the GFOA defined unrestricted fund balance, and is the amount which is to be used to verify the calculation of the 16.7% of operating expenditures. Operating expenditures include personnel, operations, contingency and capital outlay.

Policy: The City will strive to follow the Government Finance Officers Association (GFOA) recommendation for a minimum level of unrestricted fund balance for the following major operation funds: General Fund, Utilities OM&R Fund, Sanitation Fund, Building Fund, and Marina Fund. The GFOA states the unrestricted fund balance for the General Fund should be a minimum of 2 months of operating expenditures.

Status: Based on GFOA recommended best practice, the City's unrestricted fund balance in the General Fund should be 16.7% of operating expenditures. The September 30, 2018 unrestricted fund balance is projected to be $3.4 million. This is 15.7% of budgeted general fund operating expenditures. It is the City Council's intention to continue increasing the minimum reserve as the improving economy allows.

Policy: An adequate level of unrestricted fund balance will be maintained as working capital to support operations until sufficient current revenues (taxes) are received.

Status: The City has not needed to issue tax or revenue anticipation notes to support operations until sufficient current revenue is generated. Sufficient cash balances are maintained to support operations throughout the year.

Policy: The City should have a prudent level of unrestricted fund balance to protect against the need to reduce service levels or raise taxes and fees due to temporary revenue shortfalls or unexpected one time expenditures.

Status:

	FY 2019 Budgeted Expenditures	*9/30/19 Budgeted Unrestricted Fund Balance*	*% of Unrestricted Fund Balance to Expenditures*
General Fund	*$21,556,198*	*$3,385,861*	*16%*
PGI Canal Maint Fund	*13,747,495*	*$1,502,654*	*11%*
BSI Canal Maint Fund	*585,400*	*$316,004*	*54%*
Park Impact Fees Fund	*80,000*	*94,438*	*118%*
Transportation Impact Fees Fund	*48,000*	*66,431*	*138%*
CRA Fund	*1,886,914*	*1,576,286*	*84%*
Additional Five Cent Gas Tax Fund	*740,000*	*33,018*	*4%*
Six Cent Gas Tax Fund	*947,310*	*394,419*	*42%*
Charlotte Harbor Nat.Estuary Prog	*915,834*	*341,146*	*37%*
Utilities OM&R Fund	*15,806,232*	*7,485,642*	*47%*
Water System Capacity Escrow Fund	*0*	*2,176,930*	*n/a*
Sewer System Capacity Escrow Fund	*510,573*	*899,774*	*176%*
Sanitation Fund	*3,617,572*	*1,071,706*	*30%*
Building Code Fund	*1,015,480*	*1,258,547*	*124%*
Laishley Park Marina Fund	*472,255*	*342,499*	*73%*

Generally, the unrestricted fund balance is limited to use within its own fund and/or for specific types of expenditures. The collective reserve level is sufficient to cover for any temporary revenue shortfalls or unexpected expenses. Of the $3.4 million General Fund unrestricted fund balance, $0.6 million is assigned to reducing the FY 2020 projected shortfall.

Policy: An adequate level of unrestricted fund balance will be maintained so credit rating agencies will recognize the City is in sound financial condition when they evaluate the City's credit worthiness.

Status: As noted previously, the collective reserve level is adequate to support the City's sound financial condition.

Policy: For the General Fund, and all other operating funds, except the Utilities Fund, the City requires an unassigned fund balance minimum of 8.0% of total fund budgeted appropriations. Council

intends to reach a 16.7% unassigned fund balance minimum. Each year, as the economy improvement allows, the City will increase the minimum by 0.5%.

Status: *For the fiscal year ended September 30, 2018, the General Fund's unassigned balance is projected to be $2,769,591. Projected for the fiscal year ended September 30, 2019, the City's operating funds, except the Utilities Funds, meets the established unassigned fund balance minimum. The General Fund unassigned balance is $2,769,591, 12.8% of total general fund expenditures.*

Policy: For the Utilities Fund, the City will maintain an unassigned fund balance minimum of at least $3.1 million.

Status: *For the fiscal year ended September 30, 2018, the City's Utilities O, M & R Fund unassigned balance is projected to be $5,370,259.*

Policy: For the Utilities Fund, for protection of infrastructure, a renewal and replacement reserve of $1,500,000 will continue for unforeseen major line breaks and equipment failures.

Status: *This reserve has been maintained.*

Policy: The Utilities Fund, for protection of infrastructure, will cash fund a minimum of $1,120,000 annually for recurring line and lift station renewal and replacements as identified in the five year capital improvement plan.

Status: *The Utilities Fund has budgeted to cash fund $1,120,000 the recurring line and lift station renewal and replacements for FY 2018 and will continue to in the future.*

Policy: The City will provide a Capital Outlay Reserve (COR) for each of the major funds based on the 5 year capital outlay program needs, and will fund the average annualized 5 year need, in order to provide a stabilized funding plan for the General Fund and other funds as practical.

Status: *The City Council has established a COR for the General Fund, Utilities Fund, and Sanitation Fund.*

Policy: The Canal Maintenance Districts will fund replacement of seawalls to allow for adequate linear footage replacement based on existing analysis.

Status: *Burnt Store Isles Canal Maintenance District has established a Seawall Replacement Reserve. The funding is set at $45,000 annually and will be reevaluated as costs per linear foot increase. Use of reserve includes study of alternative seawall panel technologies and installation methods and lock removal and widening of canal. Punta Gorda Isles Canal Maintenance District has established a Seawall Replacement Reserve for study of alternative seawall panel technologies and installation methods, dredging channel to spoil site and Ponce De Leon Inlet widening and dredging. Seawall expenditures estimate 3% increase in the 5 year proforma.*

Policy: The City will not permit a deteriorating financial condition as described by the Florida Auditor General and Florida Statutes section 218.503 that would result in an audit management letter finding.

Status: *Florida Statutes identify a number of items that can trigger the State described indicator of deteriorating financial conditions. The City is in compliance with all of those indicators thereby avoiding a finding of deteriorating financial condition.*

Policy: The City will monitor financial indicator trends. We will follow the Florida Auditor General Financial Condition Assessment Procedures.

Status: *The City monitors financial indicators, as recommended by the Auditor General, as part of its annual budget process. These trends are discussed as well with the City's external auditor each year during the audit process.*

Policy: Annually the City will appropriate a contingency line item in funds where deemed necessary to provide for unanticipated expenditures of a nonrecurring nature or to meet small increases in service delivery costs.

Status: *Two of the City's larger funds, General and Utilities, have contingency accounts set aside for unanticipated emergencies or small increases in service delivery. The City does not foresee a need to supplement fund balances with a budgeted contingency in its smaller funds.*

Policy: All projected beginning and ending fund balances will be presented in the annual budget.

Status: *The annual budget includes all fund balance projections within each fund.*

Operating/Capital Expenditure Accountability:

Policy: Governmental Funds are accounted for in accordance with Generally Accepted Accounting Principles (GAAP). Expenditures are recorded when the services or goods are received and the liabilities incurred. All proprietary funds use the accrual basis of accounting and expenses are recognized when they are incurred.

Status: *Governmental Funds are defined as the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds. Proprietary Funds are enterprise funds and internal service funds. The City follows GAAP in its accounting function.*

Policy: The City Manager will present a balanced budget. Essential services will receive first priority for funding. The City will identify low priority services for reduction or elimination, if necessary, before essential services.

Status: *In compliance with State law, the City Manager presents and the City adopts a balanced budget each year. Budget alternatives which identify service level cost reduction options as well as costs associated with any service level enhancements are presented to City Council each year and updated, as requested, through September as part of the annual budget process.*

Policy: The budget will provide for adequate maintenance and repair of capital plant and equipment and for their orderly replacement.

Status: *The City provides adequate funding for repair and maintenance of its capital assets as well as implements a structured program for replacement.*

Policy: The budget will consider the cost effect on the operating budget from additional capital items and program.

Status: An integral part of the five year capital improvements program is the impact on operating budget calculations for each project included in the program. In this manner, the City fully understands future operating budget implications prior to initiation of planned capital improvements.

Policy: The budget will provide sufficient funding to cover annual debt retirement.

Status: Debt service coverage is a requirement of our lenders, and the City provides sufficient coverage as required by loan agreements.

Policy: The City will analyze and prepare monthly reports that compare the budget with actual expenditures for major funds. The reports will monitor progress toward the budgeted appropriations. Significant changes may be uncovered in advance, permitting action to avoid a crisis.

Status: Monthly financial reports are prepared as required by the City's Code of Ordinances. These reports are provided to elected officials and available for viewing by the community at large.

Policy: Enterprise fund operations shall be self-supporting and shall pay administrative charges to the General Fund for administrative support.

Status: Enterprise funds are Proprietary Funds as defined and, as such, are self supported by user fee charges. Each enterprise fund pays an administrative charge to the General Fund for support provided based on an annual review of such administrative expenses. In the FY 2019 budget, the following administrative charges are included within the enterprise funds: Utilities $2,200,352, Sanitation $384,485, Building $92,180, Laishley Marina $34,850.

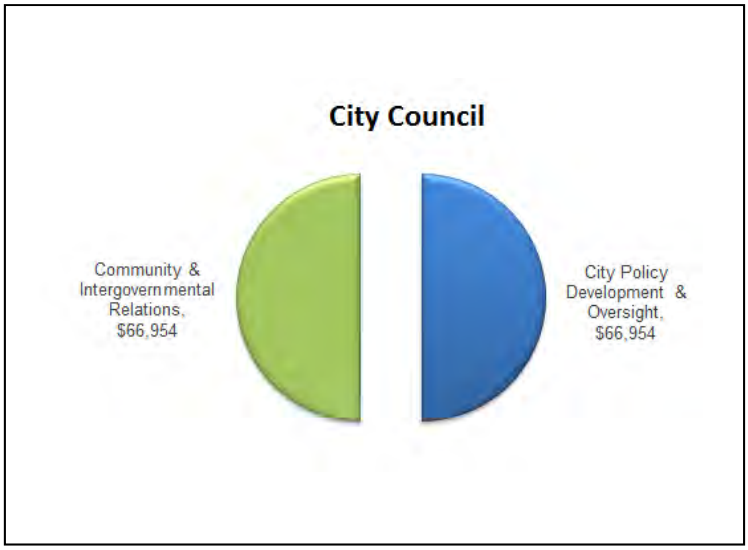
Policy: The City will prepare a five year Capital Improvement Program (CIP) as part of the annual budget process. Coordination of the CIP budget with the operating budget will ensure that all funding considerations are made. The CIP details major infrastructure type improvements and construction projects. Capital items of an operating nature such as automobiles or personal computers are budgeted in each operating department budget.

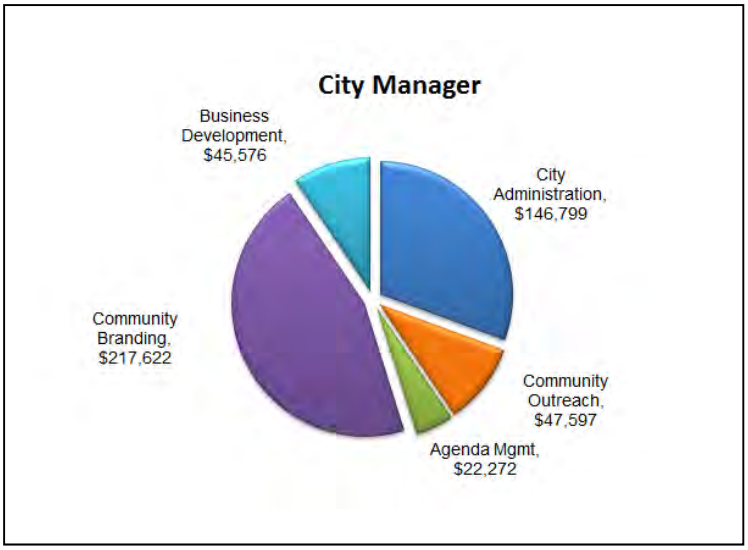
Status: The City prepares a five year CIP on an annual basis. Project detail includes a description of planned improvements, estimated cost, financing sources, project status, impact on operating budget and project area map, if applicable.

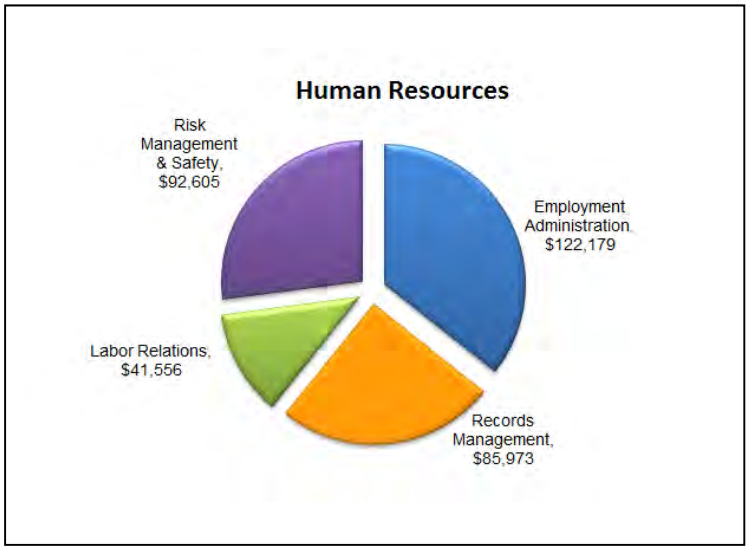
Policy: The City will adopt the first year of a multi-year plan for capital improvements, update it annually and make every attempt to complete all capital improvements in accordance with the plan.

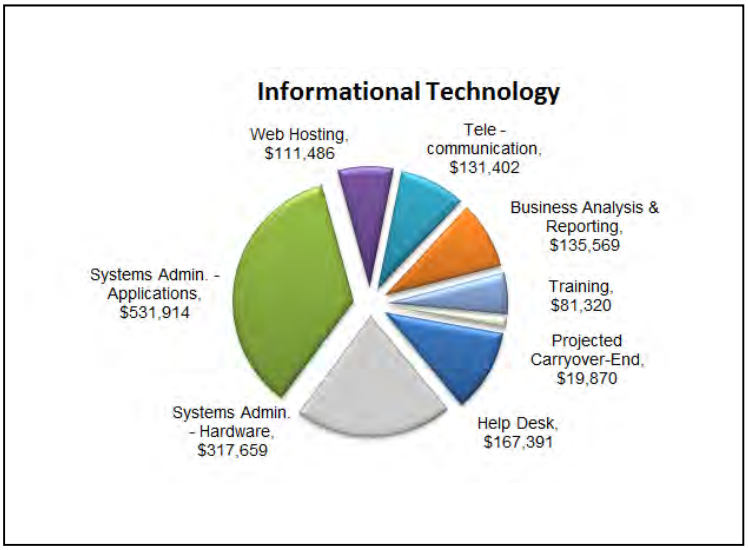
Status: The City adheres to the policy with the understanding that planned capital projects may be delayed due to delays in permitting, environmental conditions, bidding and/or re-prioritization by elected officials.

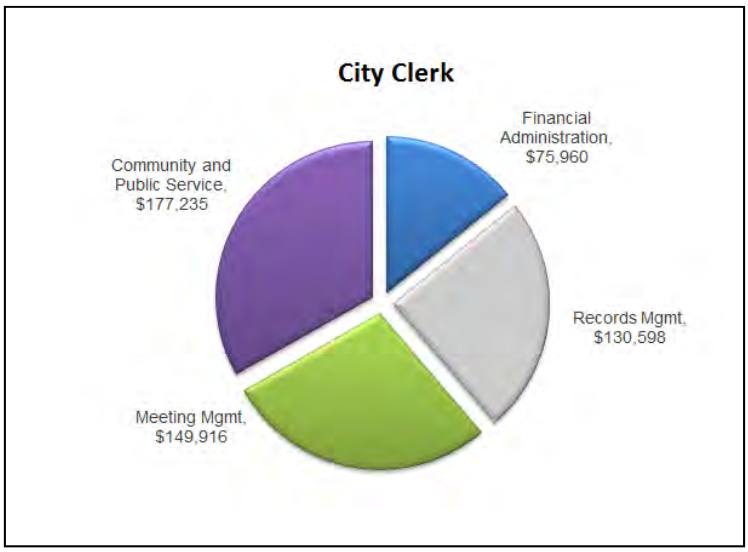
Section 3: Costs of Services

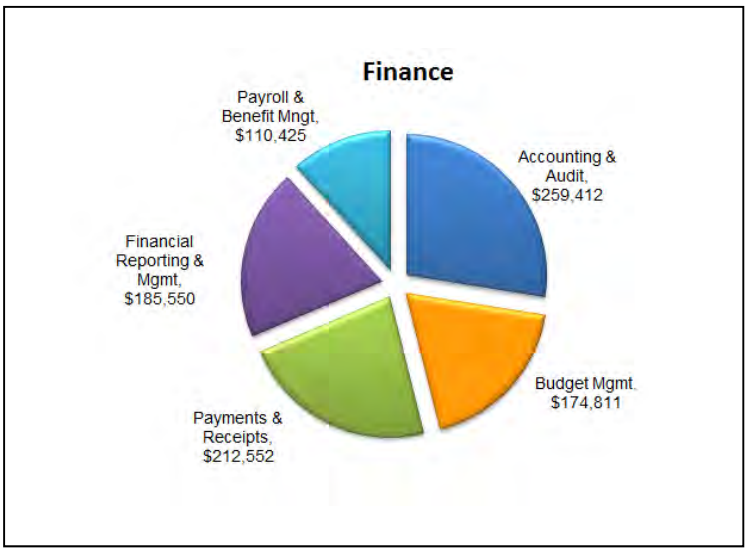


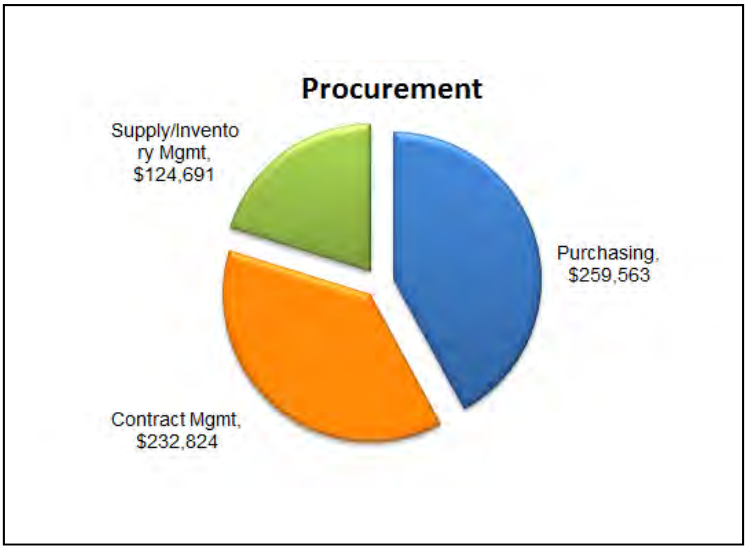


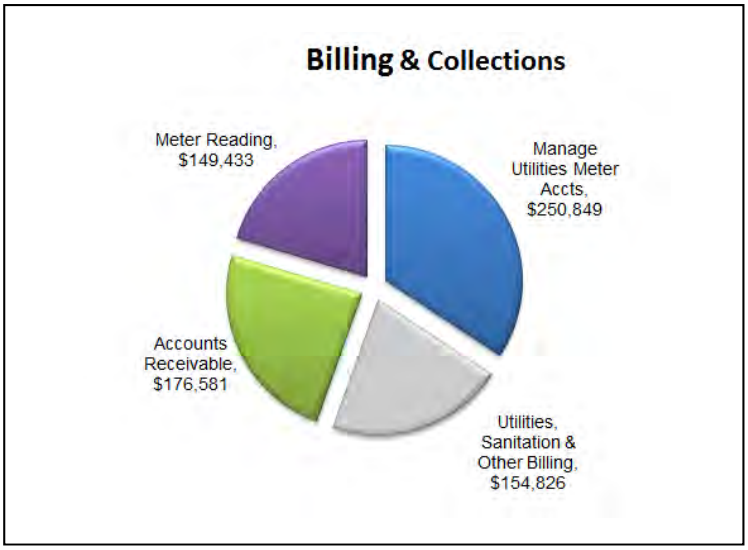


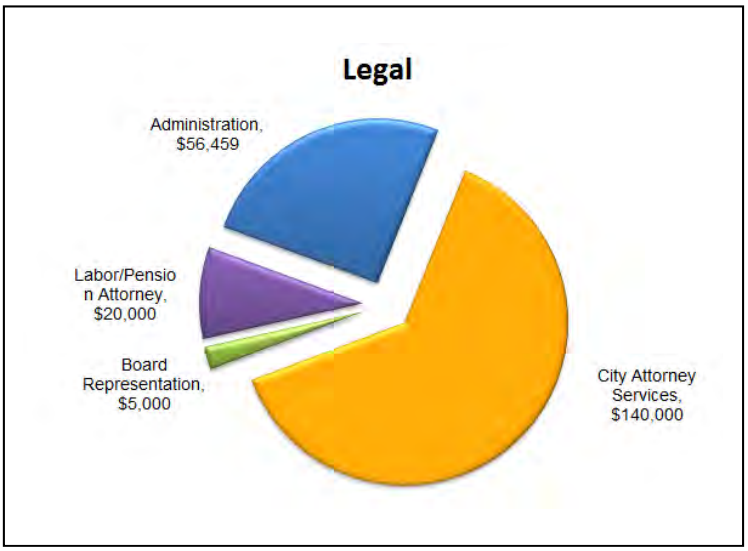


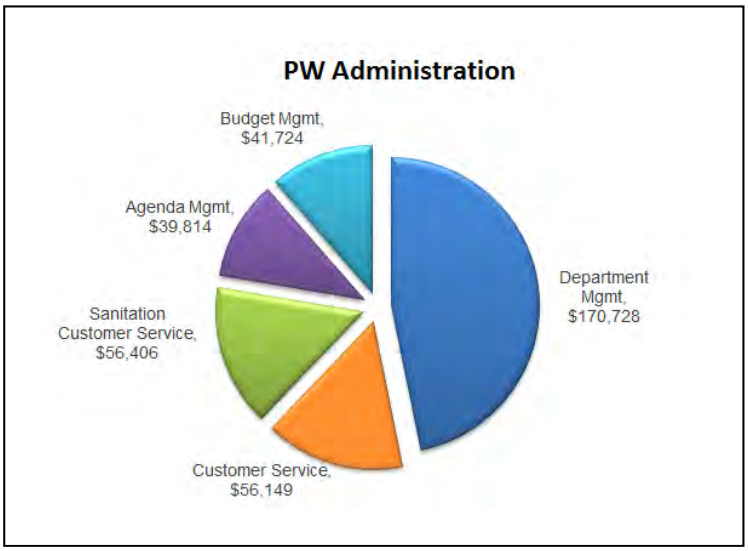


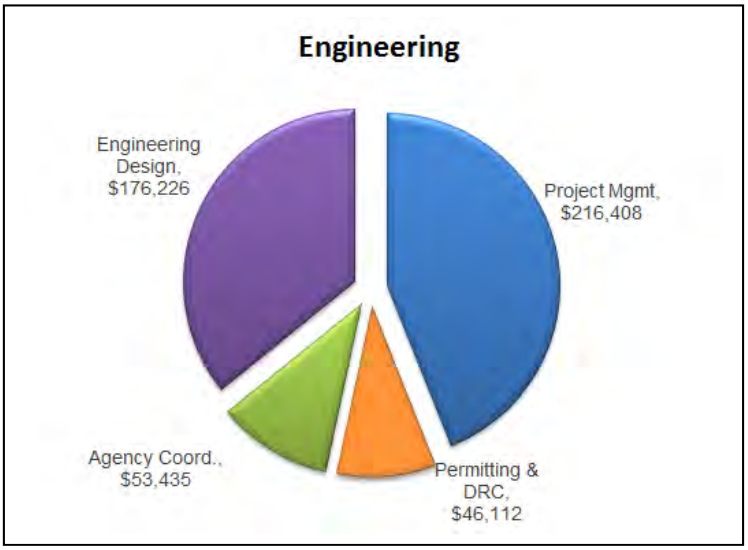


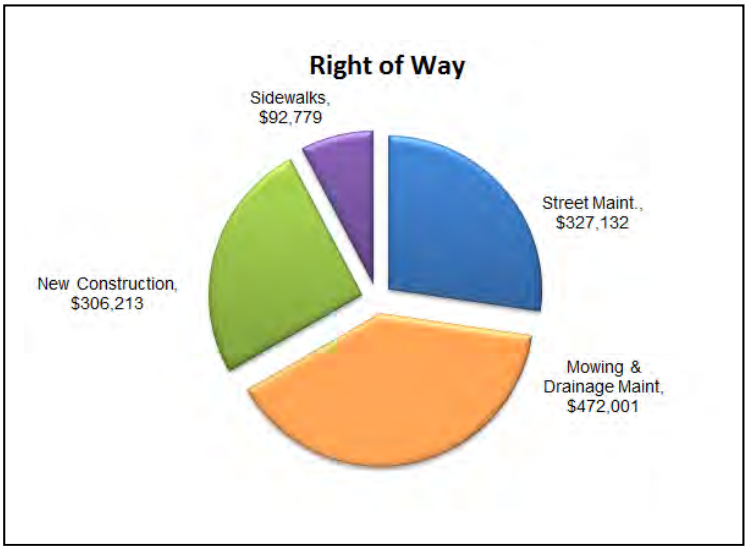

Procurement
Supply/Inventory Mgmt, $124,691
Purchasing, $259,563
Contract Mgmt, $232,824


Billing & Collections
Meter Reading, $149,433
Manage Utilities Meter Accts, $250,849
Accounts Receivable, $176,581
Utilities, Sanitation & Other Billing, $154,826

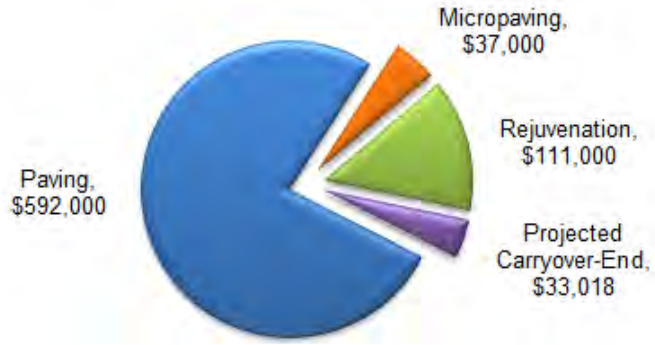

Legal
Administration, $56,459
Labor/Pension Attorney, $20,000
Board Representation, $5,000
City Attorney Services, $140,000


PW Administration
Budget Mgmt, $41,724
Agenda Mgmt, $39,814
Department Mgmt, $170,728
Sanitation Customer Service, $56,406
Customer Service, $56,149

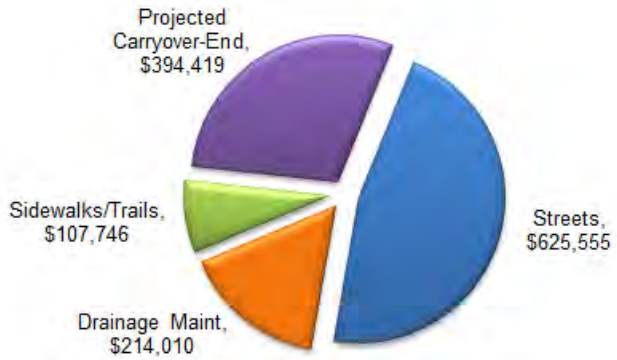

Engineering
Engineering Design, $176,226
Project Mgmt, $216,408
Agency Coord., $53,435
Permitting & DRC, $46,112


Right of Way
Sidewalks, $92,779
Street Maint., $327,132
New Construction, $306,213
Mowing & Drainage Maint, $472,001

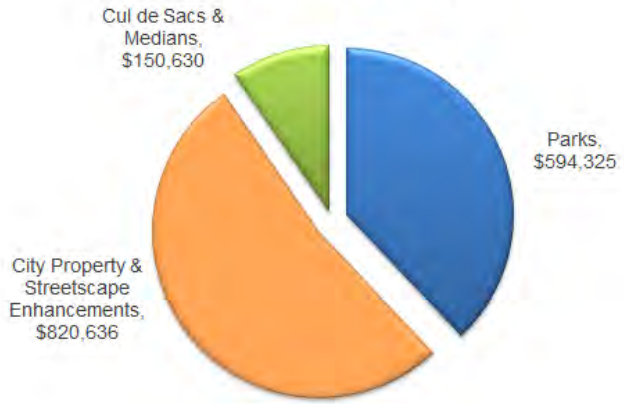
Additional Five Cent Gas Tax Fund



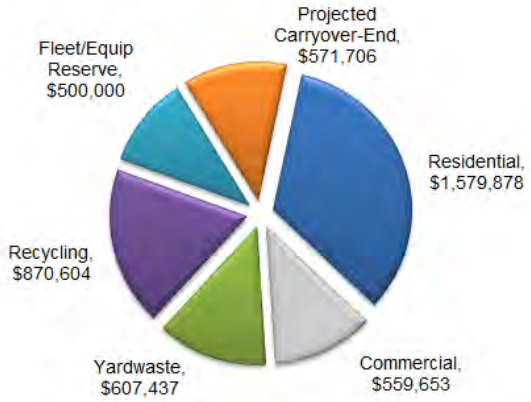
Six Cent Gas Tax Fund



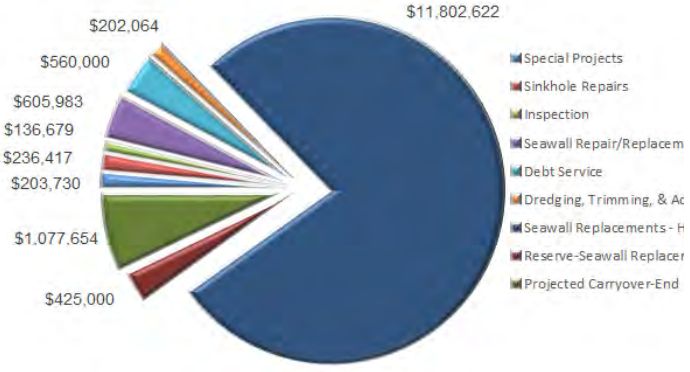
Parks & Grounds



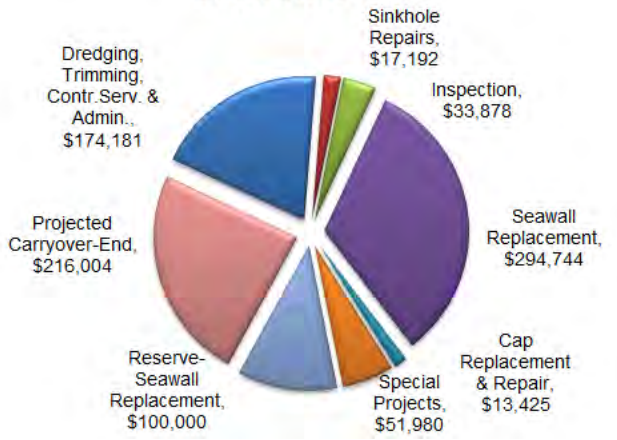
Sanitation

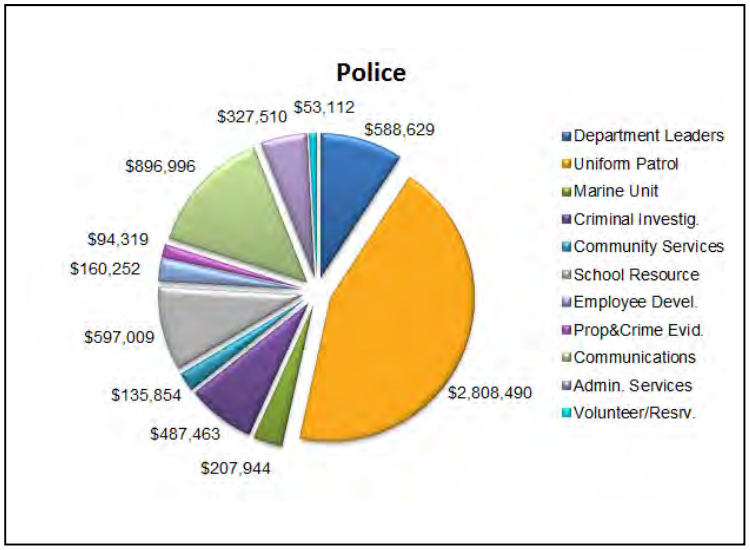


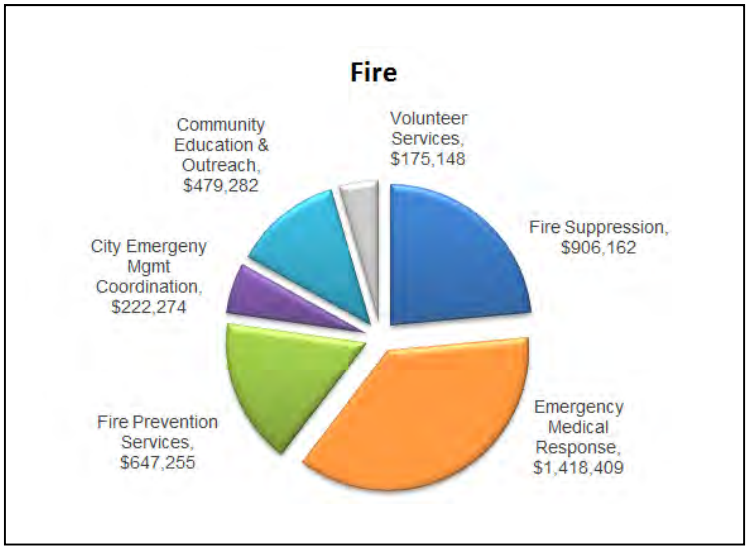
Punta Gorda Isles

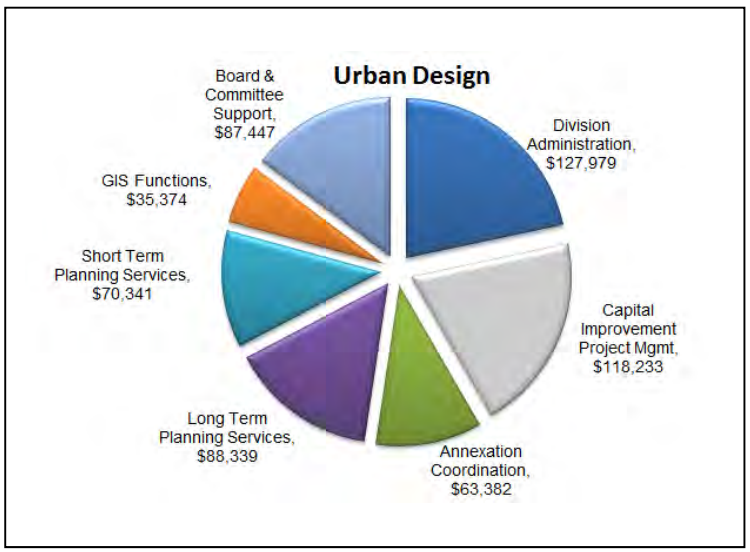


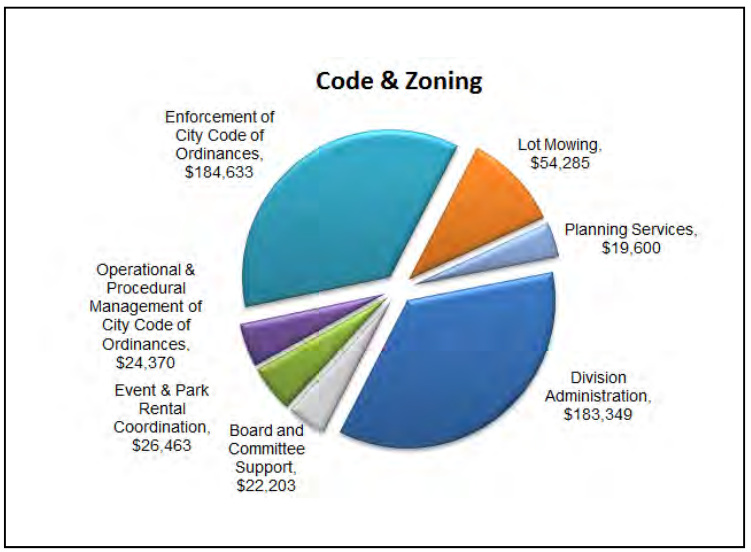
Burnt Store Isles

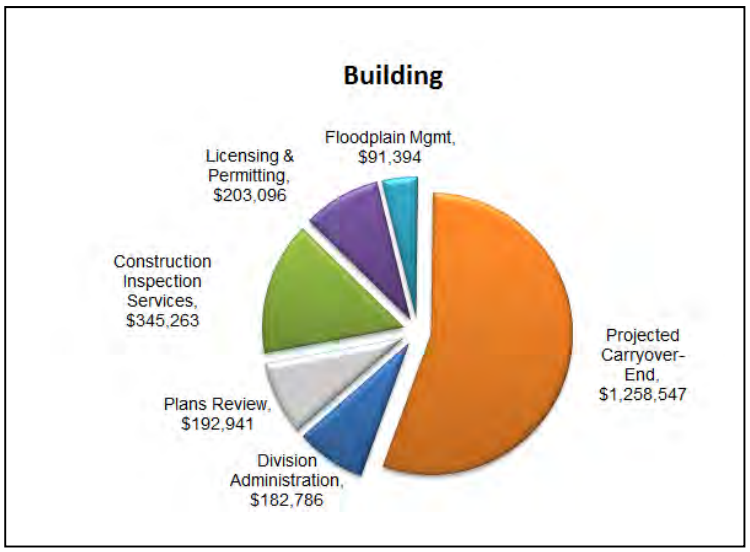


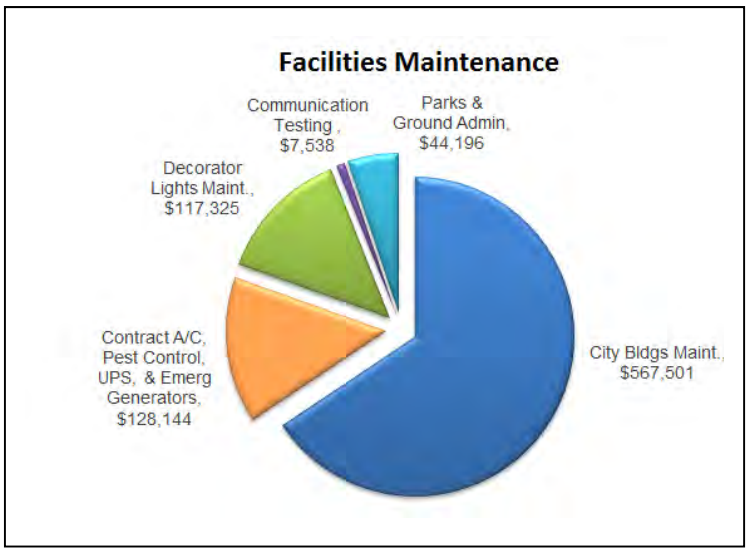

Police
$53,112
$327,510
$588,629
$896,996
$94,319
$160,252
$597,009
$135,854
$487,463
$207,944
$2,808,490
Department Leaders
Uniform Patrol
Marine Unit
Criminal Investig.
Community Services
School Resource
Employee Devel.
Prop&Crime Evid.
Communications
Admin. Services
Volunteer/Resrv.


Fire
Community Education & Outreach, $479,282
Volunteer Services, $175,148
Fire Suppression, $906,162
City Emergeny Mgmt Coordination, $222,274
Fire Prevention Services, $647,255
Emergency Medical Response, $1,418,409

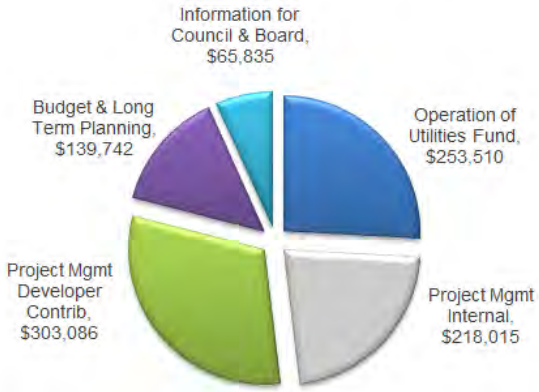

Urban Design
Board & Committee Support, $87,447
Division Administration, $127,979
GIS Functions, $35,374
Short Term Planning Services, $70,341
Capital Improvement Project Mgmt, $118,233
Long Term Planning Services, $88,339
Annexation Coordination, $63,382


Code & Zoning
Enforcement of City Code of Ordinances, $184,633
Lot Mowing, $54,285
Planning Services, $19,600
Operational & Procedural Management of City Code of Ordinances, $24,370
Event & Park Rental Coordination, $26,463
Board and Committee Support, $22,203
Division Administration, $183,349

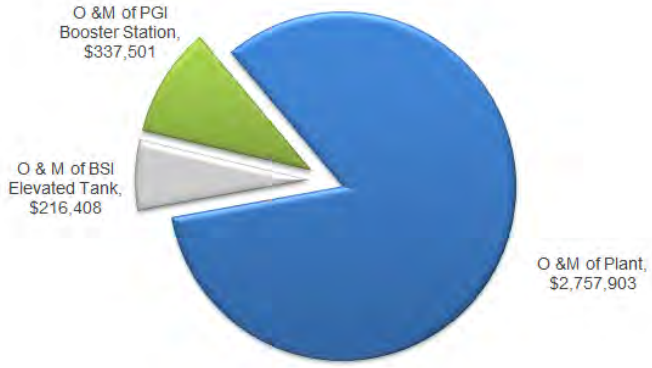

Building
Floodplain Mgmt, $91,394
Licensing & Permitting, $203,096
Construction Inspection Services, $345,263
Projected Carryover-End, $1,258,547
Plans Review, $192,941
Division Administration, $182,786


Facilities Maintenance
Communication Testing , $7,538
Parks & Ground Admin, $44,196
Decorator Lights Maint., $117,325
Contract A/C, Pest Control, UPS, & Emerg Generators, $128,144
City Bldgs Maint., $567,501

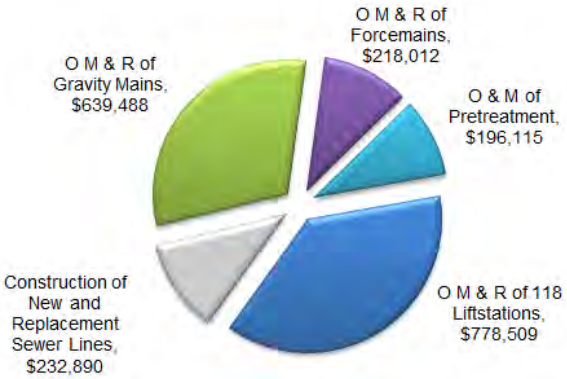
Utilities Administration



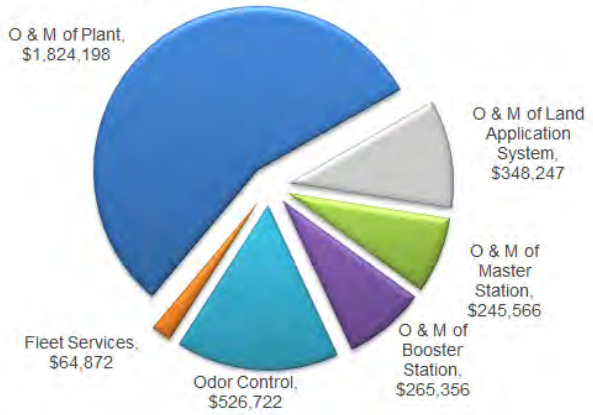
Water Treatment



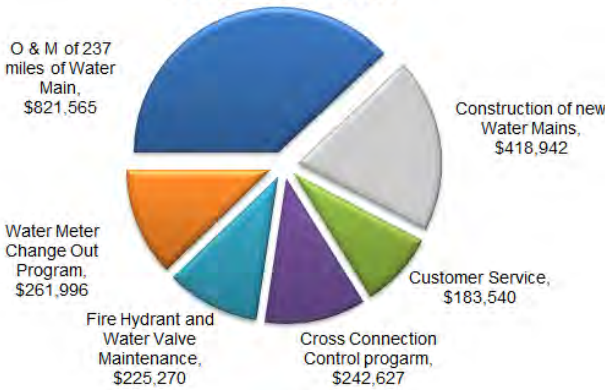
Wastewater Collection



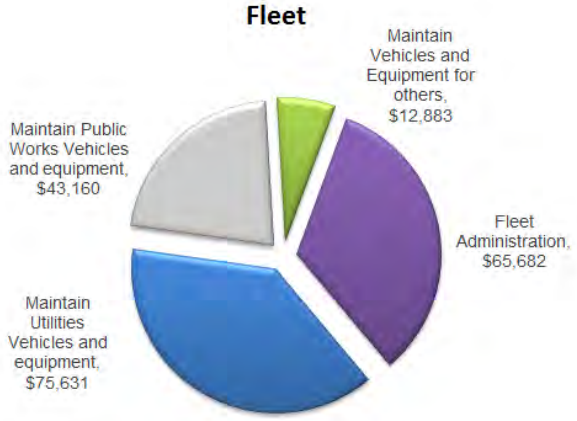
Wastewater Treatment



Water Distribution



Fleet



Section 4: Budget Issues

General Fund

One of the City's financial management policies continues to recommend recurring revenues be aligned with recurring expenditures. In addition the fiscal forecast is predicated on retention of the current millage rate. The estimated value of a mill for FY 2020 is $3,159,000. In order to address the above policy and/or millage rate assumption, the following scenarios for FY 2020 can be considered:

Alignment of current revenues with current expenditures:

- ✓ Fiscal forecast, no use of any available reserves thereby aligning current revenues with current expenditures, adjustment of interest revenue due to rising interest rates, and no funding for enhanced stormwater/drainage services enables retention of current millage rate at 3.1969 mills.
- ✓ Funding enhanced stormwater/drainage services at $250,000 level results in millage rate increase of 0.080 mills.
- ✓ Funding enhanced stormwater/drainage services at $500,000 level results in millage rate increase of 0.158 mills.

Establishment of millage rate using only growth-related revenues ($153,000 based on $50 million in tax base growth net of early payment discount) results in a relative millage rate decrease of 0.1328 mills. In order to achieve a balanced budget (current revenues equalling current expenditures) based on this assumption with total shortfall of $919,800, the following expenditure reductions can be considered:

Areas of Consideration	Range
Reduction of drainage program	$0 - $500,000
Reduction of contract with Aqua Consulting & Marketing	Contract $0 - $81,000 Marketing/Operating $0 - $30,000
Defer Urban Design comprehensive plan studies	FY 2020 amount $65,000
Eliminate various programs and related staffing	To Be Determined based on input from Council and citizens

Items that are currently not in the projected budget but will need to be considered as the FY 2020 budget is developed are:

Public Safety Bargaining Unit Contracts – Bargaining unit contracts have not yet been finalized. The impact from those contracts above the standard 3% increases are not budgeted in FY 2019 or future years.

Reconsideration of FY 2019 Staffing Requests – Due to budget constraints, unknown bargaining contract outcomes, proposed legislation that would have reduced ad valorem revenues in future years, need for increasing reserves in future years, and other initiatives that were under discussion such as the City's Master Plan during the FY 2019 budget development, positions that had been requested were put on hold for future discussion. These included EMS training chief ($109,000); dispatcher ($52,000); (2) community engagement officers ($186,000); and computer support specialist ($58,000). Total annual cost would be $405,000 of which approximately $16,000 of the computer support specialist would be spread to other funds.

Budget General Employee Salary increase at 4% instead of 3% (Citywide) – Progression planning and career progression programs have been implemented in efforts to retain current employees. In addition, the City implemented the pay grade recommendations and an alternative for general employees from the classification and compensation study undertaken in FY 2018 less than recommended in the Cody study. An additional 1% salary increase for general employees (excluding union and other sworn personnel) is approximately $121,000 citywide, of which $58,000 is general fund.

City Hall Refurbishment – Bids have been received and are in review for the historical and functional building evaluation of City Hall. Outcomes from the study will provide areas that may need to be addressed for repairs/maintenance.

Citywide Master Plan – The development of a Citywide Master Plan is underway through a contracted firm who will gather input from all stakeholders. Once plan is presented, priority projects may be determined that have not been in the five year plan. Timing of new projects and funding would need to be determined.

Fair Share Impact Fee Study – Consultants have been working with City Staff. They are finalizing their report and recommendations which will then be presented to Council. Impact fees may be used for growth related infrastructure projects in a share commensurate with the growth requiring the need for the project. After the last review in 2011, Police, Fire, and Governmental impact fees were suspended and Park and Transportation impact fees were adjusted.

Wesbsite Accessibility (Citywide) – Upgrade of technology and conversion of documents posted to website for emergency management, legal requirements, transparency to the public, and other general information is a priority. The City has been making strides in this area but additional expertise and technology is needed. City staff will be working with consultant who previously provided the ADA transition plan to develop a plan specifically for the website and associated costs for implementation.

Punta Gorda Isles Canal Maintenance Fund

The City continues to work closely with FEMA and the State for recovery of 87.5% of the expenditures for seawall repairs totaling approximately $27 million. Rip rap mitigation has not been started and is delayed pending permitting. The additional $100 assessment approved in FY 2019 for four years is scheduled to fund the repayment of debt service on the City's share of the projects, 12.5% of the expenditures.

Burnt Store Isles Canal Maintenance Fund

The City continues to work closely with FEMA and the State for recovery of 87.5% of the expenditures for seawall repairs totaling approximately $1 million. Rip rap mitigation has not been started and is delayed pending permitting. The Burnt Store Isles (BSI) canal maintenance assessment district did not require an additional assessment for this project.

Utilities Fund

Reverse Osmosis Plant Construction – Construction in progress with total project cost of $40 million. While the long range plan still assumes 50% grant funding for amounts over the original $32.2 estimated,

other sources of funding such as additional financing through the SRF (State Revolving Fund) loan may be needed if grant funding is not received.

Septic to Sewer – A Master plan was presented and approved by both the Utilities Advisory Board and City Council. Direction was provided to staff to move forward with developing a financial plan to implement Areas 1-3 identified in the Master plan. The City has engaged a consultant to work with staff in developing a financial plan that will be similar to plans implemented by Charlotte County.

Wastewater Treatment Plant Expansion – Consultant is providing planning and study services to determine various alternatives for wastewater treatment plant needs based upon the current capacity and future growth demands. Alternatives and projected costs will be developed and anticipated timing of the alternatives will be needed to project where in the capital improvement plan it needs to be placed, as well as funding sources that may include user rate increases, financing, impact fees, and/or grants. Utilities has set aside $2.5 million in the current five year plan using impact fees and current user revenue in anticipation of the future need.

Sanitation Fund

An expected rate increase of $0.60 per month is due to scheduled contract rate increase for recycling. Projections show rates are not adequate to fund the future needs of replacement of equipment. During the budget process this will be reviewed and options presented.

City of Punta Gorda, Florida
Operating Indicators by Function/Program
Last Ten Fiscal Years

Function/Program	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009
Police										
Calls for Service	14,229	12,597	12,894	13,151	11,858	12,333	13,289	14,874	15,687	16,177
Citations Issued	7,007	4,435	7,194	7,901	10,567	9,842	8,562	11,446	12,626	13,708
Traffic crashes	676	604	595	582	493	441	444	447	491	465
Narcotics arrests	293	160	200	244	190	113	187	285	277	247
Fire Department										
Fires	61	70	58	78	68	50	80	97	52	81
EMS and Police assistance calls	2,762	2,688	2,640	2,573	2,323	2,248	2,202	2,343	2,529	2,403
Building										
Building permits issued	2,473	2,001	1,932	1,804	1,580	1,553	812	1,297	1,170	939
Building inspections conducted	5,885	5,969	6,316	5,279	4,139	3,806	2,575	2,613	2,415	2,552
Dwelling units permitted	164	128	246	120	100	99	57	30	43	18
Streets and Highways										
Streets resurfaced *(miles)*	4.0	4.6	5.0	5.0	1.5	5.0	7.3	6.3	6.5	6.2
New sidewalks (linear feet)	425	0	0	1,090	350	2,084	6,020	2,000	4,490	6,547
Water										
New connections	227	227	316	278	148	111	62	51	9	45
Average daily consumption *(thousands of gallons)*	5,085	5,165	4,687	4,442	4,364	4,352	4,261	4,456	4,299	4,101
Peak daily consumption *(thousands of gallons)*	7,328	7,072	6,969	6,481	5,318	6,067	6,216	6,471	6,400	6,602
Water equivalent residential units (ERU)	22,426	22,114	21,511	21,103	20,870	20,790	20,656	20,645	20,512	20,651
Wastewater										
Average daily sewage treatment *(thousands of gallons)*	2,540	2,451	2,618	2,409	2,507	2,281	2,178	2,092	2,210	1,840
Sewer equivalent residential units (ERU)	16,935	16,602	16,228	15,904	15,694	15,557	15,422	15,390	15,292	15,062
Solid waste collection										
Solid waste collected *(tons per day)*	32.0	28.5	27.8	24.8	23.9	23.5	24.7	22.7	24.8	23.5
Recyclables collected *(tons per day) includes yardwaste*	26.6	17.3	16.9	13.5	13.3	13.4	13.2	11.7	11.4	10.8
Punta Gorda Isles Canal										
Seawall replacement (feet)	6,589	8,173	7,164	6,984	7,398	6,414	6,609	8,436	6,484	4,221
Seawall cap replacement (feet)	404	916	1,062	559	929	6,126	5,304	4,420	6,479	5,076
Total miles of seawall	91.0	91.0	91.0	91.0	91.0	91.0	91.0	91.0	91.0	91.0
Total miles of canals	45.5	45.5	45.5	45.5	45.5	45.5	45.5	45.5	45.5	45.5
Burnt Store Isles Canal										
Seawall replacement (feet)	-	1,114	1,206	1,284	1,484	1,788	1,740	1,594	694	750
Seawall cap replacement (feet)	103	331	118	51	0	699	556	2,637	898	1,036
Total miles of seawall	18.0	18.0	18.0	18.0	18.0	18.0	18.0	18.0	18.0	18.0
Total miles of canals	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0

Source: Various city departments monthly reports and ERU Total reports.

City of Punta Gorda, Florida
Capital Assets Statistics by Function/Program
Last Ten Fiscal Years

Function/Program	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009
Police										
Stations	1	1	1	1	1	1	1	1	1	1
Sub-Stations	2	2	2	2	2	2	2	2	2	2
Number of Police Officers Authorized	37	34	34	34	34	34	34	34	34	35
Fire										
Stations	3	3	3	3	3	3	3	3	3	3
Number of Firefighters Authorized	26	26	26	26	26	26	26	26	26	26
Streets and Highways										
Streets *(miles)*	116	116	116	116	116	116	116	116	116	110
Unpaved streets *(miles)*	2	2	2	2	2	2	2	2	2	2
Streetlights	800	720	720	720	720	720	720	720	590	566
Traffic signal intersections	19	19	19	19	19	19	19	19	18	18
Water										
Water mains *(miles)*	240	238	238	238	237	237	237	237	237	237
Storage capacity *(thousands of gallons)*	6,870	6,870	6,870	6,870	6,870	6,870	6,870	6,870	6,870	6,870
Fire hydrants	1,242	1,230	1,230	1,230	1,253	1,234	1,234	1,193	1,177	1,173
Wastewater										
Sanitary sewers *(miles)*	129	129	130	130	130	130	130	129	129	129
Treatment capacity *(millions)*	4	4	4	4	4	4	4	4	4	4
Solid waste collection										
Collection trucks	10	10	10	10	10	10	10	10	10	10
Parks and recreation										
Acreage	120.0	120.0	120.0	110.8	104.0	104.0	104.0	90.7	90.7	90.7
Number of Parks	22	22	22	20	19	19	19	12	12	12

Source: City of Punta Gorda Finance Department.
Note: No capital assets indicators are available for the general government function.

City of Punta Gorda, Florida
Demographic and Economic Statistics
Last Ten Fiscal Years

Fiscal year Ended September 30,	Population City of Punta Gorda (a)	Population Charlotte County (a)	Per Capita Income (b)	Total Personal Income City of Punta Gorda (in thousands)	Unemployment Rate (c)
2018	18,811	177,987	$ 41,310	$ 777,082	3.5%
2017	18,588	178,465	38,473	715,136	4.0%
2016	17,835	173,115	37,745	673,182	5.6%
2015	17,632	173,115	39,997	705,227	5.5%
2014	17,556	164,739	39,457	692,707	6.2%
2013	17,349	162,449	36,694	636,604	6.6%
2012	17,177	160,511	37,424	642,832	9.1%
2011	16,641	159,978	35,858	596,713	10.1%
2010	16,641*	159,978*	34,587	575,562 *	12.0%
2009	16,989	159,127	34,978	594,241	13.0%

Note: Information presented is the most current available.
* FY 2010 populations have been updated to reflect the 2010 US Census

[a] **Source:** Bureau of Economic and Business Research (BEBR) of the University of Florida (except for FY 2010)
U.S. Bureau of Economic Analysis, Published November, 2016 for FY 2016

[b] **Source:** FY 2013 through FY 2015 Federal Reserve Bank of St. Louis
FY 2009 through FY 2012, the source used for Per Capita Income and Total Personal Income of Punta Gorda was the Florida Statistical Abstract or U.S. Department of Labor, Bureau of Statistics.
FY 2016 through FY 2018, U.S. Department of Labor, Bureau of Statistics.

[c] **Source:** U.S. Department of Labor, Bureau of Statistics

City of Punta Gorda, Florida
Principal Property Taxpayers
Last Ten Fiscal Years
(in millions)

Rank	Taxpayer/Type of Business	Taxable Assessed Value (in millions) 2018	2017	2016	2015	2014	2013	2012	2011	2010	2009
1	Florida Power & Light Co. Electric Utility	$ 67.3	$ 59.8	$ 49.2	$ 43.4	$ 43.0	$ 45.1	$ 40.7	$ 40.2	$ 39.1	$ 41.4
2	Punta Gorda Medical Center, Inc./Bayfront Health Punta Gorda Hospital	23.6	23.2	25.4	26.1	26.4	29.6	30.0	29.0	33.1	47.1
3	Wal-Mart Stores East LP	15.5	-	-	-	-	-	-	-	-	-
4	Embarq Sprint-United Telephone Co. of FL Telephone Utility	8.6	9.5	10.3	10.6	11.4	13.3	12.8	11.4	11.9	20.9
5	JB Fishville Retail Land LLC?/TA Fishville, LL Shopping Center Fishermen's Village	8.3	7.5	8.9	8.4	7.2	12.5	11.3	14.9	10.8	13.0
6	Gettel PG Dealership	8.0	6.2	5.4	5.3	-	-	-	-	-	-
7	Punta Gorda AA Hotel, LLC PG Waterfront Hotel	7.2	7.0	7.0	7.6	8.2	9.5	11.0	10.5	11.2	13.3
8	Wyvern Hospitality, LLC	6.8	7.2	7.4	7.3	6.8	7.8	7.9	7.8	8.1	-
9	Home Depot USA, Inc	6.1	6.2	6.5	6.5	6.9	7.1	7.2	7.4	7.8	9.0
10	Isles Yacht Club Inc.	6.0	5.9	5.7	5.7	5.7	5.2	5.7	5.6	-	9.0
11	Harbor Resort Hotel, LLC Four Points by Sheraton	5.8	5.0	-	-	7.6	5.3	5.8	-	-	-
	Colonial Realty, Limited-shopping center Shopping Center Burnt Store	-	-	5.9	6.0	6.1	6.0	6.3	6.2	7.0	-
	SunLoft LLC	-	-	-	-	-	-	-	7.6	8.0	13.6
	Integrated Control Systems, Inc.- Training Center & Impac University	-	-	-	-	-	-	-	-	10.2	-
	Palm Isles Condo Dev LLC Condo- Vivante	-	-	-	-	-	-	-	-	-	9.5
	Punta Gorda Partners LLC Condo- Vivante	-	-	-	-	-	-	-	-	-	9.1
	Total	**$ 163.2**	**$ 137.5**	**$ 131.7**	**$ 126.9**	**$ 129.3**	**$ 141.4**	**$ 138.7**	**$ 140.6**	**$ 147.2**	**$ 185.9**
	City Total Taxable Assessed Value	**$ 2,685.3**	**$ 2,685.3**	**$ 2,513.8**	**$ 2,398.2**	**$ 2,308.2**	**$ 2,258.8**	**$ 2,367.6**	**$ 2,430.2**	**$ 2,646.1**	**$ 2,712.1**
	Principal Taxpayer's Percentage of total	**6.08%**	**5.12%**	**5.24%**	**5.29%**	**5.60%**	**6.26%**	**5.86%**	**5.79%**	**5.56%**	**6.85%**

Source: Charlotte County Property Appraiser