THE CITY OF

Punta Gorda

FLORIDA

ADOPTED BUDGET
FISCAL YEAR 2025

CITY OF PUNTA GORDA, FLORIDA

CITY COUNCIL

Lynne R. Matthews
Mayor

Melissa Lockhart
Vice Mayor

Donna Peterman
Council Member

Dr. Deborah Lux
Council Member

William Dryburgh
Council Member

CITY ADMINISTRATION

Gregory B. Murray
City Manager

Melissa Reichert
Assistant City Manager

David Levin
City Attorney

Sara Welch
City Clerk

DEPARTMENT DIRECTORS

Finance	**Kristin Simeone**
Fire	**Holden Gibbs**
Police	**Pamela Smith**
Public Works	**Rick Keeney**
Utilities	**Tom Spencer**

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Punta Gorda
Florida

For the Fiscal Year Beginning

October 01, 2023

Christopher P. Morrill

Executive Director

CITY OF PUNTA GORDA, FLORIDA
FY 2025 ANNUAL OPERATING BUDGET

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Legislative and Executive Staff
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 2025 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, 2024 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 Annual Comprehensive 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 20,851, 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 Annex
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) 639-2057.

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, email pgcollections@cityofpuntagordafl.com

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, yard waste 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

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-FSW (previously Edison) State College (941) 637-5682 – 26300 Airport Rd

Hospital – ShorePoint Health (941) 639-3131 – 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
Military Heritage Museum (941) 575-9001 – 900 West Marion Ave

Recreation

City Parks (941) 575-5050 / Park Reservations (941) 575-3314

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

Fishermen's Village (800) 639-0020 – 1200 W. Retta Esplanade
Sky Family YMCA (941) 639-3034 – 650 Mary Street
Punta Gorda YMCA (941) 505-0999 – 2905 Tamiami Trail
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
Ponce de Leon Park
Charlotte Harbor Buffer Preserve
Charlotte Harbor Events Center
Blanchard House
Gilchrist Park
AC Freeman House
Old County Courthouse
Historic City Hall
South County Regional Park
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	74.4°
Average Low	63.3°
Average High	85.4°
Low month is January	52°
High month is August	92°
Average Annual Rainfall	49.40”

(National Oceanic and Atmospheric Administration, Climate Explorer data and WorldClimate.com)

Population

Population – 7/1/2023 Estimate	20,227
Age Composition	
19 & Under	11.0%
20-34	5.8%
35-54	12.8%
55-64	18.0%
65 & over	52.4%
Racial Composition	
Caucasian	89.6%
Non-Caucasian	10.4%
Households	
Owner occupied	8,098
Renter occupied	1,729

(U.S. Census Bureau, Quick Facts and ACS tables)

Education

School	2024-25 Enrollment
East Elementary	820
Sallie Jones Elementary	621
Punta Gorda Middle	1,090
Charlotte High	1,871
Florida Southwestern Collegiate HS	355

School	2023-24 Enrollment
Florida Southwestern State College	748

(Charlotte Co. Public Schools Demographics, Florida Southwestern State College Fall 2023 Charlotte Campus Profile)

Principal Employers
(Punta Gorda MSA)

Employer	Employees
Charlotte County School Board	2,250
Charlotte County Board of Commissioners	1,422
Shore Point Health PC (fka Bayfront Health PC fka Peace River Medical)	1,319
Sunseeker Resort	1,300
Publix Supermarkets	1,219
Millennium Physician Group	1,128
Fawcett Memorial Hospital	930
Charlotte County Sheriff’s Office	733
Wal-Mart	625
Cheney Brothers	550

(FY 2023 Annual Comprehensive Financial Report)

Principal Taxpayers

Taxpayer	Taxable Assessed Value
Florida Power & Light	$113.9 m
Punta Gorda Medical Ctr, Inc.	$20.0 m
Wal-Mart Stores East LP	$18.0 m
Smartstop Self-Storage REIT, Inc.	$15.9 m
JB FishvilleATA Fishville, LLC	$13.7 m
Luxury Senior Living I, LLC	$11.5 m
Branch Burnt Store Associates LP	$11.1 m
NM Imperial LLC Leasing	$10.5 m
Punta Gorda Real Estate Invest LLC / Life Care Center	$10.3 m
Gettel PG Toyota	$10.0 m

(FY 2023 Annual Comprehensive Financial Report)

Per Capita Income

Fiscal Year Ended 9/30,	Per Capita Income
2014	$39,457
2015	$39,997
2016	$37,745
2017	$38,473
2018	$41,310
2019	$45,839
2020	$47,303
2021	$46,684
2022	$49,469
2023	$54,606

(FY 2023 Annual Comprehensive Financial Report)

Unemployment Rate

Fiscal Year Ended 9/30,	Unemployment Rate
2014	6.2%
2015	5.5%
2016	5.6%
2017	4.0%
2018	3.9%
2019	3.5%
2020	5.4%
2021	4.3%
2022	3.0%
2023	3.9%

(FY 2023 Annual Comprehensive Financial Report)

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: Gregory R. Murray, City Manager
Date: October 19, 2024
Subject: FY 2025 Adopted Budget

Members of City Council,

For final verification and as required notification, the adopted millage rate for FY 2025 is 3.9500 mills, the same as used to fund the proposed budget and that was presented at public hearing. This rate has not increased from the prior fiscal year.

The final adopted budget approved September 18, 2024 was $182,762,397. Net of interfund transfers, the approved budget is $163,113,081. This is an overall reduction of $60,930,894 from the FY 2024 budget ($7,068,671 reduction net of interfund transfers).

Although the total budgets remained the same as the proposed budget submitted August 15, 2024, there were some slight changes made in the general fund. They included $20,000 for Charlotte Harbor Environmental Center contribution, $52,000 for adding two pickleball courts and resurfacing of all pickleball, tennis, and basketball courts, and $10,500 for adding landscaping at the pickleball courts. These reduced the contingency that had been set aside for unresolved issues identified in the proposed budget message.

At the final budget hearing, I discussed with Council that the Police Chief proposed a change that would offset those expenditures. This plan would include reducing two of the approved police officers and substituting a lieutenant position. A budget amendment in the new year will be brought to Council in order that all the categories of expenditure can be properly updated for the change.

The Strategic Plan for 2025 was adopted on August 21, 2024. It details specific initiatives, staffing considerations, and long-range operating plans that impact our budget and the City. Fiscal year 2025 focuses on continuing to work through hurricane recovery and long-term planning for infrastructure with necessary funding, along with long-term growth management. The plan is vitally important to keep the City fiscally sound to be able to weather the next hurricane or other disaster. There are listening sessions for public input scheduled for early 2025 to relay to Council

and realign our goals and objectives moving into the next five-year cycle. This is the guiding document that drives my goals and initiatives.

The Utilities water treatment plant and well field expansion project costs have increased $7.3 million. The department has applied for two grants at this time and continues to look for other grant opportunities. The rate study scheduled to begin soon will look at all projects, impact fees, and financing.

Negotiations with the firefighter bargaining unit have been ongoing and we have now reached an agreement that will be brought to Council for approval. That is one of the unbudgeted costs that we plan for in use of excess reserves created by existing and planned revenues.

In the last two years we have endured five hurricanes. Ian two years ago, Idalia a little more than a year ago, Debby this year (that didn't even rate a State of Emergency at the County or City level but then caused unexpected impacts), and now the City and State have been working under a State of Emergency due to two major hurricanes: Hurricane Helene at the end of September and Hurricane Milton in early October. Although Hurricane Helene made landfall in the Big Bend area of Florida, it brought unprecedented and unexpected storm surge and flooding to the City of Punta Gorda, Charlotte County, and other areas of Southwest Florida. Less than a week later the City and all of Southwest Florida was bracing for another major hurricane predicted to bring higher levels of storm surge and flooding. The impacts from Hurricane Milton were even more severe. We have a very dedicated employee base working hard through the recovery process, and we will continue to work through the challenges created by the storms, and the unknown budgetary impacts that they may cause.

Thank you for the effort expended on the adopted FY 2025 budget. We have a good plan in place and continue to address emerging challenges. I look forward to continuing our progress as we move forward.

CITY OF PUNTA GORDA
OFFICE OF THE CITY MANAGER

To: City Council Members
From: Gregory Murray
Date: August 15, 2024
Subject: FY 2025 Proposed Budget

MISSION STATEMENT

"To preserve and enhance Punta Gorda's identity as a vibrant waterfront community, unique in character and history; and as a desirable place to live, work and visit."

Members of City Council,

Through hard work and sound decision making, we are fortunate to be able to present to you a budget that allows the City of Punta Gorda to maintain our reserves and accomplish our strategic plan objectives without raising the millage rate. The millage rate remains unchanged from the previous three years at 3.95 mils.

With the taxable values from the Charlotte County Property Appraiser coming in at higher than previous conservative estimates of five percent, the revenue allows the City to increase the dollars invested in infrastructure projects and fund additional needed personnel without taking the funds from reserves. This includes hiring public safety personnel to enhance services and reduce overtime hours spent currently and other essential personnel consistent with the overall personnel management plan presented to Council.

The FY 2025 budget prepares the City to keep projects moving forward as we continue to work through recovery from Hurricane Ian. We also continue our focus on accessing FEMA funds and finalizing insurance payouts as a result of the hurricane. It also programs 33.7% for reserves in the general fund, some of which is programmed for one time costs based on current needs, never falling below the 16.7% national standard. This is vitally important to keep the City fiscally sound to be able to weather the next hurricane or other disaster.

Salary and enhanced benefits, consistent with surrounding jurisdictions, has been a budgetary focus for several years based on the previous wage and benefits study. Employee retention and attraction is also still a key consideration for delivering a high level of service to residents. The budget for the upcoming fiscal year includes a wage and compensation study. Competitive and fair compensation is a key factor in employee satisfaction and retention. The study helps align compensation with employee expectations and market trends.

Each year I present to you a focus for the upcoming year. In FY 2025, we will piggyback on the first phase one (first five year) plan. The focus is on long-term planning for infrastructure with necessary funding, along with long-term growth management. This includes adjusting impact fees, investing in water and sewer infrastructure, planning for drainage projects, and seeking funding for projects through grant opportunities.

I take great pride in being a member of the team contributing to the City of Punta Gorda. We are fortunate to have an actively involved Council, a dedicated group of employees, and a wealth of expertise. Our approach includes a practical and prudent budget along with meticulous, data-driven long-term planning. This prepares us to manage necessary improvements to our City facilities, ensures adequate staffing levels, and equips us to face future challenges. We have a bright future ahead.

Initial budgetary factors:

- The Charlotte County Property Appraiser reported that taxable property values increased Citywide 10.7%.
- Increased value from new construction, annexations and other adjustments in the City is $30.8 million, up from $-18.1 million the previous year due to Hurricane Ian.
- The Community Redevelopment Area (CRA) sunsetted by City and County resolutions May 2024.
- The proposed FY 2025 General Fund Budget, net of ending reserve, totals $35.4 million, which is $0.8 million or 2.4% more than the original FY 2024 budget (see next bullet).
- That includes a plan for approved personnel, a contingency to address infrastructure maintenance needs or other considerations, and planned use of reserves in the proforma.
- The cumulative increase in the general fund since FY 2008 is 72.8%, which averages to an approximate 4.6% increase per year. This includes the planned position increases and personnel related costs, as well as the cost increases being felt due to the significant increase in inflationary factors, and planned funding to address infrastructure maintenance needs and other considerations.
- State revenue projections for various taxes show a wide spread of changes ranging from a 1.6% decrease in 1% sales tax due to decrease in City's population percentage to a 10.5% increase in municipal revenue sharing. Other items include local government taxes, communication taxes, and gas taxes. The City budgets 95%-100% of the state projections. State projections for gas taxes have not been released. Adjustment to estimated gas taxes may be needed.
- The proposed millage rate remains at 3.9500. The City's portion of a residential tax bill, excluding non-ad valorem assessments, has generally been 25% or less and is anticipated to remain the same.
- The majority of ad-valorem taxes paid are for services provided by Charlotte County government and Charlotte County School system.

- Considerations for the proposed millage rate include:
  - the 5-year pro forma;
  - a comprehensive 5-year plan to lend perspective on City operations. This long term strategic budgetary plan incorporates capital replacement requirements, operating

impacts, personnel requirements, and fiscal targets over the term in order to project needs and manage millage rate increases properly;
- the number of fire/medic personnel required for call volume and complexity that have more than doubled, and where current safety standards mandate more;
- police training and safety requirements have increased quantifiably and the City has grown through development and annexations while staffing levels have remained low causing light responses and requiring duties to be reassigned;
- other operating personnel have been previously reduced and additional needs have been identified;
- despite some increases in personnel, overtime remains high;
- incorporated in the overall budget is a proposed 2% pay adjustment for general employees (excluding sworn public safety and dispatchers);
- substantial material and service costs increases are being experienced nationwide.

- To assist you in measuring our performance, City Council approves an annual Strategic Plan. Action items to be undertaken during FY 2025 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 2025 budget preparation.
- Since the change in Consumer Price Index (CPI) as reflected in the State "Save Our Homes" Legislation is 3.4%, the cap of 3.0% will be used for FY 2025. This means no matter how high the market value of a homestead property increases, the assessed value can only rise 3%.

As our nation and city navigate a shifting economy with rising costs and increased construction expenses, the City is committed to balancing its needs with responsible funding for essential services. Additionally, we are still recovering from Hurricane Ian, which requires us to secure matching funds for FEMA projects and cover expenses not addressed by insurance or FEMA. This proposed budget carefully aligns conservative revenue projections with available resources, ensuring we continue to enhance our community's quality of life while managing costs effectively.

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 by soliciting input from residents, civic groups, ad-hoc boards and committees, as well as staff on priorities to be addressed. Since 2005, the City has annually adopted a strategic plan. The FY 2021 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. The FY 2022 Strategic Plan included the new five year staffing plan, forward looking action items, and a message from the City Manager addressing the budget necessary to implement the strategic plan. The FY 2023 Plan included a strong technology focus. The FY 2024 Plan created a sustainable structure and a renewed focus on accountability. The FY 2025 Plan focuses on long-term planning for infrastructure with necessary funding, along with long-term growth management.

Action items accomplished as part of the FY 2024 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.
- Prepared FY 2025 budget with an emphasis on adjusting impact fees, investing in water and sewer infrastructure, planning for drainage projects, and seeking funding for projects through grant opportunities.
- Adopted Comprehensive Plan Amendments.
- Tenable security software in place.
- Business tax application amended.
- Updated five year citywide staffing needs analysis.
- Updated plan for all major infrastructure categories to include fleet, equipment, buildings, grounds, streets, utilities and lighting. Incorporated in Master Plan within five-year capital improvements program.
- Adopted Land Development Regulations (LDR)/Form Based Codes.
- Secured state revolving loan for Waste Water Treatment plant improvements. Finalizing forgiveness of 20 million dollars of the loan.
- Discussions with insurance provider and FEMA ongoing for Hurricane Ian recovery efforts.

Infrastructure Sustainability

- W. William Street sidewalk completed.
- ADA Wayfinding signage completed.
- Ponce de Leon Park fishing pier and boardwalk repairs completed.
- W. Henry Street force main completed.
- Mooring field inspection completed.
- Purchased additional seawall forms.
- Completed annual programs for street resurfacing program.
- Waste Water Treatment Plant Improvements project underway.
- Accomplished temporary relocation of multiple departments, due to repairs to the Annex Building from Hurricane Ian.
- $500,000 Legislative Appropriation for hurricane damaged seawall replacement.

Partnerships, Communication & Collaboration

- Completed fourteenth Citizen's Academy, providing residents and business owners an overview of the City organization: administration, finance, public safety, public works, utilities and urban design.
- Partnered with TEAM Punta Gorda and the Punta Gorda Chamber of Commerce for downtown beautification efforts known as Punta Gorda in Bloom.
- Continued working with Peace River Wildlife Center on their relocation to the Henry Street Campus.
- Disseminated information through a network of partners.
- Provided letters of support for numerous initiatives to include City and Charlotte County legislative priorities and Florida League of Cities call for action on proposed legislative matters.
- Hosted a third successful Public Safety Youth Academy.
- Partnered with CHEC to create vertical oyster gardens.

Strategic Communications Positioning

- Implemented a new tool that provides news releases via text to subscribers.
- Utilized Text My Gov to provide residents streamlined communication with the City.
- Continued dissemination of Punta Gorda brochure throughout community and marketing partners to include local hotels, chambers of commerce, Event Center, visitors' bureau, Punta Gorda Airport, and Sunseeker.
- A positive message greets visitors through strategic advertisements in both the Punta Gorda Chamber of Commerce and Charlotte County Chamber of Commerce guides.
- Continued Punta Gorda Developments newsletter and continued dissemination on periodic basis. Newsletter highlights projects in planning, under construction and completed.
- Promoted community amenities on Facebook, Twitter and Instagram.

Quality of Life

- Continued the design and engineering of the Nature Park ADA improvements to the observation decks and fishing pier.
- Laishley Park Interactive Fountain Playground will open in Sept./Oct.
- Hired civilian Administrative Services Supervisor
- Drone program up and running for police use.
- Youth Public Safety Academy held with 38 participants.
- The Punta Gorda Fire Department offers quarterly Family and Friends® CPR course of instruction. Additionally, the department has integrated a "Stop the Bleed" course content into all CPR courses.
- The Fire Department continues to aggressively market the smoke/CO detector program. The department provides residents who cannot afford a smoke/CO detector a new 10 yr. life unit. The Fire Department continues to experience increased participation in the Smoke Detector Battery Change Out program.
- The Police Department continues to provide a number of essential crime prevention programs. This includes Neighborhood Watch notifications, safety tips through Twitter and Facebook, Do the Right Thing of Charlotte County, Inc., and Drug Abuse Resistance Education (DARE) training.

The FY 2025 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 or February of each year.

The five strategic priorities, identified above, and attendant goals are:

Financial/Economic Sustainability

Goal: Continue best management practices in financial planning and appropriate reserves policies to reach the national standard of 16.7% by increasing reserves by 0.5% or more per year.

Goal: Identify sustainable spending policies and appropriate technologies to support business operations through operational audits and investments in new technology that connect the City with the community.

Goal: Strengthen and diversify the City's tax base to increase the commercial base, for example, through annexation by annexing three properties per year over the next five years.

Goal: Support Charlotte County efforts to facilitate and nurture high priority economic development projects through monthly one on one meetings with Council and City Manager.

Goal: Ensure the competitiveness of Punta Gorda's business climate through continuous participation in the Economic Development Partnership, Punta Gorda Chamber of Commerce and conducting studies as needed.

Goal: Enhance workforce development and diversity in the City organization through intentional succession planning and investment in employee training programs.

Goal: Encourage strategic commercial development through the implementation of new Land Development Regulations and Codes being put into place in FY 2023/FY2024.

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 through collaboration with applicable granting agencies and City investment in pathways by June 2028.

Goal: Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.

Goal: Apply best management practices and systems in infrastructure maintenance.

Goal: Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis.

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 process initiatives.
Goal: Diversify Housing Types through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.

Strategic Communications Positioning

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.
Goal: Make Downtown a vibrant and attractive place through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.
Goal: Encourage strategic commercial development through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.

Quality of Life

Goal: Support, promote and maintain the City's historic character.
Goal: Maintain the City's high safety rating, emergency response and storm preparedness.
Goal: Meet all water quality standards (primary and secondary).
Goal: Achieve status as a waterfront destination for land and water visitors through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.
Goal: Support and promote a pedestrian and bicycle friendly community through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.
Goal: Ensure a diversity of housing stock that is attainable for all income levels, racial backgrounds, life stages and abilities through implementing recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.
Goal: Continue Universal Accessibility transition plan efforts within the City.
Goal: Continue planning and implementing climate change strategies that; 1) protect significant natural resources; and 2) support economic growth, improve protection of life and property in hazardous areas.

Goal: Diversify Housing Types through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.

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.

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 updated June 2024 budget and economic outlook from the Congressional Budget Office (CBO) include the following key points:

- The update and forecast reflects economic developments as of May 2, 2024 and the effects of legislation enacted through May 12, 2024.
- In CBO's projections, the federal deficit equals 7.0 percent of gross domestic product (GDP) in 2024, declines to 5.5 percent by 2027, and then begins increasing again.
- By the end of 2024, federal debt equals 99 percent of GDP. Debt then rises in relation to GDP surpassing its historical high in 2034, when it reaches 122 percent of GDP.
- In 2024, outlays fall to 23.9 percent of GDP, then to 23.5 percent through 2028, when they begin increasing to 24.9 percent by 2034. The increase is due to spending on the major health care programs and Social Security driven by the aging of the population and growing health care costs.
- Revenues fall to 17.2 percent of GDP in 2024 and then rise to 18 percent by 2027, when the scheduled expiration of certain provisions of the 2017 tax act causes tax receipts to increase.
- Real GDP is expected to grow 2.0 percent in 2025 and 1.8 percent in 2026 with strong expansion in residential investment supporting the economic growth in those years.

- Consumer spending drove stronger-than-expected economic growth in late 2023 and early 2024. This growth is projected to moderate over the next three years because of tight credit conditions and weaker growth of wages.
- The forecast projects the unemployment rate to gradually rise from 3.8 percent in 2024 over the next several years to 4.5 percent as the growth of real economic output slows.
- The employment cost index for workers in private industry is projected to grow by 4.0 percent in 2024 and will slow to 2.7 percent annual growth by 2029 due to slowing demands and falling inflation.
- The rate of inflation continues to exceed the Federal Reserve's long-run goal of 2 percent through 2025. The rate of inflation using the personal consumption expenditures (PCE) price index is expected to fall from 2.7 percent in 2024 to 2 percent by 2026 and stabilize thereafter. The three factors driving the decline are supply chain will have largely recovered from pandemic-induced problems, rising unemployment will put downward pressure on wage growth, and higher long-term interest rates will put downward pressure on certain prices.
- The interest rate on 10-year Treasury notes is expected to decline from 4.4 percent to 3.6 percent at the end of 2026.
- The Federal Reserve forecasts the federal funds rate remaining at 5.3 percent through the end of 2024 and then will begin reducing that rate in response to a continued slowdown in inflation and rise in unemployment. It is projected to fall to 3 percent by the end of 2028.
- CBO constructs its economic forecast to fall in the middle range of outcomes given tax and spending policies embodied in current law and the economic data available. That forecast is subject to a large amount of uncertainty about such factors as economic growth, strength of the labor market, net immigration, increases in prices and wages, credit conditions, productivity growth, interest rates and the Federal Reserve's monetary policy, developments outside the US, effects of previously enacted legislation, and rare, hard-to-predict events that would have significant economic consequences, such as wars, natural disasters, pandemics, and financial crises.

Florida/Southwest Florida Regional Economic Outlook

The Florida Legislature Office of Economic and Demographic Research issued its Economic Overview in January 2024 and its Long-Range Financial Outlook in September 2023. Key highlights of the reports are delineated below:

- The state's GDP rate for this fiscal year is anticipated to expand 2.8% in this fiscal year and 1.1% next fiscal year as businesses and consumers transition from a high inflation environment to a high interest rate environment but beginning in FY 2025-26 it will grow at a more characteristic 1.9%-2% per year.
- Growth rate for personal income for FY 2023 was 7.9% as workers and employers chased historic levels of inflation and leveraged the tight labor market into better paying opportunities. Growth of 6.3% and 6.4% is expected in FY 2024 and FY 2025, largely on the continuing strength of wage growth. After an additional three years of above 5% growth, annual growth rates are expected to stabilize at 4.7%.
- Given the Federal Reserve's actions to cool off the economy through higher interest rates, the FY 2024 unemployment rate is expected to average 3.0% and continue to drift upward until it reaches 4.3% in FY 2027 and then plateauing at 4.0%.

- Population growth is the state's primary engine of economic growth, fueling both employment and income growth. Florida is currently the third most populous state. Growth is forecast to average 1.25% through 2030, higher than the national average of 0.43%. Net migration from other states continues to be the reason as natural increase remains negative with deaths outnumbering births.
- Florida total private housing starts reached a 16-year high in FY 2022. Due to the Federal Reserve's series of interest rate hikes, private housing starts are projected to decline 22.4% in FY 2023, increase 9.7% in FY 2024, and then decline 6.9% the following fiscal year.
- The volume of existing home sales from 2014-2023 exceeded the 2005 peak year, however a slowdown was seen in 2023. The story is different for sales price. Through November 2021, Florida's existing home price gains roughly tracked national gains, but generally stayed below the national median. Through December 2023, Florida's median price shifted above the national median. The new forecast shows that prices will continue to have positive growth through FY 2033 although not at record highs.
- Florida tourism is a major component of the state's economy. This industry bore the brunt of the longer-term consequences, but was able to recover fully by FY 2022. FY 2023 increase was 2.5% and the Conference expects strong growth of 6.4% for FY 2024, 4.9% for FY 2025, and moderating to 2.9% by FY 2033.
- Consumer perceptions reached a record low in June 2022 (50.0) and well below the Great Recession depths, but has seen an increase since to 69.7 in December 2023 but still remains below the long-run average of 85.0.
- Florida's economic stability is vulnerable to the potential impacts of natural disasters, especially major hurricanes. When a federal disaster declaration is issued, the federal government often provides funds in the form of reimbursements and grants for emergency response activities, repairing damage, and protecting areas from future potential disasters. Florida is generally required to provide up to 25 percent of the total cost of the grant as state match, depending on the size and severity of the event.

The Florida Gulf Coast University (FGCU) Regional Economic Research Institute's Southwest Florida Regional Economic Indicators Report published in July 2024 and their indicators dashboard highlights:

- Southwest Florida's seasonally-adjusted unemployment rate in May 2024 is 3.2% up 0.1% since May 2023.
- Seasonally-adjusted real taxable sales in the five-county region were down 7% in March 2024 compared to March 2023.
- Tourist tax revenues for the coastal counties were $7.7 million in April 2024, 13% above April 2023.
- The supply of housing has rebounded to pre-pandemic levels, suggesting a potential recovery from the effects of Covid-19 and a more balanced real estate market. The focus has shifted to housing attainability. Existing single-family home sales in the region increased 4% in May 2024 from May 2023. Single-family building permits has increased 39% from May 2023 to May 2024 driven by increased construction and rebuilding efforts post-hurricane. Single-family home prices for Charlotte County rose 1% from May 2023 to May 2024.
- Airport passenger activity was up 9% in May 2024 compared to May 2023.
- The Florida Consumer Sentiment rose in June 2024 to 73.2 up from 73.0 in May 2024.

- 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. During the fourth quarter of 2023, the IDI for Southwest Florida measured at 5.228, ranking it as the 7th 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 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 2023 population estimates from the University of Florida, Bureau of Economic Research (BEBR) is 204,126 up from the previous year's estimate of 196,742. It is estimated that 27.8% of the population is in the age range of 45-64 and 39.0% is 65 or older.
- The taxable property value in the County has increased 18.7% from the prior year. Of that amount, new construction and other adjustments accounted for 5.1%.
- Unemployment is 3.4% in May 2024 as compared to 3.1% in May 2023.
- The median sales price of an existing single family home in the County was $398,000 in June 2024, down 4.0% from last year.
- The County reported 478 single family home sales for June 2024 up 4.8% from June 2023. There were 246 single family building permits issued in June 2024, down 27 percent from June 2023 and down 39 percent from May 2024.
- Seasonally-adjusted real taxable sales totaled $331.6 million in May 2024, down 11 percent from May 2023 and less than a percent from April 2024.
- Tourist tax revenues were $735.9 thousand in May 2024, 21 percent over May 2023.
- The Punta Gorda Airport and Enterprise Charlotte Airport Park (ECAP) continue to represent major economic drivers in the area. The airport's two carriers, Allegiant and Sun Country Airlines, connect passengers to more than 50+ nonstop destinations throughout the United States. The airport will be expanding the Aviation Technician facilities and training program and adding roads and utilities in the AviEx on the north side of the airport property. On the southside, design is underway for a new passenger concourse. Florida Department of Transportation Office of Aviation's Florida Aviation Economic 2022 Impact study revealed that $1.7 billion in economic impact is brought to the County.

Year	Passenger Count	Year	Passenger Count	Year	Passenger Count
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	2019	1,644,916
2020	1,189,681	2021	1,569,836	2022	1,846,097
2023	1,901,819				

- Sunseeker Resort in the Charlotte Harbor Community Redevelopment Area bordering the harbor on the north side of the US 41 South Bridge is opened December 2023 with 785 guest rooms and suites, two pools, 60,000 square foot convention space, spa and salon, fitness center, seven retail/market shops and 20 dining and bar concepts.

- Parkside Village in Port Charlotte will transform the Promenades Mall site into a small city containing 793 apartments, 600 hotel rooms, and 500,000 square feet of commercial uses. A zoning change was approved to rezone the property from commercial to compact growth mixed use in June 2023. Groundbreaking began in June 2024.
- A Charlotte Technical College Aviation Tech Facility will be located at Punta Gorda Airport with 8,120 sq. ft. of classroom and 10,150 sq. ft. of hangar, for a total of 18,270 sq. ft.
- 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 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. To-date, over 4,000 homes have sold just as it introduces new neighborhoods, builders, amenities and a second retail center. Ranked the nation's No. 7 best-selling master-planned community in 2023, Babcock Ranch is America's first solar-powered town developed with the philosophy that respect for the natural environment, smart growth and sustainability elevate residents' daily lifestyle.
- West Port Development – Construction is on-going on 450 acres in the western section of Murdock Village for mixed-use development with a maximum of 2,000 single and multi-family units, and commercial uses. Homes continue to be constructed.

Punta Gorda Economic Highlights

Projections show an estimated FY 2025 population of 20,851.

- Changes in property values continue to contribute major influence on financial planning and budget preparation. Taxable property values (FY 2025) increased Citywide by 10.7% from the final previous fiscal year, including $30.8 million of new construction, annexation, and changes in exemption.
- New single-family housing unit building permit trends since FY 2006 are shown below.

Year	Units Permitted	Year	Units Permitted	Year	Units Permitted
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	89	FY 2020	102
FY 2021	143	FY 2022	122	FY 2023	71
FY 2024	39 (YTD)				

- 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	39	FY 2020	0
FY 2021	236	FY 2022	321	FY 2023	56
FY 2024	88 (YTD)				

- City of Punta Gorda residential development – Vacant vs Developed as of August, 2024.

Community	Total Parcels Residential	Developed Residential	Vacant Residential	% Residential Developed
PGI	9,171	8,751	420	95.4%
BSI	1,823	1,691	132	92.8%
BSM	935	788	147	84.3%
TOTAL	11,929	11,230	699	94.1%

- Projects under construction include:
  - Sea Haven – 36 multi-family townhomes on West Marion Avenue
  - Meridian at Punta Gorda Isles – 127 unit assisted living facility on Bal Harbor Blvd
  - Verandas III Punta Gorda Housing Authority multi-family project
  - Johnson-Taylor Funeral Home
  - Peace River Wildlife Center
- Projects in planning stages include: a car wash, twelve live/work units on Cooper St, a mixed use development on East Marion Ave, a 180 unit multi-family development on North Marion Ct, Samana Condos 18 multi-family development, and Seagrass and Sea Cove subdivisions in the Loop area.
- The City's business development strategy to enhance business and economic development has been updated to include a City of Punta Gorda Economic Development Team including City Council and key staff members.

THE PROPOSED BUDGET

Submitted herein is the proposed City of Punta Gorda Budget for FY 2025. The total FY 2025 budget including all transfers and carryover fund balance is $182,762,397 which is $60,930,894 (25.0%) lower than FY 2024. The major factors causing the net decrease are:

- debt service decrease of $54.0 million caused by the early repayment of the CRA debt in FY 2024 and estimated repayment for the Hurricane Ian and Irma projects from FEMA and state reimbursements and canal district assessments, which will be re-appropriated to FY 2025 if not completed by the end of FY 2024;
- transfers had a decrease of $54.7 million for transfers for debt explained above and funding transfers for capital projects;
- capital projects and equipment increase of $34.5 million, much of which is in the utilities department because of the water treatment plant rehabilitation project and the reverse osmosis facility expansion project;
- personnel costs increased $3.6 million for all funds:
  - net ten positions – reduction of three positions from unawarded SAFER grant in FY 2024, and thirteen proposed new positions for FY 2025;
  - pay adjustments in last quarter of FY 2024 increasing sworn police and fire positions $10 thousand annually, dispatchers $5 thousand annually, and all other general employees 4%;
  - additional 2% pay adjustment for general employees, excluding sworn personnel and dispatchers;
  - 4% merit increases; Fire and Police per bargaining contract;

  - 6.9% increase in health insurance;
  - 15% estimated increase in workers compensation insurance;
  - increases in police and fire pension plans;
- other operating expenditures increased $6.2 million overall, mainly due to the canal maintenance programs scheduled to resume mid-year FY 2025 as Hurricane Ian capital replacements are completed. Other operating expenditures did see increases due to increases in costs of commodities and services and increases in computer overhead due to increasing costs in technology for annual subscriptions and new projects;
- contingency increase of $0.5 million to plan for unresolved items and infrastructure needs;
- ending carryovers had a net increase of $3.5 million due to future planned use of reserves for increases in personnel, operations, capital projects, and any items remaining unresolved (see discussion at the end of this budget message).

The following chart compares previous adopted budgets with the proposed FY 2025 budget. The expenditures are net of transfers to other funds, internal service funds and ending reserves. The FY 2025 net amount of $121,840,311 is a decrease of $10,022,648 or 7.6% less than FY 2024.

Comparison of Net Budgeted Expenditures
Budget FY 2021 through Proposed Budget FY 2025
(Net of transfers, internal service funds and ending carryover fund balance)

	Budget FY 2021	Budget FY 2022	Budget FY 2023	Budget FY 2024	Proposed FY 2025
General Fund	$21,315,795	$23,203,380	$26,618,605	$29,781,440	$33,733,885
Special Revenue Funds	18,687,996	24,899,588	20,316,772	65,179,819	12,945,440
General Construction Fund	1,560,000	4,913,214	2,143,000	1,879,000	3,713,961
Enterprise Funds	33,738,498	49,635,630	82,055,595	35,022,700	71,447,025
Total Funds	$75,302,289	$102,651,812	$131,133,972	$131,862,959	$121,840,311
$ Net Increase (Decrease)	$1,661,042	$27,349,523	$28,482,160	$728,987	($10,022,648)
% Net Increase (Decrease)	2.26%	36.32%	27.75%	0.56%	(7.60%)

The FY 2025 budget continues to aggressively address substantial issues needed to move the City forward such as continued implementation of strategic plan objectives; enhanced service levels; infrastructure maintenance; increase in water and wastewater rates to support operations and capital improvement plan; increase in solid waste rates for recycling cost and refuse and yardwaste program; increase in canal maintenance assessment fees for increased seawall replacement program and for approved projects; continuation of road resurfacing and drainage improvement programs; 1% sales tax projects through December 31, 2026; and continued efforts to address the rising costs in the overall economy that are driving factors in capital project costs and operations. Additional detail and information can be found in the Budget Highlights by Fund section of this message. It is our responsibility to exhibit leadership in addressing these issues and providing cost effective public services to our citizens.

The 344 funded full time equivalent (f.t.e.) position count for FY 2025 has increased by thirteen positions from the amended count of FY 2024. FY 2024 mid-year adjustments were decreases of three firefighter/EMTs due to grant not being awarded. FY 2025 positions that are being added by the City are: an administrative assistant in human resources, a purchasing agent in procurement, a facilities maintenance worker and a right-of-way crew chief in public works, a senior dispatcher and four police officers in the police department, a code officer in zoning and code compliance, two AMI technicians in water distribution, and a sanitation worker in sanitation. The City has applied for a SAFER grant to add nine firefighter/EMTs to the Fire Department to allow the department to meet National Fire Protection Association 1710 standards for staffing requirements on fire apparatus. If awarded, the budget would be amended. One of the key performance measures identified in the business plan for the ability to properly provide and maintain required service levels is the ratio of full time employees to population (table below). With ever increasing safety/training mandates, over 3,000 more residents/requirements resulting from additional usage of City assets and need for additional amenities that were provided, and public safety response requirements, neither employee numbers nor service level equals those that the City needed even in 2008, 16 years prior. The overall plan now gives departments the ability to achieve necessary objectives to support City services, but only by maximizing the efficiency of a still conservative workforce.

Fiscal Year	Population Estimates	Employees	Ratio Employees/ Per 100/Population
2025	**20,851**	344	1.6
2024	20,608	331	1.6
2023	20,389	318	1.6
2022*	20,157	306	1.5
2021*	19,701	295	1.5
2020 Census*	19,471	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

* Adjusted for 2020 Census results

Core Level of Service Comparative Analysis

As part of the development of the long-range financial plan, staff undertook an analysis of how Punta Gorda compares with surrounding jurisdictions in delivering core services in January 2024 using the current year rates and were updated in August only to reflect the proposed information that was available. Information not available continues to use actual rates from FY 2024. 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 municipalities for delivery of its core services.

Basic Tax Fee Comparison
Single Family Residential

Based on taxable value of $250,000	Naples	Mills	Bonita Springs	Mills	Punta Gorda	Mills	Sarasota*	Mills	Venice	Mills	North Port	Mills	Cape Coral	Mills	Fort Myers	Mills
Property Taxes	$ 317.50	1.27	$ 248.65	.9946	$ 987.50	3.9500	$ 750.00	3.0000	$ 976.03	3.9041	$ 941.68	3.7667	$ 1,330.40	5.3216	$ 1,662.50	6.6500
Water & Sewer (Avg Monthly annualized)	$ 1,023.00		$ 1,239.96		$ 1,115.28		$ 1,648.44		$ 2,078.40		$ 1,860.48		$ 1,681.32		$ 2,133.96	
Sanitation (Solid Waste)	$ 450.43		$ 286.27		$ 344.40		$ 347.64		$ 253.08		$ 275.00		$ 374.96		$ 273.99	
Fire Service	$ 0		$ 486.65	1.9466	$ 0		$ 145.00		$ 0		$ 282.70		$ 315.00		$ 203.00	
Roads/Drainage/Stormwater	$ 0		$ 50.00		$ 0		$ 120.00		$ 0		$ 266.13		$ 142.00		$ 141.00	
Debt Service	$ 0		$ 0		$ 0		$ 35.90	.1436	$ 90.80	.3632	$ 0		$ 44.78	.1791	$ 0	
TOTAL	$ 1,790.93		$ 2,311.53		$ 2,447.18		$ 3,046.98		$ 3,398.31		$ 3,625.99		$ 3,888.46		$ 4,414.45	

Based on taxable value of $500,000	Naples	Mills	Bonita Springs	Mills	Punta Gorda	Mills	Sarasota*	Mills	Venice	Mills	North Port	Mills	Cape Coral	Mills	Fort Myers	Mills
Property Taxes	$ 635.00	1.27	$ 497.30	.9946	$ 1,975.00	3.9500	$ 1,500.00	3.0000	$ 1,952.05	3.9041	$ 1,883.35	3.7667	$ 2,660.80	5.3216	$ 3,325.00	6.6500
Water & Sewer (Avg Monthly annualized)	$ 1,023.00		$ 1,239.96		$ 1,115.28		$ 1,648.44		$ 2,078.40		$ 1,860.48		$ 1,681.32		$ 2,133.96	
Sanitation (Solid Waste)	$ 450.43		$ 286.27		$ 344.40		$ 347.64		$ 253.08		$ 275.00		$ 374.96		$ 273.99	
Fire Service	$ 0		$ 973.30	1.9466	$ 0		$ 200.00		$ 0		$ 523.50		$ 400.00		$ 203.00	
Roads/Drainage/Stormwater	$ 0		$ 50.00		$ 0		$ 120.00		$ 0		$ 266.13		$ 142.00		$ 282.00	
Debt Service	$ 0		$ 0		$ 0		$ 71.80	.1436	$ 181.60	.3632	$ 0		$ 89.55	.1791	$ 0	
TOTAL	$ 2,108.43		$ 3,046.83		$ 3,434.68		$ 3,887.88		$ 4,465.13		$ 4,808.46		$ 5,348.63		$ 6,217.95	

*City of Sarasota Fire Rescue and Stormwater is provided as a non-advalorem assessment by the County.

BUDGET HIGHLIGHTS BY FUND

General Fund

The proposed FY 2025 General Fund Budget, net of ending reserve, totals $35,434,885, which is $0.8 million or 2.4% more than the original FY 2024 budget. Based on a proposed millage rate of 3.9500, personnel/service level enhancements, estimated pay plan adjustments, capital outlay plan, modest anticipated increases of 5% in taxable property valuations, 1% to 2% increases in shared state revenues and other general fund revenues, and the sunsetting of the Community Redevelopment Agency in FY 2024, the current five year fiscal forecast (August 2024) projects funding that could be used for infrastructure needs or for other personnel/service level enhancements as identified in the unresolved issues of this budget message. It also shows that the City is able to maintain the minimum reserve of 16.7% in the proforma period. In most fiscal years, due to conservative estimating by the City, some additional funds are added at the end of the fiscal year either due to additional revenues collected or divisions not fully expending their budget.

The general fund financial plan includes a five year look forward using current assumptions and anticipated personnel/service level enhancements and capital outlay plan. This initiates planning for future years' budgets.

General Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2025 through Proforma FY 2029

	Proposed FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Change in Taxable Value of Property	**10%**	**5%**	**5%**	**5%**	**5%**
Revenues:					
Ad Valorem Tax	$19,154,810	$20,112,550	$21,118,175	$22,174,085	$23,282,790
Other Revenue	15,618,135	15,789,125	15,745,270	15,911,095	16,080,360
Total Revenues	34,772,945	35,901,675	36,863,445	38,085,180	39,363,150
Expenditures:					
Personnel Expenditures	24,034,590	25,509,670	26,629,765	27,803,175	29,032,630
Operating Expenditures	8,288,295	8,207,435	8,388,350	8,644,045	8,908,395
Capital Outlay	896,000	1,915,000	989,000	940,000	940,000
Transfers to other Funds	187,000	0	0	0	0
Transfers for Capital Projects	505,000	580,000	255,000	255,000	255,000
Transfers for Roads	709,000	709,000	709,000	709,000	709,000
Transfers for Drainage	300,000	300,000	300,000	300,000	300,000
Council Contingency	15,000	15,000	15,000	15,000	15,000
Infrastructure and Unresolved Needs	500,000	500,000	500,000	500,000	500,000
Total General Expenditures	35,434,885	37,736,105	37,786,115	39,166,220	40,660,025
Estimated Beginning Reserves	$12,606,029	$11,944,089	$10,109,659	$9,186,989	$8,105,949
Estimated Ending Reserves	$11,944,089	$10,109,659	$9,186,989	$8,105,949	$6,809,074
Minimum Reserve 16.7%	$5,917,700	$6,302,000	$6,310,300	$6,540,800	$6,790,300

Various initiatives continue to be 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

General Fund Expenditures Comparison
Original Budget FY 2021 through Proposed Budget FY 2025

	Original Budget FY 2021	Original Budget FY 2022	Original Budget FY 2023	Original Budget FY 2024	Proposed Budget FY 2025
General Fund Expenditures					
City Council	$ 130,480	$ 136,555	$ 192,540	$ 191,745	$ 228,240
City Manager	479,930	507,825	541,535	630,710	729,105
Human Resources	372,920	398,475	498,650	490,280	663,965
City Clerk	602,610	606,560	684,380	781,315	827,550
Finance	972,430	1,023,455	1,017,405	1,237,790	1,299,410
Procurement	598,545	628,250	711,830	789,295	948,695
Legal Counsel	234,695	280,985	247,190	258,990	277,865
Public Works Administration	378,255	461,495	408,385	405,510	476,260
Engineering	572,830	538,745	580,385	768,365	768,625
Right of Way Maintenance	1,064,070	1,230,765	1,320,730	1,712,395	1,518,055
Parks & Grounds	1,611,785	1,712,240	1,729,955	2,201,135	2,285,180
Police	7,251,310	7,877,130	8,395,305	10,477,225	12,252,055
Fire	4,423,355	4,830,045	5,542,610	5,900,865	6,569,750
Planning (previously Urban Design)	583,575	671,995	919,935	1,158,935	1,169,720
Zoning & Code Compliance	551,570	585,130	716,895	758,695	926,140
Facilities Maintenance	1,110,770	1,049,555	1,331,830	1,488,415	1,802,170
Non-Departmental	376,665	664,175	1,779,045 [2]	529,775	991,100
Subtotal Operations	21,315,795	23,203,380	26,618,605	29,781,440	33,733,885
Incr (Decr) from prior year	90,532	1,887,585	3,415,225	3,162,835	3,952,445
% incr (-) decr from prior year	0.43%	8.86%	14.72%	11.88%	13.27%
Transfers to Other Funds	7,825,150 [1]	0	0	254,000	187,000
Tax Increment Financing Transfer	840,055	1,038,065	1,176,535	1,306,520	0
Capital Projects Transfer	1,080,000	477,000	1,031,000	2,254,000	505,000
Paving Transfer	459,000	459,000	459,000	709,000	709,000
Drainage Transfer	300,000	200,000	300,000	300,000	300,000
Subtotal Ops and Transfers	31,820,000	25,377,445	29,585,140	34,604,960	35,434,885
Incr (Decr) from prior year	544,406	(6,442,555)	4,207,695	5,019,820	829,925
% incr (-) decr from prior year	1.74%	-20.25%	16.58%	16.97%	2.40%
Future Years' Budget - Reserve	564,900	3,846,667	4,542,919	2,283,135	5,135,015
Fleet/Equip - Reserve	0	45,000	260,000	179,000	507,000
Proj. Carryover - Ending Reserve	4,204,979	2,667,000	3,905,300	6,341,608	6,302,074
Reserves as a % of Operations & Transfers	14.99%	25.84%	29.43%	25.44%	33.71%
Total General Fund Exp.	$ 36,589,879	$ 31,936,112	$ 38,293,359	$ 43,408,703	$ 47,378,974

[1] Transfer to PGI Canal Maintenance District from line of credit draw for rip rap mitigation of Hurricane Irma Seawall project budgeted in FY 2020 was delayed due to permitting and rebudgeted in FY 2021 with updated estimate.

[2] FY 2023 original budget included estimated funding for pending pay plan changes that were not finalized in Non-Departmental. Funds were moved to divisions in FY 2023 once finalized.

The general fund budgeted expenditures comparison above provides the financial overview of the divisions that provide service through the General Fund.

General Fund Department/Division Highlights

The department/divisions were limited to 3% increases in operating expenditures even though there have been significant overall increases in costs of materials, supplies, fuel, electric, and contracted services in the past year. Most businesses are experiencing increased personnel costs and rise in prices of commodities such as building materials, equipment, etc. Any increases above the 3% amount are explained below, except for general liability insurance which was estimated at 15% increase and the previously mentioned standard personnel increases that were implemented city-wide.

Increases in the Information Technology internal service fund for city-wide projects was approximately 29% for FY 2025.

City Council
The proposed budget includes increases for photography and recognition plaques and gifts that had not been previously budgeted and an increase in memberships, training and advocacy opportunities.

City Manager and Legal
The lease of a shared printer has been included in the proposed budget for the use of both divisions.

Human Resources
Human Resources' proposed budget includes adding an administrative assistant due to the growing demands of the division and will be responsible for overall administrative duties and be available for employees when other staff are at interviews, job fairs, and meetings. Operating expenditure increases proposed include a compensation and benefits analysis study, improving employee recognition through a service award program, and providing more on-site training. Office supplies and printing cost increases are also budgeted for on-boarding materials including badges and accessories.

City Clerk
The proposed budget increases for the City Clerk are for the restoration of an ordinance document, establishing a promotional account for materials, ads, and racks to promote and encourage volunteers on City boards, additional training for the Florida Certified Professional Clerk program, and creating an annual shredding program for documents that have exceeded retention periods thereby ensuring sufficient space for records that have not met retention.

Finance and Procurement
Finance's proposed budget includes the cost for a full other post-employment benefit report as opposed to the prior year update. This occurs every other year. The procurement division proposed adding a purchasing agent in FY 2025 due to the increase in large and complex projects, increase in number of contracts to manage, more IT subscription contracts. The position would manage smaller dollar contracts and help expedite requisition processing enabling more experienced staff to work on the larger projects.

Planning and Zoning & Code Compliance
Planning's proposed operating budget includes a comprehensive planning study and an increase to fund several sign replacements. A new code compliance officer position is proposed due to increases in new construction, multi-family and commercial projects, and annexations causing need for additional services. This position will allow the division to provide more proactive communication with citizens and addressing violations prior to receiving complaints. Operating expenditures were budgeted for increased travel for training. Capital outlay of $60,000 includes the replacement of two code compliance vehicles.

Public Works
Two positions proposed to be added to Public Works are:

- A right-of-way crew chief to oversee various functions of the division and help with the workload due to increased demands caused by aging infrastructure.
- A facilities maintenance worker to help provide more preventative maintenance and more technical jobs for servicing of buildings, elevators, generators, lighting, parking garage, and restrooms.

Operating expenditure increases were budgeted for maintenance of Laishley Park and Herald Court Center infrastructure that were moved from the sunsetted CRA fund, rent for the Military Heritage Museum for meetings, surface mount water bottle fillers, more maintenance supplies, additional janitorial services for weekends in the parks and Herald Court Centre and weekly for temporary facilities in use due to Hurricane Ian. A study to review and provide possible solutions with planning estimates regarding flooding in the historic district is also added to the proposed budget.

Capital outlays of $164,000 include addition of one vehicle to fleet for the new facility position, and routine replacements of: two mowers and four trailers in parks and grounds; and a mower and two trailers in right of way.

Public Safety
Public safety remains the most significant expenditure category within the General Fund.

Police
The proposed budget includes adding;

- Four (4) police officers to provide marine patrol seven days a week, provide a dedicated officer for traffic enforcement and to provide additional officers to cover for vacations, training, FMLA leaves, and vacancies.
- A senior dispatcher due to increased call volume.

The FY 2025 capital outlay of $624,00 includes equipment for new positions and add of four vehicles to fleet for officer positions, taser replacement program, body and in-car camera replacement programs, mobile and portable radios purchases, drone program, live scan fingerprint system, SWAT tactical rifle, and interview room system. Six replacement vehicles that would have been budgeted in FY 2025 were moved to FY 2024 to take advantage of pricing and availability.

The department encompasses many programs designed to enhance trust in the community by promoting transparency, procedural justice, and community partnerships. Some of the programs include in-car video cameras, body worn cameras, community advisory boards, youth programs, homeless outreach, de-escalation tactics, internal affairs investigations (that are scrutinized through

various laws, processes and agencies), national data reporting, officer background checks, scenario-based training, etc. The department will continue these policies and programs while also exploring opportunities for enhancements in meeting their mission of providing the highest level of professional police services and delivering outstanding customer service while partnering with our community.

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. Results in patrol response times were 6:37 minutes. Another goal is to achieve a monthly Quality Assurance survey approval rating of 95%. Survey results indicate a 99.4% approval rating.

Fire

Although no new positions were proposed, the City has applied for SAFER grant funding for nine firefighter/EMTs. If awarded the budget would be amended and funding for equipment would need to be appropriated. An award would require that the City be able to fund those nine positions fully once the grant funding was completed.

Proposed operating expenditure increases include travel for training, uniforms, and emergency management supplies.

The FY 2025 capital outlay of $48,000 includes funding for personal protective equipment, suppression equipment, and medical equipment.

The National Fire Protection Association standard (NFPA 1710) for service response time is five minutes and 20 seconds or less, 90% of the time. The average emergency response time during FY 2023 was 4 minutes and 40 seconds. Table below indicates response times.

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Average response times	4:01	4:04	4:11	4:10	4:41	4:21	4:25	4:40
# Emergency < 5 minutes	2,621	3,123	3,237	2,329	2,363	2,043	2,215	2,383
% Emergency < 5 minutes	79.3%	84.9%	82.7%	75.2%	87.0%	75%	75%	67%

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 of: $805,000 to the general construction fund for $300,000 for the drainage improvement program, $205,000 for the annual public work projects, and $300,000 for railroad crossing rehabilitation; $709,000 for the paving program; and $187,000 for County bridge LED lighting and traffic signal projects.

All general fund debt service payments are reported in the debt fund. No new debt service is scheduled in FY 2025 however, a line of credit for the Hurricane Ian seawall repairs and Hurricanes

Irma and Ian hazard mitigation scheduled to be paid in FY 2024 through a transfer from the PGI and BSI Canal Maintenance fund assessments and FEMA and State reimbursements when payments become due will be re-appropriated to FY 2025. Transfer of the line from the general fund to the canal maintenance funds would also be re-appropriated as needed.

Undesignated personnel of $26,000 is included for career progressions or benefit election changes. The lot mowing program annual fee is placed on the property tax bill as an annual assessment. The proposed rate of $285 represents an increase of $10.00 over 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 2025 budget.

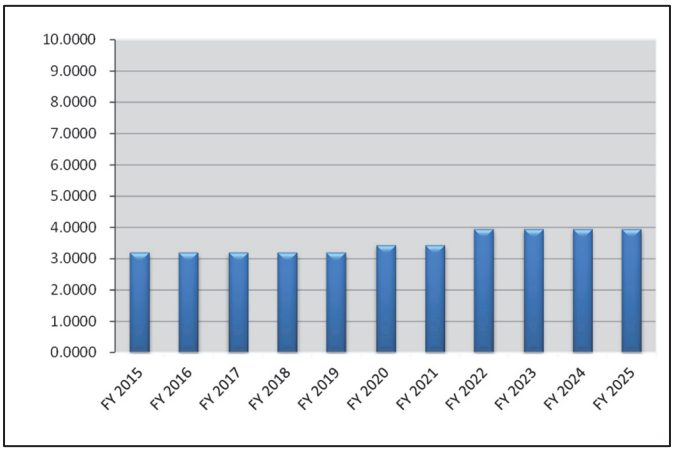
There were no changes made to the funding levels for professional services, promotional activities or of the City's charter membership contributions to Coastal & Heartland National Estuary Program (CHNEP) and to the United Way of Charlotte County. City Council eliminated the $20,000 to the Charlotte Harbor Environmental Center (CHEC). No change to the reserve for general contingencies of $15,000. An additional contingency of $500,000 was added for infrastructure or unresolved needs. Operating reserves are discussed in detail under Fund Balance heading.

Millage and Taxable Assessed Value

The proposed FY 2025 millage rate of 3.9500 mills is 9.9% over the rolled back rate of 3.5942. 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 $709,000 earmarked for the road resurfacing program and $300,000 for the city-wide drainage improvement program. Proposal of the current millage rate is necessitated by continued outstanding infrastructure needs and the need to maintain and enhance current service levels over the coming years.

Property Tax Millage Rates
Fiscal Years 2015 - Proposed 2025
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.

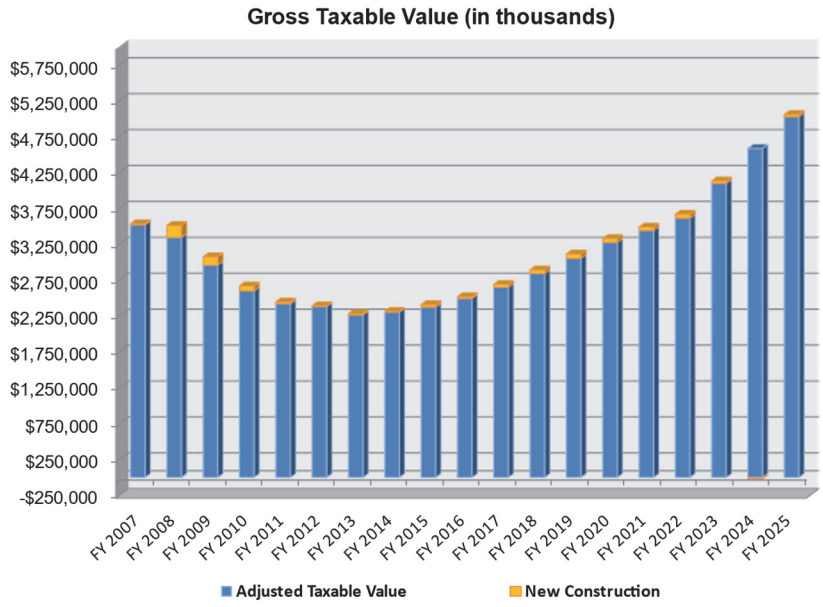
Fiscal Year	Millage Rate
2015	3.1969
2016	3.1969
2017	3.1969
2018	3.1969
2019	3.1969
2020	3.4337
2021	3.4337
2022	3.9500
2023	3.9500
2024	3.9500
2025	3.9500



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
2007	$3,515,560,986			$13,851,000	
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	$3,325,350,916	$216,672,537	7.0%	$54,169,154	1.7%
2021	$3,483,430,722	$158,079,806	4.8%	$46,759,746	1.4%
2022	$3,661,713,042	$178,282,320	5.1%	$52,590,453	1.5%
2023	$4,125,070,957	$463,357,915	12.7%	$31,518,237	0.9%
2024	$4,561,393,197	$436,322,240	10.6%	-$18,143,289	-0.4%
2025	$5,051,387,222	$489,994,025	10.7%	$30,767,348	0.7%

*Includes New Construction



The Charlotte County Appraiser's July 1st certification shows a 10.0% overall increase for properties on the books from the prior year and an additional 0.7% provided by new construction, annexations and changes in exemption for calendar year 2023. This is the twelfth 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 seventeen years is a cumulative 44.5% increase in taxable values. Protection of Save Our Homes has resulted in a majority of homestead property taxable values being below just values in the current housing market.

Homestead property owners whose taxable value is below just value (non-parity) will be limited to a maximum of a 3.0% 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 3.4%), 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

	$300,000			$500,000		
Mils	FY 2024 Base 3.9500	FY 2025 3.0%	Difference % $ Amount	FY 2024 Base 3.9500	FY 2025 3.00%	Difference % $ Amount
Assessed Value	$300,000	$309,000		$500,000	$515,000	
Less Homestead Exemption	$50,000	$50,000		$50,000	$50,000	
Net Taxable Value	$250,000	$259,000		$450,000	$465,000	
City Millage Rate	3.9500	3.9500	3.60%	3.9500	3.9500	3.33%
City Ad Valorem Tax	$988	$1,023	$36	$1,778	$1,837	$59

Fund Balance

City Council approved reserve objectives to the comprehensive set of financial management policies are below.

- 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 16.7% of total fund expenditures.
- The City will continue to progress towards achieving a balanced budget, without relying on reserves, excluding one-time expenditures.
- 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.

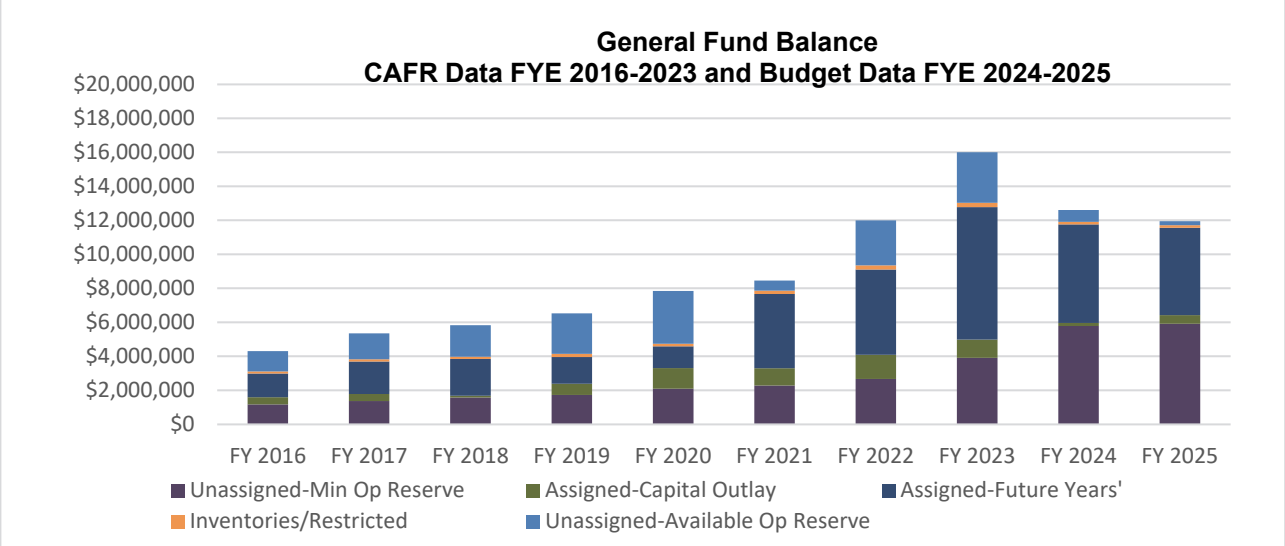
Beginning in FY 2007, the City earmarked a portion of reserves over the minimum policy to assist in paying for ongoing levels of service. Beginning in FY 2022 this practice is continued as part of the five year plan.

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

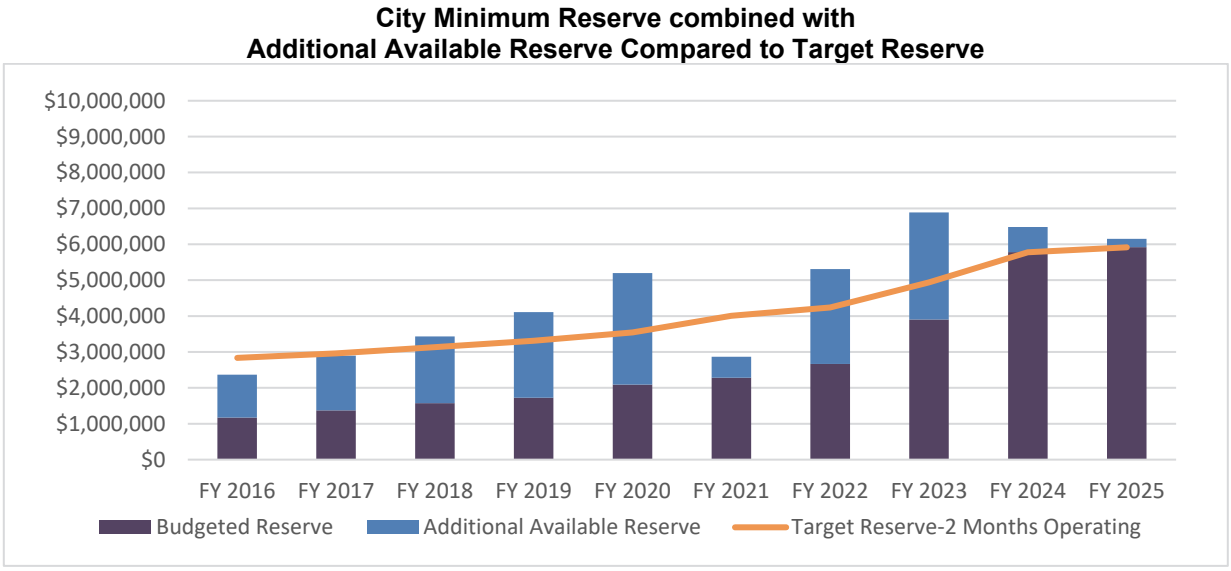
Fund Balance Category	FY 2022 Amount	% of Exp.	FY 2023 Amount		% of Exp.	Projected FY 2024 Amount	% of Exp.	Proposed FY 2025 Amount	% of Exp.
Inventories/Restricted	$ 244,488	1.0%	$ 252,289	*	0.9%	$ 150,000	0.4%	$ 150,000	0.4%
Assigned-Future Years' Use of Op. Reserve	5,016,543	19.8%	7,786,339		26.3%	5,796,955	16.8%	5,135,015	14.5%
Assigned-Capital Outlay Reserve	1,424,506	5.6%	1,080,660		3.7%	179,000	0.5%	507,000	1.4%
Unassigned-Minimum Op. Reserve (Orig)	2,667,000	10.5%	3,905,300		13.2%	5,779,100	16.7%	5,917,700	16.7%
Unassigned-Available Op. Reserve	2,641,987	10.4%	2,982,448		10.1%	700,974	2.0%	234,374	0.7%
Total Fund Balance	$ 11,994,524	47.3%	$ 16,007,036		54.1%	$ 12,606,029	36.4%	$ 11,944,089	33.7%
General Fund Orig Budgeted Expenditures	$ 25,377,445		$ 29,585,140			$ 34,604,960		$ 35,434,885	

* FY 2023 Inventories/Restricted excludes $23.7 million of restricted loan proceeds for Canal Maintenance hurricane seawall repairs

The following graph presents the general fund balance trend information. The minimum operating reserve is regulated by the City's financial policy, it is set at 16.7% of the total expenditure appropriations which calculates to $5,917,700. The second block of the reserves is a funding mechanism for capital outlay that provides a smoothed amount to be funded annually, based on the five year capital outlay plan which is currently an average of $940,000. Those amounts unused will be carried in the reserve until the year scheduled for use. In FY 2025, $507,000 is reserved. The third block of the reserves is the amount identified as needed to balance the subsequent years' budgets in the proforma. Because of the five-year plan increasing personnel/service levels, addressing increased costs and addressing needs of infrastructure maintenance and unresolved issues, all funds would be needed in this five year proforma. The fourth block is the small amount of funds identified in the Annual Comprehensive Financial Report (ACFR) as inventories or restricted (FY 2023 excludes $23.7 million restricted loan proceeds for hurricane seawall repairs). The final and fifth block is the remaining amount of reserves that are available for use. The City has not appropriated or assigned them for expenditures, and as such, are considered as part of the current operating reserve for purposes of stabilizing the general fund or for Council approved uses. For FY 2025, the amount remaining of $234,374 would be used to maintain the 16.7% minimum requirement of reserves in future years which increases $872,600 in the five year proforma.



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 following graph shows the best practice level as a line that was reached in FY 2017 and with the FY 2024 budget the minimum requirement is now set at the standard. Due to assignment of additional available reserves to future years' budgets for the reasons enumerated above during this year's budget development, only a small amount is showing above the minimum budgeted reserve.



City Leased Property Fund

The Community Redevelopment Agency (CRA) sunsetted in May 2024 as per approved resolutions by the County and the City. Maintenance expenditures for the parking garage and other CRA infrastructure were moved to the general fund. Leases for the units in Herald Court Centre and other properties and associated expenditures for maintenance were moved to a new special revenue fund for City Leased Property.

The proforma for the fund has been divided into two divisions: operations of Herald Court Centre (HCC) funded by HCC leases and non-departmental maintenance of infrastructure funded by other leases. The other leases have no restriction of use can be used toward maintenance of 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.

The Herald Court lease revenue for FY 2027 through FY 2029 projects one vacant unit as leases are coming up for renewal so as not to over project revenues. The City will be using the units previously occupied by Florida Gulf Coast University through FY 2026 to house staff from City Hall as the rehabilitation of that building required that employees be relocated. Although this will reduce lease revenues, the City will continue to cover the common area maintenance costs that would be contributed by those units. Based on these projections, the reserve for the Herald Court Centre shows a balance of $157,156 in FY 2025 and reducing to $41,171 at end of FY 2029. 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.

City Leased Property Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2024 through Proforma FY 2028

	Proposed FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Herald Court Operations Division					
Herald Court Revenues	$267,975	$273,935	$297,850	$305,225	$312,735
Herald Court Operating Expenditures	296,025	307,405	319,255	331,590	341,480
Revenues in Excess (Shortfall) of Herald Ct Operations	(28,050)	(33,470)	(21,405)	(26,365)	(28,745)
Reserve - Herald Ct (Beg)	185,206	157,156	123,686	102,281	75,916
Reserve - Herald Ct (End)	**$157,156**	**$123,686**	**$102,281**	**$75,916**	**$47,171**
Non-Deparmental Division					
Non-Departmental Revenues	$137,195	$141,400	$147,870	$154,350	$160,095
Non-Departmental Expenditures	0	0	0	0	0
Revenues in Excess (Shortfall) of Other Operations	137,195	141,400	147,870	154,350	160,095
Reserve - Other Operations (Beg)	573,070	710,265	851,665	999,535	1,153,885
Reserve - Other Operations (End)	**$710,265**	**$851,665**	**$999,535**	**$1,153,885**	**$1,313,980**

Utilities

The FY 2025 spending plan for Utilities operations, maintenance and repair (OM&R) is $31,103,800 which is $2,223,895 or 7.7% more than FY 2024 budget. The increase is attributable to: the increase in transfers to the Utilities construction fund of $0.2 million for the capital improvement plan; personnel expenses increase of $0.5 million or 6.6% due to the addition of two AMI technician positions in water distribution, 4% pay plan adjustments July 2024, 4% for employee merit increases, 2% for pay plan adjustments, overtime for after-hour calls, 6.9% health insurance increases, and 15% estimated increases in workers compensation; operating expenses increase of $1.0 million or 10.1% due to increases being experienced due to full land lease payment of $355 thousand required in FY 2025, addition of contracted services for hydrant program of $225,000, chemical cost increases due to higher use in operations and cost increases, 15% estimated increase in general liability insurance, and approximate increases in computer overhead of 29% and administrative charges of 8%; Capital outlay increased $0.5 million for FY 2025 for two new vehicles for added positions, a new service truck and a new vacuum trailer for water distribution, a new loader with attachment and trailer for wastewater collection, and a new dump truck to haul sludge for the wastewater treatment plant. Normal capital replacements of vehicles and equipment which include a golf cart, tractor, and equipment such as pumps, motors, mixers, generators, etc. are also scheduled.

Utilities O M & R Fund
Revenue and Expense Comparison
Actual FY 2022 through Proposed FY 2025

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Proposed FY 2025
Revenues:					
Chg for Serv - Water	$ 12,149,441	$ 12,851,386	$ 12,368,915	$ 12,965,265	$ 13,431,505
Chg for Serv - Sewer	8,474,157	8,737,026	9,031,560	9,204,930	9,751,515
Other	1,246,673	2,300,497	1,171,170	2,141,240	1,178,395
Subtotal	21,870,271	23,888,909	22,571,645	24,311,435	24,361,415
Reserves	9,307,545	10,251,871	11,054,046	14,928,082	10,649,467
Total Revenues	**$ 31,177,816**	**$ 34,140,780**	**$ 33,625,691**	**$ 39,239,517**	**$ 35,010,882**
Expenses:					
Administration	$ 1,788,739	$ 1,935,207	$ 2,266,910	$ 2,218,000	$ 2,403,235
Water	5,535,989	6,097,859	7,475,615	7,543,320	8,663,230
Wastewater	5,282,544	6,565,684	7,783,940	7,476,975	8,267,975
Other	699,078	809,353	763,845	762,160	999,765
Debt and Debt Transfers	999,595	999,595	2,499,595	2,499,595	2,499,595
Transfer for Capital	6,620,000	2,805,000	8,090,000	8,090,000	8,270,000
Subtotal	20,925,945	19,212,698	28,879,905	28,590,050	31,103,800
Reserves	10,251,871	14,928,082	4,755,786	10,649,467	3,907,082
Total Expenses	**$ 31,177,816**	**$ 34,140,780**	**$ 33,635,691**	**$ 39,239,517**	**$ 35,010,882**

The current five-year financial forecast is based on 2-day per week watering; average rainfall; 6% rate increases annually; and new financing based on the FY 2025-2029 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. A Rate Sufficiency Study is getting underway due to the significant increases added to the FY 2025-2029 Capital Improvement Plan and inflationary increases experienced since the 2020 Rate Sufficiency Study performed by Stantec. The FY 2025 proposed rate increase is 6% and future years will be adjusted once the rate study is complete. The Septic to Sewer financial plan for properties in the Utilities service area that are outside the City limits has been pushed back in the 2025-2029 capital improvement plan pending obtaining grants for the project. The City will continue to look for ways to reduce expenses, explore alternative financing, and opportunities for grants.

Utilities OM&R Fund
Proforma Schedule of Revenues and Expenses
Proposed FY 2025 through Proforma FY 2029

	Proposed FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues:					
Chg for Serv - Water	$13,431,505	$14,308,585	$15,238,645	$16,224,860	$17,270,610
Chg for Serv - Sewer	9,751,515	10,388,290	11,063,525	11,779,535	12,690,765
Other Revenue	1,178,395	1,354,550	1,810,740	1,811,965	1,813,230
Annual Assessments - Septic to Sewer-Area 1	0	0	0	350,000	350,000
Total Revenues	24,361,415	26,051,425	28,112,910	30,166,360	32,124,605
Expenses:					
Operations	20,334,205	19,985,455	20,701,065	21,847,810	22,220,995
Renewal & Replacement of Infrastructure	1,120,000	1,120,000	1,120,000	1,120,000	1,120,000
Transfer for Capital Improvement Projects	7,150,000	4,285,000	4,800,000	85,000	200,000
Existing Debt Service - RO SRF Loan	999,595	999,595	999,595	999,595	999,595
Transfer to SRF Fund-reserve incr(decr)	1,500,000	0	0	0	0
Est. new debt service WWTP	0	1,525,000	3,050,000	3,050,000	3,050,000
Est. new debt service WTP Filtration Rehab	0	0	3,037,000	3,037,000	3,037,000
Est. new debt service WTP RO Expansion	0	0	0	1,161,000	2,322,000
Est. new debt service Septic to Sewer-Area 1	0	0	0	0	344,000
Total Expenses	31,103,800	27,915,050	33,707,660	31,300,405	33,293,590
Revenues in Excess (Shortfall) of Expenses	(6,742,385)	(1,863,625)	(5,594,750)	(1,134,045)	(1,168,985)
Operating Reserves-Beg	10,649,467	3,907,082	2,043,457	(3,551,293)	(4,685,338)
Operating Reserves-End	$3,907,082	$2,043,457	($3,551,293)	($4,685,338)	($5,854,323)

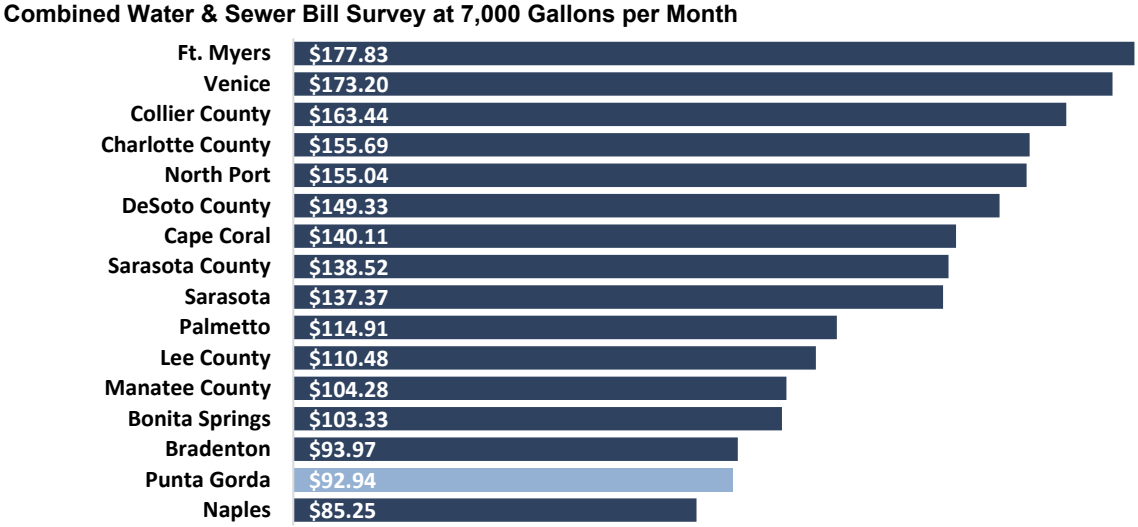
Utilities Reserves

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 $700,000 funding level over the five year plan for FY 2025 through FY 2029 with increases in FY 2025 and FY 2028. 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 shows an increase of $1,500,000 projected in FY 2025 in anticipation of SRF loan funding requirements based on amounts drawn for the wastewater treatment plant improvement/expansion.
- The water and sewer impacts have restricted use and are kept in a reserve for growth related capital projects, such the Groundwater Reverse Osmosis (RO) Water Treatment Plant, Taylor Rd water main upgrade, new water main at Tee & Green, wastewater force mains on Jones Loop Road and Riverside Drive, septic to sewer project areas, 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 proposed FY 2025 rates.



Utilities Construction

Total FY 2025 capital projects of $42.3 million are being funded with user charges, unassigned operating reserves through a transfer to the Utilities Construction Fund, and financing. Some of the projects included in FY 2025 are: Lift Station 30 gravity rehabilitation, Riverside Drive force main, wastewater master pump facility upgrade, generator replacement at booster pumping facility, wastewater pond liner replacements, bio-solids off-site disposal processing from the wastewater plant, water plant carbon slurry system replacement, water treatment plant filters and solid contact units rehabilitation, Burnt Store Rd booster station pipe riser repair and pumps, reverse osmosis expansion, and water main replacements at Airport Rd and Via Tripoli. Various financing options will be explored as well as any grant opportunities.

Utilities Construction Fund
Proforma Schedule of Revenues and Expenses
Proposed FY 2025 through Proforma FY 2029

	Proposed FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues:					
Transfer from Utilities OM&R	$8,270,000	$5,405,000	$5,920,000	$1,205,000	$1,320,000
Estimated Financing of WTP Filtration	30,000,000	0	0	0	0
Estimated Financing of RO Expansion	4,000,000	20,000,000	6,000,000	0	0
Estimated Grants Septic to Sewer	0	0	0	2,750,000	0
Estimated Financing Septic to Sewer	0	0	1,000,000	10,286,400	0
Total Revenues	**$42,270,000**	**$25,405,000**	**$12,920,000**	**$14,241,400**	**$1,320,000**
Expenses:					
Water Treatment Plant Improvements	$36,450,000	$22,285,000	$6,500,000	$0	$0
Water Distribution System Imprv	2,220,000	220,000	3,520,000	220,000	220,000
Wastewater Collection System Imprv	2,000,000	900,000	900,000	900,000	900,000
Wastewater Treatment Plant Imprv	1,600,000	2,000,000	1,000,000	85,000	200,000
Septic to Sewer Projects	0	0	1,000,000	13,036,400	0
Total Expenses	**$42,270,000**	**$25,405,000**	**$12,920,000**	**$14,241,400**	**$1,320,000**

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 12,515 residential accounts. For the 660 commercial accounts collection is available 6 days per week. 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 City's recycling program provides a 48 gallon rolling cart to each household, which is collected one day per week by an outside vendor. The program continues in FY 2025 with a proposed rate increase of $0.28 per month or $3.36 per year, due to a contract increase. In addition, a $1.50 per month or $18.00 per year increase in refuse/yardwaste rates is also proposed due to costs increasing in all areas from contractual/inflationary increases, labor increases, insurance increases, equipment (packers) increases, etc and adding a sanitation worker position. An industrial standard study is also budgeted to review routes, rates for services and current practices to provide suggestions for improvements, future needs and rates.

The five year plan reflects the capital replacements needed which will be reviewed each year to analyze repair costs to determine if a replacement could be delayed. The increased expenses has necessitated projected rate increases each year through FY 2029 which will be reviewed each budget cycle.

Sanitation Fund
Proforma Schedule of Revenues and Expenses
Proposed FY 2025 through Proforma FY 2029

	Proposed FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues:					
Chg for Serv - Refuse Collection	$4,881,560	$5,206,015	$5,535,225	$5,864,740	$6,194,565
Other Revenue	76,300	55,600	55,600	55,600	55,600
Total Revenues	4,957,860	5,261,615	5,590,825	5,920,340	6,250,165
Expenses:					
Operations	4,936,310	5,141,740	5,402,020	5,617,380	5,844,475
Capital	50,000	400,000	196,000	400,000	400,000
Total Expenses	4,986,310	5,541,740	5,598,020	6,017,380	6,244,475
Revenues in Excess (Shortfall) of Expenses	(28,450)	(280,125)	(7,195)	(97,040)	5,690
Operating Reserves-Beg	822,773	794,323	514,198	507,003	409,963
Operating Reserves-End	$794,323	$514,198	$507,003	$409,963	$415,653

To compare the City's rates with surrounding jurisdictions, a survey was taken during June 2024. 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 2025

Jurisdiction	Proposed FY 2025 Cost/Year	Frequency of Service per Week	Outsourced
Naples	$450.43	2	No
Cape Coral	$374.96	1	Yes
City of Sarasota	$347.64	1	No
Punta Gorda	$344.40	2	No
Charlotte County	$303.97	1	Yes
Lee Co. (Avg 6 districts)	$300.51	1	Yes
Manatee County	$283.80	2	Yes
North Port	$275.00	1	No
Fort Myers	$273.99	1	No
Venice	$253.08	2	No
Collier County	$249.29	2	Yes
Sarasota County	$233.59	1	Yes

Punta Gorda Isles Canal Maintenance District

The proposed budget for the Punta Gorda Isles (PGI) canal maintenance assessment district reflects City Council approval to increase the proposed operating assessment from $1,100 to $1,200. Continued increases to the program are expected based on the seawall study completed in FY 2021 as well as increased costs currently being realized in the current economic environment and the district's portion for Hurricane Ian seawall repairs and hazard mitigation. This will be reviewed annually.

The City continues to work closely with FEMA and the State regarding Hurricane Irma rip rap mitigation and Hurricane Ian seawall repairs and mitigation. Obligations for Hurricane Ian projects have not been received yet. Projects not completed by end of FY 2024 will be re-appropriated to FY 2025 along with the associated loan transfers, debt service payments, and FEMA and State reimbursements. For obligated projects the funding share is FEMA and State reimbursements (95%) and district assessments (5%). The City will also be receiving $500,000 from State funding that can be used towards the district share. This will be allocated between both districts and will be appropriated during the fiscal year.

The five-year proforma proposes increasing assessments through FY 2029. The annual program is approximately 5,000 lineal feet in FY 2025 as the division works to complete the hurricane projects. It then increases to 10,500 lineal feet in FY 2026 and increases 1,400 lineal feet per year thereafter. A reserve for contingency is budgeted in each year to be used for an emergency repair not scheduled in the program and can be authorized for use by City Manager. Contracted seawall inspections for condition assessment are included in two phases with estimated cost of $30,000 and $20,000 in every other year respectively. Channel construction to access spoil site project is scheduled in the five-year program.

PGI Canal Maintenance Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2025 through Proforma FY 2029

	Proposed FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Assessment Rate	**$1,200**	**$1,350**	**$1,500**	**$1,650**	**$1,800**
Revenues:					
Operating Assessment	$6,240,805	$7,020,415	$7,800,030	$8,579,650	$9,359,265
Other Revenue	141,500	158,000	143,000	128,000	105,500
Total Revenues	6,382,305	7,178,415	7,943,030	8,707,650	9,464,765
Expenditures:					
Operations	1,533,510	1,602,535	1,653,865	1,728,225	1,785,155
Inlet Dredging	85,000	85,000	85,000	85,000	85,000
Seawalls and Stabilization	2,930,320	6,201,480	7,039,225	7,902,100	8,790,865
Capital Outlay & Special Projects	306,000	225,000	225,000	0	0
Reserve for Contingencies	50,000	50,000	50,000	50,000	50,000
Total Expenditures	4,904,830	8,164,015	9,053,090	9,765,325	10,711,020
Revenues in Excess (Shortfall) of Expenditures	1,477,475	(985,600)	(1,110,060)	(1,057,675)	(1,246,255)
Operating Reserves-Beg	3,251,579	4,954,054	4,193,454	3,308,394	2,250,719
Reserve Seawall Replacement-Beg	675,000	450,000	225,000	0	0
Reserve Seawall Replacement-End	$450,000	$225,000	$0	$0	$0
Operating Reserves-End	$4,954,054	$4,193,454	$3,308,394	$2,250,719	$1,004,464

Burnt Store Isles Canal Maintenance District

The proposed budget for the Burnt Store Isles (BSI) canal maintenance assessment district reflects the City Council approval for the operating assessment to remain the same at $985 which was $10 more than the Advisory Committee recommendation. This represents an operating assessment rate of $795, an additional assessment rate of $100 per year to build the reserves for purchase of land for staging, and $90 for the lock removal project. Continued increases to the program are expected based on the seawall study completed in FY 2021 as well as increased costs currently being realized in the current economic environment. This will be reviewed annually. The advisory committee and City Council recognize the need for additional lineal footage to be added to the current 1,200 lineal feet program but would like to review the upcoming seawall assessment report. A feasibility study for the channel corner widening project that would allow barge access is scheduled in FY 2024.

The City continues to work closely with FEMA and the State regarding Hurricane Irma rip rap mitigation and Hurricane Ian seawall repairs and mitigation. Obligations for Hurricane Ian projects have not been received yet. Projects not completed by end of FY 2024 will be re-appropriated to FY 2025 along with the associated loan transfers, debt service payments, and FEMA and State reimbursements. For obligated projects the funding share is FEMA and State reimbursements (95%) and district assessments (5%). The City will also be receiving $500,000 from State funding that can be used towards the district share. This will be allocated between both districts and will be appropriated during the fiscal year.

The five-year proforma proposes increasing assessments for inflationary costs, $25 increases annually, $90 annually for repayment of interfund loan for the lock removal project through FY

2028, and $100 annually for accumulation of funds for staging site through FY 2029. Additional assessments are expected and will be reviewed each year in order to address the findings of the seawall study. A reserve for contingencies is budgeted in each year to be used for an emergency repair not scheduled in the program and can be authorized for use by City Manager. Contracted seawall inspections for condition assessment are included with estimated cost of $10,000 every other year. Engineering and construction of the channel corner widening project are not budgeted and funding sources would need to be determined if approved at a later date. 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 2025 through Proforma FY 2029

	Proposed FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Operating Rate	**$795**	**$820**	**$845**	**$870**	**$895**
Special Project Rate	**$90**	**$90**	**$90**	**$90**	**$0**
Reserve Rate	**$100**	**$100**	**$100**	**$100**	**$100**
Revenues:					
Operating and Reserve Assessment	$922,780	$948,555	$974,335	$1,000,110	$1,025,885
Special Project Assessment	92,795	92,795	92,795	92,795	0
Miscellaneous Revenue	36,000	39,000	42,000	42,000	42,000
Total Revenues	1,051,575	1,080,350	1,109,130	1,134,905	1,067,885
Expenditures:					
Operations	174,815	169,655	184,670	179,880	195,280
Seawalls and Stabilization	698,000	719,065	740,765	763,125	786,155
Barge Access/Lock Removal Proj Debt Service	91,200	91,200	91,200	91,200	0
Reserve for Contingencies	50,000	50,000	50,000	50,000	50,000
Total Expenditures	1,014,015	1,029,920	1,066,635	1,084,205	1,031,435
Revenues in Excess (Shortfall) of Expenditures	37,560	50,430	42,495	50,700	36,450
Operating Reserves-Beg	1,232,919	1,170,479	1,120,909	1,063,404	1,014,104
Reserve Seawall Repl & Spec.Proj-Beg	100,000	200,000	300,000	400,000	500,000
Reserve Seawall Repl & Spec.Proj-End	$200,000	$300,000	$400,000	$500,000	$600,000
Operating Reserves-End	$1,170,479	$1,120,909	$1,063,404	$1,014,104	$950,554
Projects Requiring Approval & Funding:					
Channel Corner Widening Proj	100,000	100,000	300,000	325,000	0
BSI Land Acquisition for Staging	100,000	100,000	100,000	100,000	100,000
Est. Beg. Reserves with projects	1,332,919	1,170,479	1,020,909	663,404	289,104
Est. End. Reserves with projects	$1,170,479	$1,020,909	$663,404	$289,104	$225,554

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 2025 budget incorporates an updated fee schedule for the marina and mooring field fees as adopted by City Council September 2023. 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 2025 to offset costs of maintenance and repairs of the Laishley Park Municipal Marina Pumpout Boat. Although funding for dredging and for repair and maintenance of the mooring field and docks is usually budgeted annually and unused funds are accumulated for larger repairs, due to damaged docks from Hurricane Ian that are out of service, the fund is unable to budget for this in FY 2025. Engineering for the replacement of concrete sidewalk by storage building has not been completed. If cost for the project exceeds the $100,000 budget, a supplemental appropriation will be required. The proposed FY 2025 budget includes marina management and the replacement of a golf cart. Other various light equipment is budgeted FY 2026-2029.

The five-year proforma maintains the September 2023 rate schedules but will need to be reviewed for possible rate increases to start as early as FY 2025 due to continued inflation, aging infrastructure needs, and to eliminate shortfalls in later years. The City's general fund and/or the leased property fund may have to subsidize in the short run due to the lost revenue over the last few years due to the damaged docks from Hurricane Ian.

Laishley Park Marina Fund
Proforma Schedule of Revenues and Expenses
Proposed FY 2025 through Proforma FY 2029

	Proposed FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues:					
Slip & Mooring Rentals	$367,565	$541,915	$541,915	$541,915	$541,915
Intergovernmental Revenue	12,000	12,000	12,000	12,000	12,000
Other Revenue	34,470	24,690	24,910	25,140	25,370
Total Revenues	414,035	578,605	578,825	579,055	579,285
Expenses:					
Laishley Park Marina Expenses	225,100	292,365	299,875	307,650	315,695
Marina Park Contract Expenses	297,860	306,645	315,695	325,020	334,620
Capital Outlay	19,000	6,000	6,000	6,000	6,000
Total Expenses	541,960	605,010	621,570	638,670	656,315
Revenues in Excess (Shortfall) of Expenses	(127,925)	(26,405)	(42,745)	(59,615)	(77,030)
Operating Reserves-Beg	170,467	42,542	16,137	(26,608)	(86,223)
Operating Reserves-End	$42,542	$16,137	($26,608)	($86,223)	($163,253)

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 and staff has increased to 13.0 f.t.e. During the last two fiscal years, 1.5 f.t.e. temporary employees were used for scanning and filing projects. If the need continues into FY 2025, an additional appropriation will be needed. Capital outlay of $45,000 for FY 2025 is for a replacement inspector vehicle. The proposed FY 2025 budget includes annual software subscriptions for customer queuing system and new software that would expand on-line

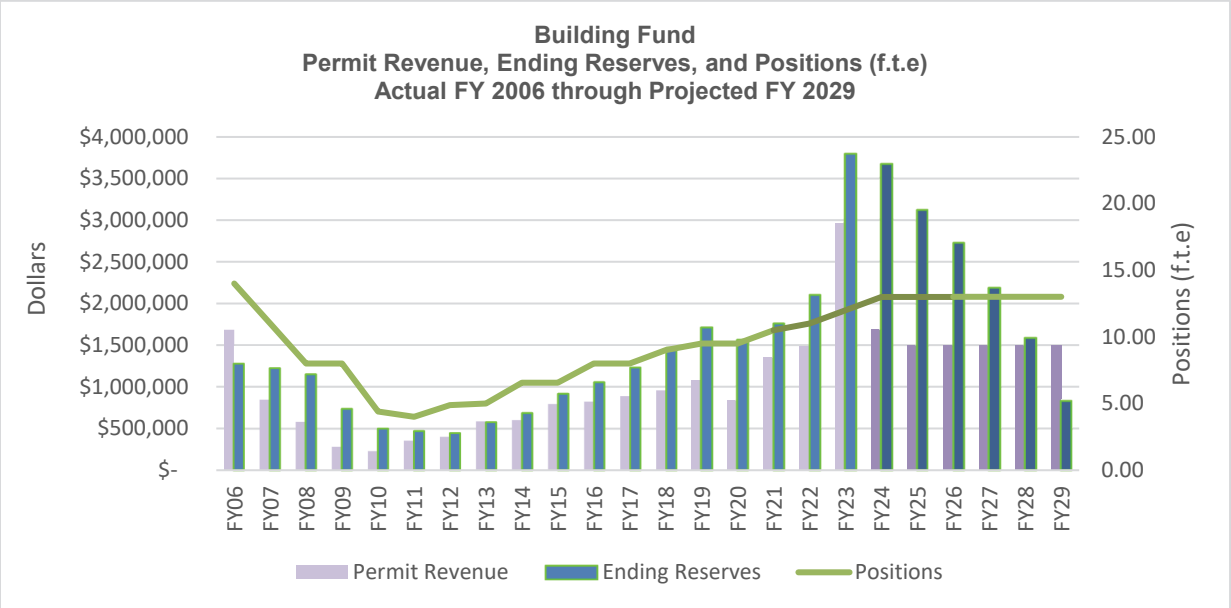
web transactions and contractual services for specific disciplines as needed and for a scanning project.

The five-year proforma projects permit revenues at $1.5 million annually. Staffing and contractual services will be monitored for needs based on permit volume and complexity.

Building Fund
Proforma Schedule of Revenues and Expenses
Proposed FY 2025 through Proforma FY 2029

	Proposed FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues:					
Permits, Fees & Spec.Assessments	$1,542,000	$1,542,000	$1,542,000	$1,542,000	$1,542,000
Other Revenue	221,000	163,000	151,000	130,000	112,000
Total Revenues	1,763,000	1,705,000	1,693,000	1,672,000	1,654,000
Expenses:					
Operations	2,269,955	2,109,340	2,192,080	2,278,330	2,368,260
Capital	45,000	0	45,000	0	45,000
Total Expenses	2,314,955	2,109,340	2,237,080	2,278,330	2,413,260
Revenues in Excess (Shortfall) of Expenses	(551,955)	(404,340)	(544,080)	(606,330)	(759,260)
Operating Reserves-Beg	3,665,044	3,113,089	2,708,749	2,164,669	1,558,339
Operating Reserves-End	$3,113,089	$2,708,749	$2,164,669	$1,558,339	$799,079

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 2023 and projected FY 2024 through FY 2029.



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 increased from 10.34% to 10.98% beginning July 1, 2020, and the next five cents remains at 6.74%. The distribution allocation is determined by the five-year average transportation expenditures or interlocal agreement. A history of revenue received since FY 2016 is displayed below.

Fiscal Year	6 Cents	5 Cents	Total
2016	$ 588,200	$ 274,500	$ 862,700
2017	$ 593,900	$ 277,500	$ 871,400
2018	$ 607,200	$ 279,200	$ 877,300
2019	$ 598,700	$ 272,800	$ 871,500
2020	$ 564,900	$ 259,600	$ 824,500
2021	$ 612,600	$ 280,300	$ 892,900
2022	$ 673,000	$ 295,300	$ 968,300
2023	$ 691,000	$ 296,600	$ 987,600
2024	$ 671,400	$ 282,800	$ 954,200
2025	$ 684,800	$ 288,500	$ 973,300

The effect of elasticity of gas consumption (the tax is charged on gallons not dollars) can be seen in years of increased gas prices resulting in a decline of revenue and in years of decreased gas prices resulting in an increase of revenue. During FY 2020, the City experienced a decrease in revenues as compared to FY 2019 due to the COVID pandemic that resulted in statewide and local shutdowns and reduced travel. Revenues rebounded in the following years despite the increase in gas prices due to continued business and consumer spending. Projections and proposed FY 2025 show a slight decrease as normal trends resume.

The Six Cent Gas Tax Fund five-year proforma projects gas tax revenue with growth of 2% per year FY 2025 through FY 2029. A transfer from general fund in FY 2024 and FY 2025 are for County projects for bridge LED lighting and traffic signal upgrades. The use of reserves covers shortfalls through FY 2025. If pricing of commodities that saw significant increases over the last several years do not come down, the City would be faced with reducing the service levels or subsidizing the fund from general fund revenues.

Six Cent Gas Tax Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2025 through Proforma FY 2029

	Proposed FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues:					
Local Option Gas Tax	$684,845	$698,540	$712,510	$726,760	$741,295
Other Revenue	359,750	358,230	361,785	368,010	374,355
Transfer from General Fund	187,000	0	0	0	0
Total Revenues	1,231,595	1,056,770	1,074,295	1,094,770	1,115,650
Expenditures:					
Operating Expenditures	1,398,630	1,235,080	1,259,220	1,284,095	1,309,715
Capital	180,000	0	0	0	0
Total Expenditures	1,578,630	1,235,080	1,259,220	1,284,095	1,309,715
Revenues in Excess (Shortfall) of Expenditures	(347,035)	(178,310)	(184,925)	(189,325)	(194,065)
Operating Reserves-Beg	496,109	149,074	(29,236)	(214,161)	(403,486)
Operating Reserves-End	$149,074	($29,236)	($214,161)	($403,486)	($597,551)

The Additional Five Cent Gas Tax Fund five-year proforma projects 2% increases FY 2025 through FY 2029, 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 $709,000 as an ongoing subsidy. A consultant is being engaged in FY 2024 to develop the FY 2025-2029 paving plan using a higher level of technology for more precise mapping of conditions of City roads.

Additional Five Cent Gas Tax Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2025 through Proforma FY 2029

	Proposed FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues:					
Local Option Gas Tax	$288,455	$294,225	$300,110	$306,110	$312,230
Transfer from General Fund Ad Valorem	709,000	709,000	709,000	709,000	709,000
Other Revenues	1,200	810	300	135	120
Total Revenues	998,655	1,004,035	1,009,410	1,015,245	1,021,350
Expenditures:					
Paving	1,020,000	1,020,000	1,020,000	1,020,000	1,020,000
Total Expenditures	1,020,000	1,020,000	1,020,000	1,020,000	1,020,000
Revenues in Excess (Shortfall) of Expenditures	(21,345)	(15,965)	(10,590)	(4,755)	1,350
Operating Reserves-Beg	56,103	34,758	18,793	8,203	3,448
Operating Reserves-End	$34,758	$18,793	$8,203	$3,448	$4,798

1% Local Option Sales Tax

The voters of Charlotte County approved a six-year extension of the 1% Local Option Sales Tax in November 2020. A special revenue fund is being used to account for all activity.

The City anticipates funding in the amount of $26.0 million from January 1, 2021 through December 31, 2026 when the tax sunsets unless extended by the voters of the County. Projects incorporated in the six-year program for FY 2025 including continuing projects:

- Historic District Infrastructure
- Historic City Hall Preservation and Rehabilitation
- Public Safety Building – New Station
- City-wide ADA Improvements
- Drainage Improvements Boca Grande Area
- Decorative Standards US 41 SB Bridge Ramp and US 41 NB
- Henry Street Property Improvements
- Henry Street Crosswalks
- Henry Street Sidewalk
- Freeman House Preservation
- Virginia Avenue Improvements
- Shreve Street Improvements
- Bayfront Activity Center

General Construction Fund

Projects in the general construction fund for FY 2025 come from transfers from the general fund, impact fee funds, and the special use fund. On-going projects also include grant funding.

New funding scheduled for FY 2025 projects include:

- Annual public works projects
- Annual drainage improvements program
- Railroad crossing rehabilitation
- Henry Street property improvements
- Public Safety building
- Carwash bay
- Laishley fishing pier
- Downtown historic district drainage improvements

DEBT MANAGEMENT

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. As of September 30, 2023, the City had $48.4 million in notes.

FY 2024 budget projected that most of that debt would be paid. The CRA debt of $8.2 million was paid. The line of credit for Hurricane Ian seawall repairs and Hurricane Irma and Ian hazard mitigation with repayment from FEMA and State reimbursements and Punta Gorda Isles and Burnt

Store Isles Canal Maintenance District assessments is expected to carryover to FY 2025. Also, originally budgeted in FY 2023 is $72 million of State Revolving Loan Funds for the wastewater treatment improvement project to be repaid with user charges and wastewater impact fees. This project is expected to take approximately four years and will carryover each year until completed

FY 2025 budget projects new financing of $34 million for water treatment plant filter rehabilitation project.

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.

Firefighters Bargaining Unit Contract – The City and the Fire bargaining unit are currently in negotiations for a new contract that would begin October 1, 2024. The cost to the general fund is unknown until an agreement can be reached.

Fire Staffing Standards – The City has applied for a SAFER Grant to add nine firefighter/EMTs to allow the Fire Department to meet the National Fire Protection Association 1710 standards for staffing requirements on fire apparatus. If awarded, the grant revenue and expenditures would need to be appropriated along with the equipment and supplies not funded by the grant. In addition, the City would need to be prepared to fund those positions fully once the award is completed. If the grant is not awarded, the City may still need to make strides by adding one or more positions in future years until the City can meet the standard.

Recovery from Hurricane Ian – The City is still working with FEMA to obligate projects related to Hurricane Ian. The City will be responsible for 5% of the obligated projects. Some projects do not meet FEMA thresholds and will need to be funded by the City if also below insurance deductible requirements or not covered by insurance. Since the City is still bidding out many of the projects, the total funding required from the City remains unknown.

Hurricane Season – With an expected above-normal hurricane season predicted, it is prudent to be prepared to fund immediate needs for recovery as well as deductibles and items not covered by insurance or FEMA.

Water Quality Initiatives – The contribution for the Charlotte Harbor Environmental Center was removed from the proposed budget. Water quality is a strategic goal of the City and as an organization that fosters education in this area, this may be reconsidered in the coming year(s).

Shortfalls in Funds – As presented earlier, there are a couple of funds that in the five years period are not able to sustain themselves with current revenues. If revenues are not increased and/or costs decreased either due to reduction in market rates, availability, or reduced level of services such as reduction of maintenance projects and/or delay of infrastructure needs, then a subsidy will be required from the general fund in future years.

Rates and Impact Fees – The studies to review fair share impact fees and the rates and impact fees of the utility system are getting under way in FY 2024. A study to review the sanitation routes, practices and rates is scheduled in FY 2025. Marina rates will also be reviewed and compared with surrounding communities for possible adjustments.

Citywide Master Plan – Future strategic plans and annual budgets will take into account further Master Plan recommendations and priorities as they are accepted by Council.

Staffing Levels – While staffing levels are addressed through FY 2026 as approved in FY 2022, additional staffing requests continue to be received for consideration. The next five year planning needs will begin and be reviewed by the City Manager for presentation to City Council and inclusion in upcoming proformas.

Contractual Increases – Contractual increases are still affecting all aspects of operations and capital planning and is reflected in the proposed budget. Several factors driving the increases are market wages over the last several years, limited availability of some commodities, inflation, and increased opportunities for contractors due to Hurricane Ian. The City continues to look for grants to supplement increased project costs, review projects for timing based on cost increases, and look for alternative funding sources.

Legislative Mandates – Each legislative season, proposed changes are presented that may affect the City revenues or expenditures. One such initiative coming for a referendum vote in November is the increase of the homestead exemption by the CPI. With prudent planning, the City may be able to mitigate these types of changes.

Water Quality/Septic to Sewer Project – Charlotte Park is the first priority area. The City was successful in obtaining $5.5 million from the state legislature for this project. Additional grant funding is still being sought due to the inflationary increases since the estimates were provided. An outreach campaign will be one of the next steps as well as working on the assessment plan for those properties. We will continue to work jointly with other agencies to support environmental initiatives and improvements in water quality that benefit the environment and our quality of life.

Annexation Initiatives - We continue to promote City benefits as we look to increase our tax base, both residential and especially in commercial areas. We also remain cognizant of the cost of services to annexed properties as we evaluate plans moving forward. Opportunities abound given time and effort to continue to achieve the stated goals of the City with regard to expansion of the base, and we continue to carefully move forward with those opportunities.

Development of Commercial Tax Base – Likewise the development of our commercial tax base is a key factor moving forward with workforce development, service level increases, and revenue enhancements. We will continue to be supportive of appropriate development proposals moving forward to insure continued achievement of City goals and improvement of the City landscape.

Economic Conditions – The City continues to monitor the forecasts with conditions being experienced locally. The five year proformas lets the City easily change forecasts to see the effects and work to respond quickly to adjust to changing conditions.

I believe this proposed operating budget reflects the City Council's priorities, responsibilities, and established policies. Developing this budget has been a collaborative effort across all departments. I want to commend all employees for their prompt and thoughtful response to this process, and extend a special thanks to the Finance Department for their dedicated and unwavering support in preparing this document.

I also appreciate the City Council's guidance and support in enhancing the stability of our City, as well as the Punta Gorda community's input and engagement, which have been invaluable in shaping the budget proposals.

With the strategic and long-term initiatives outlined in this budget, we will continue to preserve our vibrant waterfront community, distinguished by its unique character and history, and ensure it remains the most desirable place to live, work, and visit.

Sincerely,

Gregory B. Murray
City Manager

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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 in this section). Towards this end the City establishes an annual budget calendar (calendar in this section). 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 an 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

Additionally, cost of services with projected levels of service may be provided every few years.

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 2025-2029 Strategic Plan is adopted and included in the FY 2025 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.

CITY OF PUNTA GORDA, FLORIDA
FINANCIAL PLANNING PROCESS

Annual Comprehensive Financial Report (ACFR)

The Annual Comprehensive Financial Report (previously Comprehensive Annual Financial Report) 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. This document can be found on the Financial Information page of the City's web site.

Budget Amendment Process

The City Code authorizes the City Manager or his/her delegate to allow budget transfers. The Finance Director 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 Finance Department 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. Reports providing budget to actual comparisons are prepared monthly. Annual reports are provided within the City's ACFR 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 2023 totaled $59,430,161, which included transfers for Hurricane Irma and Ian projects.

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 provided 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 OF PUNTA GORDA, FLORIDA
FINANCIAL PLANNING PROCESS

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, provides 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 and the Human Resources 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. See chart in this section (How We Got Here) 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.

CITY OF PUNTA GORDA, FLORIDA
BASIS OF BUDGETING AND BASIS OF ACCOUNTING

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.
- Annual cash outlays for Subscription-Based Information Technology Arrangements are included as expenditures.
- Annual cash outlays for leased equipment 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 Annual Comprehensive Financial Report there is a reconciliation of budget to GAAP.

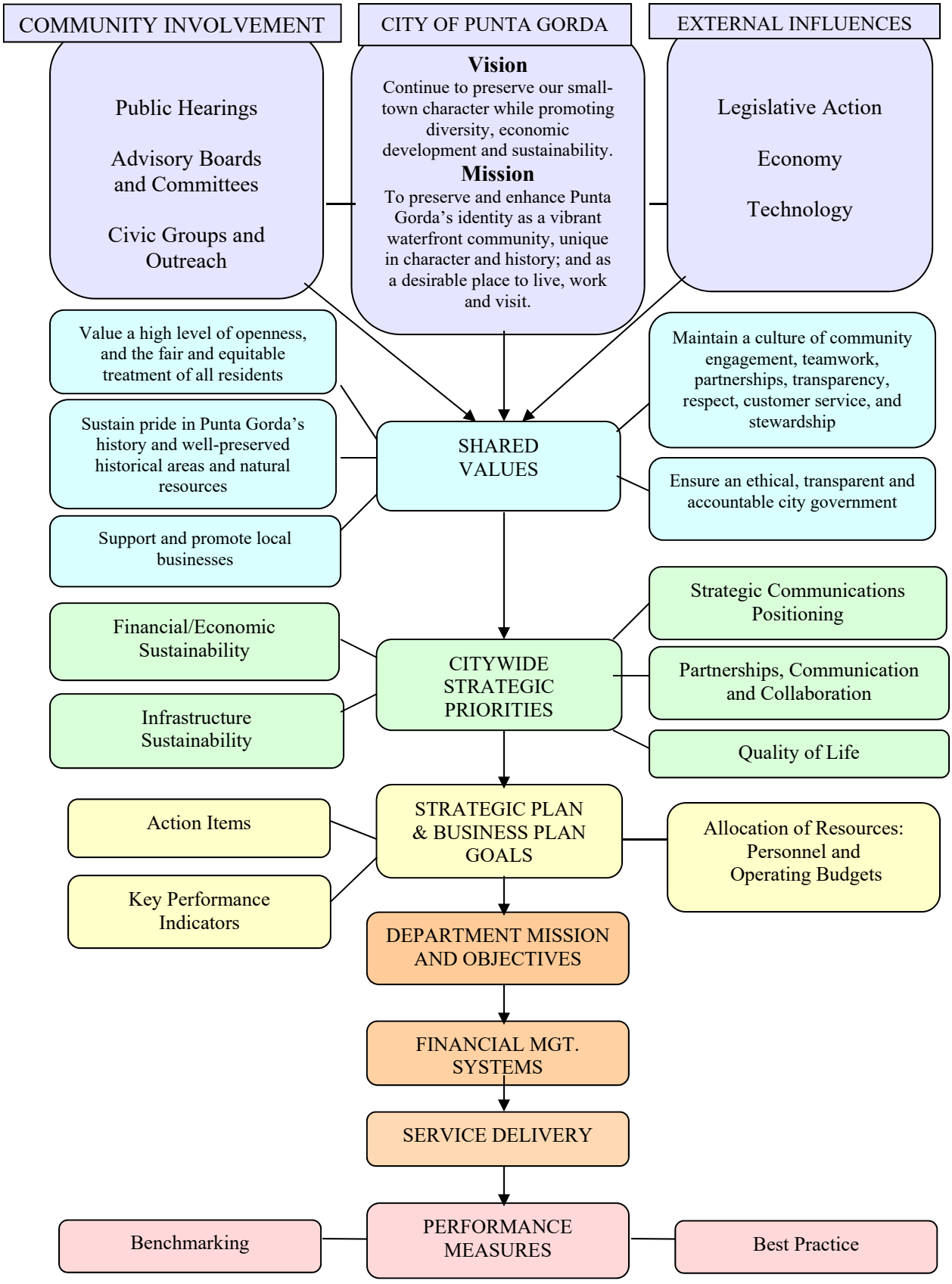
Basis of Accounting

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 2025

2023

October

Review FY 2023 Revenues and Expenditures for rollover authorization to FY 2024

December

Adjustments and accruals to close out FY 2023

22 City Weekly Highlights Report of Certificate of Achievement for Excellence in Financial Reporting for FY 2022 Annual Comprehensive Financial Report

2024

January

3 City Council Presentation of Capital Improvements Program project status

February

7 City Council Re-appropriation of FY 2023 incomplete projects for carryover authorization into FY 2024 and additional appropriation requests for FY 2024

16 City Weekly Highlights Report notice of FY 2024-2028 Long Range Financial Plan at February 21 Council Meeting

21 City Council presentation and discussion of FY 2024-2028 Long Range Financial Plan

23 City Weekly Highlights Report reviews FY 2024-2028 Long Range Financial Plan

23 Sent Capital Improvement Plan (CIP) forms to departments for FY 2025-2029 (due March 15)

23 Requested Capital Outlay and five-year staffing plans from departments/divisions and sent instructions for entering FY 2024 projected and FY 2025 proposed operating budgets (due March 22)

March

15 Departments Submit FY 2025 CIP Requests.

15 City Weekly Highlights Report requesting comments for FY 2025 Budget at meetings or by email to citymgr@cityofpuntagordafl.com announces receipt of the GFOA Distinguished Budget Presentation award for the FY 2024 Budget document

City of Punta Gorda, FL
Financial Planning Calendar
For Fiscal Year 2025

March (cont)

20	City Council presentation of Distinguished Budget Presentation Award for FY 2024 Budget document
22	Departments submit FY 2025 Operating Budget including detail in comments. FY 2025-2029 five-year replacement plan for capital outlay, and five-year Staffing Plan.
22 & 29	City Weekly Highlights Reports requesting comments for FY 2025 Strategic Plan and Budget at meetings or by email to citymgr@cityofpuntagordafl.com

April

12	City Weekly Highlights Report announces FY 2025 Budget update at April 17 Council Meeting
17	City Council Meeting FY 2025 Budget Status Updates for General Construction Fund, 1% Sales Tax Fund, and Unfunded Construction Projects

May

15	Council Approved the Termination of the Community Redevelopment Agency (CRA) of Punta Gorda.
31	Announcement of FY 2025 Budget and Strategic Plan Community Discussion June 17th at the Punta Gorda Library at 4:30 pm.
31	City Weekly Highlights Reports Requests feedback and public comments for FY 2025 budget and strategic plan at the City Council meetings, by email citymgr@cityofpuntagordafl.com *or by calling (941) 575-3302.*

June

1	Property Appraiser provides preliminary taxable value
11	Burnt Store Isles (BSI) Canal Advisory Committee presentation and discussion of FY 2025 operating budget, CIP FY 2025-2029, and proposed assessment
14	City Weekly Highlights Report reminder of FY 2025 Budget and Strategic Plan Community Discussion June 17th at Punta Gorda Library at 4:30 pm
17	Punta Gorda Isles (PGI) Canal Advisory Committee presentation and discussion of FY 2025 operating budget, CIP FY 2025-2029, and proposed assessment

City of Punta Gorda, FL
Financial Planning Calendar
For Fiscal Year 2025

June (cont)

17	FY 2025 Budget and Strategic Plan Community Discussion at the Punta Gorda Library at 4:30 pm.
19	City Council Meeting FY 2025 Budget Status Updates for the General Fund, Information Technology Fund and Sanitation Fund
24	Utilities Advisory Board presentation and discussion of FY 2025-2029 Utilities Capital Improvement Plan and FY 2025 operating budget

July

1	Property Appraiser certifies taxable value (DR-420)
3	City Council Meeting FY 2025 Budget Status Update and Discussion for General Fund, unfunded capital improvement projects, Burnt Store Isles (BSI) Canal Maintenance District Fund, and Punta Gorda Isles (PGI) Canal Maintenance Assessment District Fund
3	Presentations of City's Annual Comprehensive Financial Report and the Community Redevelopment Agency Annual Financial Report for the Fiscal Year ended September 30, 2023
10	City Council Meeting FY 2025 Budget Status Update and Discussion for FY 2025-2029 Utilities Capital Improvement Plan, Utilities Operations, Building, Marina, Gas Tax and Leased Property Funds
10	City Council consideration and adoption of a resolution for a proposed millage rate, setting budget hearing date, time, and place to consider of the tentative millage rate and proposed FY 2024/2025 budget
10	City Council consideration and adoption of resolutions setting tentative special assessments and setting budget hearing date, time, and place for adoption of the final assessments for Lot Mowing, BSI and PGI Canal Maintenance Districts.
11	DR-420 completed and submitted to Property Appraiser
August	Departments submit narratives, performance measures, review summaries and update service costs for FY 2025
15	Proposed FY 2025 Budget posted to City Website
16	City Weekly Highlights Report announcing presentation of FY 2025 Strategic Plan at August 21st Council meeting

City of Punta Gorda, FL
Financial Planning Calendar
For Fiscal Year 2025

August (cont)

21	City Council presentation and adoption of the FY 2025 draft Strategic Plan
27	Building Board presentation and discussion of FY 2025 Building Fund operating budget and five year capital outlay
23	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)
30	City Weekly Highlights Report discusses FY 2025 millage rate and budget; notices Budget Hearings will occur at 5:01 p.m. on September 4 and September 18 at the Military Heritage Museum
30	Notice in newspaper regarding PGI and BSI canal maintenance assessments, and Lot Mowing district assessment public hearings

September

4	City Council first reading of ordinance to increase fees for solid waste, yard waste and curbside recycling services and first reading of ordinance to increase water and wastewater rates.
4 5:01 PM	City Council first Public Hearing regarding tentative millage rate and proposed FY 2025 budget. 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 special assessment fee for Lot Mow District.
6 & 13	City Weekly Highlights Report notice of second public hearing on September 18 at 5:01 p.m. at Military Heritage Museum
13	Notice in newspaper of Public Hearings regarding proposed tax increase and FY 2025 budget summary
18	City Council second reading and adoption of ordinance to increase fees for solid waste, yard waste and curbside recycling services and second reading and adoption of ordinance to increase water and wastewater rates.

City of Punta Gorda, FL
Financial Planning Calendar
For Fiscal Year 2025

Sept (cont)

18 5:01 PM	City Council second Public Hearing regarding millage rate and proposed FY 2025 budget. Resolution adopting a final millage rate. Emergency ordinance adopting a budget for FY 2025.
20	Emailed resolution and ordinance to TRIM while waiting for TRIM's new electronic filing system becomes available
20	City Weekly Highlights Report recap of adoption of final millage rate and FY 2025 Budget

October

2	Electronically certified E-Trim forms to County and State Truth in Millage (TRIM) documentation provided to State within 30 days of final public hearing

FY 2025 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		✓							
Website Document Avalailable		✓							
FINANCIAL POLICIES									
Weekly Highlights Report									
City Council Agenda Posting						✓			
City Council Public Meeting						✓			
Website Document Available						✓			
STRATEGIC PLAN									
Weekly Highlights Report			✓		✓	✓		✓	
City Council Agenda Posting								✓	
City Council Public Meeting								✓	
Website Document Available								✓	
Community Budget Conversations						✓			
CAPITAL IMPROVEMENT PLAN									
Weekly Highlights Report			✓	✓	✓	✓	✓		
City Council Agenda Posting	✓			✓		✓	✓		
City Council Meeting	✓			✓		✓	✓		
Advisory Board(s) Public Meeting						✓		✓	
Website Document Available	✓			✓		✓	✓	✓	✓
Community Budget Conversations						✓			
OPERATING BUDGET PLAN									
Weekly Highlights Report			✓	✓	✓	✓	✓		✓
City Council Agenda Posting						✓	✓		✓
City Council Public Meeting						✓	✓		✓
Advisory Board(s) Public Meeting						✓		✓	
Website Document Available						✓	✓	✓	✓
Community Budget Conversations						✓			
TRIM advertising Notifications									✓
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP

City of Punta Gorda, Florida
Budget FY 2025
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 June 19, 2024.

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 2025
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 2025 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 2025
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, 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, donations, insurance recoveries, and additional revenues were some of the supplemental appropriations for new projects, new expenditures, and increased expenditures that were made during the FY 2024 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 2024 period. The City has not been required to implement emergency appropriations in the past 31 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 2024. There has not been such a need in the past 31 years.

City of Punta Gorda, Florida
Budget FY 2025
Financial Policies

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.

City of Punta Gorda, Florida
Budget FY 2025
Financial Policies

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 project.

City of Punta Gorda, Florida
Budget FY 2025
Financial Policies

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. 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, except for Subscription-Based IT Arrangement (SBITA) assets, which is approved by Council for $15,000 beginning in FY 2024.

Status: The State statutory minimum is currently $5,000. The City tags its fixed assets at this rate in compliance with the statutory minimum, except for SBITAs at $15,000 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 2025
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 2025 revenue structure (all funds) is as follows:

Service Charges, Fines & Forfeitures	18%
Intergovernmental	2%
Ad Valorem Taxes	11%
Permits, Fees & Assessments	6%
Other Taxes	5%
Miscellaneous	4%
Transfers	9%
Other Financing	19%
Beginning Carryover	26%

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 2024 supplemental appropriations included use of Fund Balances.

City of Punta Gorda, Florida
Budget FY 2025
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 $85.0 million (FY 2024) and $197 thousand (FY 2024) in grant monies to fund such projects as boating-related facilities, police equipment and details, emergency fire training center, Boca Grande drainage, State Revolving Loan for the wastewater treatment plant improvement, septic to sewer design and engineering, lift station generators and SCADA equipment, Freeman House rehabilitation, living shoreline, and police officers. Several pending grants have been budgeted over the two years as the City awaits obligations or awards totaling $46.6 million for FEMA and State funding for Hurricane Irma mitigation and Hurricane Ian projects and mitigation. The five year Capital Improvement Program identifies several pending capital grants and grant applications.

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. Rates were discussed during the budget process prior to initiating the ordinance process. Water and wastewater rates were increased at a higher than recommended percentage from the 2020 consultant report for FY 2025 due to significant changes in the five year capital improvement program and inflationary increases in operating costs. Recycling fees for Sanitation are increasing due to contract changes and refuse fees are increasing due to increases in personnel and operation costs. Marina slip fees were updated September 2023 and will be reviewed again in FY 2025. 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. Improvements to the City's water plant and wastewater treatment plant are necessary in the current 5 year plan as determined by consultant evaluation. Funds for this purpose are identified in the 5 year CIP plan and will require increased rates to support debt service. A rate sufficiency study is planned. Road network, parks facilities, public safety, and general government infrastructure are being evaluated for the newest growth projections and appropriate fair share impact fees are being developed to sufficiently accommodate demand. 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.

City of Punta Gorda, Florida
Budget FY 2025
Financial Policies

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, canal maintenance district assessments and FEMA and State grants.

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 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 2020 with all other terms remaining the same.

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 2025
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, 2025 unrestricted fund balance is projected to be $11.8 million. This is 33.3% of budgeted general fund operating expenditures. This includes $5.6 million assigned for future years. City Council has budgeted 16.7% as the minimum unassigned reserve.

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 2025
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 2025 Budgeted Expenditures	9/30/25 Budgeted Unrestricted Fund Balance	% of Unrestricted Fund Balance to Expenditures
General Fund	$35,434,885	$11,844,049	33%
PGI Canal Maint Fund	4,904,830	5,404,054	110%
BSI Canal Maint Fund	1,014,015	1,370,479	135%
Park Impact Fees Fund	116,054	252,678	218%
Additional Five Cent Gas Tax Fund	1,020,000	34,758	3%
Six Cent Gas Tax Fund	1,578,630	149,074	9%
Mobility Impact Fees Fund	0	329,085	
Public Safety Impact Fees Fund	300,000	419,635	140%
Leased Property Fund	296,025	867,421	293%
Utilities OM&R Fund	21,103,800	3,907,082	19%
Water System Capacity Escrow Fund	499,800	1,660,613	332%
Sewer System Capacity Escrow Fund	0	2,772,304	
Sanitation Fund	4,986,310	794,323	16%
Building Code Fund	2,314,985	3,113,089	134%
Laishley Park Marina Fund	541,960	42,542	8%

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 $11.8 million General Fund unrestricted fund balance, $5.6 million is assigned to reducing the FY 2026-FY 2029 projected shortfall as the City projects additions to staffing through FY 2026 and normal operating increases in the five year plan.

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 2025
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 16.7% of total fund budgeted appropriations.

Status: For the fiscal year ended September 30, 2024 the General Fund's unassigned balance is projected to be $6,480,074. Projected for the fiscal year ended September 30, 2025, the City's operating funds, except the Marina and Utilities Funds, meets the established unassigned fund balance minimum. The General Fund unassigned balance is $6,152,074, 17.4% 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, 2024, the City's Utilities O, M & R Fund unassigned balance is projected to be $10,649,467. Projected for the fiscal year ended September 30, 2025, the unassigned balance is $3,907,082. This is adequate for funding the five year capital improvement plan through FY 2025. A new rate sufficiency study is scheduled to account for the significant increases to the FY 2025-2029 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 $1,120,000 of the recurring line and lift station renewal and replacements.

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.

City of Punta Gorda, Florida
Budget FY 2025
Financial Policies

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

Status: After receiving a consultant's report regarding age and estimated life of the seawall system, both Burnt Store Isles Canal Maintenance District and PGI Canal Maintenance District increased the number of lineal feet to be replaced in the program each year.

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 General Fund had a higher contingency budget for FY 2025-FY 2029, due to the ongoing fire bargaining unit negotiations and other unresolved needs that would affect the five-year outlook of the fund. The Canal district funds also have a contingency account for an unforeseen seawall failure. 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 2025
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 2025
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 2025 budget, the following administrative charges are included within the enterprise funds: Utilities $2,734,450, Sanitation $471,920, Building $253,605, Laishley Marina $35,685.

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 Fees: These impact fees are paid when a building is built or expanded. The fees are based on projected impact to city services and infrastructure.

#108 Impact Fees – Government Services Fees currently suspended.

#110 Community Redevelopment Agency (CRA): Revenue from City and County ad valorem taxes computed on property value increment increase over the 1989 base year assessment. City and County completed resolutions to sunset this fund during FY 2024.

#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. Hosting activities have transferred to Charlotte County beginning October 1, 2022. Only the remaining grant funds for EPA section 320 will remain with the City through the grant end period.

#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.

#120 Impact Fees – Mobility Fees: These impact fees are paid when a building is built or expanded. The fees are based on projected impact to city services and infrastructure.

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

SPECIAL REVENUE FUNDS (continued)

#121 Impact Fees – Public Safety Fees: These impact fees are paid when a building is built or expanded. The fees are based on projected impact to city services and infrastructure.

#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. Third and final year was FY 2022.

#131 City Leased Property Fund: Revenue from City leased property that was previously accounted for in the CRA fund and is used for some of the maintenance requirements of the property. Portions that are for public use are accounted for in the General Fund.

DEBT SERVICE FUND

#201 Debt Service Fund: To accumulate and pay the governmental debt service. Currently this includes hurricane related repairs to the canal systems funded from FEMA, State, and canal district assessments.

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 Annual Comprehensive Financial Report 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.

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

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.

#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 $1,497. 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 $2,760. 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 2% pay adjustment for general employees except for those that received a flat $5,000 or $10,000 increase July 1, 2024 in public safety, as well as a 4% merit increase was budgeted in FY 2025 along with current Fire and Police approved collective bargaining contract increases. Fire bargaining unit negotiations are underway and still pending a new agreement. A total of six net new positions as compared to original FY 2024 authorizations are budgeted in FY 2025.

Retirement Contribution:

The City's contribution for defined benefit pension plans is budgeted at an actuarially determined amount. For FY 2025 the General Pension plan was budgeted at the FY 2024 contribution amount which includes the reopening of the General Pension plan beginning October 1, 2024 with a tier 2 level. For general employees that are in the defined contribution plan, the City’s match is up to 10% for FY 2025. This plan will no longer accept new entrants beginning October 1, 2024.

Life and Health Insurance:

These expenses are budgeted according to current employee participation with a 6.9% increase in FY 2025 health insurance rates.

Worker's Compensation:

An estimated 15% increase was budgeted over last year's actual policy amount.

Unemployment:

This account covers all City departments and is budgeted based on prior years' 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 15% increase was budgeted over last year's actual policy amount.

Gasoline, Oil, Lubricants:

Fuel costs for the FY 2025 budget estimated no change in fuel from the prior year estimates of $3.50 per gallon for unleaded and $4.25 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 five 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.

Debt Service:

Debt Service includes principal and interest payments as per loan agreements or for projected financing schedules.

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, PGI Canal Maintenance Fund, and the BSI Canal Maintenance Fund each 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
- Software

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.
Annual Comprehensive Financial Report (ACFR)	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 ACFR 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. (Previously Comprehensive Annual Financial Report)
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 Premium	The amount by which a bond trades above its face or par value.
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.

CITY OF PUNTA GORDA, FLORIDA
GLOSSARY OF TERMS

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 one hundred 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 $5,000 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	See Annual Comprehensive Financial Report. GASB Statement No. 98 updated the Name and Acronym.
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. Sunsetted in FY 2024.

CITY OF PUNTA GORDA, FLORIDA
GLOSSARY OF TERMS

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.
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.
Deficit	An excess of expenditure or liabilities over in come or assets in a given period.
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.
Equivalent Residential Unit (ERU)	A factor for sizing water meters, wastewater flow or consumption, or determining other rates such as stormwater rates or assessments. Each factor is developed to compare to a typical single family residence.
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.
Fiduciary Fund	A fund to account for assets held in trust for others, and cannot be spent to fund the City's expenses.
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.

CITY OF PUNTA GORDA, FLORIDA
GLOSSARY OF TERMS

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.
Full-time Equivalent (FTE)	A measurement of positions. Two part-time positions may equal one FTE.
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.
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, and has served the public finance profession since 1906. Approximately 21,000 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.

CITY OF PUNTA GORDA, FLORIDA
GLOSSARY OF TERMS

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 (PILOT)	The Punta Gorda Housing Authority remits annually an amount based on a percentage of rents received less utilities expenses.
Impact Fees (for Parks, Public Safety, Government Service, and Mobility)	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, 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.
Major Fund	A governmental fund or enterprise fund reported as a separate column in the basic fund financial statements. The general fund is always a major fund. Other major funds are determined by a mathematical calculation. Also any other governmental or enterprise fund may be reported as a major fund if the government's officials believe that fund is particularly important to financial statement users.
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).

CITY OF PUNTA GORDA, FLORIDA
GLOSSARY OF TERMS

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.
Permanent Fund	Fund used to report resources that are legally restricted to the extent that only earnings (and not principal) may be used for purposes that support the reporting government programs that were specified.
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.
Proprietary Fund	A fund in which the services provided are financed and operated similar to those of a private business. Proprietary fund types include enterprise funds and internal service funds.
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.

CITY OF PUNTA GORDA, FLORIDA
GLOSSARY OF TERMS

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 $2,760.
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 during a fiscal year.
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 (TRIM)	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 $1,497.
Working Capital	Estimated resources available for appropriation after consideration of non-restricted current assets and current liabilities.

CITY OF PUNTA GORDA, FLORIDA
ACRONYMS

ACFR	Annual Comprehensive Financial Report
ADA	Americans with Disabilities Act
ALS	Advanced Life Support
ARM	Associate in Risk Management
BLS	Basic Life Support
BSI	Burnt Store Isles
CAD	Computer Aided Dispatch
CAM	Common Area Maintenance
CCHMN	Coastal Charlotte Harbor Monitoring Network
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
ECAP	Enterprise Charlotte Airport Park
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
FGCU	Florida Gulf Coast University
FEMA	Federal Emergency Management Agency
FS	Florida Statute
FSW	Florida SouthWestern State College
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
LGSTFIP	Local Government Surplus Trust Funds Investment Pool
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
P&G	Parks and Grounds
PGHA	Punta Gorda Housing Authority
PGI	Punta Gorda Isles
PGFD	Punta Gorda Fire Department
PGPD	Punta Gorda Police Department
PILOT	Payment in Lieu of Taxes
PRM	Public Risk Management
R&M	Repair and Maintenance
R&R	Renewal and Replacement
RFP	Request for Proposal
RO	Reverse Osmosis
ROW	Right-Of-Way
SAFE	Self Defense Familiarization and Exchange
SBITA	Subscription-Based Information Technology Arrangements
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
UD	Urban Design
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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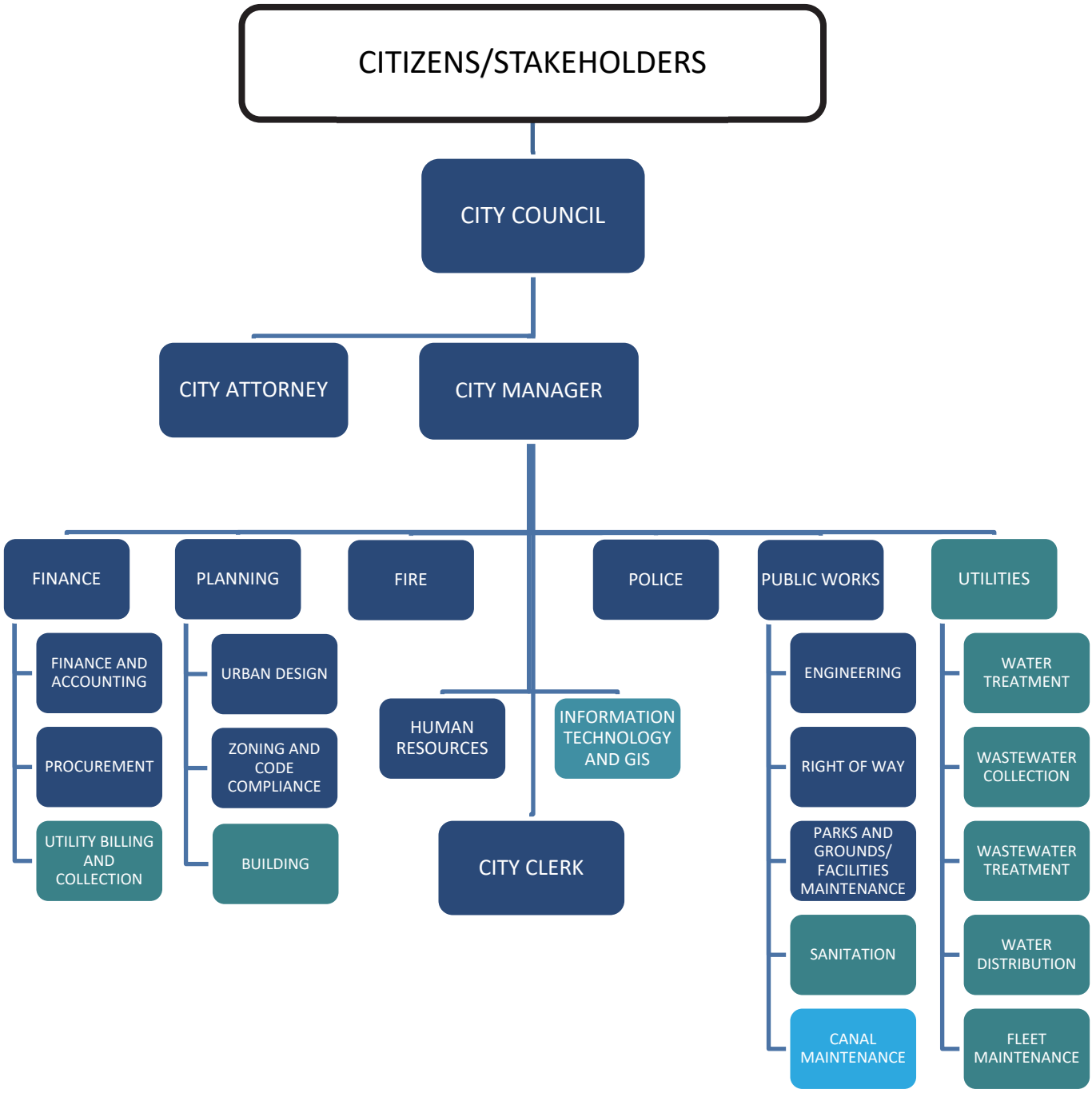
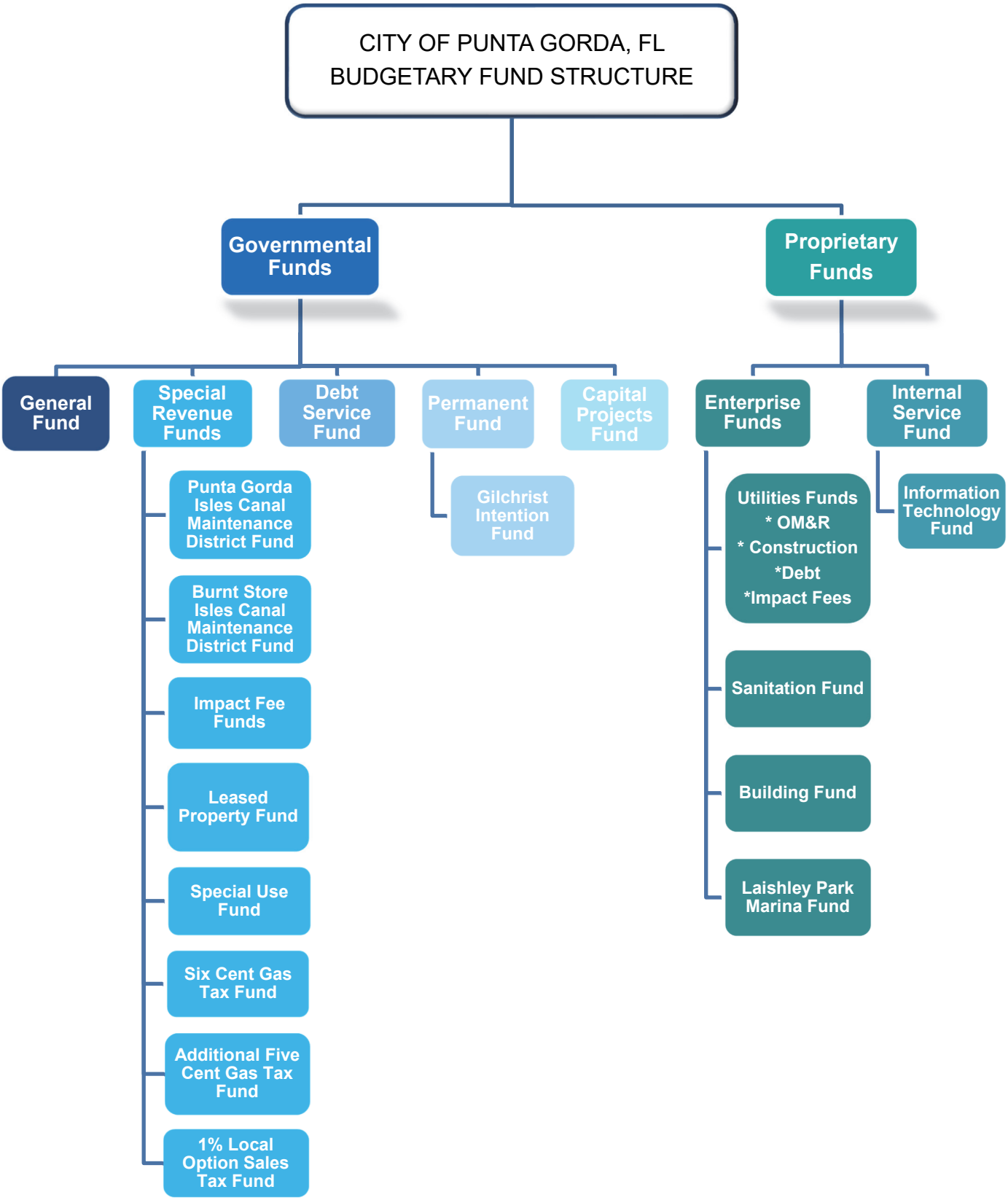
- Organization Structure
- Budgetary Fund Structure
- All Funds Summaries
    - Budget FY 2025
    - Projected FY 2024
    - Actual FY 2023
    - Actual FY 2022
- Position Summary

CITY OF PUNTA GORDA, FL
ORGANIZATION STRUCTURE
BUDGET FY 2025




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
Leased Property Fund
Special Use Fund
Six Cent Gas Tax Fund
Additional Five Cent Gas Tax Fund
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
BUDGET 2025

Funds	Administration	Finance	Public Works	Police	Fire	Planning	Utilities
GOVERNMENTAL FUNDS							
General Fund							
001-General	☑	☑	☑	☑	☑	☑	
Special Revenue Funds							
103-PGI Canal Maintenance District			☑				
104-BSI Canal Maintenance District			☑				
105-Impact Fees Parks			☑			☑	
113-Special Use	☑	☑	☑	☑	☑	☑	☑
114-Additional Five Cent Gas Tax			☑				
115-Six Cent Gas Tax			☑				
118-1% Local Option Sales Tax	☑	☑	☑	☑	☑	☑	☑
120-Impact Fees Mobility			☑			☑	
121-Impact Fees Public Safety				☑	☑		
131-Leased Property		☑	☑				
Debt Fund							
201-Debt		☑					
Capital Fund							
301-General Construction		☑	☑	☑	☑	☑	
PROPRIETARY FUNDS							
Enterprise Funds							
402-Utilities OM&R		☑					☑
411-Utilities Construction		☑					☑
414-Utilities R&R Reserve		☑					☑
415-Water System Capacity Escrow							☑
416-Sewer System Capacity Escrow							☑
417-Special Assessment District 4		☑					☑
419-State Revolving Loan		☑					☑
430-Sanitation			☑				
440-Building Code						☑	
450-Laishley Park Marina		☑	☑				
Internal Service Fund							
502-Information Technology	☑	☑	☑	☑	☑	☑	☑
OTHER FUNDS							
Permanent Fund							
610-Gilchrist Intention			☑			☑	
Fiduciary Funds							

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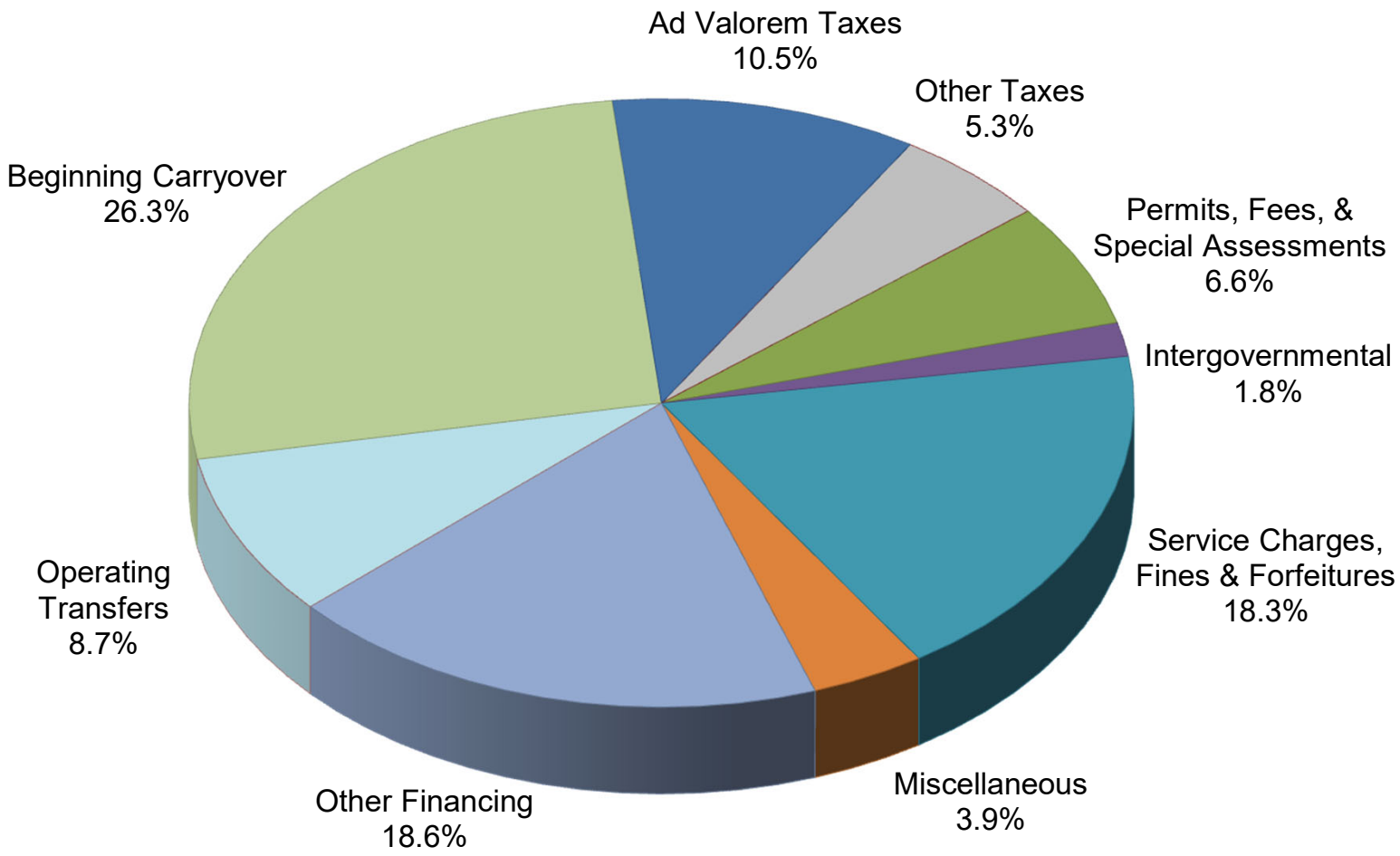
CITY OF PUNTA GORDA, FL
REVENUE SUMMARY
BUDGET FY 2025

* General Fund Ad Valorem Tax $19,154,810 3.9500 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	$23,469,985	*	$1,958,860	$3,325,480	$479,335	$5,539,285	$0		$34,772,945	$0	$12,606,029	$47,378,974	$0	$47,378,974
103 P G I CANAL MTCE DISTRICT	0		6,240,805	0	0	141,500	0		6,382,305	0	3,926,579	10,308,884	$0	10,308,884
104 B S I CANAL MTCE DISTRICT	0		1,015,575	0	0	36,000	0		1,051,575	0	1,332,919	2,384,494	$0	2,384,494
105 IMPACT FEES PARKS	0		147,410	0	0	6,600	0		154,010	0	214,722	368,732	$0	368,732
113 SPECIAL USE FUND	0		0	0	0	60,000	0		60,000	0	2,856,505	2,916,505	$0	2,916,505
114 ADDITIONAL FIVE CENT GAS TAX	288,455		0	0	0	1,200	0		289,655	709,000	56,103	1,054,758	($709,000)	345,758
115 SIX CENT GAS TAX FUND	684,845		0	0	344,630	15,120	0		1,044,595	187,000	496,109	1,727,704	($187,000)	1,540,704
118 1% LOCAL OPTION SALES TAX	4,394,300		0	0	0	0	0		4,394,300	0	44,612	4,438,912	0	4,438,912
120 IMPACT FEES MOBILITY	0		136,865	0	0	6,750	0		143,615	0	185,470	329,085	0	329,085
121 IMPACT FEES PUBLIC SAFETY	0		229,605	0	0	12,600	0		242,205	0	477,430	719,635	0	719,635
131 LEASED PROPERTY FUND	0		0	0	0	405,170	0		405,170	0	758,276	1,163,446	0	1,163,446
201 DEBT FUND	0		0	0	0	0	0		0	0	0	0	0	0
301 GENERAL CONSTRUCTION	0		0	0	0	0	0		0	3,666,961	1,503,546	5,170,507	(3,666,961)	1,503,546
402 UTILITIES O M & R FUND	0		6,400	0	23,405,710	449,505	0		23,861,615	499,800	10,649,467	35,010,882	(499,800)	34,511,082
411 UTILITIES CONSTRUCTION	0		0	0	0	0	34,000,000		34,000,000	8,270,000	0	42,270,000	(8,270,000)	34,000,000
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		276,915	0	0	48,000	0		324,915	0	1,835,498	2,160,413	0	2,160,413
416 SEWER SYSTEM CAPACITY ESCROW	0		459,550	0	0	72,000	0		531,550	0	2,240,754	2,772,304	0	2,772,304
417 SPECIAL ASSESS DISTRICT 4	0		0	0	0	1,680	0		1,680	0	56,137	57,817	0	57,817
419 STATE REVOLVING LOAN FUND	0		0	0	0	105,000	0		105,000	2,499,595	2,703,815	5,308,410	(2,499,595)	2,808,815
430 SANITATION FUND	0		50,000	0	4,881,560	26,300	0		4,957,860	0	822,773	5,780,633	0	5,780,633
440 BUILDING CODE FUND	0		1,542,000	0	110,000	111,000	0		1,763,000	0	3,665,044	5,428,044	0	5,428,044
450 LAISHLEY PARK MARINA	0		0	12,000	367,565	34,470	0		414,035	0	170,467	584,502	0	584,502
502 INFORMATION TECHNOLOGY	0		0	0	3,816,960	500	0		**	0	104,065	3,921,525	(3,816,960)	104,565
610 GILCHRIST INTENTION FUND	0		0	0	0	185	0		185	0	6,046	6,231	0	6,231
TOTAL	$28,837,585		$12,063,985	$3,337,480	$33,405,760	$7,072,865	$34,000,000	**	$114,900,215	$15,832,356	$48,212,366	$182,762,397	($19,649,316)	$163,113,081

~ All 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, insurance recovery for assets, non-cash lease accounting, and non-cash subscription based information technology arrangements.

REVENUE BUDGET SUMMARY FY 2025
$182,762,397

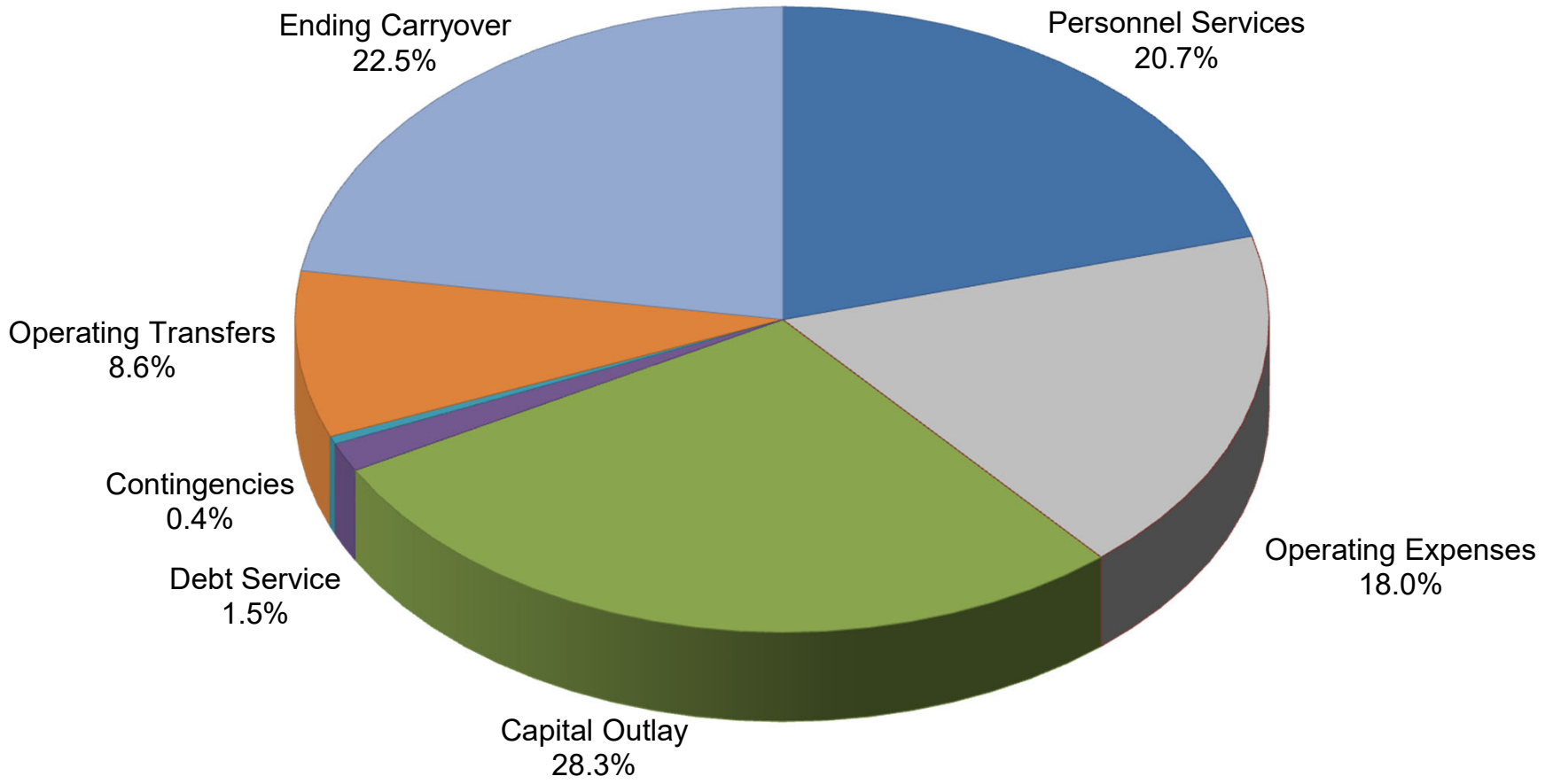


CITY OF PUNTA GORDA, FL
EXPENDITURE SUMMARY
BUDGET FY 2025

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	$24,034,590	$8,370,795	$896,000	$0	$432,500	$33,733,885	$1,701,000	$11,944,089	$47,378,974	$0	$47,378,974
103 P G I CANAL MTCE DISTRICT	944,525	3,604,305	306,000	0	50,000	4,904,830	0	5,404,054	10,308,884	0	10,308,884
104 B S I CANAL MTCE DISTRICT	56,470	816,345	0	91,200	50,000	1,014,015	0	1,370,479	2,384,494	0	2,384,494
105 IMPACT FEES PARKS	0	0	0	0	0	0	116,054	252,678	368,732	0	368,732
113 SPECIAL USE FUND	0	0	0	0	0	0	2,445,907	470,598	2,916,505	0	2,916,505
114 ADDITIONAL FIVE CENT GAS TAX	0	1,020,000	0	0	0	1,020,000	0	34,758	1,054,758	(709,000)	345,758
115 SIX CENT GAS TAX FUND	0	1,398,630	180,000	0	0	1,578,630	0	149,074	1,727,704	(187,000)	1,540,704
118 1% LOCAL OPTION SALES TAX	0	0	2,535,000	1,596,940	0	4,131,940	0	306,972	4,438,912	0	4,438,912
120 IMPACT FEES MOBILITY	0	0	0	0	0	0	0	329,085	329,085	0	329,085
121 IMPACT FEES PUBLIC SAFETY	0	0	0	0	0	0	300,000	419,635	719,635	0	719,635
131 LEASED PROPERTY FUND	0	296,025	0	0	0	296,025	0	867,421	1,163,446	0	1,163,446
201 DEBT FUND	0	0	0	0	0	0	0	0	0	0	0
301 GENERAL CONSTRUCTION	0	0	3,713,961	0	0	3,713,961	0	1,456,546	5,170,507	(3,666,961)	1,503,546
402 UTILITIES O M & R FUND	8,427,100	10,603,280	1,253,825	0	50,000	20,334,205	10,769,595	3,907,082	35,010,882	(499,800)	34,511,082
411 UTILITIES CONSTRUCTION	0	300,000	41,970,000	0	0	42,270,000	0	0	42,270,000	(8,270,000)	34,000,000
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	499,800	1,660,613	2,160,413	0	2,160,413
416 SEWER SYSTEM CAPACITY ESCROW	0	0	0	0	0	0	0	2,772,304	2,772,304	0	2,772,304
417 SPECIAL ASSESS DISTRICT 4	0	0	0	0	0	0	0	57,817	57,817	0	57,817
419 STATE REVOLVING LOAN FUND	0	0	0	999,595	0	999,595	0	4,308,815	5,308,410	(2,499,595)	2,808,815
430 SANITATION FUND	1,896,555	3,039,755	50,000	0	0	4,986,310	0	794,323	5,780,633	0	5,780,633
440 BUILDING CODE FUND	1,319,910	950,045	45,000	0	0	2,314,955	0	3,113,089	5,428,044	0	5,428,044
450 LAISHLEY PARK MARINA	0	522,960	19,000	0	0	541,960	0	42,542	584,502	0	584,502
502 INFORMATION TECHNOLOGY	1,111,575	1,992,790	760,425	0	0	*	0	56,735	3,921,525	(3,816,960)	104,565
610 GILCHRIST INTENTION FUND	0	0	0	0	0	0	0	6,231	6,231	0	6,231
TOTAL	$37,790,725	$32,914,930	$51,729,211	$2,687,735	$582,500	* $121,840,311	$15,832,356	$41,224,940	$182,762,397	($19,649,316)	$163,113,081

~ All 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, insurance recovery for assets, non-cash lease accounting, and non-cash subscription based information technology arrangements.

EXPENDITURES BUDGET SUMMARY FY 2025
$182,762,397



CITY OF PUNTA GORDA, FL
REVENUE SUMMARY
PROJECTED FY 2024

* General Fund Ad Valorem Tax $17,352,105 3.9500 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	$21,570,820	*	$1,939,965	$3,419,567	$483,080	$5,603,510	$23,441,336		$56,458,278	$74,207	$39,668,791	$96,201,276	($74,207)	$96,127,069
103 P G I CANAL MTCE DISTRICT	0		5,721,060	43,180,405	0	360,950	0		49,262,415	46,081,933	7,792,736	103,137,084	(46,081,933)	57,055,151
104 B S I CANAL MTCE DISTRICT	0		1,016,100	3,383,525	0	75,000	347,000		4,821,625	2,257,990	1,819,684	8,899,299	(2,257,990)	6,641,309
105 IMPACT FEES PARKS	0		74,700	0	0	41,695	0		116,395	0	834,585	950,980	0	950,980
110 COMMUNITY REDEVELOP AGENCY	0		0	1,978,493	0	545,490	0		2,523,983	1,266,887	6,573,782	10,364,652	(1,266,887)	9,097,765
113 SPECIAL USE FUND	0		0	1,195,550	0	1,510,431	0		2,705,981	0	9,104,707	11,810,688	0	11,810,688
114 ADDITIONAL FIVE CENT GAS TAX	282,800		0	0	0	7,525	0		290,325	709,000	97,203	1,096,528	(709,000)	387,528
115 SIX CENT GAS TAX FUND	671,420		0	0	335,620	45,415	0		1,052,455	254,000	1,014,699	2,321,154	(254,000)	2,067,154
116 CSTL&HRTL NATL ESTUARY PRTSHP	0		0	0	0	0	0		0	0	133,455	133,455	0	133,455
118 1% LOCAL OPTION SALES TAX	4,394,300		0	0	0	854,930	1,596,940		6,846,170	2,345,040	15,569,619	24,760,829	(2,345,040)	22,415,789
120 IMPACT FEES MOBILITY	0		65,400	0	0	28,295	0		93,695	0	711,358	805,053	0	805,053
121 IMPACT FEES PUBLIC SAFETY	0		109,950	0	0	41,500	0		151,450	0	774,780	926,230	0	926,230
130 BUCKLEY'S PASS DREDGING AREA	0		0	0	0	0	0		0	0	14,518	14,518	0	14,518
131 LEASED PROPERTY FUND	0		0	0	0	0	0		0	758,276	0	758,276	(758,276)	0
201 DEBT FUND	0		0	0	0	0	0		0	61,814,529	0	61,814,529	(61,814,529)	0
301 GENERAL CONSTRUCTION	0		0	5,313,970	0	0	0		5,313,970	5,124,870	2,034,341	12,473,181	(5,124,870)	7,348,311
402 UTILITIES O M & R FUND	0		102,070	0	22,488,635	1,220,930			23,811,635	499,800	14,928,082	39,239,517	(499,800)	38,739,717
411 UTILITIES CONSTRUCTION	0		0	6,618,348	0	0	72,192,000		78,810,348	8,090,000	14,628,685	101,529,033	(8,090,000)	93,439,033
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		300,555	0	0	92,010	0		392,565	0	1,942,733	2,335,298	0	2,335,298
416 SEWER SYSTEM CAPACITY ESCROW	0		536,180	0	0	90,285	0		626,465	0	1,614,289	2,240,754	0	2,240,754
417 SPECIAL ASSESS DISTRICT 4	0		0	0	0	2,575	0		2,575	0	53,562	56,137	0	56,137
419 STATE REVOLVING LOAN FUND	0		0	0	0	42,610	0		42,610	2,499,595	1,161,205	3,703,410	(2,499,595)	1,203,815
430 SANITATION FUND	0		55,000	0	4,599,440	310,440	0		4,964,880	0	1,335,123	6,300,003	0	6,300,003
440 BUILDING CODE FUND	0		1,739,620	0	130,685	190,290	0		2,060,595	0	3,789,354	5,849,949	0	5,849,949
450 LAISHLEY PARK MARINA	0		0	12,000	334,470	45,415	0		391,885	0	670,487	1,062,372	0	1,062,372
502 INFORMATION TECHNOLOGY	0		0	0	2,997,235	670	0		**	0	579,525	3,577,430	(2,997,235)	580,195
610 GILCHRIST INTENTION FUND	0		0	0	0	305	0		305	0	5,741	6,046	0	6,046
TOTAL	$26,919,340		$11,660,600	$65,101,858	$31,369,165	$11,110,271	$97,577,276	**	$240,740,605	$131,776,127	$128,353,044	$503,867,681	($134,773,362)	$369,094,319

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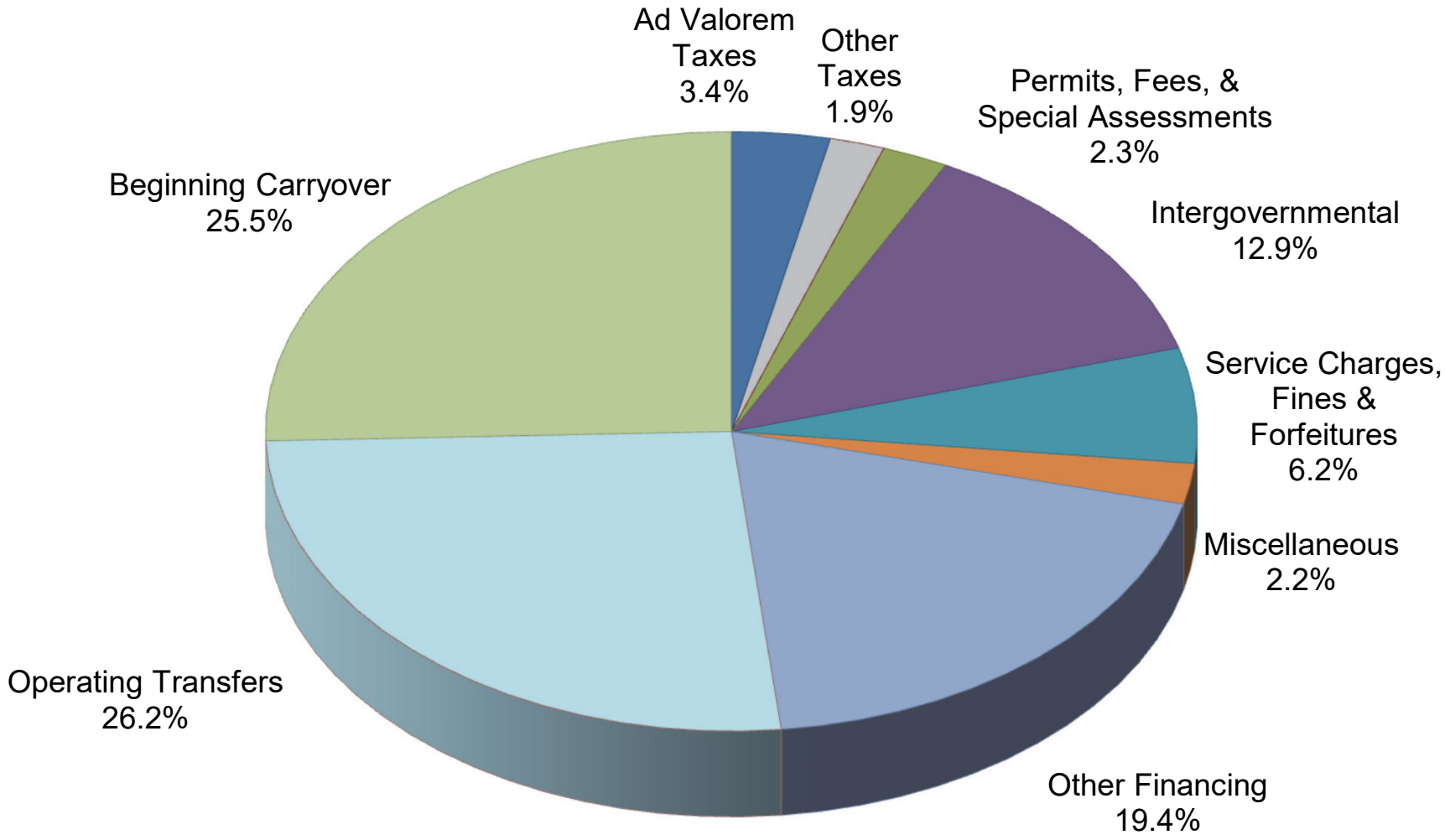
REVENUE BUDGET SUMMARY PROJECTED FY 2024
$503,867,681



CITY OF PUNTA GORDA, FL
EXPENDITURE SUMMARY
PROJECTED FY 2024

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	$19,577,615	$7,928,455	$2,964,885	$0	$15,000	30,485,955	$53,109,292	$12,606,029	$96,201,276	($74,207)	$96,127,069
103 P G I CANAL MTCE DISTRICT	959,835	1,083,620	46,709,085	0	50,000	48,802,540	50,407,965	3,926,579	103,137,084	(46,081,933)	57,055,151
104 B S I CANAL MTCE DISTRICT	50,280	1,619,025	2,691,495	0	50,000	4,410,800	3,155,580	1,332,919	8,899,299	(2,257,990)	6,641,309
105 IMPACT FEES PARKS	0	0	0	0	0	0	736,258	214,722	950,980	0	950,980
110 COMMUNITY REDEVELOP AGENCY	0	1,132,313	223,079	0	0	1,355,392	9,009,260	0	10,364,652	(1,266,887)	9,097,765
113 SPECIAL USE FUND	0	3,451,323	2,317,384	0	0	5,768,707	3,185,476	2,856,505	11,810,688	0	11,810,688
114 ADDITIONAL FIVE CENT GAS TAX	0	1,040,425	0	0	0	1,040,425	0	56,103	1,096,528	(709,000)	387,528
115 SIX CENT GAS TAX FUND	0	1,825,045	0	0	0	1,825,045	0	496,109	2,321,154	(254,000)	2,067,154
116 CSTL&HRTL NATL ESTUARY PRTSHP	0	133,455	0	0	0	133,455	0	0	133,455	0	133,455
118 1% LOCAL OPTION SALES TAX	0	0	24,716,217	0	0	24,716,217	0	44,612	24,760,829	(2,345,040)	22,415,789
120 IMPACT FEES MOBILITY	0	0	0	0	0	0	619,583	185,470	805,053	0	805,053
121 IMPACT FEES PUBLIC SAFETY	0	0	0	0	0	0	448,800	477,430	926,230	0	926,230
130 BUCKLEY'S PASS DREDGING AREA	0	0	0	0	0	0	14,518	0	14,518	0	14,518
131 LEASED PROPERTY FUND	0	0	0	0	0	0	0	758,276	758,276	(758,276)	0
201 DEBT FUND	0	0	0	61,814,529	0	61,814,529	0	0	61,814,529	(61,814,529)	0
301 GENERAL CONSTRUCTION	0	0	10,969,635	0	0	10,969,635	0	1,503,546	12,473,181	(5,124,870)	7,348,311
402 UTILITIES O M & R FUND	7,261,665	9,825,510	868,230	0	45,050	18,000,455	10,589,595	10,649,467	39,239,517	(499,800)	38,739,717
411 UTILITIES CONSTRUCTION	0	474,030	101,055,003	0	0	101,529,033	0	0	101,529,033	(8,090,000)	93,439,033
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	499,800	1,835,498	2,335,298	0	2,335,298
416 SEWER SYSTEM CAPACITY ESCROW	0	0	0	0	0	0	0	2,240,754	2,240,754	0	2,240,754
417 SPECIAL ASSESS DISTRICT 4	0	0	0	0	0	0	0	56,137	56,137	0	56,137
419 STATE REVOLVING LOAN FUND	0	0	0	999,595	0	999,595	0	2,703,815	3,703,410	(2,499,595)	1,203,815
430 SANITATION FUND	1,665,865	2,811,855	999,510	0	0	5,477,230	0	822,773	6,300,003	0	6,300,003
440 BUILDING CODE FUND	1,140,750	925,450	118,705	0	0	2,184,905	0	3,665,044	5,849,949	0	5,849,949
450 LAISHLEY PARK MARINA	0	769,820	122,085	0	0	891,905	0	170,467	1,062,372	0	1,062,372
502 INFORMATION TECHNOLOGY	976,540	1,659,910	836,915	0	0	*	0	104,065	3,577,430	(2,997,235)	580,195
610 GILCHRIST INTENTION FUND	0	0	0	0	0	0	0	6,046	6,046	0	6,046
TOTAL	$31,632,550	$34,680,236	$194,592,228	$62,814,124	$160,050	* $320,405,823	$131,776,127	$48,212,366	$503,867,681	($134,773,362)	$369,094,319

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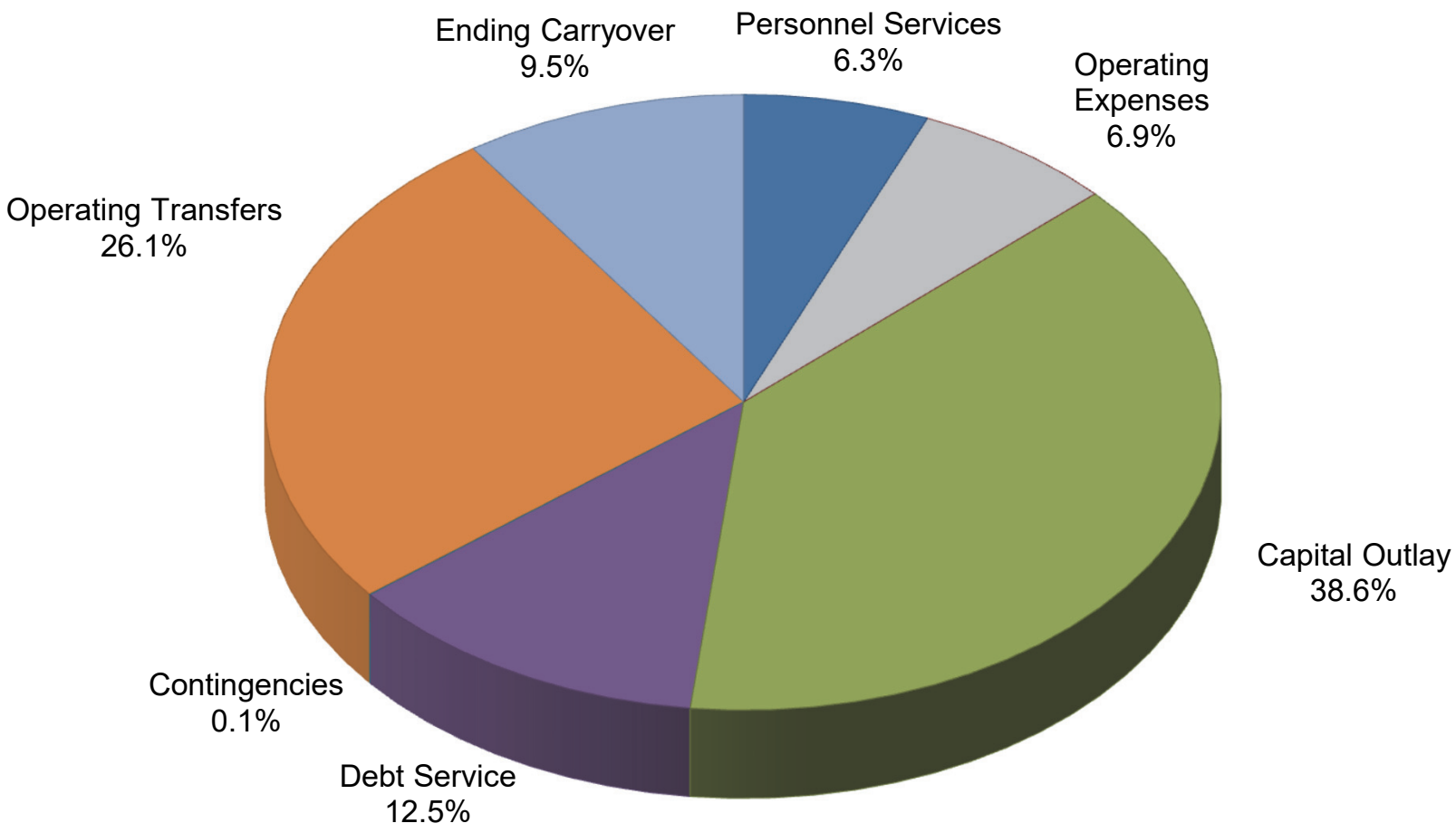
EXPENDITURES BUDGET SUMMARY PROJECTED FY 2024
$503,867,681



CITY OF PUNTA GORDA, FL
REVENUE SUMMARY
ACTUAL FY 2023

* General Fund Ad Valorem Tax $15,683,418 3.9500 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	$20,021,078	*	$2,071,095	$3,486,489	$483,059	$5,258,453	$25,000,000	$56,320,174		$190,555	$11,984,563	$68,495,292	($190,555)	$68,304,737
103 P G I CANAL MTCE DISTRICT	0		4,963,830	152,529	0	324,491	0	5,440,850		1,227,881	5,197,538	11,866,269	(1,227,881)	10,638,388
104 B S I CANAL MTCE DISTRICT	0		891,090	61,714	0	73,145	0	1,025,949		103,639	1,043,005	2,172,593	(103,639)	2,068,954
105 IMPACT FEES PARKS	0		120,740	0	0	33,609	0	154,349		0	716,159	870,508	0	870,508
110 COMMUNITY REDEVELOP AGENCY	0		0	1,844,119	0	693,680	0	2,537,799		1,180,844	4,684,608	8,403,251	(1,180,844)	7,222,407
113 SPECIAL USE FUND	0		0	5,115,354	0	3,871,367	0	8,986,721		0	3,577,601	12,564,322	0	12,564,322
114 ADDITIONAL FIVE CENT GAS TAX	296,556		0	0	0	7,238	0	303,794		459,000	141,168	903,962	(459,000)	444,962
115 SIX CENT GAS TAX FUND	691,011		0	0	316,376	65,116	0	1,072,503		0	896,365	1,968,868	0	1,968,868
116 CSTL&HRTL NATL ESTUARY PRTSHP	0		0	33,395	0	3,557	0	36,952		0	527,794	564,746	0	564,746
118 1% LOCAL OPTION SALES TAX	4,555,950		0	0	0	573,769	0	5,129,719		0	12,615,404	17,745,123	0	17,745,123
120 IMPACT FEES MOBILITY	0		106,423	0	0	29,023	0	135,446		0	618,810	754,256	0	754,256
121 IMPACT FEES PUBLIC SAFETY	0		188,511	0	0	28,748	0	217,259		0	558,721	775,980	0	775,980
130 BUCKLEY'S PASS DREDGING AREA	0		0	0	0	0	0	0		0	14,518	14,518	0	14,518
201 DEBT FUND	0		0	0	0	0	0	0		1,584,278	0	1,584,278	(1,584,278)	0
301 GENERAL CONSTRUCTION	0		0	75,000	0	12,101	0	87,101		1,612,111	1,806,408	3,505,620	(1,612,111)	1,893,509
402 UTILITIES O M & R FUND	0		48,902	0	21,949,724	1,390,483	0	23,389,109		499,800	10,251,871	34,140,780	(499,800)	33,640,980
411 UTILITIES CONSTRUCTION	0		0	0	0	193	0	193		4,234,507	18,782,736	23,017,436	(4,234,507)	18,782,929
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		154,848	0	0	113,716	0	268,564		0	2,753,476	3,022,040	0	3,022,040
416 SEWER SYSTEM CAPACITY ESCROW	0		266,442	0	0	101,802	0	368,244		0	2,096,045	2,464,289	0	2,464,289
417 SPECIAL ASSESS DISTRICT 4	0		0	0	0	2,173	0	2,173		0	51,389	53,562	0	53,562
419 STATE REVOLVING LOAN FUND	0		0	0	0	48,434	0	48,434		999,595	1,112,769	2,160,798	(999,595)	1,161,203
430 SANITATION FUND	0		50,201	0	4,351,033	65,858	0	4,467,092		0	1,182,178	5,649,270	0	5,649,270
440 BUILDING CODE FUND	0		3,030,942	0	188,625	166,939	0	3,386,506		0	2,098,443	5,484,949	0	5,484,949
450 LAISHLEY PARK MARINA	0		0	10,528	330,402	45,350	0	386,280		0	786,002	1,172,282	0	1,172,282
502 INFORMATION TECHNOLOGY	0		0	0	2,213,284	590	0	**		0	678,280	2,892,154	(2,213,284)	678,870
610 GILCHRIST INTENTION FUND	0		0	0	0	233	0	233		0	5,508	5,741	0	5,741
TOTAL	$25,564,595		$11,893,024	$10,779,128	$29,832,503	$12,910,068	$25,000,000	** $113,765,444		$12,092,210	$85,681,359	$213,752,887	($14,305,494)	$199,447,393

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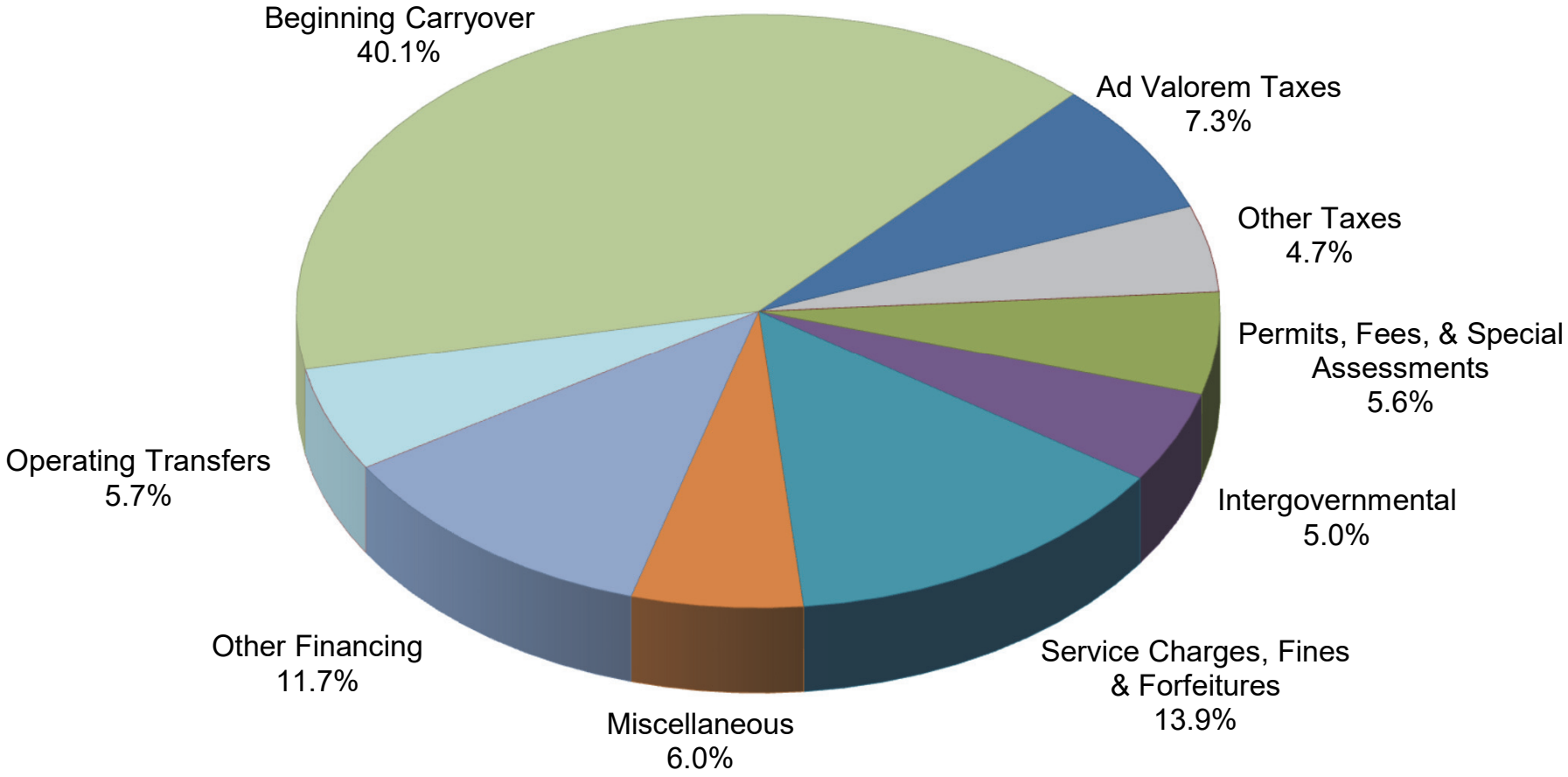
REVENUE BUDGET SUMMARY ACTUAL FY 2023
$213,752,887



CITY OF PUNTA GORDA, FL
EXPENDITURE SUMMARY
ACTUAL FY 2023

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	$17,653,559	$5,708,669	$1,101,909	$0	$0	$24,464,137	$4,362,364	$39,668,791	$68,495,292	($190,555)	$68,304,737
103 P G I CANAL MTCE DISTRICT	806,848	1,918,232	1,348,453	0	0	4,073,533	0	7,792,736	11,866,269	(1,227,881)	10,638,388
104 B S I CANAL MTCE DISTRICT	35,309	63,959	253,641	0	0	352,909	0	1,819,684	2,172,593	(103,639)	2,068,954
105 IMPACT FEES PARKS	0	0	0	0	0	0	35,923	834,585	870,508	0	870,508
110 COMMUNITY REDEVELOP AGENCY	0	245,191	0	0	0	245,191	1,584,278	6,573,782	8,403,251	(1,180,844)	7,222,407
113 SPECIAL USE FUND	0	3,191,752	26,218	0	0	3,217,970	241,645	9,104,707	12,564,322	0	12,564,322
114 ADDITIONAL FIVE CENT GAS TAX	0	806,759	0	0	0	806,759	0	97,203	903,962	(459,000)	444,962
115 SIX CENT GAS TAX FUND	0	945,630	8,539	0	0	954,169	0	1,014,699	1,968,868	0	1,968,868
116 CSTL&HRTL NATL ESTUARY PRTSHP	0	431,291	0	0	0	431,291	0	133,455	564,746	0	564,746
118 1% LOCAL OPTION SALES TAX	0	0	2,085,504	0	0	2,085,504	90,000	15,569,619	17,745,123	0	17,745,123
120 IMPACT FEES MOBILITY	0	0	0	0	0	0	42,898	711,358	754,256	0	754,256
121 IMPACT FEES PUBLIC SAFETY	0	0	0	0	0	0	1,200	774,780	775,980	0	775,980
130 BUCKLEY'S PASS DREDGING AREA	0	0	0	0	0	0	0	14,518	14,518	0	14,518
201 DEBT FUND	0	0	0	1,584,278	0	1,584,278	0	0	1,584,278	(1,584,278)	0
301 GENERAL CONSTRUCTION	0	0	1,471,279	0	0	1,471,279	0	2,034,341	3,505,620	(1,612,111)	1,893,509
402 UTILITIES O M & R FUND	6,785,488	7,786,895	835,720	0	0	15,408,103	3,804,595	14,928,082	34,140,780	(499,800)	33,640,980
411 UTILITIES CONSTRUCTION	0	137,592	8,251,159	0	0	8,388,751	0	14,628,685	23,017,436	(4,234,507)	18,782,929
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	1,079,307	1,942,733	3,022,040	0	3,022,040
416 SEWER SYSTEM CAPACITY ESCROW	0	0	0	0	0	0	850,000	1,614,289	2,464,289	0	2,464,289
417 SPECIAL ASSESS DISTRICT 4	0	0	0	0	0	0	0	53,562	53,562	0	53,562
419 STATE REVOLVING LOAN FUND	0	0	0	999,593	0	999,593	0	1,161,205	2,160,798	(999,595)	1,161,203
430 SANITATION FUND	1,652,411	2,661,693	43	0	0	4,314,147	0	1,335,123	5,649,270	0	5,649,270
440 BUILDING CODE FUND	987,512	634,044	74,039	0	0	1,695,595	0	3,789,354	5,484,949	0	5,484,949
450 LAISHLEY PARK MARINA	0	478,882	22,913	0	0	501,795	0	670,487	1,172,282	0	1,172,282
502 INFORMATION TECHNOLOGY	846,941	1,168,876	296,812	0	0	*	0	579,525	2,892,154	(2,213,284)	678,870
610 GILCHRIST INTENTION FUND	0	0	0	0	0	0	0	5,741	5,741	0	5,741
TOTAL	$28,768,068	$26,179,465	$15,776,229	$2,583,871	$0 *	$70,995,004	$12,092,210	$128,353,044	$213,752,887	($14,305,494)	$199,447,393

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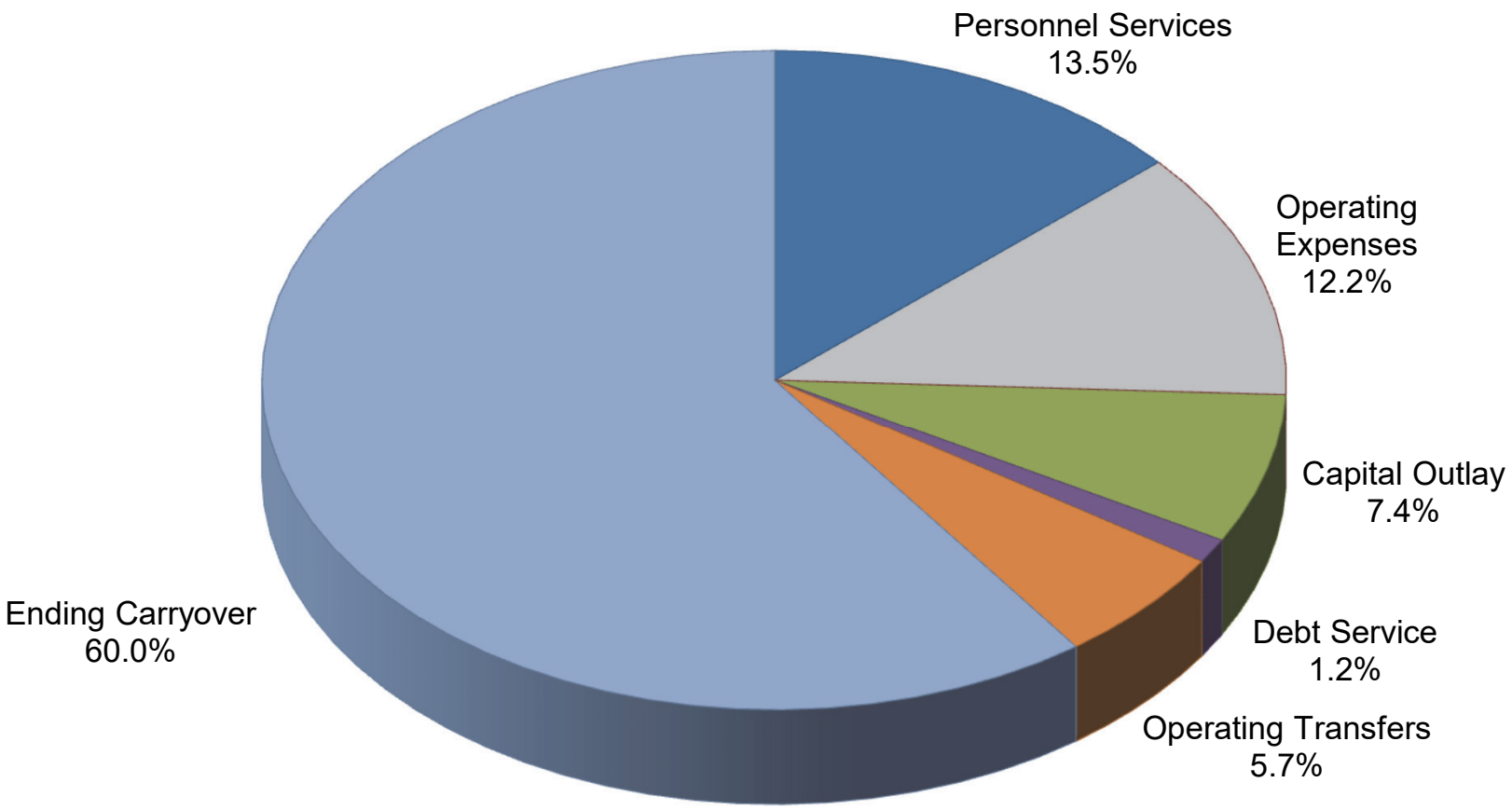
EXPENDITURES BUDGET SUMMARY ACTUAL FY 2023
$213,752,887



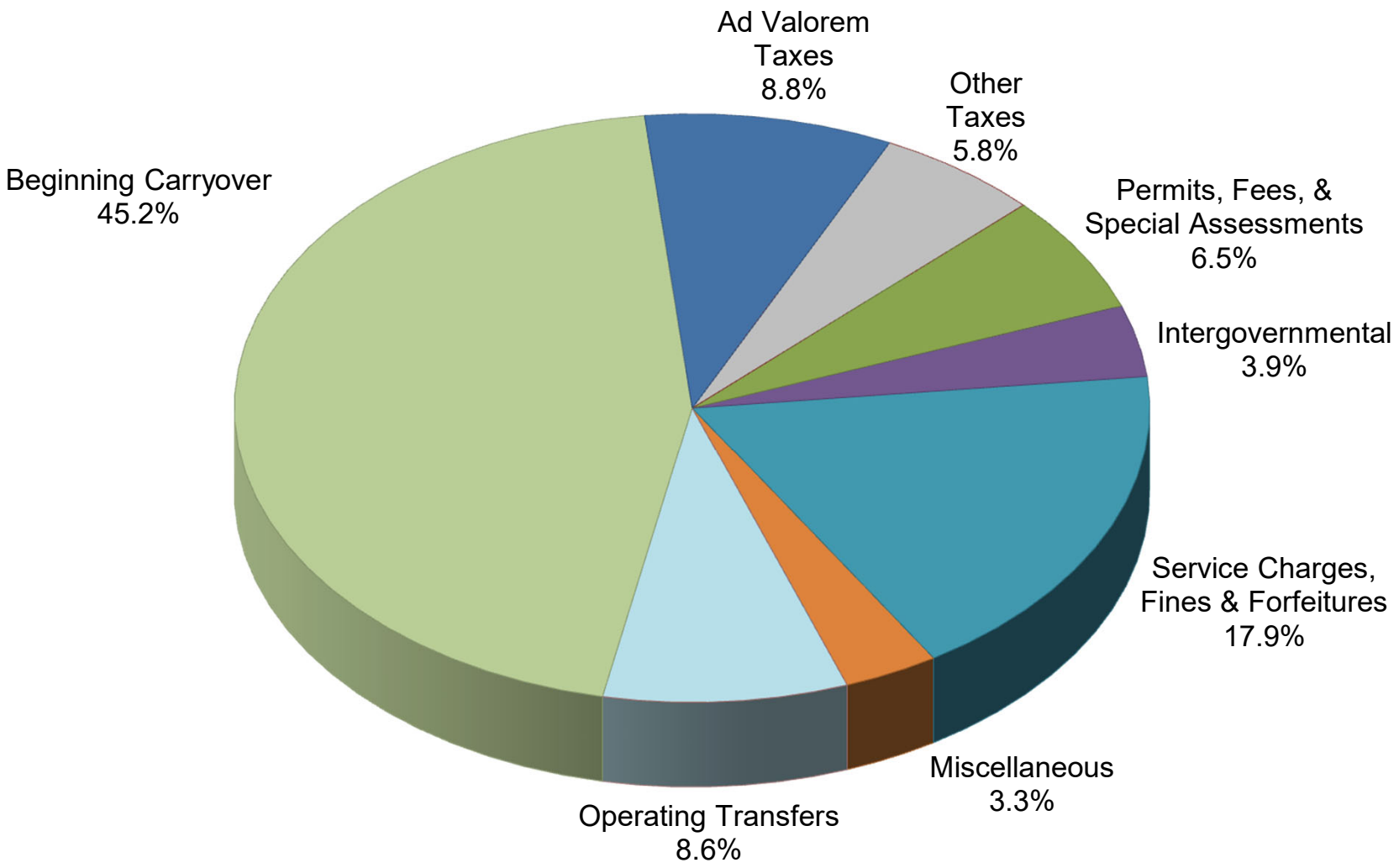
CITY OF PUNTA GORDA, FL
REVENUE SUMMARY
ACTUAL FY 2022

* General Fund Ad Valorem Tax $13,937,281 3.9500 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	$17,762,031	*	$1,824,445	$3,344,229	$476,612	$4,064,798	0		$27,472,115	370,675	8,451,829	$36,294,619	($370,675)	$35,923,944
103 P G I CANAL MTCE DISTRICT	0		3,391,300	0	0	39,186	0		3,430,486	0	4,768,486	8,198,972	0	8,198,972
104 B S I CANAL MTCE DISTRICT	0		579,777	0	0	7,975	0		587,752	0	1,037,440	1,625,192	0	1,625,192
105 IMPACT FEES PARKS	0		248,182	0	0	4,546	0		252,728	0	471,056	723,784	0	723,784
110 COMMUNITY REDEVELOP AGENCY	0		0	1,647,774	0	402,589	0		2,050,363	1,033,013	3,557,014	6,640,390	(1,033,013)	5,607,377
113 SPECIAL USE FUND	0		0	0	0	32,354	0		32,354	0	3,549,542	3,581,896	0	3,581,896
114 ADDITIONAL FIVE CENT GAS TAX	295,340		0	0	0	685	0		296,025	459,000	64,025	819,050	(459,000)	360,050
115 SIX CENT GAS TAX FUND	673,005		0	0	300,812	64,520	0		1,038,337	0	828,877	1,867,214	0	1,867,214
116 CSTL&HRTL NATL ESTUARY PRTSHP	0		0	1,242,617	0	7,908	0		1,250,525	0	422,866	1,673,391	0	1,673,391
118 1% LOCAL OPTION SALES TAX	4,402,507		0	0	0	83,020	0		4,485,527	0	10,090,511	14,576,038	0	14,576,038
120 PG IMPACT FEE MOBILITY	0		184,583	0	0	3,882	0		188,465	0	430,345	618,810	0	618,810
121 PG IMPACT FEE PUBLIC SAFETY	0		238,552	0	0	3,365	0		241,917	0	316,804	558,721	0	558,721
130 BUCKLEY'S PASS DREDGING AREA	0		206,585	0	0	0	0		206,585	0	90,082	296,667	0	296,667
201 DEBT FUND	0		0	0	0	0	0		0	1,544,082	0	1,544,082	(1,544,082)	0
301 GENERAL CONSTRUCTION	0		0	0	0	15,140	0		15,140	723,920	1,872,170	2,611,230	(723,920)	1,887,310
402 UTILITIES O M & R FUND	0		10,663	0	21,020,377	339,431	0		21,370,471	499,800	9,307,545	31,177,816	(499,800)	30,678,016
411 UTILITIES CONSTRUCTION	0		0	0	0	388	0		388	8,097,384	15,210,337	23,308,109	(8,097,384)	15,210,725
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		701,971	0	0	25,041	0		727,012	0	3,153,648	3,880,660	0	3,880,660
416 SEWER SYSTEM CAPACITY ESCROW	0		1,319,455	0	0	18,343	0		1,337,798	0	1,608,247	2,946,045	0	2,946,045
417 SPECIAL ASSESS DISTRICT 4	0		0	0	0	336	0		336	0	51,053	51,389	0	51,389
419 STATE REVOLVING LOAN FUND	0		0	0	0	7,777	0		7,777	999,595	1,104,990	2,112,362	(999,595)	1,112,767
430 SANITATION FUND	0		44,391	0	4,007,170	130,968	0		4,182,529	0	964,986	5,147,515	0	5,147,515
440 BUILDING CODE FUND	0		1,560,998	0	84,929	30,348	0		1,676,275	0	1,757,736	3,434,011	0	3,434,011
450 LAISHLEY PARK MARINA	0		0	13,304	443,008	32,142	0		488,454	0	721,870	1,210,324	0	1,210,324
502 INFORMATION TECHNOLOGY	0		0	0	2,118,015	1,361	0		**	0	562,198	2,681,574	(2,118,015)	563,559
610 GILCHRIST INTENTION FUND	0		0	0	0	36	0		36	0	5,472	5,508	0	5,508
TOTAL	$23,132,883		$10,310,902	$6,247,924	$28,450,923	$5,316,139	$0	**	$71,339,395	$13,727,469	$71,899,129	$159,085,369	($15,845,484)	$143,239,885

~ All 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, insurance recovery for assets, non-cash lease accounting, and non-cash subscription based information technology arrangements.

REVENUE BUDGET SUMMARY ACTUAL FY 2022
$159,085,369

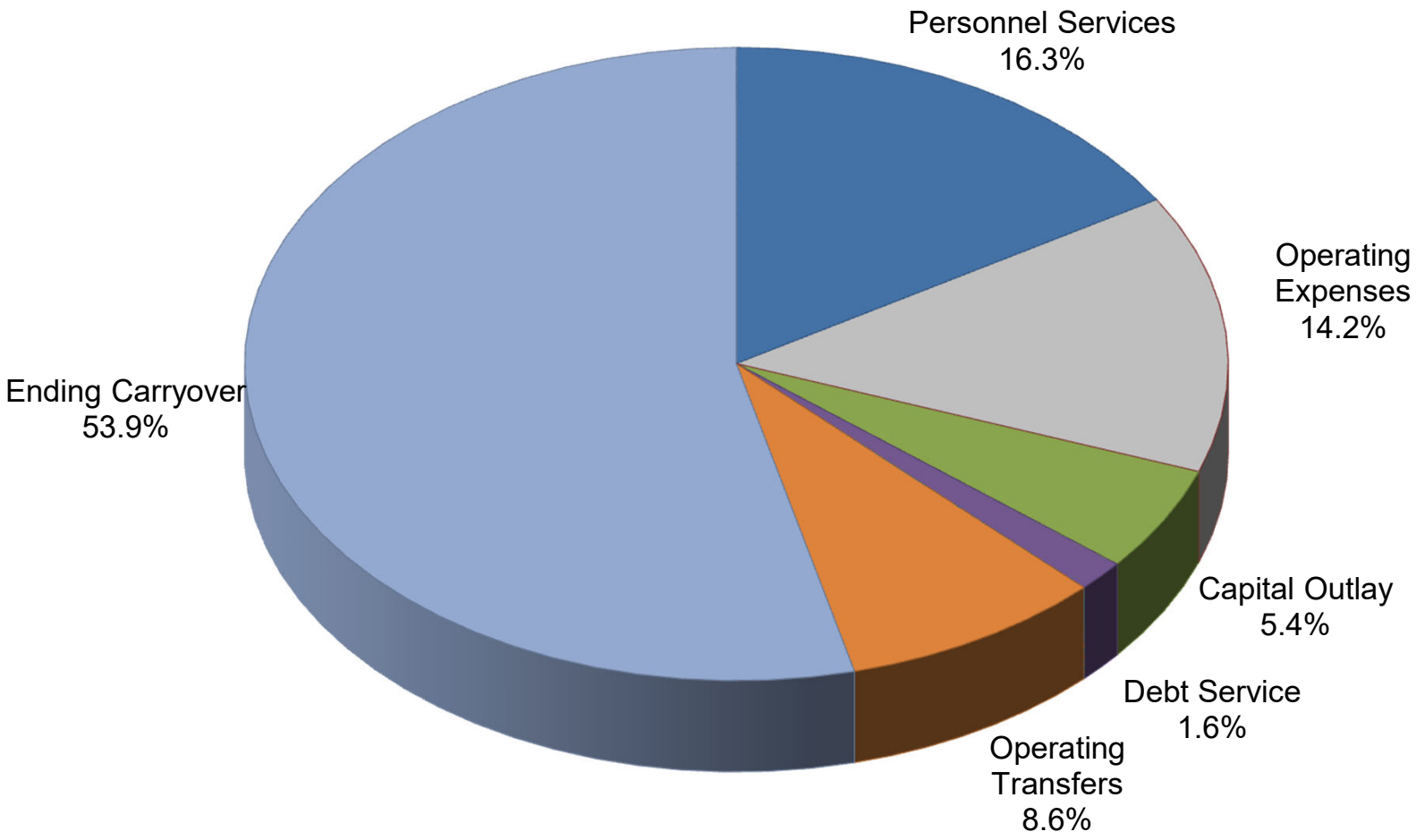


CITY OF PUNTA GORDA, FL
EXPENDITURE SUMMARY
ACTUAL FY 2022

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	$15,870,653	$5,559,558	$675,832	$0	$0	$22,106,043	$2,204,013	$11,984,563	$36,294,619	($370,675)	$35,923,944
103 P G I CANAL MTCE DISTRICT	591,164	2,408,590	1,680	0	0	3,001,434	0	5,197,538	$8,198,972	0	8,198,972
104 B S I CANAL MTCE DISTRICT	32,480	549,376	331	0	0	582,187	0	1,043,005	$1,625,192	0	1,625,192
105 IMPACT FEES PARKS	0	0	0	0	0	0	7,625	716,159	$723,784	0	723,784
110 COMMUNITY REDEVELOP AGENCY	0	359,878	51,822	0	0	411,700	1,544,082	4,684,608	$6,640,390	(1,033,013)	5,607,377
113 SPECIAL USE FUND	0	0	0	0	0	0	4,295	3,577,601	$3,581,896	0	3,581,896
114 ADDITIONAL FIVE CENT GAS TAX	0	677,882	0	0	0	677,882	0	141,168	$819,050	(459,000)	360,050
115 SIX CENT GAS TAX FUND	0	911,785	59,064	0	0	970,849	0	896,365	1,867,214	0	1,867,214
116 CSTL&HRTL NATL ESTUARY PRTSHP	396,231	749,366	0	0	0	1,145,597	0	527,794	1,673,391	0	1,673,391
118 1% LOCAL OPTION SALES TAX	0	0	1,870,634	0	0	1,870,634	90,000	12,615,404	14,576,038	0	14,576,038
120 IMPACT FEES MOBILITY	0	0	0	0	0	0	0	618,810	618,810	0	618,810
121 IMPACT FEES PUBLIC SAFETY	0	0	0	0	0	0	0	558,721	558,721	0	558,721
130 BUCKLEY'S PASS DREDGING AREA	0	1,474	0	0	0	1,474	280,675	14,518	296,667	0	296,667
201 DEBT FUND	0	0	0	1,544,082	0	1,544,082	0	0	1,544,082	(1,544,082)	0
301 GENERAL CONSTRUCTION	0	0	804,822	0	0	804,822	0	1,806,408	2,611,230	(723,920)	1,887,310
402 UTILITIES O M & R FUND	6,112,444	6,730,226	463,680	0	0	13,306,350	7,619,595	10,251,871	31,177,816	(499,800)	30,678,016
411 UTILITIES CONSTRUCTION	0	63,170	4,462,203	0	0	4,525,373	0	18,782,736	23,308,109	(8,097,384)	15,210,725
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	1,127,184	2,753,476	3,880,660	0	3,880,660
416 SEWER SYSTEM CAPACITY ESCROW	0	0	0	0	0	0	850,000	2,096,045	2,946,045	0	2,946,045
417 SPECIAL ASSESS DISTRICT 4	0	0	0	0	0	0	0	51,389	51,389	0	51,389
419 STATE REVOLVING LOAN FUND	0	0	0	999,593	0	999,593	0	1,112,769	2,112,362	(999,595)	1,112,767
430 SANITATION FUND	1,422,598	2,537,356	5,383	0	0	3,965,337	0	1,182,178	5,147,515	0	5,147,515
440 BUILDING CODE FUND	844,981	427,993	62,594	0	0	1,335,568	0	2,098,443	3,434,011	0	3,434,011
450 LAISHLEY PARK MARINA	0	419,322	5,000	0	0	424,322	0	786,002	1,210,324	0	1,210,324
502 INFORMATION TECHNOLOGY	689,500	1,233,991	79,803	0	0	*	0	678,280	2,681,574	(2,118,015)	563,559
610 GILCHRIST INTENTION FUND	0	0	0	0	0	0	0	5,508	$5,508	0	5,508
TOTAL	$25,960,051	$22,629,967	$8,542,848	$2,543,675	$0	* $57,673,247	$13,727,469	$85,681,359	$159,085,369	($15,845,484)	$143,239,885

~ All 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, insurance recovery for assets, non-cash lease accounting, and non-cash subscription based information technology arrangements.

EXPENDITURES BUDGET SUMMARY ACTUAL FY 2022
$159,085,369



CITY OF PUNTA GORDA, FL
POSITION SUMMARY
BUDGET FY 2025

FUND NUMBER	FUND NAME Department/Division	Amended Authorized FY 2022	Amended Authorized FY 2023	Amended Authorized FY 2024	Changes [5]	Authorized FY 2025
001 01-00	CITY COUNCIL [1]	5.00	5.00	5.00		5.00
	ADMINISTRATION					
001 02-00	City Manager	3.25 [2]	3.25	3.25		3.25
001 02-18	Human Resources	3.00	4.00	4.00	1.00	5.00
001 03-00	City Clerk	4.00	5.00	5.00		5.00
001 06-00	Legal	0.75 [2]	0.75	0.75		0.75
		11.00	**13.00**	**13.00**	**1.00**	**14.00**
	FINANCE					
001 04-00	Finance	8.50	8.50	9.50		9.50
001 04-05	Procurement	7.50	8.50	8.50	1.00	9.50
		16.00	**17.00**	**18.00**	**1.00**	**19.00**
	PUBLIC WORKS					
001 09-01	Public Works Admin	3.00	3.00	3.00		3.00
001 09-08	Engineering	5.00	5.00	5.00		5.00
001 15-15	Facilities Maintenance	4.00	5.00	5.00	1.00	6.00
001 09-16	Right of Way Maintenance	14.00	15.00	15.00	1.00	16.00
001 09-19	Parks & Grounds	11.00	12.00 [3]	13.00		13.00
		37.00	**40.00**	**41.00**	**2.00**	**43.00**
001 12-00	POLICE	**58.00**	**61.00** [3]	**66.00**	**4.00**	**70.00**
001 13-00	FIRE	**32.00**	**33.00** [3]	**37.00** [4]		**37.00**
	PLANNING (previously Urban Design)					
001 15-00	Planning	6.00	8.00 [3]	8.00		8.00
001 15-10	Zoning & Code Compliance	6.00	7.00	7.00	1.00	8.00
		12.00	**15.00**	**15.00**	**1.00**	**16.00**
	GENERAL FUND	**171.00**	**184.00**	**195.00**	**9.00**	**204.00**
103 09-60	**PGI CANAL MAINTENANCE**	**9.00**	**10.00**	**10.00**	**0.00**	**10.00**
116 15-36	**CSTL&HRTLND NAT EST PRT**	**7.00** [2]	**0.00**	**0.00**	**0.00**	**0.00**
402 16-20	Administration	7.00	7.00	8.00		8.00
402 16-21	Water Treatment	18.00	18.00	18.00		18.00
402 16-22	Wastewater Collection	15.00	17.00	17.00		17.00
402 16-25	Wastewater Treatment	15.75	15.75	15.75		15.75
402 16-26	Water Distribution	17.00	17.00	17.00	2.00	19.00
402 16-50	Fleet/Equipment Maint	1.50	1.50	1.50		1.50
402 04-23	Billing & Collections	6.00	7.00	7.00		7.00
	UTILITIES	**80.25**	**83.25**	**84.25**	**2.00**	**86.25**
430 09-30	**SANITATION**	**20.00**	**20.00**	**20.00**	**1.00**	**21.00**
440 15-14	**BUILDING**	**11.00**	**12.00**	**13.00**	**0.00**	**13.00**
502 02-51	**INFORMATION TECHNOLOGY**	**8.00**	**9.00**	**9.00**	**0.00**	**9.00**
	TOTAL	**306.25**	**318.25**	**331.25**	**12.00**	**343.25**

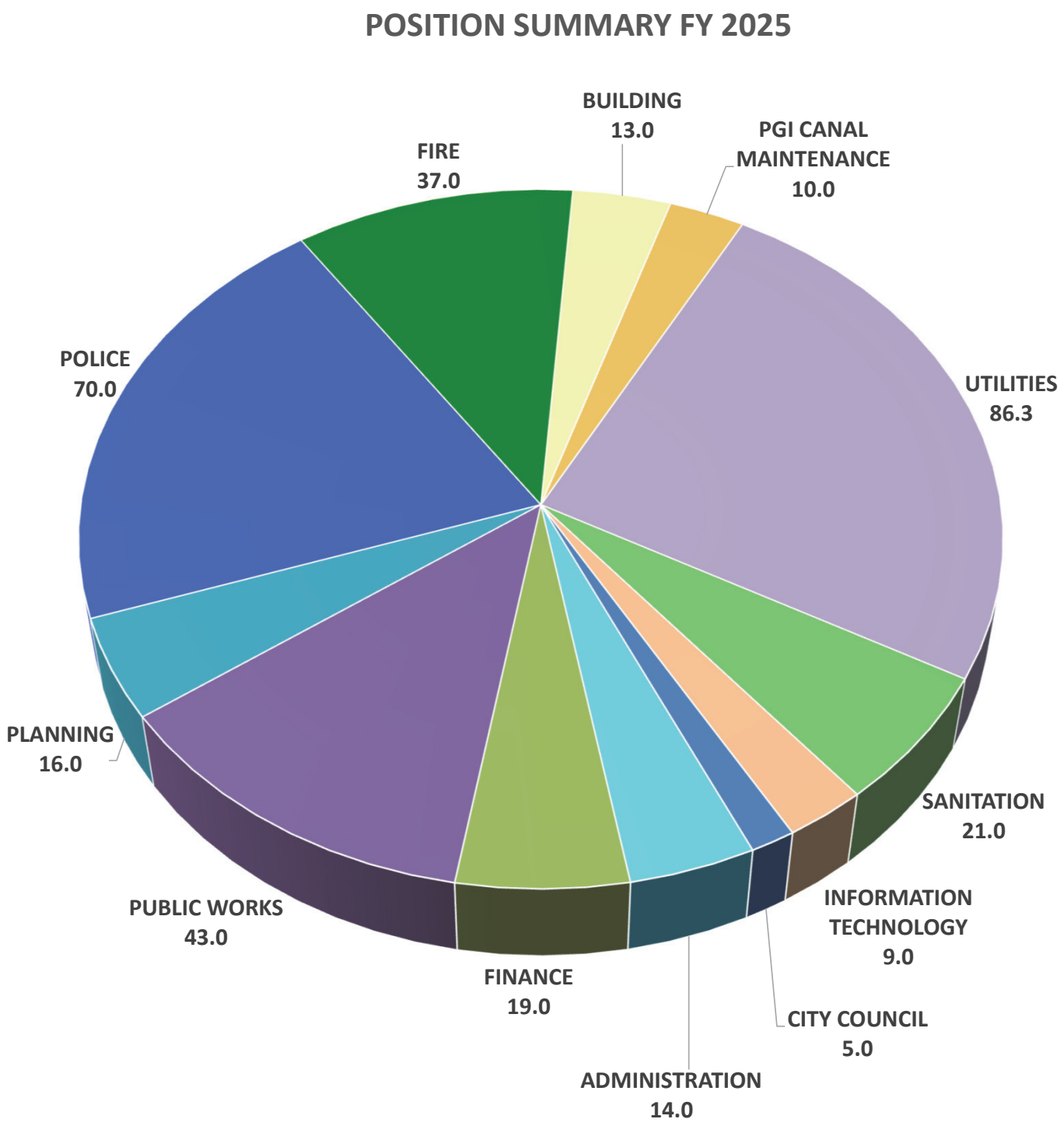
[1] Employee count includes 5 City Council members as 5 FTEs

[2] Mid-Year FY 2022 adjustment - Legal/admin position split was updated to 75% Legal/25% City Manager
(1) full-time CHNEP restoration specialist

[3] Mid-Year FY 2023 adjustment - (1) School Resource Officer, (1) Urban Design Manager,
(1) Playground and Fountain Technician
reduction of (6) Firefighter/EMTs (grant not awarded)

[4] Mid-Year FY 2024 adjustment - Reduction of (3) Firefighter/EMTs (grant not awarded)

[5] FY 2025 changes explained in the proposed and adopted budget messages and each divisions' budget narrative


POSITION SUMMARY FY 2025
BUILDING
13.0
PGI CANAL
MAINTENANCE
10.0
FIRE
37.0
POLICE
70.0
UTILITIES
86.3
PLANNING
16.0
SANITATION
21.0
PUBLIC WORKS
43.0
INFORMATION
TECHNOLOGY
9.0
FINANCE
19.0
CITY COUNCIL
5.0
ADMINISTRATION
14.0

LONG RANGE STRATEGIC PLAN SUMMARY
FISCAL YEARS FY 2025 – 2029

Punta Gorda
FLORIDA

Adopted 8/21/2025

CITY COUNCIL

Lynne Matthews, Mayor (District 4)

Melissa Lockhart, Vice-Mayor (District 5)

Donna Peterman, Council Member (District 1)

Bill Dryburgh, Vice-Mayor (District 2)

Debi Lux, Council Member (District 3)

CITY OFFICIALS

Gregory B. Murray, City Manager

David Levin, City Attorney

Sara Welch, City Clerk

DEPARTMENT DIRECTORS and MANAGERS

Pam Smith, Police Chief

Holden Gibbs, Fire Chief

Dr. Melissa Reichert, Assistant City Manager

Rick Kenney, Public Works Director

Lisa Hannon, Planning Director

Jeff Payne, Human Resources Manager

Tom Spencer, Acting Utilities Director

Brad Schuette, Information Technology Manager

Kristin Simeone, Finance Director

Kylee McGloin, Assistant to the City Manager

Odalys Valdes, Legal Assistant

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City Manager Gregory B. Murray Message

Through hard work and sound decision making, we are fortunate to be able to present to you a budget that allows the City of Punta Gorda to maintain our reserves and accomplish our strategic plan objectives without raising the millage rate. The millage rate remains unchanged from the previous three years at 3.95 mils.

With the taxable values from the Charlotte County Property Appraiser coming in at higher than previous conservative estimates of five percent, the revenue allows the City to increase the dollars invested in infrastructure projects and fund additional needed personnel without taking the funds from reserves. This includes hiring public safety personnel to enhance services and reduce overtime hours spent currently and other essential personnel consistent with the overall personnel management plan presented to Council.
The FY 2025 budget prepares the City to keep projects moving forward as we continue to work through recovery from Hurricane Ian. We also continue our focus on accessing FEMA funds and finalizing insurance payouts as a result of the hurricane. It also programs 33.7% for reserves in the general fund, some of which is programmed for one time costs based on current needs, never falling below the 16.7% national standard. This is vitally important to keep the City fiscally sound to be able to weather the next hurricane or other disaster.

Salary and enhanced benefits, consistent with surrounding jurisdictions, has been a budgetary focus for several years based on the previous wage and benefits study. Employee retention and attraction is also still a key consideration for delivering a high level of service to residents. The budget for the upcoming fiscal year includes a wage and compensation study. Competitive and fair compensation is a key factor in employee satisfaction and retention. The study helps align compensation with employee expectations and market trends.

Each year I present to you a focus for the upcoming year. In FY 2025, we will piggyback on the first phase one (first five year) plan. The focus is on long-term planning for infrastructure with necessary funding, along with long-term growth management. This includes adjusting impact fees, investing in water and sewer infrastructure, planning for drainage projects, and seeking funding for projects through grant opportunities.

I take great pride in being a member of the team contributing to the City of Punta Gorda. We are fortunate to have an actively involved Council, a dedicated group of employees, and a wealth of expertise. Our approach includes a practical and prudent budget along with meticulous, data-driven long-term planning. This prepares us to manage necessary improvements to our City facilities, ensures adequate staffing levels, and equips us to face future challenges. We have a bright future ahead.

Strategic Plan Priorities

FINANCIAL/ECONOMIC SUSTAINABILITY

INFRASTRUCTURE SUSTAIN ABILITY

PARTNERSHIPS, COMMUNICATION AND COLLABORATION

STRATEGIC COMMUNICATIONS POSITIONING

QUALITY OF LIFE

Five Year Staffing Plan General Fund Employees

FUND	NUMBER	FUND NAME Department/Division	Amended Authorized FY 2021	Position Requests FY 2022	FY 2023 Planning Requests	FY 2024 Planning Requests	FY 2025 Planning Requests	FY 2026 Planning Requests	FY 2026 Estimated Positions
001	01-00	CITY COUNCIL [1]	5.00						5.00
001	02-00	City Manager	3.00						3.00
001	02-18	Human Resources	3.00		1.00				4.00
001	03-00	City Clerk	4.00		1.00				5.00
001	06-00	Legal	1.00						1.00
001	04-00	Finance	8.50		0.00	1.00			9.50
001	04-05	Procurement	7.50		1.00		1.00		9.50
001	09-01	Public Works Admin	3.00						3.00
001	09-08	Engineering	4.50	0.50					5.00
001	15-15	Facilities Maintenance	3.00	1.00	1.00		1.00		6.00
001	09-16	Right of Way Maintenance	13.00	1.00	1.00		1.00	1.00	17.00
001	09-19	Parks & Grounds	10.00	1.00		1.00			12.00
001	12-00	POLICE	56.00	2.00	2.00	1.00		2.00	63.00
001	13-00	FIRE	30.00	2.00	7.00				39.00
001	15-00	Urban Design	6.00		1.00	1.00		1.00	9.00
001	15-10	Zoning & Code Compliance	6.00		1.00	1.00			8.00
		GENERAL FUND	**163.50**	**7.50**	**16.00**	**5.00**	**3.00**	**4.00**	**199.00**
502	02-51	**INFORMATION TECHNOLOGY**	**7.00**	**1.00**	**1.00**			**1.00**	**10.00**

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 the future development and direction of the organization. The Plan provides a realistic view of the organization's and community's expectations. The diagram below shows how the pieces of the Plan fit together.

On April 27, 2005, the City Council approved moving forward with the development of its first strategic Plan by soliciting input from residents, civic groups, ad-hoc boards, committees, and staff on priorities to be addressed. Since 2005, the City has annually adopted a strategic plan. The FY 2021 Plan, which was developed after soliciting input and engagement from the entire community, followed by two workshops focusing on all elements of a strategic plan, formed the base from which future action items evolved. Preparation of the FY 2021 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 FY 2022 Strategic Plan includes the new five-year staffing plan, forward-looking action items, and a message from the City Manager addressing the Budget necessary to implement the Strategic Plan. The FY 2023 Plan included a strong technology focus. The FY 2024 Plan created a sustainable structure and a renewed focus on accountability. The FY 2025 Plan is focused on Public Safety and Resident Engagement.

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

- ✓ *Strategies*: The Plan document contains the strategies the City will pursue and action items for achieving the strategies. Strategies and action items are funded through the annual Budget, a 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 each year in January.

The plan helps us stay focused on our near-term objectives and tasks while still keeping an 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 essentially describes 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 often manifests in perceived tradeoffs between having sufficient financial resources and preserving the values. A vision can help decision-makers identify the "bottom line" of what is truly important. Based on public input, the City's overall vision is:

"Continue to preserve our small-town character while promoting diversity, economic development and sustainability."

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 a long-term view and respect for people and places through policy and practices. The sustainable community will assess the 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 ensuring that disparaging treatment for any sector of the community will not be created. Sustainable communities 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 the quality of life

Environmental sustainability

- ✓ Safeguard the water supply, open space, and 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 the 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 the quality of life
- ✓ Retain our unique character

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

"To preserve and enhance Punta Gorda's identity as a vibrant waterfront community, unique in character and history, and as a desirable place 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 community surveys 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, transparent, and accountable city government

Strategic Priorities and 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 the achievement of these strategies. Each section includes goals that specify how the general policy directions of the organization's mission will be carried out, as well as action items that aim to accomplish the desired goals. Based on input received during the community engagement sessions, the City Council has established five strategic priorities, which are identified below, and the goals are highlighted within each priority area.

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

As mentioned earlier, key performance indicators will 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 with 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 of 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, notably I-75 and US 41. The Punta Gorda Airport is a valuable resource located outside of the City. The community's diversity and mix of income levels provide 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 recruiting and retaining high-skill, high-wage, diversified industries. 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 that are compatible with the demands and desires of the community. Traditionally, business development is market-driven, based on population and household demand, and generally occurs through 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 focuses on growing and nurturing local businesses that can create spin-off businesses 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 the 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
- Local businesses tend to give more support to non-profits

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 to reach the national standard of 16.7% by increasing reserves by 0.5% or more per year.
Goal: Identify sustainable spending policies and appropriate technologies to support business operations through operational audits and investments in new technology that connects the City with the community.
Goal: Strengthen and diversify the City's tax base to increase the commercial base, for example, through annexation by annexing a minimum of three properties per year over the next five years.
Goal: Support Charlotte County efforts to facilitate and nurture high-priority economic development projects through monthly one one-on-one meetings with the Council and City Manager.
Goal: Ensure the competitiveness of Punta Gorda's business climate through continuous participation in the Economic Development Partnership, Punta Gorda Chamber of Commerce, and conducting studies as needed.
Goal: Enhance workforce development and diversity in the City organization through intentional succession planning and investment in employee training programs.
Goal: Encourage strategic commercial development through the implementation of new Land Development Regulations and Codes put into place in FY2024.

Specific Action	Department(s)	Measure of Success	Timeframe	Cost (if applicable)
Proactively hold ten meetings through the course of the year with property owners that might have an interest in annexation	Urban Design	Three properties annex into the City that are a benefit to the City and the property owner.	Annually	Staff Time
Digital Plans Review (Avolve) (UD) software	Urban Design Building/IT	Plans review will be done digitally rather than on paper, improving processing efficiency. Build a model to quantify the value of the efficiency for use in FY 2026.	FY 2025	$85,000
Digital Plans Review (UD/FIRE) hardware ($5K per license)	Urban Design Fire	Building and Fire Inspectors will be able to review plans electronically rather than on paper, making operations more efficient.	FY 2025	$15,000 ($5K per license)
Improve the ability of all departments to manage their records in compliance with State requirements.	City Clerks' Office	The Records Coordinator will train all Departmental Records Clerks (DRC), review the department's records with the DRC, and develop a plan to address deficiencies.	FY 2025	Staff Time
Customer Service Training	All Departments	Department heads offer Customer Service training opportunities to their staff, resulting in staff members' increased ability to serve the needs of the public.	FY 2025	Total investment based on # of

				employees that take part in the training
Impact fee study implemented	Finance	Impact fees are in alignment with study recommendations	FY 2025	Staff Time
Utility rate study implemented	Finance	Utility fees are in alignment with study recommendations	FY 2025	Staff Time
		FY 2026-FY 2029 Preliminary Action Items		
Proactively hold ten meetings through the course of the year with property owners that might have an interest in annexation	Urban Design	Three properties annex into the City of Punta Gorda	FY 2026-FY 2028	Staff Time

Key Performance Indicator	Actual FY 2023	Projected FY 2024	Proposed FY 2025
GFOA Certificate of Conformance in Financial Reporting	Submitted	To Be Submitted	To Be Submitted
GFOA Distinguished Budget Presentation Award	Awarded	Awarded	To Be Submitted
General Fund recurring revenues aligned with recurring expenditures	114%	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 and 25% commercial)	89.0% res. 11% comm.	To Be Determined	
Annexation (acreage and type)	No annexations	No annexattions	50 acres: vacant, residential, developed commercial
% of space leased in Herald Court Centre	100%	100%	100%
Cost per capita – General Fund services	$1,291	$1,650	$1,699
Utility rates in relation to 16 SWFL communities	2nd lowest	2nd lowest	2nd lowest

Solid waste rates in relation to 11 SWFL communities	2nd highest	3rd highest	4th highest
Minorities in City workforce	12.9%	16.1%	16.5%
Females in Managerial/Supervisory Positions	7.2%	7.6%	7.6%
City employees per 100/Population	1.6	1.6	1.6
Taxable sales Punta Gorda MSA (monthly average)	$385 Million	$394 Million	$398 Million
# of new businesses	124	120	130
# of closed businesses	54	98	75

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 a 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 is 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:

- 14 public buildings - City Hall, City Hall Annex, Public Works/Utilities Campus, Public Safety, Fire Stations 2 and 3, Fire Training Tower, Water and Wastewater Treatment Plants, Bayfront Center, Freeman House, Cooper Street Center, Laishley Park Marina, and Herald Court Centre
- 121 miles of streets, 2886 streetlights including 1270 streetlights maintained by the City and 1616 FPL maintained lights, 19 traffic signal intersections, four (4) bridges and 110 miles of seawall
- 269 miles of water mains, 129 miles of sanitary sewer, two (2) storage tanks, master pumping station, booster pumping facility, 122 lift stations and Hendrickson Dam (reservoir)
- 23 parks totaling 130 acres and nine (9) miles of Pathways (harborwalk, linear park, multi-use recreational trails)
- 393 motorized pieces of equipment (fleet, cranes, boats, compactors)
- 103 Windows Servers (95 virtualized), four (4) virtual server hosts (four-node VMware ESXi cluster.), four-node VMware Virtual Desktop Interface (VDI) ESXi cluster, four datacenter switches, twenty-one access switches, eight (8) firewalls, (six (6) are state of the art next-generation firewalls), two (2) Storage Area Networks (SANs). Thirty-five wireless access points, VoIP phone system with 250 phone sets, two (2) 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 infrastructure stock in addition to procuring needed new assets?
- How can the City fund its open space (active and passive park system) and waterfront maintenance?
- What is a livable level of traffic and how do new 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 through collaboration with applicable granting agencies and City investment in pathways by June FY2028.
Goal: Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Goal: Apply best management practices and systems in infrastructure maintenance.
Goal: Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the Plan on an annual basis.

Specific Action	Department(s)	Measure of Success	Timeframe	Cost (if applicable)
Historic City Hall Rehabilitation Project	Urban Design	Completion of 100% construction and architectural plans and commencement of construction	FY 2025	$15,775,674.00 (Total project cost)
Bayfront Center	Urban Design Public Works	Demolish existing structure, Design and Construct replacement of Hurricane damaged facility	FY 2025	TBD
A C Freeman Rehabilitation Project	Urban Design	Seal the envelope and stabilize the structure	FY 2025	$872,747.00
Hurricane Ian Seawall Repairs	Public Works	Replacement of approximately 7.25 miles of seawalls damaged by Hurricane Ian in PGI and BSI. Work is being completed in eight (8) zones by three contractors. Panels are being constructed by canal maintenance staff and project management is to be done by a consultant.	FY 2025	$26,711,349
Hurricane Ian Facilities Repairs	Public Works	Preparing scopes of work and bidding out the necessary repairs to the buildings and park equipment that Hurricane Ian damaged. Working with contractors to complete repairs.	FY 2025	Staff Time
Boat Club Channel & Basin	Public Works	Dredging the channel and basin that have silted which limits access to the public, boating, and sailing club. Permits for the maintenance dredging have been received. Staff will apply for a Mac Grant.	FY 2025	$240,000
Bridge Repair Program	Public Works	Bridge repairs resulting from FDOT bridge inspections. Work program based on FDOT report. The documented repairs that were recommended are continuing to be completed. Ongoing program	FY 2025	$10,000
Drainage Improvements – Boca Grande Area	Public Works	Final bid plans and bid documents are in progress. Grant reporting has begun. Anticipate starting construction in FY2025 with completion in FY2026.	FY 2025/2026	$6,525,333
Drainage Improvements – City Wide	Public Works	Regrading of drainage swales City-wide, based on video observations of standing water after 72 hours and selection of the most severe locations. This is an ongoing project.	FY 2025/FY 2028	$1,500,000
Henry Street Crosswalk Program	Public Works	Have an engineering study done to evaluate the locations for installing signalized pedestrian crossings in the area from Coldeway Drive to Linear Trail bound by Marion, Olympia, and Henry Street. Additionally, as part of the study	FY 2025	$539,000

		recommendations for crosswalk placement and removal and pedestrian refuge islands will be made as well as identifying segments of sidewalk for installation or removal to improve the network of sidewalks in this area. Signalized pedestrian crossings may include Hawk systems as well as Rectangular Rapid Flashing Beacons (RRFB).		
Henry Street Sidewalk	Public Works	Installation of sidewalk on Henry Street between Shreve and SR 41.	FY 2025	$156,000
Herald Court Centre Maintenance Program	Public Works	Hire a consultant to inspect and determine necessary repairs to the Herald Court Centre. Information/scope of work provided to Procurement to hire a consultant. Traffic Coating, sealing, and packing of seams on landings and ramps and other repairs as identified by the consultant.	FY 2025	$1,407,905
King Street Improvements Program	Public Works	Design and construction of King Street due to growth and safety concerns. Complete design and move to construction.	FY 2025	$550,000
Laishley Park Marina Dock Service Dredging	Public Works	Funding for a dock maintenance fund and future marina dredging.	FY 2025/ FY2028	$1,020,000
Laishley Park Marina Dock Sidewalk	Public Works	Funding for Laishley Park Marina dock sidewalk and fishing pier repair. The inspection is complete. Funding request in FY 24/25 budget.	FY 2025	$1,000,000
National Pollutant Discharge Elimination System Program	Public Works	Requirements are related to the Federal Clean Water Act for stormwater. Ongoing program	FY 2025/ FY2028	$208,184
Railroad Crossing Rehabilitation	Public Works	Seminole Gulf Railway requested that the Elizabeth Street crossing be moved to FY 2025\26. Ann Street crossing repairs were delayed until FY26\27 at the request of the railroad.	FY 2025/FY 2027	$1,075,000
Storm Sewer Reconstruction	Public Works	Storm drainage pipe lining or replacement of the defective pipe. Ongoing program	FY 2025	$75,000
Wooden Composite Pathways Pier & Docs	Public Works	The City's wooden boardwalks and pier pilings have deteriorated over the years and need to be repaired as needed. Ongoing program	FY 2025	$100,000
BSI Channel Corner Widening (Unfunded)	Public Works	Widening and dredging the perimeter canal at 90-degree corners (five (5) locations) so a barge can maneuver through. Ongoing program. Part of the BSI budget process. To be discussed with Advisory Board/Committee meetings.	FY 2025/FY 2028	$725,000

BSI Inlet Widening Removal of South Side Lock Infrastructure	Public Works	Design and permitting completed to remove a portion of the south side of the lock to allow barges to maneuver through. To be rebid FY 2024 with construction to follow. Permits have been received. Ongoing program	FY 2025/2026	$1,430 ,000
BSI Land Acquisition for Staging	Public Works	Begin saving funds to acquire land for staging construction materials within the BSI Community. Ongoing program	FY 2025/FY 2028	$500,000
PGI Spoil Site Channel	Public Works	A feasibility study was completed. Consultant in the process of obtaining permits to dredge a channel from Ponce De Leon Inlet through the shallow basin. To be discussed with the Advisory Board/Committee meeting. Ongoing program.	FY2025/2027	$1,124,000
Street Resurfacing (citywide)	Public Works	Resurface approximately five (5) miles of city streets (length varies, dependent on petroleum market pricing). Brick streets and asphalt rejuvenation.	FY 2025	$750,000
Study to evaluate flood mitigation options for the Historic District	Public Works	Completed study with alternatives and cost estimates to mitigate flooding the Historic District. Alternatives presented to City Council for prioritization and funding.	FY 2025	TBD minimum of $150,000 included in FY 2025 budget
Replace four (4) year old computers as part of our Annual Replacement Cycle	IT	All units deployed	July 2025	$121,275
Refresh all monitors over six (6) years old due to technology changes	IT	All units deployed	September 2025	$10,000
Replace Aged out VMWare Host Server	IT	New server in place	January 2025	$26,250
Implement ISP Aggregation Switch	IT	Switch connected and functioning properly	February 2025	$3,000
Replace aging Server Room UPS	IT	New UPS is up and running	May 2025	$25,000
Add three (3) more Starlink setups for disaster recovery	IT	All units subscribed and deployable	November 2024	$16,500
Upgrade or update network core switches	IT	All units Deployed	June 2025	$120,000

Upgrade or update network Edge switches	IT	All units deployed	June 2025	$25,000
MS O365 Backup/DR	IT	Products in place	November 2025	$30,000
Patch Management for Servers	IT	Product deployed and protecting all servers	December 2024	$25,000
Data Loss Prevention	IT	Product deployed	January 2025	$30,000
PowerDMS Enterprise	IT	Product deployed for citywide use	June 2025	$26,000
Riverside Drive Force Main Extension	Utilities	Complete extension of Riverside Dr force main.	FY 2025	$500,000
E Henry Street 20" Force Main Replacement @ I-75	Utilities	Design and construct new 20" force main under I-75	FY 2025	$2,250,000
Septic to Sewer (Area 1)	Utilities	Begin engineering, design and permitting.	FY 2025	$5,000,000
Lift Station 30 Gravity Sewer Rehabilitation	Utilities	Complete design and construction of new gravity sewer mains that flow into LS 30	FY 2025	$600,000
Bal Harbor Water Main Replacement Upgrade	Utilities	Complete replacement of water main from Aqui Esta to Albatross. Increased water pressure throughout sections 12 and 14.	FY 2025	$1,000,000
Aqui Esta Water Main Replacement Upgrade	Utilities	Complete replacement of water main on Aqui Esta From Bal Harbor to La Salina	FY 2025	$1,000,000
Soccoro Water Main Replacement	Utilities	Complete replacement of water main on Soccoro from Aqui Esta to Via Veneto	FY 2025	$1,000,000
Airport Road Water Main Replacement	Utilities	Complete replacement of water main on Airport Road from Waterford Pkwy. to Florida St.	FY 2025	$1,000,000
Via Tripoli Water Main Replacement	Utilities	Complete replacement of water main on Via Tripoli from Magdalena to Spanish Cay	FY 2025	$1,000,000
Burnt Store Rd Booster Station Riser Pipe Replacement & Pumps	Utilities	Completion of rise pipe replacement and design for addition of high service pumps to the booster station.	FY 2025	TBD
Shell Creek Water Treatment Plant Reverse Osmosis Expansion	Utilities	Completion of each phase: the design phase, the conversion of existing wells, the addition of new wells, and the installation of 4MGD RO process equipment	FY 2025-28	$30,000,000
Water Treatment Plant Evaluation/ Rehabilitation (Filters, SCU & Alum Tank)	Utilities	Obtain Design-Build services for the rehabilitation and construction of surface water treatment facilities at the Shell Creek Water Treatment Plant	FY 2025	$30,000,000
Waste Water Treatment Plant Bio-Solids Off-Site Disposal	Utilities	Complete engineering to identify a cost-effective method to meet new bio-solids regulations in FAC 62-640.	FY 2025-26	$2,300,000

WWC SCADA System Upgrade	Utilities	Complete successful upgrade of SCADA system at lift stations.	FY 2025	$300,000 (grant funded)
Water Treatment Plant – Hydro Biological Monitoring Plan (HBMP)	Utilities	Complete required report document biological conditions of Shell Creek to maintain the water use permit and remain in compliance with regulatory standards of SWFWMD	FY 2025	$150,000
Water Treatment Plant – RO Brine Disposal Well Mechanical Integrity Testing (MIT)	Utilities	Complete mechanical integrity testing for the required period regulated by the underground injection permit.	FY 2025	$150,000
Water Treatment Plant – Alum Tank Storage Upgrade	Utilities	Complete the replacement of existing alum tanks.	FY 2025	$300,000
Water Treatment Plant – Hendrickson Dam Inspection Program and Management	Utilities	Complete a comprehensive inspection of the dam concluding with a report documenting conditions of dam components and recommending maintenance and rehabilitation.	FY 2025	$90,000
Waste Water Treatment Plant Deep Injection Well Mechanical Integrity Testing (MIT)	Utilities	Perform MIT for the required permit. MIT must be performed by May 2025 PRIOR to deep injection well permit renewal.	FY 2025	$14,000
Waste Water Treatment Plant Master Pump Facility Upgrade	Utilities	Upgrade and replace three pumps, piping, and electrical VFD and motor controls to provide improved reliability and performance.	FY 2025	$200,000
Waste Water Treatment Plant Booster Pump Facility Generator Replacement	Utilities	Replacement of existing generator at BPF with modern generator to improve efficiency and reliability	FY 2025	$400,000
Water Distribution – Vacuum Trailer	Utilities	Eliminate reliance on waste water collections department for vactor truck enabling distribution to make timely repairs.	FY 2025	TBD
Water Distribution – 2 AMI Technicians	Utilities	Additional AMI techs to repair and maintain the AMI water meters	FY 2025	Salaries and benefits

				$69,575 each, one-time costs for vehicle and equipment $57,000 each. Total $139,150 for salaries and benefits and $114,000 for vehicles and equipment
Evaluation of solutions to water meter/network issues	Utilities	Options presented to Council with cost estimates.	FY 2025	TBD
Vehicle mounted Tough Book style laptops	Utilities / IT	Work with IT to up-cycle tough book laptops for utilities field staff.	FY 2025	TBD

		FY 2026-FY 2029 Preliminary Action Items		
Solona Water Main Replacement	Utilities	Complete replacement of 50-year-old cast iron water main on Marion Ave from Cooper to Florida St.	FY 2027	$3.3M
Water Treatment Plant – Water Use Permit (SWFWMD)	Utilities	Complete review of permitting requirements and date, close out aquifer storage and recovery underground injection control, create a ground water model, develop a wellfield management plan, and implement continuous wellfield data monitoring program.	FY 2026	$200k
Water Treatment Plant – RO Brine Disposal Well (DIW) Permit Renewal	Utilities	Completion of DIW permit renewal as required by Florida Department of Environmental Protection (FDEP)	FY 2026	$85k
Waste Water Treatment Plant Tank Coating	Utilities	Replace interior coating system in wastewater tanks at master and booster. Coating replacement is on rotational schedule.	FY 2027	$1M

Utilities Admin – Data Analyst	Utilities	Enable the utility department to make more data driven decisions by bringing together multiple data sources across the department's divisions.	FY 2026	TBD

Replace four (4) year old computers as part of our Annual Replacement Cycle	IT	All units deployed	Annually	$125,000
Refresh all monitors over 6 years old due to technology changes	IT	All units deployed	Annually	$10,000
Replace Aged out VMWare Host Server	IT	New server in place	Annually	$26,250
Replace four (4) year old computers as part of our Annual Replacement Cycle	IT	All units deployed	Annually	$125,000
Refresh all monitors over six (6) years old due to technology changes	IT	All units deployed	Annually	$10,000
Continue to implement the Historic District Infrastructure Initiative	Urban Design Public Works	Complete sections identified in the 2019 Plan	FY 2025	$2,788,000
Continue to update and manage outstanding projects outlined in the City's ADA Transition Plan	Urban Design HR	Two Projects Completed	Ongoing	TBD

Key Performance Indicator	Actual FY 2023	Projected FY 2024	Proposed FY 2025
% of projects completed within timeframe and estimated cost	95%	All projects have increased in cost	95%
Fuel use (gallons)	169,180	166,035	169,355
Five-year capital improvements program that identifies infrastructure needs with funding source	Yes	Yes	Yes

Priority 3: Partnerships, Communication and 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.
Goal: Diversify Housing Types through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.

Specific Action	Department (s)	Measure of Success	Timeframe	Cost (if applicable)
Engage the community to determine which projects should be proposed for funding through an extension of the 1% local option sales tax.	City Managers' Office, City Clerks' Office	Convene a committee composed of community members and issue a call for project proposals from the community.	FY 2025	Staff Time
Promote board volunteerism through use of rack cards, business cards, and outreach at events to increase applications to the City's boards.	City Clerks' Office	A minimum of ten (10) new applications received by the September 30, 2025.	FY 2025	$300
Emphasize transparency in operations through Citizens' Academy.	Public Works	20 participants in Citizens' Academy resulting in 100% of participants reporting an increase in understanding of government operations.	Citizens Academy January 2025 Through April 2025	$1,200
Promote doing business in the City via engagement with local business owners and budding entrepreneurs via speaking and/or exhibiting at Punta Gorda Chamber of Commerce and Charlotte County Chamber of Commerce events.	City Clerks' Office	Business Tax Coordinator will attend eight (8) Chamber events to promote engaging in business in the City.	Fiscal Year 2025	$80
Implement an annual and exit survey for board members to complete regarding their experience on City boards.	City Clerks' Office	Receive a minimum survey response rate of 20% from City board members.	Fiscal Year 2025	Staff time.
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	Urban Design	Participate in bi-monthly meetings and provide meeting highlights resulting in partnership opportunities being brought to City Council.	Ongoing	Staff Time
Work in collaboration with TEAM Punta Gorda, Punta Gorda Green Thumbs, Punta Gorda in Bloom, and	Urban Design Public Works City	Participate in bi-monthly meetings and provide meeting highlights resulting in partnership opportunities being brought to City Council.	Ongoing	Staff Time

other organizations on City beautification projects	Managers' Office			
In person meetings held to discuss budget and strategic plan priorities	All Departments	Three community listening sessions are held.	FY 2025	Staff Time
Provide project updates on the City website	All Departments	Residents have accurate updated information about projects that affect them.	FY 2025	TBD
		FY FY2026-FY 2029 Preliminary Action Items		
Continue outreach and partnerships with a willingness to create new programs and participate with both existing partners and those that emerge over time.	All	12 projects completed that enhance the City of Punta Gorda	FY FY2024 FY 2027	Staff Time

Key Performance Indicator	Actual FY 2023	Projected FY 2024	Proposed FY 2025
City Communications (Weekly Highlights Reports, Information Sharing Reports, Targeted Newsletters and Action Registers)	164	164	164
Citizen Interaction through Social Media	465,000	480,000	485,000
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	15,000	15,000	15,000

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
- Punta Gorda-Port Charlotte-North Port Board of Realtors
- Punta Gorda Historic Mural Society
- Charlotte Harbor Visitor and Convention Bureau
- Economic Development Partnership
- Fishermen's Village
- Homeowner Associations (Punta Gorda Isles, Burnt Store Isles, Seminole Lakes, Burnt Store Meadows, Emerald Point, Parkhill/Eagle Point, Historic District)
- Local Arts Organizations
- Punta Gorda Boaters Alliance
- Punta Gorda Chamber of Commerce
- Punta Gorda Downtown Merchants Association
- TEAM Punta Gorda

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 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.
Goal: Make downtown a vibrant and attractive place through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.
Goal: Encourage strategic commercial development through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.

Specific Action	Department(s)	Measure of Success	Timeframe	Cost (if applicable)
Continue marketing of the City to include local information guide, advertising in partner publications, PGD in airport advertising, targeted business attraction, and Sunseeker Inflight Magazine marketing. Seek opportunities for partnerships in marketing. Publish bicycle guide and welcome to Punta Gorda guide.	City Managers' Office	3 % increase in visits to website	FY 2025	$30,000
Create City Manager columns for Sun Newspaper	City Managers' Office	52 columns written	FY 2025	Staff Time
Create Isles Life Column	City Council (Mayor)	12 columns written	FY 2025	Mayors' Time
Web Site Redesign	IT City Managers' Office	New or updated site published	September 2025	$10,000 (added to $60,000 rolled from FY24)
Purchase and implement tool to engage residents in the budget and planning processes.	City Managers' Office	Resident input helps guide City Council decision making. Survey's indicate that residents feel their voices are being heard.	FY 2025	TBD
	FY2026-FY2029 Preliminary Action Items			
Signage Replacements	Public Works	All City owned signs reflect branding and are in excellent conditions	FY2026	TBD

Key Performance Indicator	Actual FY 2023	Projected FY 2024	Proposed FY 2025
New website visits	377,000	405,000	417,000
Return website visits	7,500	8,000	8,500
Marketing Efforts to Support Punta Gorda	19	19	20
Liveaboards at Laishley Marina (monthly average)	10	10	25
Laishley Marina Occupancy (monthly average)	77	65 (season) 50 (summer)	60
Mooring Field Occupants (monthly average)	12	1 (damaged)	(Depends on repairs)
Number of fishing/boating events	12	14	5
Number of festivals/parades	80	80	52
Number of sporting events (bicycle, runs, walks)	15	16	23

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
- ✓ Arts and cultural facilities and organizations such as the Charlotte Harbor Event and Conference Center, Punta Gorda Historic Mural Society, Charlotte Performing Arts Center, Visual Arts Center, Artisan's Atelier, Historic Women's Club and Train Depot, Blanchard House Museum of African American History and Culture, Cultural Heritage Center of SW Florida, Military Heritage Museum, Punta Gorda History Center and numerous private art galleries/shops are within Punta Gorda
- ✓ Charlotte Harbor ecosystem supports abundant recreational and research opportunities.
- ✓ 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. The groundwater reverse osmosis plant further enhances the quality of the water supply by addressing TDS and increasing capacity when demand warrants such 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 and maintain the City's historic character.
Goal: Maintain the City's high safety rating, emergency response and storm preparedness.
Goal: Meet all water quality standards (primary and secondary).
Goal: Achieve status as a waterfront destination for land and water visitors through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.
Goal: Support and promote a pedestrian and bicycle friendly community through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.
Goal: Ensure a diversity of housing stock that is attainable for all income levels, racial backgrounds, life stages and abilities through implementing recommendations selected in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.
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.
Goal: Diversify Housing Types through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.

Specific Action	Department	Measure of Success	Timeframe	Cost (if applicable)
W Henry Street Improvements and Connections	Urban Design Public Works	Complete phase one construction	FY 2024-2025	$3,227,000 to be completed in phases (1,160,000 unfunded)
Purchase and implement a Park Rental Online Management System	Urban Design	Reduction in staff time and improvement in Customer Service for Park Rentals	FY 2025	TBD
FEMA SAFER Grant	Fire	Obtain nine (9) new personnel to increase staffing levels to become complaint with NFPA 1710	October 2024	($2,692,332) Grant funding for 3 years
Replacement Vehicle	Fire	Replace Operation Chief's vehicle with a ¼ ton diesel pickup to enhance response to flooded areas. Use current Ops vehicle for Fire Prevention personnel.	October 2024	$70,000
Training Tower	Fire	Complete the Training Tower build process and utilize the structure to enhance the performance of fire ground tactics and knowledge	December 2024	$250,000 ($175k Grant)
Needs study for a new Police Department	Police	Completion of a report to: • Understand the Departments policing strategies, and opportunities available in the design of a new facility to promote those strategies. • Assess and identify the unique character of the City of Punta Gorda and the relative requirements of Policing. • Assess the potential growth of the City of Punta Gorda and how this would affect the choice of a new Police Facility location. • Determine current and future space needs, based on the specific requirements of the PGPD • Determine important internal relationships of the department which would impact building layout, configuration and site requirements.	FY 2025	TBD

Increase staffing to include addition of four sworn officer positions.	Police	Enhanced service level for police services.	FY 2025	$448,560 plus vehicle and equipment costs of $260,000
Increase staffing to include one public safety dispatcher position.	Police	Add Senior Public Safety Dispatcher to address scheduling stabilization and enhanced scheduling opportunities within Communications Section due to workload increases. Assignment of advanced job functions that require a higher level of involvement.	FY 2025	$98,640 with one-time costs estimated at $3,000
Implementation of career progression program for professional staff members.	Police	Implementation of career progression program for Public Safety Dispatchers/Supervisors, Records Specialists and Evidence/Crime Scene Technicians. Members achieve enhanced skill levels and certifications which results in a much higher qualified employee. Also allows for growth opportunities for employees in technical fields that have limited to no upward mobility.	FY 2025	TBD
Continue with Youth Public Safety Academy	Police/Fire	Youth attend weeklong class learning about police and fire operations.	Summer FY-2025	$6,000 operating cost and staff time
Continue Police Department Citizens and Business Advisory Councils to enhance communication and address issues as they arise.	Police	Resolution of issues that are brought forward.	Ongoing	Staff time
Family Fun Day	Police/Fire	Annual event held in December at the Public Safety Building for families to come spend the morning with PD and FD and learn about public safety	Ongoing	Staff Time
Veterans Crisis Assistance Seminar	Police	Organizing a conference for all veteran services in Charlotte County and surrounding jurisdictions to share updated information and services for veterans. This event can also be held in a public forum for veterans to attend so they can learn about the services provided in the county	January 2025	Staff Time $300 for refreshme

				nts for attendees
Explore a Public Safety Citizens Academy	Police/Fire	Police and Fire will consider implementing a four week (3 hours a week) public safety citizens academy to introduce residence to public safety responsibilities and programs	TBD	Staff Time
Bike Safety Presentation	Police	Have the bike team leader provide a presentation on bike safety tips and Bike Laws. Possibly team up with a local church to utilize their facility (i.e. new life church).	TBD	Staff Time
		FY2026-FY2029 Preliminary Action Items		
Rebuild a sense of community and reestablish positive relationships through engagement in low-cost events.	All departments.	Post-event surveys will indicate an increase in positive feelings toward and satisfaction with the City government.	Fiscal Year 2027	Staff Time and TBD
Implement strategies from the Parks and Recreation Master Plan to develop a Strategic Parks Section within Urban Design	Urban Design Public Works	Develop an independent section within the division to assist with events and park rentals	FY 2025 - FY 2028	TBD

Key Performance Indicator	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Uniform Crime Index*	*	*	*
Average patrol response time for calls for service (minutes)	7:39	8:28	1:19
Clearance rate*	*	*	*
Quality Assurance Review results (% satisfied with police officer service)	99.2%	99.6%	98.6%
% fire emergency calls with response time less than 5 min and 20 seconds	74%	64%	67%
Average fire response time for calls for service (minutes)	4:44	4:51	5:04
% Waste diverted from landfill due to recycling (tons)	38%	38%	38%
Stormwater (NPDES) compliance with state standards	100%	100%	100%
Achievement of water quality standards	Yes	Yes	Yes
General Fund invested in United Way programs	$27,500	$27,500	$27,500

**Police data above is reported by calendar year and the Uniform Crime Index is being phased out as of 2020 based on reporting requirements by the Federal Bureau of Investigations. It will be replaced by the National Incident Based Reporting (NIBRS) system. Data will be changed. IT still working to get systems compatible to receive data."*

Appendix: Multi-Year Fiscal Forecasts FY 2025-2029

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 2025 proposed budget through FY 2029.

General Fund
Proforma Schedule of Revenues and Expenditures
Proposed Budget FY 2025 through Proforma FY 2029

	Proposed FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Change in Taxable Value of Property	**10%**	**5%**	**5%**	**5%**	**5%**
Revenues:					
Ad Valorem Tax	$19,154,810	$20,112,550	$21,118,175	$22,174,085	$23,282,790
Other Revenue	15,618,135	15,789,125	15,745,270	15,911,095	16,080,360
Total Revenues	34,772,945	35,901,675	36,863,445	38,085,180	39,363,150
Expenditures:					
Personnel Expenditures	24,034,590	25,509,670	26,629,765	27,803,175	29,032,630
Operating Expenditures	8,288,295	8,207,435	8,388,350	8,644,045	8,908,395
Capital Outlay	896,000	1,915,000	989,000	940,000	940,000
Transfers to other Funds	187,000	0	0	0	0
Transfers for Capital Projects	505,000	580,000	255,000	255,000	255,000
Transfers for Roads	709,000	709,000	709,000	709,000	709,000
Transfers for Drainage	300,000	300,000	300,000	300,000	300,000
Council Contingency	15,000	15,000	15,000	15,000	15,000
Infrastructure and Unresolved Needs Contingency	500,000	500,000	500,000	500,000	500,000
Total General Expenditures	35,434,885	37,736,105	37,786,115	39,166,220	40,660,025
Estimated Beginning Reserves	$12,606,029	$11,944,089	$10,109,659	$9,186,989	$8,105,949
Estimated Ending Reserves	$11,944,089	$10,109,659	$9,186,989	$8,105,949	$6,809,074
Minimum Reserve (16.7%)	$5,917,700	$6,302,000	$6,310,300	$6,540,800	$6,790,300

Utilities OM&R Fund
Proforma Schedule of Revenues and Expenses
Proposed Budget FY 2025 through Proforma FY 2029

	Proposed FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues:					
Chg for Serv - Water	$13,431,505	$14,308,585	$15,238,645	$16,224,860	$17,270,610
Chg for Serv - Sewer	9,751,515	10,388,290	11,063,525	11,779,535	12,690,765
Other Revenue	1,178,395	1,354,550	1,810,740	1,811,965	1,813,230
Annual Assessments - Septic to Sewer-Area 1	0	0	0	350,000	350,000
Total Revenues	24,361,415	26,051,425	28,112,910	30,166,360	32,124,605
Expenses:					
Operations	20,334,205	19,985,455	20,701,065	21,847,810	22,220,995
Renewal & Replacement of Infrastructure	1,120,000	1,120,000	1,120,000	1,120,000	1,120,000
Transfer for Capital Improvement Projects	7,150,000	4,285,000	4,800,000	85,000	200,000
Existing Debt Service	999,595	999,595	999,595	999,595	999,595
Transfer to SRF Fund-reserve incr(decr)	1,500,000	0	0	0	0
Est. new debt service WWTP	0	1,525,000	3,050,000	3,050,000	3,050,000
Est. new debt service WTP Filtration Rehab	0	0	3,037,000	3,037,000	3,037,000
Est. new debt service WTP RO Expansion	0	0	0	1,161,000	2,322,000
Est. new debt service Septic to Sewer-Area 1	0	0	0	0	344,000
Total Expenses	31,103,800	27,915,050	33,707,660	31,300,405	33,293,590
Revenues in Excess (Shortfall) of Expenses	(6,742,385)	(1,863,625)	(5,594,750)	(1,134,045)	(1,168,985)
Operating Reserves-Beg	10,649,467	3,907,082	2,043,457	(3,551,293)	(4,685,338)
Operating Reserves-End	$3,907,082	$2,043,457	($3,551,293)	($4,685,338)	($5,854,323)

Sanitation Fund
Proforma Schedule of Revenues and Expenses
Proposed Budget FY 2025 through Proforma FY 2029

	Proposed FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues:					
Chg for Serv - Refuse Collection	$4,881,560	$5,206,015	$5,535,225	$5,864,740	$6,194,565
Other Revenue	76,300	55,600	55,600	55,600	55,600
Total Revenues	4,957,860	5,261,615	5,590,825	5,920,340	6,250,165
Expenses:					
Operations	4,936,310	5,141,740	5,402,020	5,617,380	5,844,475
Capital	50,000	400,000	196,000	400,000	400,000
Total Expenses	4,986,310	5,541,740	5,598,020	6,017,380	6,244,475
Revenues in Excess (Shortfall) of Expenses	(28,450)	(280,125)	(7,195)	(97,040)	5,690
Operating Reserves-Beg	822,773	794,323	514,198	507,003	409,963
Operating Reserves-End	$794,323	$514,198	$507,003	$409,963	$415,653

PGI Canal Maintenance Fund
Proforma Schedule of Revenues and Expenditures
Proposed Budget FY 2025 through Proforma FY 2029

	Proposed FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Assessment Rate	**$1,200**	**$1,350**	**$1,500**	**$1,650**	**$1,800**
Revenues:					
Operating Assessment	$6,240,805	$7,020,415	$7,800,030	$8,579,650	$9,359,265
Other Revenue	141,500	158,000	143,000	128,000	105,500
Total Revenues	6,382,305	7,178,415	7,943,030	8,707,650	9,464,765
Expenditures:					
Operations	1,533,510	1,602,535	1,653,865	1,728,225	1,785,155
Inlet Dredging	85,000	85,000	85,000	85,000	85,000
Seawalls and Stabilization	2,930,320	6,201,480	7,039,225	7,902,100	8,790,865
Capital/Special Projects	306,000	225,000	225,000	0	0
Reserve for Contingencies	50,000	50,000	50,000	50,000	50,000
Total Expenditures	4,904,830	8,164,015	9,053,090	9,765,325	10,711,020
Revenues in Excess (Shortfall) of Expenditures	1,477,475	(985,600)	(1,110,060)	(1,057,675)	(1,246,255)
Operating Reserves-Beg	3,251,579	4,954,054	4,193,454	3,308,394	2,250,719
Reserve Seawall Replacement-Beg	675,000	450,000	225,000	0	0
Reserve Seawall Replacement-End	$450,000	$225,000	$0	$0	$0
Operating Reserves-End	$4,954,054	$4,193,454	$3,308,394	$2,250,719	$1,004,464

BSI Canal Maintenance Fund
Proforma Schedule of Revenues and Expenditures
Proposed Budget FY 2025 through Proforma FY 2029

	Proposed FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Operating Rate	**$795**	**$820**	**$845**	**$870**	**$895**
Special Project Rate	**$90**	**$90**	**$90**	**$90**	**$0**
Reserve Rate	**$100**	**$100**	**$100**	**$100**	**$100**
Revenues:					
Operating and Reserve Assessment	$922,780	$948,555	$974,335	$1,000,110	$1,025,885
Special Project Assessment	92,795	92,795	92,795	92,795	0
Miscellaneous Revenue	36,000	39,000	42,000	42,000	42,000
Total Revenues	1,051,575	1,080,350	1,109,130	1,134,905	1,067,885
Expenditures:					
Operations	174,815	169,655	184,670	179,880	195,280
Seawalls and Stabilization	698,000	719,065	740,765	763,125	786,155
Barge Access/Lock Removal Proj Debt Service	91,200	91,200	91,200	91,200	0
Reserve for Contingencies	50,000	50,000	50,000	50,000	50,000
Total Expenditures	1,014,015	1,029,920	1,066,635	1,084,205	1,031,435
Revenues in Excess (Shortfall) of Expenditures	37,560	50,430	42,495	50,700	36,450
Operating Reserves-Beg	1,232,919	1,170,479	1,120,909	1,063,404	1,014,104
Reserve Seawall Repl & Spec.Proj-Beg	100,000	200,000	300,000	400,000	500,000
Reserve Seawall Repl & Spec.Proj-End	$200,000	$300,000	$400,000	$500,000	$600,000
Operating Reserves-End	$1,170,479	$1,120,909	$1,063,404	$1,014,104	$950,554
Projects Requiring Approval & Funding:					
Channel Corner Widening Proj	100,000	100,000	300,000	325,000	0
BSI Land Acquisition for Staging	100,000	100,000	100,000	100,000	100,000
Est. Beg. Reserves with projects	1,332,919	1,170,479	1,020,909	663,404	289,104
Est. End. Reserves with projects	$1,170,479	$1,020,909	$663,404	$289,104	$225,554

Laishley Park Marina Fund
Proforma Schedule of Revenues and Expenses
Proposed Budget FY 2025 through Proforma FY 2029

	Proposed FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues:					
Slip & Mooring Rentals	$367,565	$541,915	$541,915	$541,915	$541,915
Intergovernmental Revenue	12,000	12,000	12,000	12,000	12,000
Other Revenue	34,470	24,690	24,910	25,140	25,370
Total Revenues	414,035	578,605	578,825	579,055	579,285
Expenses:					
Laishley Park Marina Expenses	225,100	292,365	299,875	307,650	315,695
Marina Park Contract Expenses	297,860	306,645	315,695	325,020	334,620
Capital Outlay	19,000	6,000	6,000	6,000	6,000
Total Expenses	541,960	605,010	621,570	638,670	656,315
Revenues in Excess (Shortfall) of Expenses	(127,925)	(26,405)	(42,745)	(59,615)	(77,030)
Operating Reserves-Beg	170,467	42,542	16,137	(26,608)	(86,223)
Operating Reserves-End	$42,542	$16,137	($26,608)	($86,223)	($163,253)

Building Fund
Proforma Schedule of Revenues and Expenses
Proposed Budget FY 2025 through Proforma FY 2029

	Proposed FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues:					
Permits, Fees & Spec.Assessments	$1,542,000	$1,542,000	$1,542,000	$1,542,000	$1,542,000
Other Revenue	221,000	163,000	151,000	130,000	112,000
Total Revenues	1,763,000	1,705,000	1,693,000	1,672,000	1,654,000
Expenses:					
Operations	2,269,955	2,109,340	2,192,080	2,278,330	2,368,260
Capital	45,000	0	45,000	0	45,000
Total Expenses	2,314,955	2,109,340	2,237,080	2,278,330	2,413,260
Revenues in Excess (Shortfall) of Expenses	(551,955)	(404,340)	(544,080)	(606,330)	(759,260)
Operating Reserves-Beg	3,665,044	3,113,089	2,708,749	2,164,669	1,558,339
Operating Reserves-End	$3,113,089	$2,708,749	$2,164,669	$1,558,339	$799,079

Six Cent Gas Tax Fund
Proforma Schedule of Revenues and Expenditures
Proposed Budget FY 2025 through Proforma FY 2029

	Proposed FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues:					
Local Option Gas Tax	$684,845	$698,540	$712,510	$726,760	$741,295
Other Revenue	359,750	358,230	361,785	368,010	374,355
Transfer from General Fund	187,000	0	0	0	0
Total Revenues	1,231,595	1,056,770	1,074,295	1,094,770	1,115,650
Expenditures:					
Operating Expenditures	1,398,630	1,235,080	1,259,220	1,284,095	1,309,715
Capital	180,000	0	0	0	0
Total Expenditures	1,578,630	1,235,080	1,259,220	1,284,095	1,309,715
Revenues in Excess (Shortfall) of Expenditures	(347,035)	(178,310)	(184,925)	(189,325)	(194,065)
Operating Reserves-Beg	496,109	149,074	(29,236)	(214,161)	(403,486)
Operating Reserves-End	$149,074	($29,236)	($214,161)	($403,486)	($597,551)

Additional Five Cent Gas Tax Fund
Proforma Schedule of Revenues and Expenditures
Proposed Budget FY 2025 through Proforma FY 2029

	Proposed FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues:					
Local Option Gas Tax	$288,455	$294,225	$300,110	$306,110	$312,230
Transfer from General Fund Ad Valorem	709,000	709,000	709,000	709,000	709,000
Other Revenues	1,200	810	300	135	120
Total Revenues	998,655	1,004,035	1,009,410	1,015,245	1,021,350
Expenditures:					
Paving	1,020,000	1,020,000	1,020,000	1,020,000	1,020,000
Total Expenditures	1,020,000	1,020,000	1,020,000	1,020,000	1,020,000
Revenues in Excess (Shortfall) of Expenditures	(21,345)	(15,965)	(10,590)	(4,755)	1,350
Operating Reserves-Beg	56,103	34,758	18,793	8,203	3,448
Operating Reserves-End	$34,758	$18,793	$8,203	$3,448	$4,798

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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.

City of Punta Gorda, FL
General Fund
Revenue and Expenditure Comparison
Actual FY 2022 through Budget FY 2025

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
General Fund Revenues:					
Ad Valorem Taxes	$ 13,937,281	$ 15,683,418	$ 17,352,105	$ 17,352,105	$ 19,154,810
Other Taxes	3,824,750	4,337,660	3,923,550	4,218,715	4,315,175
Permits, Fees, & Spec Assmts	1,824,445	2,071,095	1,878,915	1,939,965	1,958,860
Intergovernmental Revenue	3,344,229	3,486,489	3,532,790	3,419,567	3,325,480
Charges for Services, Fines & Forfeits	173,356	149,135	107,090	117,080	106,695
Lot Mowing	303,256	333,924	377,520	366,000	372,640
Administrative Charges	3,205,255	3,404,335	3,602,665	3,602,665	3,909,410
Other Miscellaneous Revenue	859,543	1,854,118	1,468,950	2,000,845	1,629,875
Financing for PGI and BSI Canal Maint. Districts	0	25,000,000	0	23,441,336	0
Transfers	370,675	190,555	0	74,207	0
	27,842,790	56,510,729	32,243,585	56,532,485	34,772,945
Prior Year Encumbrances & Reappropriations	1,601,155	1,638,130	0	26,823,024	0
General Fund Reserve-Used for Operations	0	0	2,361,375	239,738	661,940
General Fund Reserve	6,850,674	10,346,433	8,803,743	12,606,029	11,944,089
Total General Fund	$ 36,294,619	$ 68,495,292	$ 43,408,703	$ 96,201,276	$ 47,378,974
General Fund Expenditures:					
City Council	$ 141,373	$ 158,965	$ 191,745	$ 204,655	$ 228,240
City Manager	533,610	696,530	630,710	712,410	729,105
Human Resources	292,547	412,297	490,280	484,010	663,965
City Clerk	554,083	616,631	781,315	804,380	827,550
Legal	316,688	241,827	258,990	265,065	277,865
Finance	962,311	1,037,927	1,237,790	1,236,310	1,299,410
Procurement	584,785	664,523	789,295	771,020	948,695
Public Works Admin	421,800	369,374	405,510	432,475	476,260
Engineering	590,809	526,921	768,365	623,230	768,625
Facilities Maint	1,123,761	1,332,962	1,488,415	1,660,810	1,802,170
Right of Way Maint	933,281	1,124,753	1,712,395	1,657,585	1,518,055
Parks & Grounds	1,615,821	1,588,679	2,201,135	2,099,675	2,347,680
Police	7,510,924	8,880,141	10,477,225	11,220,040	12,252,055
Fire	4,838,519	4,882,758	5,900,865	5,746,170	6,569,750
Planning (previously Urban Design)	581,285	782,321	1,158,935	1,124,400	1,169,720
Zoning & Code Compliance	575,827	651,850	758,695	757,330	926,140
Non-Departmental:					
Lot Mowing	277,030	291,001	405,025	370,000	385,350
Other Non-Departmental	251,589	204,677	124,750	316,390	543,250
Subtotal Operations	22,106,043	24,464,137	29,781,440	30,485,955	33,733,885
Transfer to CRA Fund	1,033,013	1,180,844	1,306,520	1,266,887	0
Transfer for Capital Projects	512,000	1,091,000	2,254,000	2,254,000	505,000
Transfer for Drainage	200,000	300,000	300,000	300,000	300,000
Transfer for Paving	459,000	459,000	709,000	709,000	709,000
Transfer for County Transportatin Projects	0	0	254,000	254,000	187,000
Transfer to PGI & BSI Canal Maintenance Funds	0	1,331,520	0	48,325,405	0
Subtotal Operations & Transfers	24,310,056	28,826,501	34,604,960	83,595,247	35,434,885
Reserve-Carryovers & Reappropriations	1,638,130	26,823,024	0	0	0
Reserve-Fleet/Equip	281,503	260,000	179,000	179,000	507,000
Reserve-Future Years' Budget	4,542,919	5,135,015	2,845,643	5,946,955	5,285,015
Projected Carryover - End	5,522,011	7,450,752	5,779,100	6,480,074	6,152,074
Total General Fund	$ 36,294,619	$ 68,495,292	$ 43,408,703	$ 96,201,276	$ 47,378,974

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

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City of Punta Gorda, FL
General Fund
Proforma Schedule of Revenues and Expenditures
FY 2022 through FY 2029

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues: Millage Rate					**3.9500**				
Ad Valorem Taxes	$ 13,937,281	$ 15,683,418	$ 17,352,105	$ 17,352,105	$ 19,154,810	$ 20,112,550	$ 21,118,175	$ 22,174,085	$ 23,282,790
Other Taxes	3,824,750	4,337,660	3,923,550	4,218,715	4,315,175	4,348,995	4,383,150	4,417,645	4,452,490
Permits, Fees, & Spec.Assmts	1,824,445	2,071,095	1,878,915	1,939,965	1,958,860	1,978,220	1,997,770	2,017,520	2,037,465
Intergovernmental Revenues	3,344,229	3,486,489	3,532,790	3,419,567	3,325,480	3,364,495	3,190,025	3,221,030	3,252,350
Charges for services, Fines & Forfeits	476,612	483,059	484,610	483,080	479,335	479,655	479,980	480,310	480,645
Administrative Charges	3,205,255	3,404,335	3,602,665	3,602,665	3,909,410	3,948,505	3,987,990	4,027,870	4,068,145
Debt Proceeds	0	25,000,000	0	23,441,336	0	0	0	0	0
Other Misc. Revenue	859,543	1,854,118	1,468,950	2,000,845	1,629,875	1,669,255	1,706,355	1,746,720	1,789,265
Transfers	370,675	190,555	0	74,207	0	0	0	0	0
Subtotal Current Revenues	27,842,790	56,510,729	32,243,585	56,532,485	34,772,945	35,901,675	36,863,445	38,085,180	39,363,150
Use of Operating Reserves/(Incr. to Reserves)	(3,532,734)	(27,684,228)	2,361,375	27,062,762	661,940	1,834,430	922,670	1,081,040	1,296,875
Total General Revenues	24,310,056	28,826,501	34,604,960	83,595,247	35,434,885	37,736,105	37,786,115	39,166,220	40,660,025
Expenditures:									
Personnel Expenditures	15,870,653	17,653,559	21,162,015	19,577,615	24,034,590	25,509,670	26,629,765	27,803,175	29,032,630
Operating Expenditures	5,559,558	5,708,669	7,050,200	7,928,455	8,370,795	8,227,435	8,408,350	8,664,045	8,928,395
Council Contingency	0	0	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Capital Outlay	675,832	1,101,909	1,554,225	2,964,885	896,000	1,915,000	989,000	797,000	605,000
5 Yr. Capital Outlay, net funding*	0	0	0	0	0	0	0	143,000	335,000
Transfers to other Funds	0	1,331,520	254,000	48,579,405	187,000	0	0	0	0
Transfer for Capital projects/other considerati	512,000	1,091,000	2,254,000	2,254,000	505,000	580,000	255,000	255,000	255,000
Transfer to CRA for TIF	1,033,013	1,180,844	1,306,520	1,266,887	0	0	0	0	0
Transfer for Drainage	200,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Transfers for Roads	459,000	459,000	709,000	709,000	709,000	709,000	709,000	709,000	709,000
Infrastructure and Other Needs Contingency	0	0	0	0	417,500	480,000	480,000	480,000	480,000
Total General Expenditures	24,310,056	28,826,501	34,604,960	83,595,247	35,434,885	37,736,105	37,786,115	39,166,220	40,660,025
Expenditures in Excess of Revenues (Shortfall)	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
Estimated Operating Reserve - Beg	$7,434,501	$10,560,057	$10,905,118	$38,588,131	$12,427,029	$11,437,089	$10,053,659	$9,179,989	$8,105,949
Estimated Capital Outlay Reserve - Beg	$1,017,328	$1,424,506	$260,000	$1,080,660	$179,000	$507,000	$56,000	$7,000	$0
Estimated Operating Reserve - End	$10,560,057	$38,588,131	$8,624,743	$12,427,029	$11,437,089	$10,053,659	$9,179,989	$8,105,949	$6,809,074
Estimated Capital Outlay Reserve - End	$1,424,506	$1,080,660	$179,000	$179,000	$507,000	$56,000	$7,000	$0	$0
Information:									
Minimum Operating Reserve (16.7%)					$5,917,700	$6,302,000	$6,310,300	$6,540,800	$6,790,300

* 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.

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

City of Punta Gorda, FL
General Fund
Proforma Schedule of Revenues and Expenditures
FY 2022 through FY 2029

Assumptions:

Revenue:

FY 2025 Ad Valorem Taxes based on 10.1% increase in taxable values and new construction estimate of $31 million and millage rate of 3.9500
FY 2026-2029 5% est. increase in Ad Valorem Taxes
Other Taxes - FY 2025 based on current trends; FY 2026-2029 1%-2% est. increases
Permits, Fees and Special Assessments - FY 2025 based on current trends; FY 2026-2029 2% est. increase
Intergovernmental Revenues - FY 2025 per current trends and State projections; COPS Grants award included FY 2024-2026 for increased police officers. Supplemental appropriations when new grants are awarded.
FY 2026-2029 0%-2% est. increases (non-grants).
Charges for Service, Fines & Forfeits - FY 2025 per projections; FY 2026-2029 0%-2% est. increases
Admin Charges - interfund charges for services FY 2025 per schedule; FY 2026-2029 1% est. increase
Other Misc. Revenues - FY 2025 per projections; FY 2026-2029 0%-3% est. increases
Transfers - FY 2021 from 1% Local Option Sales Tax Fund for project management.

Personnel Expense:

FY 2025 - 7/1/24 pay adjustments $10,000 increase sworn police and fire, $5,000 dispatchers, 4% all other general employees; FY 2025 2% approved increase for all other general employees
4% merit increases for general employees; Fire and Police bargaining units per current contracts; Fire bargaining unit negotiations on-going
Staffing adjustments FY 2024: Reduce 3 employees in Fire (SAFER grant not awarded reducing grant revenue and personnel budgeted)
Add to staffing: 1 employee in Human Resources; 1 employee in Procurement; 2 employees in Public Works, 4 employees in Police, 1 employee in Code Compliance
Overtime per departments; Fire and Police pension contributions per actuarial requirements and new employee estimates.
General pension contributions flat citywide with FY 2024, with re-opened Tier 2. General defined contribution plan reduced 40%.
Health Insurance - 6.9% increase and current employee elections; Workers Compensation per schedule, est. 15% increase
FY 2026-2029 - 4% merit wage incr, pension est 5% incr, health insurance est 6% incr, & workers comp insurance est 10% incr
Projected adds to staffing: FY 2026 total 4 (1 Public Works, 2 Police, 1 Urban Design)
Additional position requests were submitted through FY 2029 and will be reviewed for addition to five year plan during the next budget cycle

Operating Expense:

FY 2025 - Per Departmental approved requests, Computer Overhead per schedule, Fire/General Liability est. 15% increase
FY 2026-2029 - Election Expenses $47,740, all other operating expenses 3% est. incr except Fire/General Liability 5% est incr

Capital Expense:

FY 2025 Police, Fire, Public Works, and Code Compliance vehicle and equipment replacements per schedule
FY 2025-2029 $940,000 average funded per year - Capital Outlay Reserve increased or decreased based on specific year's capital outlay needs
FY 2025-2026 New equipment needs for adds to staffing

Transfers:

Transfer to General Construction Fund for capital projects (excluding Drainage Improvements) is FY 2025 $505,000; FY 2026 $580,000; FY 2027-2029 $255,000
FY 2024 includes funding towards unfunded infrastructure needs or will move to operations for other personnel/service level enhancements as determined by Council
Transfer to General Construction Fund for Drainage Improvements is $300,000 for FY 2025-2029
Transfer for Paving is $709,000 for FY 2025-2029
Transfer to Other Funds - FY 2024 $48.3 million for line of credit draw for PGI and BSI Canal Maintenance Funds for FEMA Hurricane Irma and Ian projects, may be delayed and re-appropriated in FY 2025;
FY 2024 $254,000 and FY 2025 $187,000 for County bridge LED lighting and traffic signal projects in gas tax funds

Contingency:

FY 2025-2029 $15,000 Council contingency
FY 2025 $417,500 and FY 2026-2029 $480,000 additional contingency for other needs or infrastructure for on-going negotiations with Fire bargaining unit, unfunded capital projects, storm emergencies, etc.

City of Punta Gorda, FL
General Fund

Budget Overview

The FY 2025 General Fund Revenue Budget is $47,378,974 with two components:

- Current revenues which are estimated at $34,772,945.
- Carryover of prior year's fund balance which is estimated at $12,606,029.

The estimated fund balance carryover is comprised of general fund reserve.

- $661,940 designated for use to balance the FY 2025 equation of matching current revenues to current operating expenditures;
- $179,000 designated for smoothing the funding of the five-year capital outlay plan;
- $5,796,955 is designated for use during the five-year planning period;
- $5,968,134 is the remaining fund balance which is designated by financial policy as the minimum operating reserve required (16.7%) for FY 2025 of $5,917,700 and remainder of $50,434 towards the FY 2026 proforma minimum operating reserve.

The FY 2025 General Fund planned current expenditures of $35,434,885 are $829,925 or 2.4% more than the FY 2024 budgeted expenditures.

Changes in expenditures include:

Personnel increase of $2.9 million or 13.6%. Approved pay adjustments 7/1/2024 of $10,000 for police and fire sworn personnel, $5,000 for dispatchers, and 4% for all other general employees and an additional 2% for all other general employees for FY 2025. Estimated 4% merit increases for general employees, public safety current bargaining contract increases, continued career progression increases, health insurance premium increase of 6.9%, workers compensation increases based on wages and estimated 15% increase in rates, City's match on the defined contribution plan up to 10% reduced by estimated 40% elections due to re-opening of general defined benefit tier 2 plan, fire and police defined benefit plans per actuary increases, general defined benefit plan flat citywide with re-opening of a tier 2, and a net increase of 6 positions. Fire union bargaining contract for FY 2025 is still on-going and therefore impacts are not known.

Operating increase of $1.3 million or 18.7% including $556 thousand for increased computer overhead for information technology needs; $163 thousand estimated increase in general liability insurance; $22 thousand for operating needs of new staff; $150 thousand for reviewing solutions for flooding in historic district; $114 thousand for Laishley Park and Herald Court parking garage maintenance moved from sunsetted CRA; $57 thousand for another years rent for Military Heritage Museum and Herald Court Centre; remaining contractual, commodities and supplies are estimated with 3% increase except for specific expenditures related to: Council photography recognition plaques/gifts, memberships and training; HR compensation study, in-person training, service awards, on-boarding materials; City Clerk volunteer ads, rack cards, application cards, recognition materials, restoration of ordinance document; finance OPEB report cost increase; fire travel for training, uniforms, emergency management supplies; urban design sign replacements; facilities surface mount water bottle fillers and additional maintenance supplies.

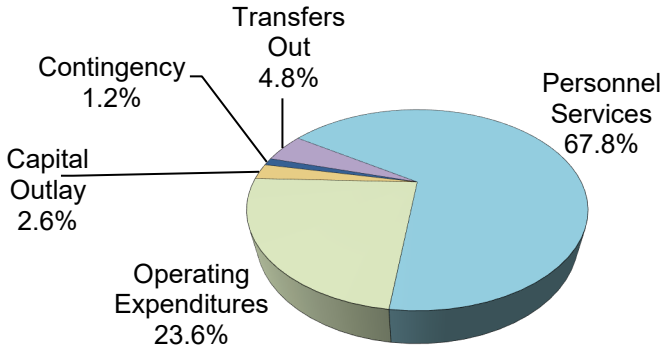
Capital Outlay five-year replacement plan funding level average increased to $940,000 per year. FY 2025 includes $293,00 for new equipment for new positions.

Transfers for Capital Projects decrease of $1,749,000 due to: $113,000 increase for railroad crossing rehabilitation, decrease of $1,500,000 for unfunded infrastructure needs or other considerations, and decreases from prior year projects of City Hall rehabilitation and King Street improvements $362,000.

Transfer for TIF to CRA decrease of $1.3 million due to sunsetting of CRA district in May 2024.
Transfers to Other Funds decrease of $67,000 for County bridge LED and traffic signal maintenance projects second year requirement less than first year.
Transfer for Drainage no change to $300,000 annual program funded by ad valorem revenue.
Transfer for Paving no change to $709,000 annual transfer funded by ad valorem revenue.
Transfer to PGI and BSI Canal Maintenance Funds had no change. However, financing for FEMA Hurricane Irma and Hurricane Ian seawall projects are continuing and may be re-appropriated in FY 2025. Financing to be repaid by FEMA and State reimbursements and Canal Maintenance assessments.

Contingencies increase of $417,500 for other needs or infrastructure such as outcome from on-going fire bargaining unit negotiations, unfunded capital projects, storm emergencies, etc.

General Fund Expenditures FY 2025 - $35,434,885



Expenditure Discussion

Total current expenditures discussed above, are also budgeted by department and division. See summary provided on the first page in the general fund section. 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. Departmental summary of the category spending and position summary for the entire general fund, department/division itemization and graphic portrayal are provided later in this section. In addition, 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.

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 2025 are $34,772,945and are identified on the first page of this section and graphically portrayed on the next page. Line item detail is also provided later in this section. In addition, information on major revenues of the general fund are provided.

Ad Valorem Taxes of $19,154,810 represents 54.0% for the FY 2025 budget including planned use of reserves. Taxable property values increased Citywide by 10.7%. Value change from new

construction, annexations and other adjustments in the City is $30.8 million, up from -$18.1 million the previous year. The change in Consumer Price Index (CPI) as reflected in the State "Save Our Homes" Legislation is 3.4%. Homestead property assessed values can only rise to the statutory cap of 3.0%. The proposed millage rate is the same as the previous year, 3.9500 mills.

Other Taxes of $4,315,175 include a utilities tax on electricity, water, and gas; a communications tax on telecommunications, cable, satellite, data, and other related transmissions.

Permits, Fees, & Special Assessments of $1,958,860 include primarily electric and gas franchise fees of $1,935,860; permits are the balance of the revenues.

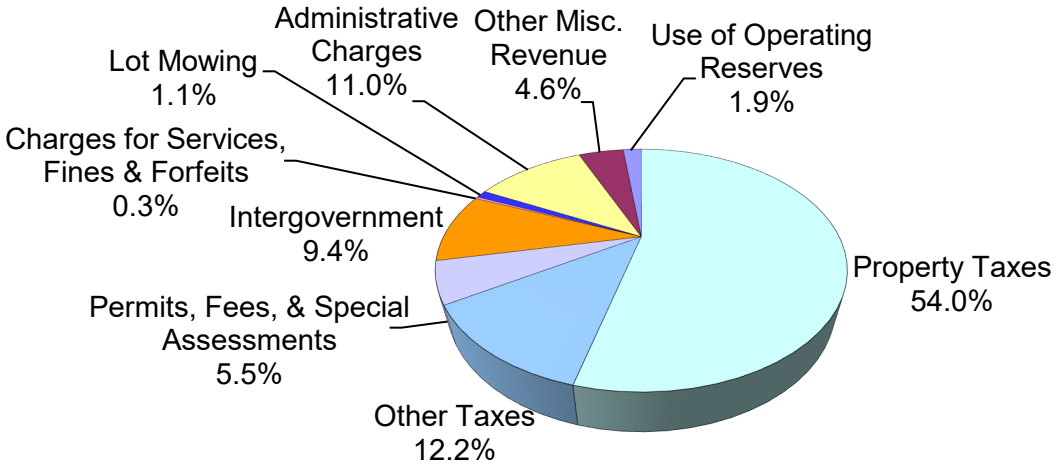
Intergovernmental Revenues of $3,325,480 include State Revenue Sharing and Local Government ½ Cent Sales Tax. The City budgets approximately 95% of State estimates that were provided in July and August. Estimated grant revenue for awarded COPS grant is budgeted.

Charges for Services, Fines & Forfeits of $463,935 includes $372,640 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, fingerprint 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 City police.

Administrative Charges and Miscellaneous Revenue of $5,539,285 includes $3,909,410 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 $127,235, investment income of $642,600, cost sharing program of $804,415 with Charlotte County School Board for school resource officers, and another with Charlotte County for sharing space at City fire stations for $27,820.

Financing Revenue – Although there is no financing revenue budgeted in FY 2025, the projected FY 2024 estimated loan amount to be transferred to PGI and BSI Canal Maintenance District Fund for completing the FEMA Hurricane Irma and Hurricane Ian seawall projects may need to be re-appropriated due to the on-going nature of the project.

General Fund Revenues FY 2025 - $35,434,885



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 2025, the the average projected annual amount for FY 2025-FY 2029 is $940,000, except for FY 2026 which requires some additional funding.

History

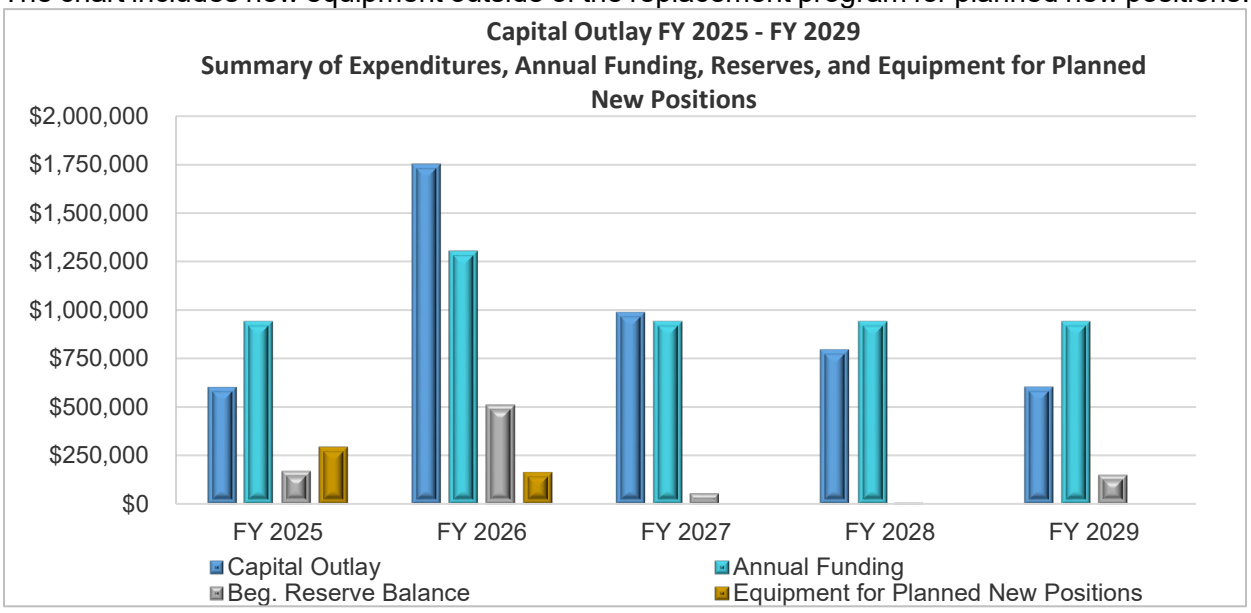
During the 6 year economic decline that lasted until FY 2013, replacement of general fund capital was kept to a minimum, resulting in an aging fleet and equipment and resulting in ineffective repairs and maintenance costs as well as lower service levels due to lack of equipment. With the beginning of 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 was the police fleet replacement funds scheduled for FY 2025. The vendor notified the City regarding increased pricing and delays caused by chips and demand early in FY 2024. The flexibility of the plan allowed the City to place its order for FY 2024 and FY 2025 early to take advantage of the current pricing. The funds budgeted in FY 2025 for the police fleet replacement program replaced the reserve funds used early.

The chart includes new equipment outside of the replacement program for planned new positions.



GENERAL FUND
VEHICLE & EQUIPMENT REPLACEMENT DETAIL
FY 2025- FY 2029
(All figures in thousands of dollars)

Capital Outlay Replacement Plan	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029+
	(All figures in thousands of dollars)				
Right of Way:					
2016 mower (6982)	16	0	0	0	0
1988 tilt bed trailer (2350)	11	0	0	0	0
1988 flat bed trailer (2352)	24	0	0	0	0
1989 tilt bed trailer (2396)	0	11	0	0	0
2015 vactor (6969)	0	648	0	0	0
2007 dump truck (5977)	0	298	0	0	0
2002 motor grader (5411)	0	0	91	0	0
2016 F-250 C Cab (6986)	0	0	85	0	0
Parks & Grounds:					
2007 trailer flat bed tandem axle (6818)	7	0	0	0	0
2007 riding mower (6839)	18	0	0	0	0
2010 mower (6862)	18	0	0	0	0
2001 trailer tandem axle low bed (4481)	10	0	0	0	0
2001 Flat Bed Trailer (5001)	5	0	0	0	0
2006 Flat Bed Trailer (5986)	10	0	0	0	0
2014 1 ton pickup truck (6924)	0	57	0	0	0
2006 all-terrain vehicle (5974)	0	20	0	0	0
2017 4x4 pickup truck (6998)	0	45	0	0	0
2014 1/2 ton pickup truck (6927)	0	0	57	0	0
2014 1/2 ton pickup truck (6928)	0	0	48	0	0
2006 mini excavator trackhoe (6801)	0	0	47	0	0
2006 trailer flat bed (5976)	0	0	10	0	0
2015 cargo van (6954)	0	0	0	55	0
2015 1/2 ton pickup truck (6960)	0	0	0	46	0
Police:					
Police Fleet Replacements (Est. 6 vehicles per year)	0	330	330	330	330
Body & In Car Camera Replacement Program	227	227	227	227	227
Taser Replacement Program	35	35	35	0	0
Mobile & Portable Radio Purchases	86	0	0	0	0
Live Scan Fingerprint System	8	0	0	0	0
Swat Tactical Rifle	9	0	0	0	0
Interview Room System	6	6	6	0	0
Drone Program	5	5	5	0	0
Fire:					
Personal Protective Equipment	12	12	12	12	12
Suppression Equipment	15	15	15	15	15
Medical Equipment	21	42	21	42	21
2016 All wheel drive SUV (6983)	0	0	0	70	0
Code Compliance:					0
2015 king cab pickup truck (6953)	30	0	0	0	0
2015 king cab pickup truck (6956)	30	0	0	0	0
TOTAL	**$603**	**$1,751**	**$989**	**$797**	**$605**
Revised annual level Capital Outlay reserve	**940**	**1,300**	**940**	**940**	**940**
Capital Outlay Reserve - Beg	**170**	**507**	**56**	**7**	**150**
Capital Outlay Reserve - End	**$507**	**$56**	**$7**	**$150**	**$485**

* FY 2024- FY 2028 budgeted capital outlay plan annual level of funding was $892 average

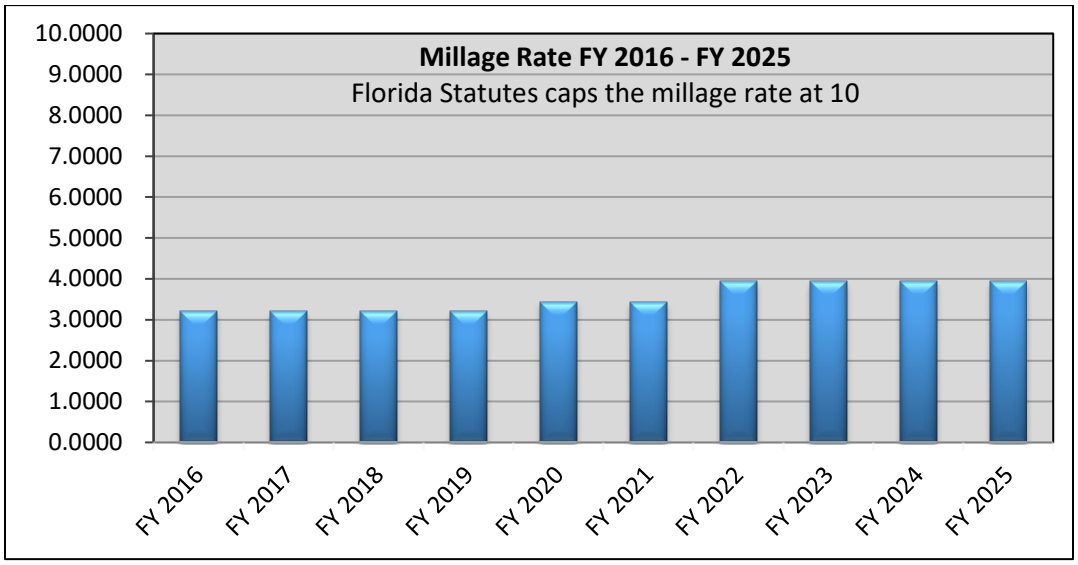
Planned Use of Operating Reserves for equipment for planned new positions through FY 2026	**$293**	**$164**	**$0**	**$0**	**$0**

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. 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 2025 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. The CRA district was sunset May 2024 by City and County resolutions. Due to value in the district on January 1, 2024, a DR-420TIF form was still required as part of the TRIM process required by the Florida Department of Revenue.

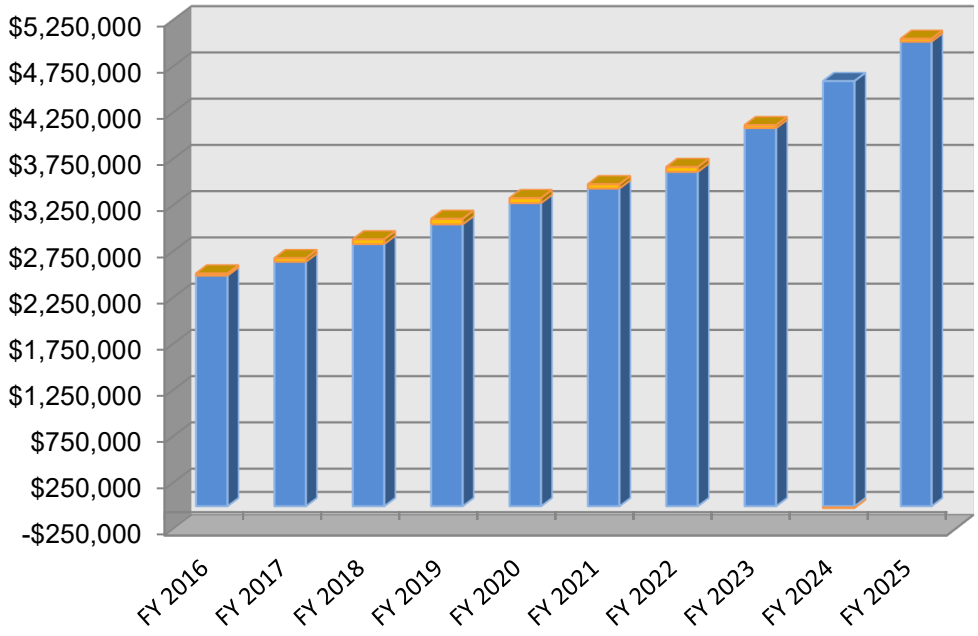
Fiscal Year	Gross Taxable Original Value (DR 420)	Millage Rate	Ad Valorem Revenue Original Budget	Transfer to CRA Original Budget
FY 2016	$2,514,217,625	3.1969	$7,716,200	$468,678
FY 2017	$2,678,944,043	3.1969	$8,224,800	$502,566
FY 2018	$2,882,634,481	3.1969	$8,847,000	$575,000
FY 2019	$3,104,695,310	3.1969	$9,527,820	$612,534
FY 2020	$3,328,401,238	3.4337	$10,971,580	$749,331
FY 2021	$3,478,861,006	3.4337	$11,467,550	$840,055
FY 2022	$3,665,247,247	3.9500	$13,898,620	$1,038,065
FY 2023	$4,117,493,204	3.9500	$15,613,535	$1,176,535
FY 2024	$4,575,977,149	3.9500	$17,352,105	$1,306,520
FY 2025	$5,051,387,222	3.9500	$19,154,810	$0



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 and Adjustments	Gross Taxable Value
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
FY 2021	$3,432,101	$46,760	$3,478,861
FY 2022	$3,612,657	$52,590	$3,665,247
FY 2023	$4,085,975	$31,518	$4,117,493
FY 2024	$4,594,120	-$18,143	$4,575,977
FY 2025	$5,020,620	$30,767	$5,051,387

Gross Taxable Value (in thousands)



City of Punta Gorda, FL
Analysis of Estimated Taxable Value and Tax Revenues
FY 2024 compared to FY 2025

	DR 420 Original Budget FY 2024	Recapitulation Final FY 2024	DR 420 Original Budget FY 2025
Current Year Adjusted Taxable Value	$ 4,594,120,438	$ 4,579,536,486	$ 5,020,619,874
Prior Year Final Gross Taxable Value	$ 4,125,070,957	$ 4,125,070,957	$ 4,561,393,197
Estimated Incr/(Decr) (without new construction/annex/adjustments)	$ 469,049,481	$ 454,465,529	$ 459,226,677
Percent Incr/(-)Decr (without new construction/annex/adjustments)	11.37%	11.02%	10.07%
Net New Taxable Value of New Construction/Annex/Adjustments	$ (18,143,289)	$ (18,143,289)	$ 30,767,348
Total Estimated Current Year Taxable Value	$ 4,575,977,149	$ 4,561,393,197	$ 5,051,387,222
Net Incr/(Decr) from Prior Year Final Gross Taxable Value	$ 450,906,192	$ 436,322,240	$ 489,994,025
Net Percent Incr/(-)Decr from Prior Year Final Gross Taxable Value	10.93%	10.58%	10.74%

	FY 2024	FY 2024	FY 2025
Taxable Value	$ 4,575,977,149	$ 4,561,393,197	$ 5,051,387,222
	x 96.0%	x 96.3%	x 96.0%
Budget Value of a Mill	$ 4,392,938	$ 4,392,987	$ 4,849,332
Operating Mills	**3.9500**	**3.9500**	**3.9500**
Revenue from Base Properties	$ 17,420,905	$ 17,421,120	$ 19,038,140
Revenue from New Construction/Annex/Adjustments	$ (68,800)	$ (69,015)	$ 116,670
Total Estimated Ad Valorem Tax Revenue	$ 17,352,105	$ 17,352,105	$ 19,154,810

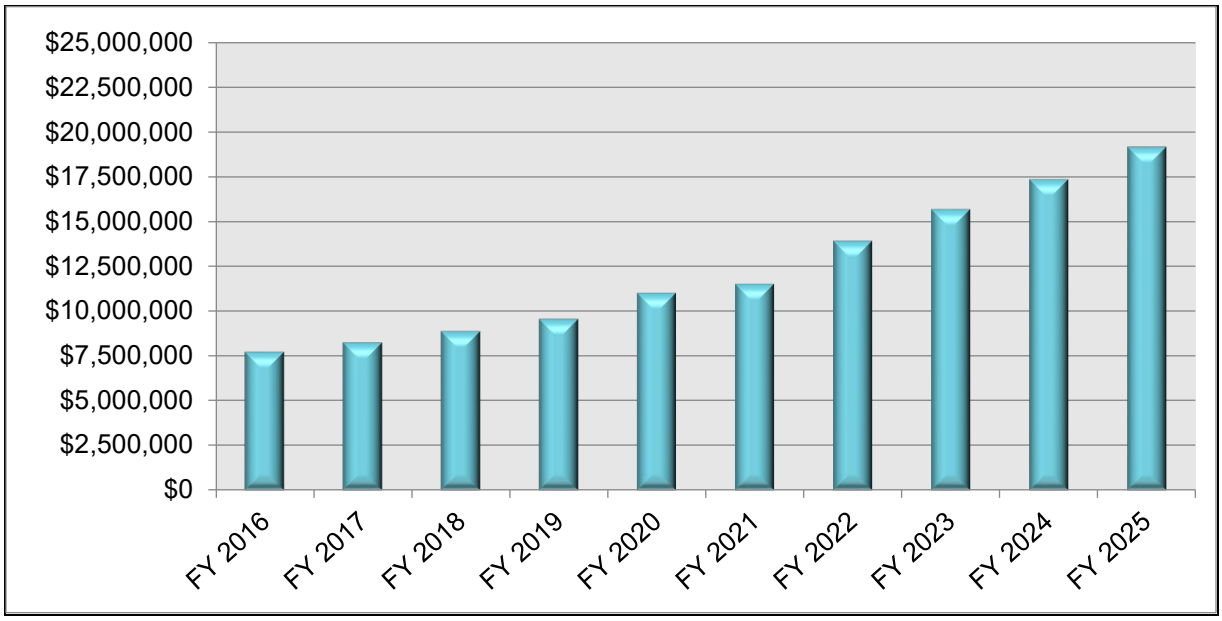
Calculation of City Ad ValoremTax on various assessed values:

	Homestead Single Family		Non-Homestead Vacant Land	Commercial
Assessed Value	$300,000	$500,000	$110,000	$1,000,000
Less Homestead Exemption	$50,000	$50,000	$0	$0
Net Taxable Value	$250,000	$450,000	$110,000	$1,000,000
City Millage Rate	3.9500	3.9500	3.9500	3.9500
City Ad Valorem Tax FY 2025	$988	$1,778	$435	$3,950

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.

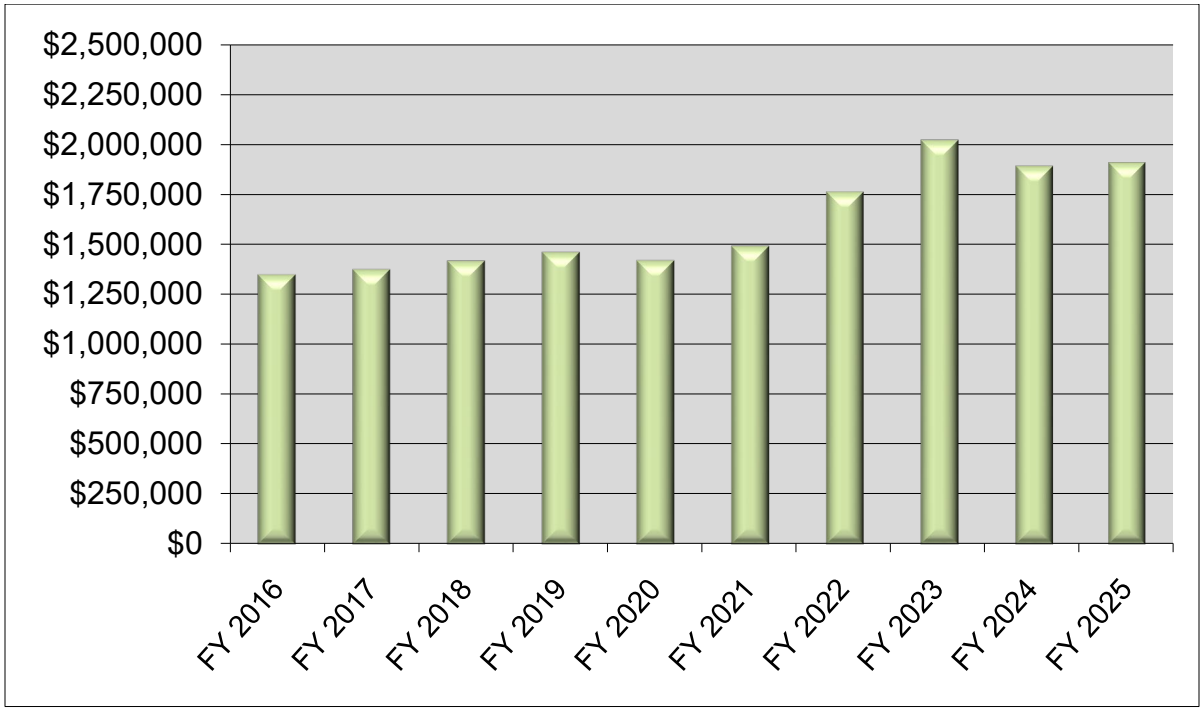
Fiscal Year	Revenue	Percentage Change
FY 2016	$7,762,136	4.29%
FY 2017	$8,288,276	6.78%
FY 2018	$8,898,730	7.37%
FY 2019	$9,590,484	7.77%
FY 2020	$11,032,152	15.03%
FY 2021	$11,538,370	4.59%
FY 2022	$13,937,281	20.79%
FY 2023	$15,683,418	12.53%
FY 2024	$17,352,105	10.64%
FY 2025	$19,154,810	10.39%



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.

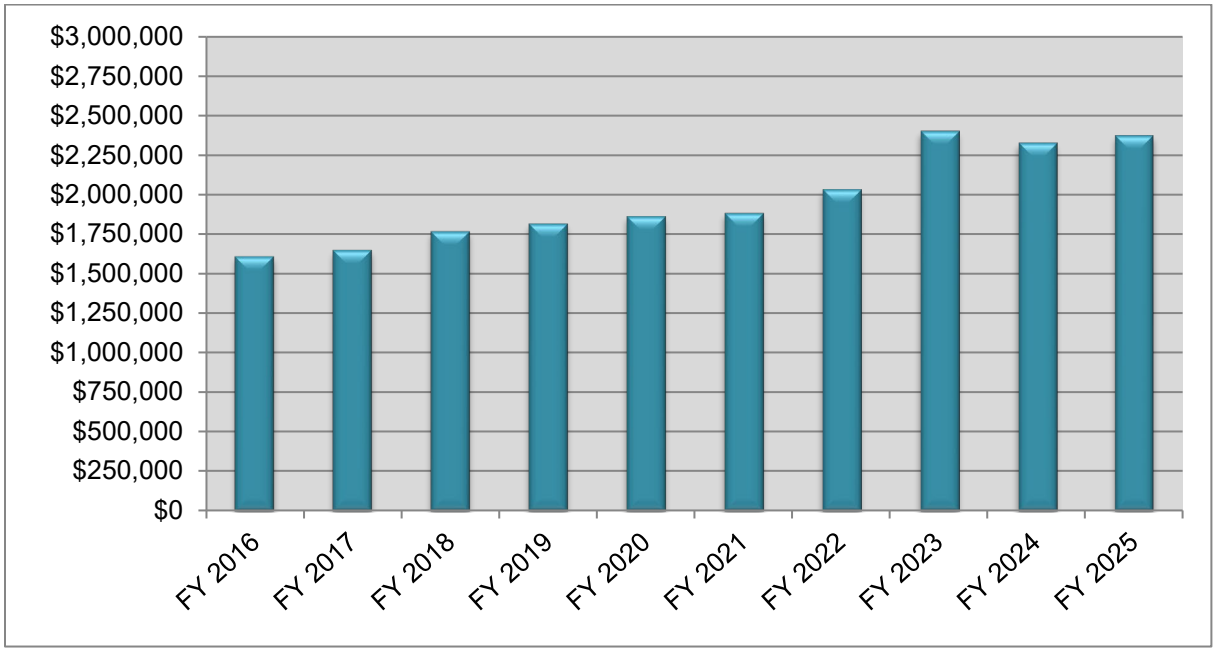
Fiscal Year	Revenue	Percentage Change
FY 2016	$1,347,826	-0.66%
FY 2017	$1,372,943	1.86%
FY 2018	$1,416,320	3.16%
FY 2019	$1,459,808	3.07%
FY 2020	$1,418,507	-2.83%
FY 2021	$1,490,578	5.08%
FY 2022	$1,762,098	18.22%
FY 2023	$2,020,055	14.64%
FY 2024	$1,889,740	-6.45%
FY 2025	$1,908,635	1.00%



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.

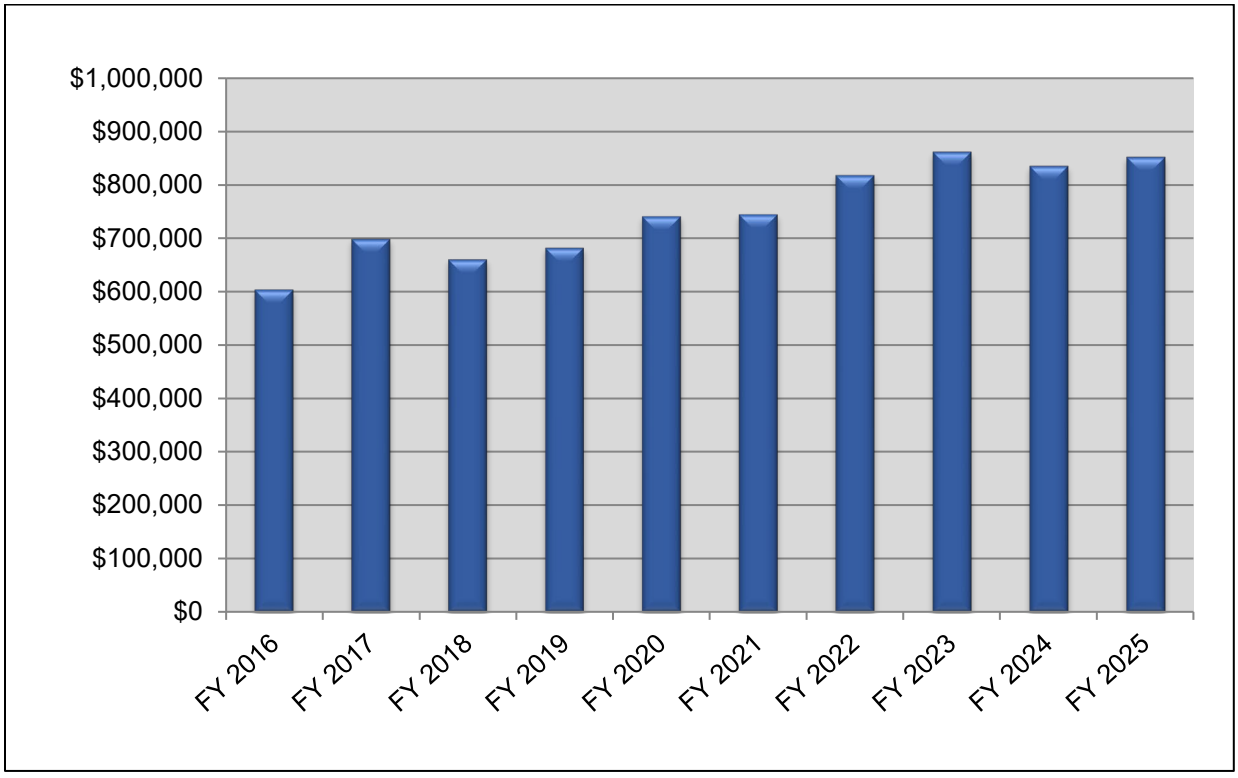
Fiscal Year	Revenue	Percentage Change
FY 2016	$1,608,098	3.93%
FY 2017	$1,649,461	2.57%
FY 2018	$1,767,613	7.16%
FY 2019	$1,814,887	2.67%
FY 2020	$1,861,647	2.58%
FY 2021	$1,883,282	1.16%
FY 2022	$2,032,639	7.93%
FY 2023	$2,400,996	18.12%
FY 2024	$2,325,835	-3.13%
FY 2025	$2,372,355	2.00%



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.

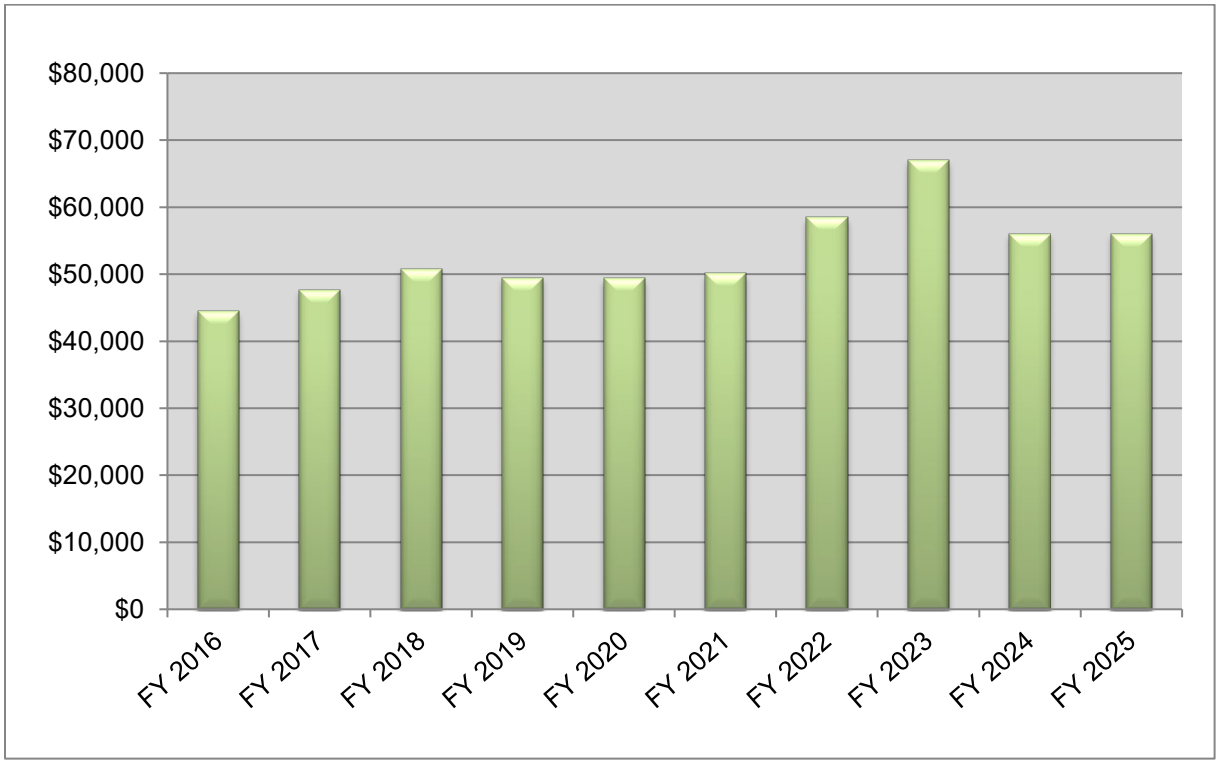
Fiscal Year	Revenues	Percentage Change
FY 2016	$604,273	3.46%
FY 2017	$699,241	15.72%
FY 2018	$660,832	-5.49%
FY 2019	$682,069	3.21%
FY 2020	$741,227	8.67%
FY 2021	$744,363	0.42%
FY 2022	$817,703	9.85%
FY 2023	$861,544	5.36%
FY 2024	$835,000	-3.08%
FY 2025	$851,700	2.00%



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. The increase experienced in FY 2022 and FY 2023 was mostly related to the aftermath of Hurricane Ian which made landfall in Southwest Florida in September of 2022. FY 2024 and FY 2025 projects more normal levels.

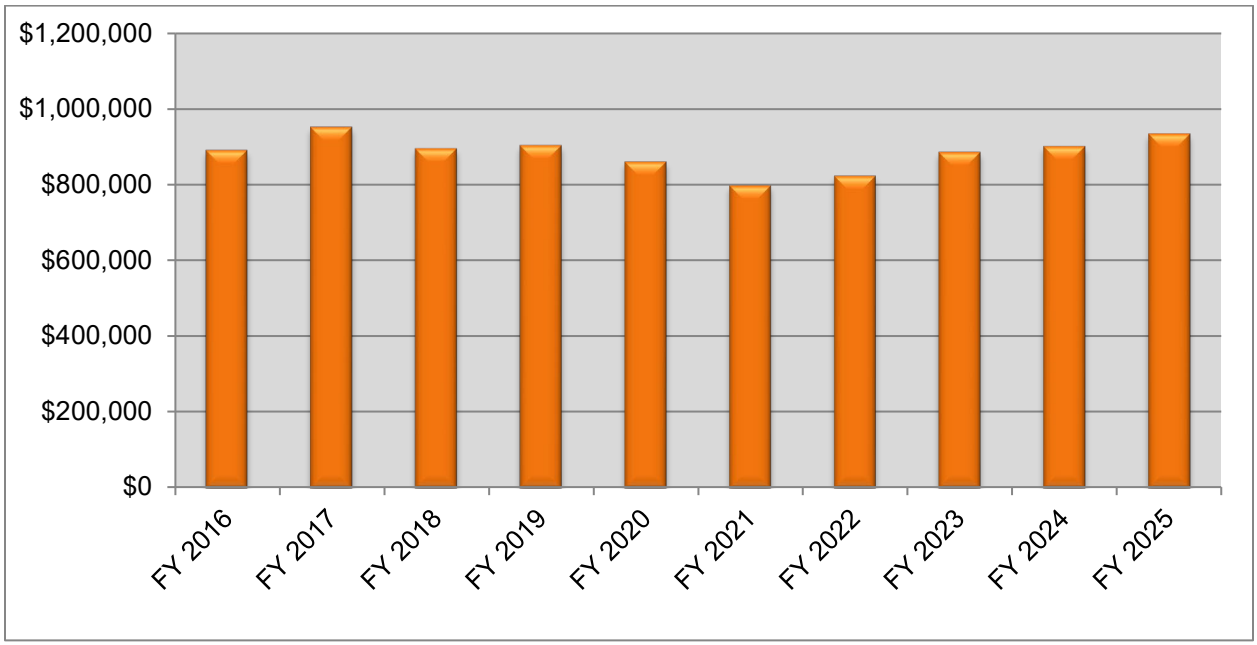
Fiscal Year	Revenue	Percentage Change
FY 2016	$44,458	10.24%
FY 2017	$47,621	7.12%
FY 2018	$50,792	6.66%
FY 2019	$49,454	-2.63%
FY 2020	$49,341	-0.23%
FY 2021	$50,096	1.53%
FY 2022	$58,505	16.79%
FY 2023	$67,025	14.56%
FY 2024	$56,000	-16.45%
FY 2025	$56,000	0.00%



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 7.44%, which consist of 2.52% for the gross receipts and 4.92% for state tax. Direct-to-home satellite service is 2.37% for the gross receipts and 9.07% for state tax. The City's specific tax rate has been 5.22% since October 1, 2002. This revenue continues to see fluctuations year to year based on bundling packages from providers. Projections are developed based on current state distributions.

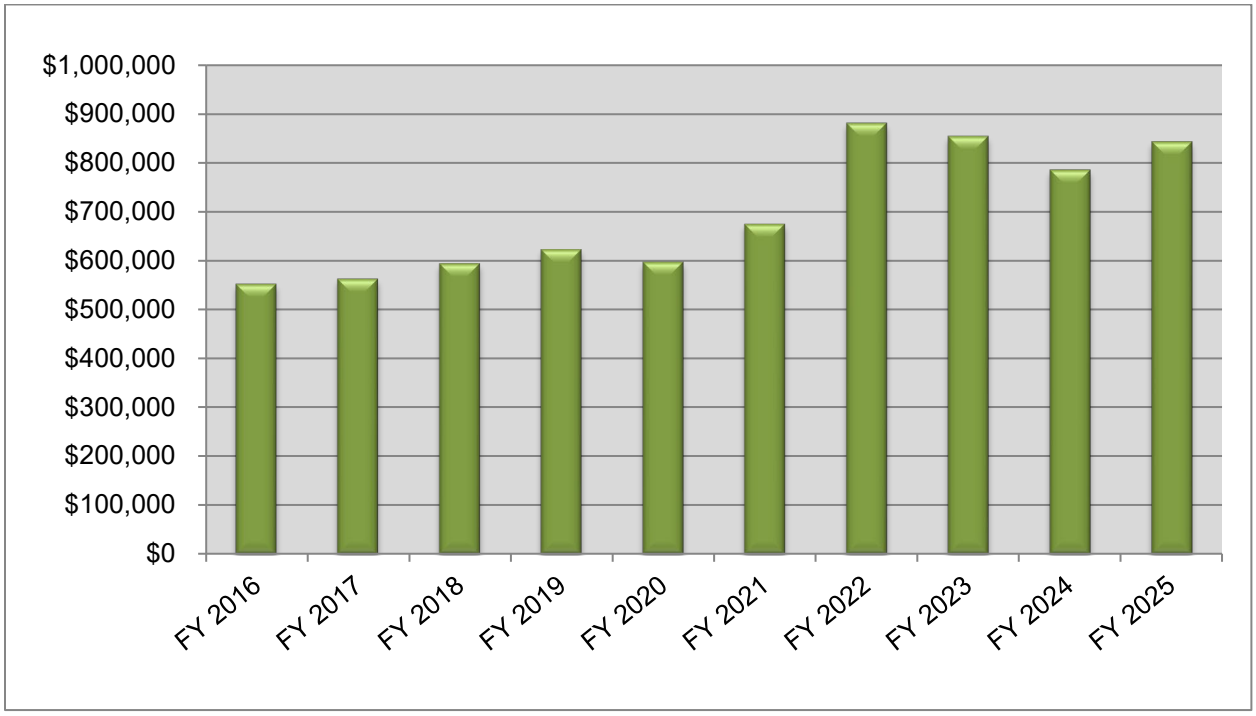
Fiscal Year	Revenue	Percentage Change
FY 2016	$ 890,406	-4.01%
FY 2017	$ 951,510	6.86%
FY 2018	$ 894,860	-5.95%
FY 2019	$ 903,485	0.96%
FY 2020	$ 859,895	-4.82%
FY 2021	$ 797,269	-7.28%
FY 2022	$ 822,735	3.19%
FY 2023	$ 885,676	7.65%
FY 2024	$ 901,070	1.74%
FY 2025	$ 933,405	3.59%



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

The Revenue Sharing Trust Fund currently receives 1.3653% of net sales and use tax collections and the net collections from the one-cent municipal fuel tax. An allocation formula serves as the basis for distribution to each municipality that meets strict eligibility requirements. Municipalities must use the funds derived from the one-cent municipal fuel tax (18.00%) for transportation-related expenditures.

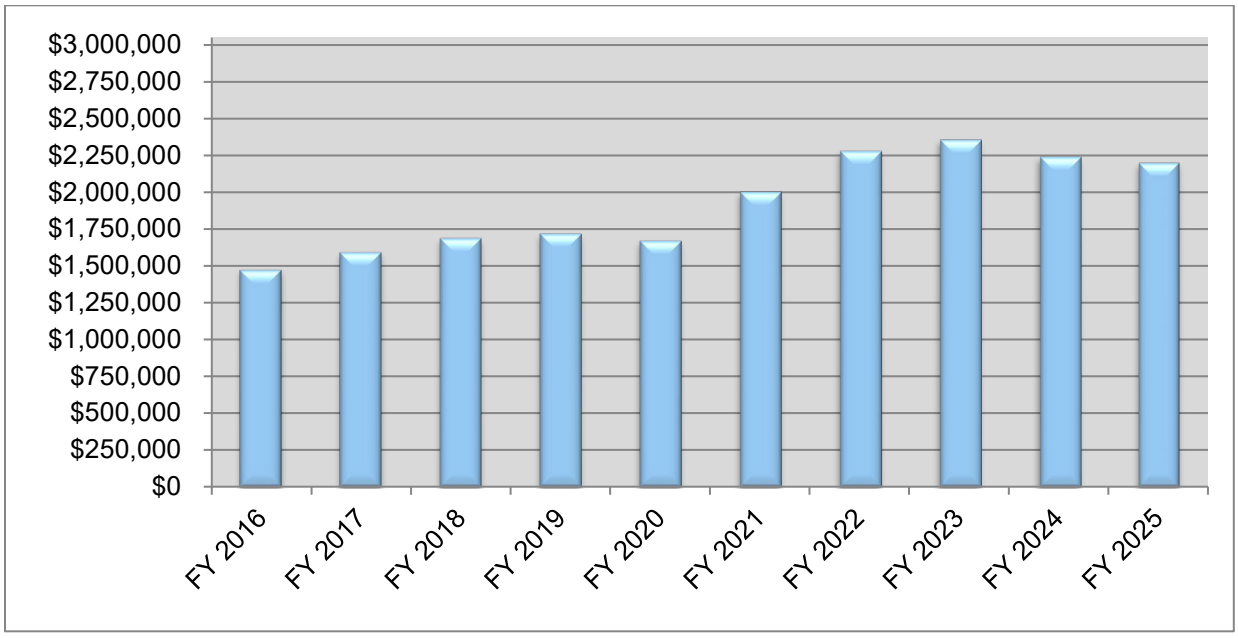
Fiscal Year	Revenue Sharing	Percentage Change
FY 2016	$551,672	0.95%
FY 2017	$562,413	1.95%
FY 2018	$593,673	5.56%
FY 2019	$622,731	4.89%
FY 2020	$597,262	-4.09%
FY 2021	$674,661	12.96%
FY 2022	$880,556	30.52%
FY 2023	$854,088	-3.01%
FY 2024	$785,040	-8.08%
FY 2025	$842,990	7.38%



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 is 8.9744%. 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 9.42% and Charlotte County will receive 90.58% of the monthly distribution from the state.

Fiscal Year	Revenue	Percentage Change
FY 2016	$1,473,400	10.36%
FY 2017	$1,593,303	8.14%
FY 2018	$1,688,864	6.00%
FY 2019	$1,720,452	1.87%
FY 2020	$1,670,760	-2.89%
FY 2021	$2,001,045	19.77%
FY 2022	$2,279,066	13.89%
FY 2023	$2,354,827	3.32%
FY 2024	$2,238,770	-4.93%
FY 2025	$2,196,745	-1.88%



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
GENERAL FUND

REVENUE

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
10-00	CURRENT AD VALOREM TAXES	13,937,281	15,683,418	17,352,105	17,352,105	19,154,810
10-00	ELECTRICITY UTILITY TAX	2,032,639	2,400,996	2,109,360	2,325,835	2,372,355
30-00	WATER UTILITY TAX	817,703	861,544	814,265	835,000	851,700
80-00	BOTTLED GAS UTILITY TAX	58,505	67,025	53,515	56,000	56,000
10-99	COMMUNICATION SERVICE TAX	822,735	885,676	845,700	901,070	933,405
01-00	OCCUPATIONAL LICENSES	90,556	121,002	98,500	98,500	99,485
01-01	PENALTIES	2,386	1,157	2,000	2,100	2,020
01-02	TRANSFERS	226	260	210	210	210
	TAXES	**17,762,031**	**20,021,078**	**21,275,655**	**21,570,820**	**23,469,985**
10-00	FLORIDA POWER FRANCHISE	1,762,098	2,020,055	1,829,360	1,889,740	1,908,635
40-00	PEOPLES GAS FRANCHISE FEE	29,421	27,225	26,155	27,225	27,225
01-00	SIGN PERMITS	6,876	5,000	4,900	4,500	4,500
02-00	RIGHTS OF WAY PERMITS	135	100	0	0	0
04-00	FIRE PREVENTION PERMITS	25,915	18,715	18,500	18,500	18,500
	PERMITS,FEES & SPEC ASSMT	**1,824,445**	**2,071,095**	**1,878,915**	**1,939,965**	**1,958,860**
10-03	CORONAVIRUS STATE FISC REC	0	1,018	0	0	0
20-01	COMMUNITY POLICING (COPS)	0	0	125,000	98,275	196,555
20-02	FDLE BYRNE GRANT	21,162	0	0	30,612	0
20-04	BULLETPROOF VEST PROGRAM	4,328	9,500	0	0	0
20-05	FEMA - FIRE PREVENTION	0	0	360,000	0	0
20-07	US DEPT OF JUSTICE	52,274	0	0	0	0
39-11	FL DEPT ENVIRON PROTECT	0	0	0	50,000	0
51-06	FEMA - STORMS	0	73,725	0	0	0
51-06	STATE - FEMA - STORMS	0	4,096	0	0	0
12-99	STATE REVENUE SHARING	880,556	854,088	727,840	785,040	842,990
14-00	MOBILE HOME LICENSES	21,461	20,474	20,040	20,040	20,040
15-00	ALCOHOLIC BEVERAGE LICENS	23,177	23,753	22,600	22,600	22,600
18-00	LOCAL GOVT SALES TAX	2,279,066	2,354,827	2,130,685	2,238,770	2,196,745
23-00	FIREFIGHTER SUPPLMTL COMP	6,614	6,910	6,240	8,160	8,160
49-01	MOTOR FUEL TAX REBATE	24,613	24,948	23,890	23,890	23,890
90-00	OTHER	0	0	0	20,545	0
21-00	MARINE ADVISORY BD-WCIND	0	0	104,495	104,495	0
22-00	MARINE ADV BD BOATER IMPR	16,125	94,809	0	2,640	0
20-00	COUNTY OCCUP LICENSES	1,684	1,695	1,500	1,500	1,500
01-00	HOUSING AUTH - P I L O T	13,169	16,646	10,500	13,000	13,000
	INTERGOVERNMENTAL REVENUE	**3,344,229**	**3,486,489**	**3,532,790**	**3,419,567**	**3,325,480**
30-01	PROC CONTRACT ADMIN FEE	23,143	42,348	20,730	21,475	21,475
90-01	ENGINEERING VARIANCE FEES	5,850	2,250	4,000	1,500	1,500
90-02	PLANNING & ZONING FEES	46,575	38,625	25,760	25,760	26,020
90-03	SALE OF PUBLICATIONS/MAPS	30	30	0	0	0
90-05	POLICE DEPT	700	442	100	135	100
90-06	LIEN SEARCH FEES	49,352	38,285	35,000	38,000	38,000
50-11	RIGHT OF WAY REINSPECTION	1,285	525	0	150	0
50-21	DOCK REINSPECTION FEES	0	50	0	0	0
89-00	DISTRESSED PROPERTY REIMB	4,780	180	700	0	700
90-00	LOT MOWING FEES	303,256	333,924	377,520	366,000	372,640
91-00	LIEN INTEREST	4,570	221	500	0	500
40-01	EVENT APPLICATION FEE	4,025	3,000	3,500	3,000	3,000
01-00	RETURNED CHECK CHARGE	0	129	0	0	0
	CHARGES FOR SERVICES	**443,566**	**460,009**	**467,810**	**456,020**	**463,935**
10-00	FINES & FORFEITURES	9,820	9,638	7,500	5,000	5,000
30-00	POLICE EDUCATION	612	510	600	600	600
02-00	FINES - CODE ENFORCEMENT	8,914	677	2,500	12,610	2,500
02-01	CODE CITATIONS	1,900	1,950	0	1,300	1,300
03-00	FALSE ALARMS - POLICE	6,450	3,000	1,500	3,050	1,500
04-00	FALSE ALARMS - FIRE	0	2,800	200	0	0
06-00	PARKING VIOLATIONS	5,350	4,475	4,500	4,500	4,500
	FINES & FORFEITS	**33,046**	**23,050**	**16,800**	**27,060**	**15,400**

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
GENERAL FUND

REVENUE

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
10-00	INTEREST ON INVESTMENTS	89,866	724,160	630,000	1,195,000	642,600
10-01	INTEREST ON DEBT ACCOUNTS	0	129,731	0	0	0
00-00	RENTAL INCOME	103,294	98,633	97,425	115,000	98,400
20-01	RENT - GILCHRIST PARK	15,790	12,630	10,200	12,630	12,000
20-02	RENT - LAISHLEY PARK	17,730	22,280	14,280	15,110	15,000
20-03	RENT - PONCE DE LEON PARK	2,540	2,340	1,835	1,835	1,835
10-00	SALE OF LAND	0	331,055	0	0	0
41-00	SURPLUS FURN, FIXT, EQPT	4,826	0	3,000	3,000	3,000
90-00	OTHER SCRAP OR SURPLUS	0	0	400	400	400
30-00	FOR POLICE DEPARTMENT	4,485	2,517	0	1,510	0
31-00	FIRE DEPARTMENT	125	600	0	23,550	0
32-00	URBAN DESIGN	12,130	13,500	0	6,900	0
30-00	REFUND OF PRIOR YR EXPEND	0	0	0	275	0
40-04	ADMIN CHGS P G I CANAL	141,650	196,160	207,095	207,095	254,005
40-05	ADMIN CHGS B S I CANAL	15,945	21,350	22,345	22,345	29,290
40-11	ADMIN CHGS CRA	15,450	15,915	17,920	17,920	0
40-15	ADMIN CHGS SIX CT GAS TAX	80,310	99,590	106,000	106,000	112,505
40-16	CHAR HBR NATL ESTUARY PRG	102,640	0	0	0	0
40-26	ADMIN CHGS UTIL O M & R	2,264,670	2,436,570	2,541,235	2,541,235	2,734,450
40-28	ADMIN CHGS CITY LEASED PROP	0	0	0	0	17,950
40-50	ADMIN CHGS REFUSE COLLECT	396,960	408,780	427,010	427,010	471,920
40-51	ADMIN CHGS BUILDING FUND	150,470	187,695	240,245	240,245	253,605
40-53	ADMIN CHGS MARINA	37,160	38,275	40,815	40,815	35,685
47-00	REIMB-CHARL CO SCHOOL BD	402,132	393,048	664,800	524,000	804,415
48-00	REIMBURSEMENT FROM COUNTY	25,462	26,225	27,010	27,010	27,820
70-02	LAW ENFORCEMENT TRUST	8,244	0	0	0	0
70-16	CANINE PROGRAM	31,400	9,642	0	875	0
70-18	INSURANCE RECOVERY	94,438	26,937	0	31,725	0
70-25	STATE CLS ACTION LAW SUIT	0	9,370	0	0	0
70-42	P G P D JAMMERS	200	0	0	0	0
70-43	VETERANS CRISIS ASSIST TM	250	250	0	0	0
70-44	OPIOID SETTLEMENT FUNDS	0	10,057	0	22,025	0
70-50	DEFINED CONTRIB REFUNDS	13,072	11,786	0	0	0
40-30	LOAN PROCEEDS	0	0	0	0	4,405
90-00	MISCELLANEOUS REVENUE	33,559	29,357	20,000	20,000	20,000
	MISCELLANEOUS REVENUE	**4,064,798**	**5,258,453**	**5,071,615**	**5,603,510**	**5,539,285**
13-00	SPECIAL USE FUND	0	100,555	0	74,207	0
19-00	1% LOCAL OPTION SALES TAX	90,000	90,000	0	0	0
50-22	BUCKLEY'S PASS	280,675	0	0	0	0
	TRANSFER FROM OTHER FUNDS	**370,675**	**190,555**	**0**	**74,207**	**0**
10-01	LINE OF CREDIT	0	25,000,000	0	23,441,336	0
	DEBT PROCEEDS	**0**	**25,000,000**	**0**	**23,441,336**	**0**
90-01	PROJ CARRYOVER-BEGINNING	199,710	1,300,953	2,280,375	2,982,448	700,974
90-02	PRIOR YEAR ENCUMBRANCES	527,003	635,222	0	16,476,963	0
90-03	UNRESERVED FUND BALANCE	2,667,000	3,905,300	5,779,100	5,799,100	5,917,700
90-05	PRIOR YR RE-APPROPRIATION	1,074,152	1,002,908	0	10,346,061	0
90-13	BEG RESERVE-FLEET/EQPT	118,012	260,000	260,000	260,000	179,000
90-14	FUTURE YEAR BUDGET	3,865,952	4,880,180	2,845,643	3,804,219	5,808,355
	BEGINNING RESERVES	**8,451,829**	**11,984,563**	**11,165,118**	**39,668,791**	**12,606,029**
		36,294,619	**68,495,292**	**43,408,703**	**96,201,276**	**47,378,974**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

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CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
GENERAL FUND SUMMARY

Operating Budget

Expenditure Category/ Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	15,870,653	17,653,559	21,162,015	19,577,615	24,034,590
Operating	5,559,558	5,708,669	7,050,200	7,928,455	8,370,795
Capital Outlay	675,832	1,101,909	1,554,225	2,964,885	896,000
Fleet/Equip-Reserve Funding	0	0	0	0	0
Debt Service	0	0	0	0	0
Contingency	0	0	15,000	15,000	432,500
Operating Transfers	2,204,013	4,362,364	4,823,520	53,109,292	1,701,000
Reserve-Carryover & Reappr	1,638,130	26,823,024	0	0	0
Reserve-Fleet/Equip	281,503	260,000	179,000	179,000	507,000
Reserve-Future Years' Bdgt	4,542,919	5,135,015	2,845,643	5,946,955	5,285,015
Projected Carryover-End	5,522,011	7,450,752	5,779,100	6,480,074	6,152,074
Total	**36,294,619**	**68,495,292**	**43,408,703**	**96,201,276**	**47,378,974**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves

Position Summary

DEPARTMENT	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
City Council *	5	5	5	5	5
Administration	11	13	13	13	14
Finance	16	17	18	18	19
Public Works	37	40	41	41	43
Police	58	61	66	66	70
Fire	32	33	40	37	37
Urban Design	12	15	15	15	16
	171	184	198	195	204

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

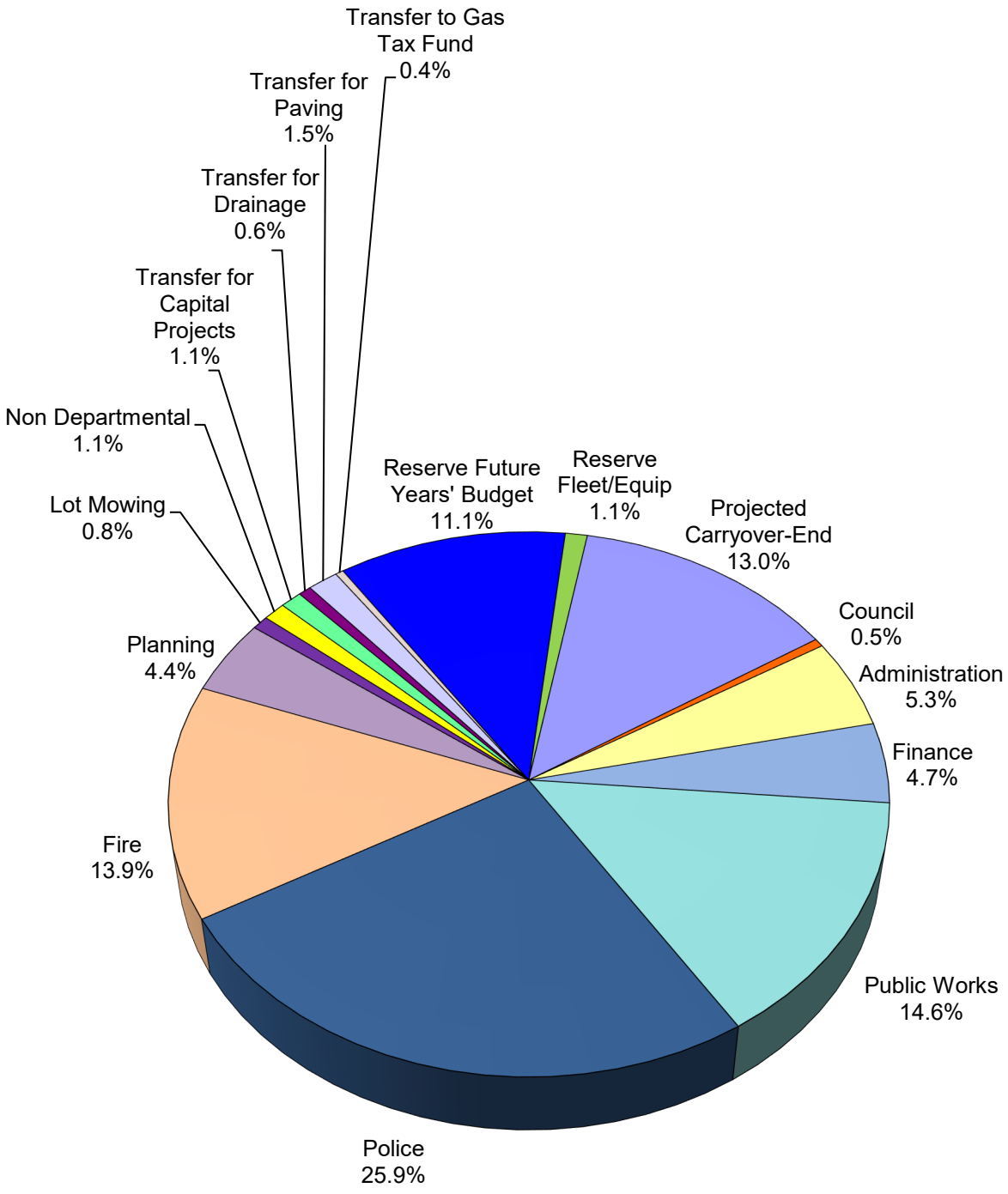
CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
GENERAL FUND

DEPARTMENTAL SUMMARY

ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
CITY COUNCIL	**141,373**	**158,965**	**191,745**	**204,655**	**228,240**
CITY MANAGER	533,610	696,530	630,710	712,410	729,105
HUMAN RESOURCES	292,547	412,297	490,280	484,010	663,965
CITY CLERK	554,083	616,631	781,315	804,380	827,550
LEGAL COUNSEL	316,688	241,827	258,990	265,065	277,865
ADMINISTRATION	**1,696,928**	**1,967,285**	**2,161,295**	**2,265,865**	**2,498,485**
FINANCE	962,311	1,037,927	1,237,790	1,236,310	1,299,410
PROCUREMENT	584,785	664,523	789,295	771,020	948,695
FINANCE	**1,547,096**	**1,702,450**	**2,027,085**	**2,007,330**	**2,248,105**
PUBLIC WKS ADMINISTRATION	421,800	369,374	405,510	432,475	476,260
ENGINEERING	590,809	526,921	768,365	623,230	768,625
FACILITIES MAINTENANCE	1,123,761	1,332,962	1,488,415	1,660,810	1,802,170
RIGHT OF WAY MAINT DIV	933,281	1,124,753	1,712,395	1,657,585	1,518,055
PARKS & GROUNDS MAINT	1,615,821	1,588,679	2,201,135	2,099,675	2,347,680
PUBLIC WORKS	**4,685,472**	**4,942,689**	**6,575,820**	**6,473,775**	**6,912,790**
POLICE	**7,510,924**	**8,880,141**	**10,477,225**	**11,220,040**	**12,252,055**
FIRE	**4,838,519**	**4,882,758**	**5,900,865**	**5,746,170**	**6,569,750**
PLANNING (prev. Urban Design)	581,285	782,321	1,158,935	1,124,400	1,169,720
ZONING & CODE COMPLIANCE	575,827	651,850	758,695	757,330	926,140
URBAN DESIGN	**1,157,112**	**1,434,171**	**1,917,630**	**1,881,730**	**2,095,860**
LOT MOWING	277,030	291,001	405,025	370,000	385,350
OTHER NON-DEPARTMENTAL	251,589	204,677	124,750	316,390	523,250
TRANSFER TO PGI CANAL MAINT DIST.	0	1,227,881	0	46,067,415	0
TRANSFER TO BSI CANAL MAINT DIST.	0	103,639	0	2,257,990	0
TRANSFER TO CRA	1,033,013	1,180,844	1,306,520	1,266,887	0
TRANSFER TO SIX CENT GAS TAX FUND	0	0	254,000	254,000	187,000
TRANSFER FOR CAPITAL PROJECTS	512,000	1,091,000	2,254,000	2,254,000	505,000
TRANSFER FOR DRAINAGE	200,000	300,000	300,000	300,000	300,000
TRANSFER FOR PAVING	459,000	459,000	709,000	709,000	709,000
RESERVE-CARRYOVERS & REAPPROP.	1,638,130	26,823,024	0	0	0
RESERVE-FLEET/EQUIP	281,503	260,000	179,000	179,000	507,000
RESERVE-FUTURE YEARS' BUDGET	4,542,919	5,135,015	2,845,643	5,946,955	5,285,015
PROJECTED CARRYOVER-END	5,522,011	7,450,752	5,779,100	6,480,074	6,152,074
NON-DEPARTMENTAL	**14,717,195**	**44,526,833**	**14,157,038**	**66,401,711**	**14,553,689**
	36,294,619	**68,495,292**	**43,408,703**	**96,201,276**	**47,358,974**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

General Fund by Functions FY 2025 - $47,358,974



CITY OF PUNTA GORDA
BUDGET FY 2025
GENERAL FUND

ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
PERSONNEL SERVICES					
EXECUTIVE SALARIES	2,208,626	2,495,198	2,683,495	2,736,800	2,495,470
REGULAR SALARIES & WAGES	4,160,764	4,640,454	5,929,865	5,366,170	6,652,775
WAGES - UNION	3,591,473	4,065,810	4,865,870	4,522,740	6,305,265
SPECIAL DETAIL	-83,978	-123,561	-90,000	-196,325	-90,000
PAY PLAN CHANGES	0	0	25,000	25,000	26,000
TEMPORARY EMPLOYEE WAGES	4,794	891	2,000	0	2,000
OVERTIME PAY	212,801	338,117	127,925	215,615	153,100
OVERTIME PAY - UNION	724,879	800,132	688,550	708,450	728,805
F I C A TAXES	791,354	901,411	1,046,685	989,970	1,177,640
RETIREMENT CONTRIBUTION	809,910	825,485	809,660	809,660	834,645
RETIREMT-POLICE OFFICERS	516,213	480,967	583,185	551,835	837,320
RETIREMENT-FIREFIGHTERS	338,516	352,644	408,895	357,205	605,270
RETIREMT-DEFINED CONTRIB	139,829	174,321	330,175	257,650	124,040
EMPLOYEE HLTH & LIFE INS	1,758,967	1,914,278	2,628,765	2,311,650	2,921,925
COBRA,RETIREE,H A INSUR	-2,510	16,657	0	0	0
DEP HLTH + EMPL PD LIFE	491,948	528,426	831,930	633,960	918,010
WORKMEN'S COMP PREMIUMS	207,067	242,329	275,015	272,235	327,325
UNEMPLOYMENT COMPENSATION	0	0	15,000	15,000	15,000
PERSONNEL SERVICES	**15,870,653**	**17,653,559**	**21,162,015**	**19,577,615**	**24,034,590**
OPERATING EXPENSES					
PROFESSIONAL SERVICES	52,544	185,423	83,680	83,680	83,425
CONTINGENT LEGAL SERVICES	263,166	176,132	185,710	185,710	191,280
SETTLEMENT COSTS	143,654	0	0	0	0
EMPLOYEE TESTING	23,474	48,821	55,720	58,850	59,490
VETERINARY SERVICES	2,160	4,685	7,495	7,495	8,845
RATE STUDY/IMPACT FEE	0	0	0	51,000	0
ACCOUNTING & AUDITING	16,274	16,274	18,575	18,575	19,130
CONTRACTUAL SERVICES	570,974	427,487	503,980	787,290	678,620
TREES	2,503	17,700	8,000	8,000	18,740
CONTRACT SVCS-LOT MOWING	277,030	291,001	405,025	370,000	385,350
SERVICE DREDGING	875	335	0	980	0
COMPREHENSIVE PLANNING	3,811	109,361	150,000	224,205	150,000
PEST CONTROL	3,345	5,445	7,350	7,350	7,725
JANITORIAL	91,028	111,439	105,140	143,140	148,865
PAINTING	14,407	245	29,000	12,000	29,000
AIR CONDITIONING	39,776	49,692	58,000	58,000	58,000
FENCING	5,521	0	20,000	20,000	20,000
RIGHT OF WAY CLEANING	0	8,400	0	0	0
MANGROVE TRIMMING	53,887	70,428	56,510	56,510	58,205
EXOTIC TREE REMOVAL	6,422	11,108	25,000	25,000	25,750
DISTRESS PROPERTIES MAINT	1,390	1,380	8,240	64,240	8,240
TRAVEL & PER DIEM	32,532	39,563	96,625	88,735	99,065
COMMUNICATIONS SERVICES	116,193	113,355	149,125	149,265	168,680
POSTAGE & EXPRESS CHARGES	9,715	11,110	16,630	16,630	17,160
ELECTRICITY	190,919	206,898	217,120	210,035	218,490
WATER & SEWER	251,414	216,980	271,015	264,710	278,385
WATER/SEWER P R W CTR WNS	2,445	2,645	2,675	2,675	2,775
COPYING EQUIPMENT	2,423	5,706	8,305	8,305	8,365

CITY OF PUNTA GORDA
BUDGET FY 2025
GENERAL FUND

ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
OPERATING EXPENSES (continued)					
EQUIPMENT LEASES	58,634	49,246	64,150	65,805	71,280
VEHICLES - RENTAL & LEASE	5,567	5,123	1,200	1,200	1,200
CLOTHING & UNIFORMS	3,363	3,347	3,805	3,805	4,340
RENT EXPENSE	28,620	69,277	66,420	69,420	66,420
RIGHT-OF-WAY (R/R X'ING)	0	0	810	810	810
FIRE/GENERAL LIAB INSUR	502,914	517,520	733,175	779,460	896,380
REPAIR & MAINTENANCE SVCS	90,561	50,195	89,315	97,315	149,860
REPAIR/MAINT BUILDINGS	84,426	103,914	156,960	210,860	165,145
R&M AUTOS/TRUCKS FLEET	141,148	176,717	218,610	249,910	230,415
REPAIR/MNT EQUIP FLEET	9,688	5,972	7,530	7,530	7,740
REPAIR/MNT VEH & EQP DEPT	20,269	26,987	51,220	59,095	56,100
STREET DECORATOR LIGHTS	141	0	0	0	0
LAISHLEY PARK AMENITIES MNT	0	0	0	0	70,000
HERALD COURT CENTRE MAINT	0	0	0	0	42,000
PRINTING & BINDING	0	0	1,110	1,110	1,140
PROMOTIONAL ACTIVITIES	4,314	3,579	6,775	19,450	17,885
MEMBERSHIP - C H E C	15,000	20,000	20,000	20,000	20,000
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	27,500	27,500	27,500	27,500	27,500
LEGAL ADVERTISING	12,181	14,178	14,555	14,555	14,985
ELECTION EXPENSES	0	11,971	46,350	46,350	47,740
VOLUNTEER FIREMEN	5,460	88	9,015	10,915	9,445
COMPUTER OVERHEAD	1,460,104	1,523,213	2,007,915	2,034,545	2,564,115
COLLECTION COMMISSION	360	1,776	0	0	0
BAD DEBT EXPENSE	0	0	0	30,000	0
LANDFILL FEES	5,833	3,857	18,000	18,000	18,540
RECORDING FEES	0	0	110	110	110
OFFICE SUPPLIES	28,202	23,123	32,820	36,785	48,915
GASOLINE, OIL, LUBRICANTS	240,674	211,294	271,800	257,255	279,235
FIRE PREVENTION SUPPLIES	4,115	219	1,710	2,090	1,760
PRE-EMPLOYMENT COSTS	12,731	16,595	8,125	16,390	8,875
HOLIDAY DECORATIONS	12,839	13,566	30,000	11,660	30,900
RECORDS RETENTION SUPPL	0	6,380	3,860	3,860	7,975
DEPT MATERIALS & SUPPLIES	323,046	381,216	268,630	291,630	335,585
SAFETY SUPPLIES	11,062	9,212	29,620	29,620	27,980
CLOTHING & UNIFORMS	64,289	74,165	98,140	104,570	109,350
AGRIC & BOTANICAL SUPPLS	6,127	16,559	25,000	23,125	25,790
TRAFFIC SIGNS	4,998	0	0	0	0
TRAINING MATERIALS & SUPP	25,281	13,160	29,280	43,160	32,045
EMERGENCY MGMT SUPPLIES	10,584	8,170	15,625	15,625	20,000
MEDICAL SUPPLIES	26,288	23,883	33,875	33,875	34,890
CRIME PREVENTION	7,987	7,816	13,800	13,800	13,800
HARDSCAPE/LANDSCAPE-PARKS	19,724	1,485	0	24,585	0
BOOKS/MEMBS/TRAINING/EDUC	89,363	108,163	149,470	177,310	161,960
LAW ENFORCEMENT TRUST	3,177	35,950	0	40,350	0
CANINE PROGRAM	10,106	350	0	35,695	0
HISTORIC PRESERVATION ADV BD	0	0	0	195	0
VOLUNTEERS IN POLICING	0	2,722	0	11,865	0
POLICE TRADING CARDS	0	0	0	600	0
P G P D JAMMERS	0	0	0	17,705	0
VETERANS CRISIS ASSIST TM	0	0	0	500	0
OPIOID SETTLEMENT FUNDS	0	0	0	32,080	0
INVENTORY SHORT/OVER	0	3,568	0	0	0
OPERATING EXPENSES	**5,559,558**	**5,708,669**	**7,050,200**	**7,928,455**	**8,370,795**

CITY OF PUNTA GORDA
BUDGET FY 2025
GENERAL FUND

ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
CAPITAL OUTLAY					
LAND ACQUISITION	21,785	0	0	0	0
BLDGS-CONSTR AND/OR IMPRV	39,379	0	0	87,000	0
IMPROVE OTHER THAN BLDGS	71,776	20,427	0	20,820	0
AUTOS & ON-ROAD VEHICLES	260,820	774,987	726,600	1,863,265	325,000
EQUIPMENT	282,072	231,535	745,315	915,845	571,000
EQUIPMENT GRANTS	0	63,990	33,310	58,610	0
COMPUTER EQUIPMENT	0	10,970	49,000	19,345	0
CAPITAL OUTLAY	**675,832**	**1,101,909**	**1,554,225**	**2,964,885**	**896,000**
CONTINGENCY	**0**	**0**	**15,000**	**15,000**	**432,500**
TRANSFERS					
PUNTA GORDA ISL CANAL DISTRICT	0	1,227,881	0	46,067,415	0
BURNT STORE ISL CANAL DISTRICT	0	103,639	0	2,257,990	0
COMMUNITY REDEVEL AGENCY	1,033,013	1,180,844	1,306,520	1,266,887	0
ADDL FIVE CENT GAS TAX	459,000	459,000	709,000	709,000	709,000
SIX CENT GAS TAX FUND	0	0	254,000	254,000	187,000
GENERAL CONSTRUCTION	712,000	1,391,000	2,554,000	2,554,000	805,000
TRANSFERS	**2,204,013**	**4,362,364**	**4,823,520**	**53,109,292**	**1,701,000**
PROJECTED CARRYOVER-END					
RESERVE-CARRYOVER & REAPPR	1,638,130	26,823,024	0	0	0
RESERVE-FLEET/EQUIP	281,503	260,000	179,000	179,000	507,000
RESERVE-FUTURE YRS BUDGET	4,542,919	5,135,015	2,845,643	5,946,955	5,285,015
PROJECTED CARRYOVER-END	5,522,011	7,450,752	5,779,100	6,480,074	6,152,074
PROJECTED CARRYOVER-END	**11,984,563**	**39,668,791**	**8,803,743**	**12,606,029**	**11,944,089**
TOTAL EXPENDITURES	**36,294,619**	**68,495,292**	**43,408,703**	**96,201,276**	**47,378,974**

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CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
NON DEPARTMENTAL SUMMARY

Operating Budget

Expenditure Category/ Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	0	0	25,000	25,000	26,000
Operating	506,834	495,678	489,775	646,390	470,100
Capital Outlay	21,785	0	0	0	0
Debt Service	0	0	0	0	0
Contingency	0	0	15,000	15,000	432,500
Operating Transfers	2,204,013	4,362,364	4,823,520	53,109,292	1,701,000
Reserve-Carryover & Reappr	1,638,130	26,823,024	0	0	0
Reserve-Fleet/Equip	281,503	260,000	179,000	179,000	507,000
Reserve-Future Years' Bdgt	4,542,919	5,135,015	2,845,643	5,946,955	5,285,015
Projected Carryover-End	5,522,011	7,450,752	5,779,100	6,480,074	6,152,074
Total	**14,717,195**	**44,526,833**	**14,157,038**	**66,401,711**	**14,573,689**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

CITY OF PUNTA GORDA
BUDGET FY 2025
GENERAL FUND

NON-DEPARTMENTAL EXPENSES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
12-06	PAY PLAN CHANGES	0	0	25,000	25,000	26,000
*	**PERSONNEL SERVICES**	**0**	**0**	**25,000**	**25,000**	**26,000**
31-00	PROFESSIONAL SERVICES	25,245	143,224	28,500	28,500	28,500
31-10	SETTLEMENT COSTS	143,654	0	0	0	0
48-00	PROMOTIONAL ACTIVITIES	2,939	537	3,750	6,750	3,750
48-05	MEMBERSHIP - C H E C	15,000	20,000	20,000	20,000	20,000
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	27,500	27,500	27,500	27,500	27,500
49-08	COLLECTION COMMISSION	360	1,776	0	0	0
31-24	RATE STUDY/IMPACT FEE	0	0	0	51,000	0
34-03	CONTRACT SVCS-LOT MOWING	277,030	291,001	405,025	370,000	385,350
49-09	BAD DEBT EXPENSE	0	0	0	30,000	0
99-09	INVENTORY SHORT/OVER	0	3,568	0	0	0
99-16	CANINE PROGRAM	10,106	350	0	35,695	0
99-17	HISTORIC PRESERVTN ADV BD	0	0	0	195	0
99-18	VOLUNTEERS IN POLICING	0	2,722	0	11,865	0
99-20	POLICE TRADING CARDS	0	0	0	600	0
99-42	P G P D JAMMERS	0	0	0	17,705	0
99-49	VETERANS CRISIS ASSIST TM	0	0	0	500	0
99-51	OPIOD SETTLEMENT FUNDS	0	0	0	32,080	0
*	**OPERATING EXPENSES**	**506,834**	**495,678**	**489,775**	**646,390**	**470,100**
61-00	LAND ACQUISITION	21,785	0	0	0	0
*	**CAPITAL OUTLAY**	**21,785**	**0**	**0**	**0**	**0**
90-01	RESERVE FOR CONTINGENCIES	0	0	15,000	15,000	432,500
*	**CONTINGENCIES**	**0**	**0**	**15,000**	**15,000**	**432,500**
91-04	PUNTA GORDA ISL CANAL DIST	0	1,227,881	0	46,067,415	0
91-05	BURNT STORE ISL CANAL DIST	0	103,639	0	2,257,990	0
91-11	COMMUNITY REDEVEL AGENCY	1,033,013	1,180,844	1,306,520	1,266,887	0
91-14	ADDL FIVE CENT GAS TAX	459,000	459,000	709,000	709,000	709,000
91-16	SIX CENT GAS TAX FUND	0	0	254,000	254,000	187,000
91-20	GENERAL CONSTRUCTION	712,000	1,391,000	2,554,000	2,554,000	805,000
*	**TRANSFERS**	**2,204,013**	**4,362,364**	**4,823,520**	**53,109,292**	**1,701,000**
99-03	PROJECTED CARRYOVER - END	5,522,011	7,450,752	5,779,100	6,480,074	6,152,074
99-13	RESERVE-FLEET/EQPT	281,503	260,000	179,000	179,000	507,000
99-13	RESERVE-CARRYOVER & REAPPR.	1,638,130	26,823,024	0	0	0
99-14	RESERVE-FUTURE YRS BUDGET	4,542,919	5,135,015	2,845,643	5,946,955	5,285,015
*	**ENDING RESERVES**	**11,984,563**	**39,668,791**	**8,803,743**	**12,606,029**	**11,944,089**
		14,717,195	**44,526,833**	**14,157,038**	**66,401,711**	**14,573,689**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
CITY COUNCIL – DEPT. 0100

FUNCTION:

City Council is the City's elected governing body, 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 staggered each November, with three seats 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 the 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:

Every Council meeting has valuable accomplishments. The items below are a sampling of the major accomplishments:

Partcipated in a second joint meeting of the Punta Gorda City Council and the Charlotte County Board of Commissioners, promoting cooperation between units of local government.

Approved a budget with a five-year plan to reach necessary reserve levels and meet the service levels expected by residents through the implementation of detailed operating and staffing plans.

Continued support for annexation/development initiatives to increase the assessable base and opportunities for citizens.

Continued to provide input and guidance for the Historic City Hall and Council Chambers renovations.

Successfully sunsetted the CRA through early debt repayment.

Engaged in securing a $500,000 legislative appropriation for Hurricane Ian seawall replacements.

Facilitated and approved project implementation for significant infrastructure initiatives needed to support city operations and services.

Supported administrative restructuring for succession planning and continuity of government operations.

Adopted updated Comprehensive Plan and Punta Gorda Code Chapter 26, Land Development Regulations, following years of input from the community and City Council.

BUDGET NARRATIVE:

City Council has set the reimbursement level for each Councilmember at $5,000 for training, travel, and event participation. This is unchanged from FY 2024. Budget was added for photography and recognition plaques and gifts.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
CITY COUNCIL SUMMARY

Operating Budget

Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	125,246	138,841	153,170	167,295	182,870
Operating	16,127	20,124	38,575	37,360	45,370
Capital Outlay	0	0	0	0	0
Total	**141,373**	**158,965**	**191,745**	**204,655**	**228,240**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
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

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
CITY MANAGER'S OFFICE – DEPT. 0200

FUNCTION:

The City Manager, as the City's Chief Operations Officer, 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, and Information Technology. The City Manager's Office is responsible for ensuring the needs and concerns of the community and the City organization are appropriately addressed. To accomplish this, the manager is involved in the community, county, regional, and state issues and supports and guides the City organization.

ACCOMPLISHMENTS:

City reserves at the best practice percentage.

Sunsetted the CRA early.

Tier two pension for employees developend and launched.

City was named an All American City Finalist.

Chapter 26 Land Development Regulations approved by City Council.

City Council adopted the City of Punta Gorda Comprehensive Plan 2045 and Future Land Use Map.

Legislative appropriation in the amount of $500,000 for Hurricane Ian seawall repair/replacements.

Continued discussion with property owners for potential Annexation.

Projects completed include Ponce Park fishing pier, Ian repairs to the Public Works building, Ponce Park Beach renewal. Projects under design include City Hall Annex, storm water drainage improvements in the Boca Grande area and rehabilitation of Historic City Hall and the A.C. Freeman House.

BUDGET NARRATIVE:

The City Manager will focus on technology, included forecasting the needs of the departments and divisions to meet the goals and objectives of long-term plans. The internal strategic planning process positions the City to understand the revenue needs over time to better maintain the assets of the City and enhance programming provided to the community. The result is a business plan that communicates to the City Council how Council's vision for the City will be pushed forward over the next three years. It provides residents with a clear picture of how City services are maintained and enhanced.

No major changes to operating expenditures are proposed.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
CITY MANAGER'S OFFICE – DEPT. 0200
Key Performance Measures

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

- Goal: Continue best management practices in financial planning and appropriate reserves policies to reach the national standard of 16.7% by increasing reserves by 0.5% or more per year
- Goal: Identify sustainable spending policies and appropriate technologies to support business operations through operational audits and investments in new technology that connect the City with the community
- Goal: Strengthen and diversify the City's tax base to increase the commercial base, for example, through annexation by annexing a minimum of three properties per year over the next five years
- Goal: Support Charlotte County efforts to facilitate and nurture high priority economic development projects through monthly one on one meetings with Council and City Manager
- Goal: Ensure the competitiveness of Punta Gorda's business climate through continuous participation in the Economic Development Partnership, Punta Gorda Chamber of Commerce and conducting studies as needed
- Goal: Enhance workforce development and diversity in the City organization through intentional succession planning and investment in employee training programs
- Goal: Encourage strategic commercial development though the implementation of new Land Development Regulations and Codes being put into place in FY 2024

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
- Goal: Support and assist community efforts to address City priorities through recognition and process initiatives

PRIORITY: STRATEGIC COMMUNICATIONS POSITIONING

- Goal: Implement the strategic communications/marketing plan for 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

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.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
CITY MANAGER'S OFFICE – DEPT. 0200
Key Performance Measures

INITIATIVES AND ACTION ITEMS

City Manager - Administration

- Develop FY 2026 Strategic Plan.
- Develop a FY 2026 Operational Plan (re: action items in the Strategic Plan) with timeframes, costs and funding sources, where appropriate. Use the Strategic Plan and FY 2025 budget priorities as the framework for operational plan development.
- Update the Long-Range Financial Plan as a framework for setting FY 2026 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.
- Prepare the FY 2026 budget through a series of budget workshops and community conversation(s) to begin with the long-range plan and budget alternatives.
- 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.
- Provide leadership in implementation of capital projects (i.e. 1% Local Option Sales Tax, Utilities, road resurfacing, drainage), to include periodic progress reports.

City Manager – Assistant City Manager

- Assist City Manager with accomplishing all stated goals under administration.
- Market community and monitor performance.
- Utilize social media to communicate with residents and promote relocation.
- Update City website and communicate with departments regarding information that needs to be edited, reformatted, and/or added.
- Distribute quarterly communications piece to highlight developments in Punta Gorda.

Indicator	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
City Communications (Information Sharing, Week Highlights, Action Register, Targeted Newsletters)	164	164	164	164
Citizen Social Media Interaction	453,320	465,000	480,000	485,000
Website Visits	400,000	377,000	405,000	417,000
Efficiency:				
Cost per capita (excluding capital)	$26.47	$30.41	$34.57	$34.97
Service Quality:				
Council Review of City Manager's Performance out of 40.0 points	39.40	38.98	TBD	TBD
Outcome:				
# Action Register items completed *(by calendar year)*	12	5	6	8
% of infrastructure projects completed within timeframe & estimated cost	100%	100%	TBD	TBD

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
CITY MANAGER'S OFFICE – DEPT. 0200
Key Performance Measures

RESULTS

As a result of the communications budget investment, communication to City Council, employees and residents continues to expand. The City was recognized as an All American City finalist. Official City use of social media has shifted to an information focused format. The City Government Week photo contest resulted in a library of photos for City use. Residents also have access to a printed guide to their City services. Additionally, the implementation of a city-wide app has given residents the ability to report issues, ask questions, and get information anytime and anywhere. A positive message greets visitors through strategic advertisements in both the County and City Chamber of Commerce guides.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
CITY MANAGER SUMMARY

Operating Budget

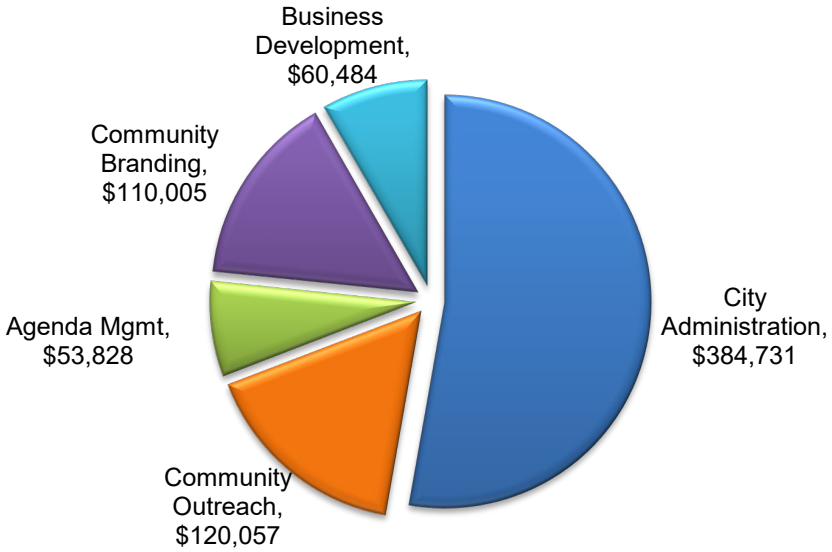
Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	417,333	498,307	493,745	496,370	563,710
Operating	116,277	121,648	136,965	216,040	165,395
Capital Outlay	0	76,575	0	0	0
Total	**533,610**	**696,530**	**630,710**	**712,410**	**729,105**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
City Manager	1	1	1	1	1
Assistant City Manager	1	1	1	1	1
Executive Assistant to City Manager	1	1	1	1	1
Legal & Admin Assistant	0.25	0.25	0.25	0.25	0.25
Total	3.25	3.25	3.25	3.25	3.25

Service Costs



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
HUMAN RESOURCES – Dept 0218

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, safety 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:

HR serves as Risk Management for the City, and the number of lawsuits and public record requests has taken an inordinately large percentage of time. However, through these efforts, the number of open lawsuits is only 5, with receipt of 14 notices of intent to sue. This is a dramatic improvement over years past.

The City will utilize online open enrollment and encourage employees to log in and make their own insurance selections. Also, the use of BCBSFL.com and e-nva.com is being encouraged so employees can search for providers and see claims information online. These two websites are for health, dental, and vision coverages.

The City's workforce has seen an increase in turnover from the previous year with 48 employees leaving in the previous year, and on pace for 69 to leave this year. This increase looks to be due to an increase in retirements and involuntary separations. Also, hiring is up from the previous year going from 70 to being on pace for 77 this year. This shows that the City's hiring is keeping pace with separations. The job market in the area remains highly competitive with salaries continuing to rise, especially in the public safety sector.

The City wellness program continued this year with a variety of events being made available to employees.

The City safety program continues on track with the safety committee meeting regularly. The City also joined NSC (National Safety Council) to help provide safety materials. Regular emails are being sent out featuring safety topics. Also, online safety courses continue to provide ongoing reminders of safety procedures. Safety was a topic covered at the annual open enrollment meetings as well.

Insurance rates went up for health, liability and workers compensation, but smaller increases than in years past. Health insurance saw a 6.9% increase, and liability and workers compensation saw increases due an increased number of employees and increase in the overall payroll.

The General Employee Pension has been reopened with the creation of Tier II. This new tier requires an employee to contribute 6%, and provides for a 2.25% benefit multiplier.

Workers Compensation injuries remain at the same pace as the previous year, when there were 25 injuries. However, the state rating increased from 1.00 to 1.12, with a smaller number being better.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
HUMAN RESOURCES – Dept 0218

BUDGET NARRATIVE:

The City continues to participate in various job fairs and recruiting events. The City will be participating in job fairs that target veterans especially in the upcoming years, as the City values their service and understands their qualifications. The upcoming budget includes additional funding for on-boarding materials and service awards.

Training is an ongoing concern for the City, and HR is investigating training options to use going forward for a variety of topics. State mandated cyber security training is being delivered through a joint program between HR and IT. Customer Service training continues to be a focus for the City. The FY 2025 budget includes funding for some in-person training.

The FY 2025 budget includes funding for the next compensation and benefit study to compare Punta Gorda to surrounding and similar municipalities.

Safety and Risk Management continue to be areas of special importance, and efforts ramp up to keep everyone safe. Areas of focus include vehicle safety, staying hydrated and working in the summer heat, and keeping work areas clean and clear of trip hazards.

The FY 2025 budget includes adding an administrative assistant position because the demands of the division have grown considerably. The position would be responsible for overall administrative duties and man the office when other staff is busy with interviews, job fairs, meetings, etc.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
HUMAN RESOURCES – Dept 0218
Key Performance Measures

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

Goal: Enhance workforce development and diversity in the City organization through intentional succession planning and investment in employee training programs

MISSION AND OBJECTIVES

To provide 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	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
Total positions filled	74	70	78	85
Efficiency:				
Cost per position filled	$425	$450	$475	$500
Service Quality:				
Average number of days to fill a vacancy	90	90	80	70
Outcome:				
Percentage of positions filled within 50 days	35%	40%	35%	45%
Minorities as a percentage of the City's workforce	14.0%	16.5%	16.2%	16.5%
Females and minorities in managerial roles	7.0%	7.2%	7.6%	7.6%

RESULTS

The City of Punta Gorda continues to make a high priority the hiring of minorities, and in a very tough labor market, has seen a slight increase in minority applicants and new hires.

The City saw a small decrease in minorities as a percentage of its workforce, from 16.5% to 16.2%. In terms of applicant mix, the City's self-reporting applicant ratio of minorities is 18.48%, which is up from prior year of 17.48%. Those who self-reported as female applicants is 28.91%, which is down from the prior year at 37.96%. This is for all positions that were posted.

TOTAL POSITIONS FILLED: The City continues to experience a fair amount of turnover, seeing about ¼ of the positions turnover during a fiscal year. This is caused by a combination of retirements, employees moving out of the area, 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 the job market in Florida continues to be strong while cooling in other areas of the country.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
HUMAN RESOURCES – Dept 0218
Key Performance Measures

RESULTS (continued)

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 $665 (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: The City saw a small decrease in the number of days to fill a position. Changes in compensation and benefits have made an impact in the time to fill a position. While most office positions have been filled rapidly, technical positions have not. Specialty positions such as Accountant, Engineer, etc. have been very difficult. Variations are caused by the nature of the position, the level of pre-employment testing necessary, and background investigations. Field positions have been much easier to fill given compensation and benefit changes with the outliers being specialty positions such as licensed operators.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
HUMAN RESOURCES SUMMARY

Operating Budget

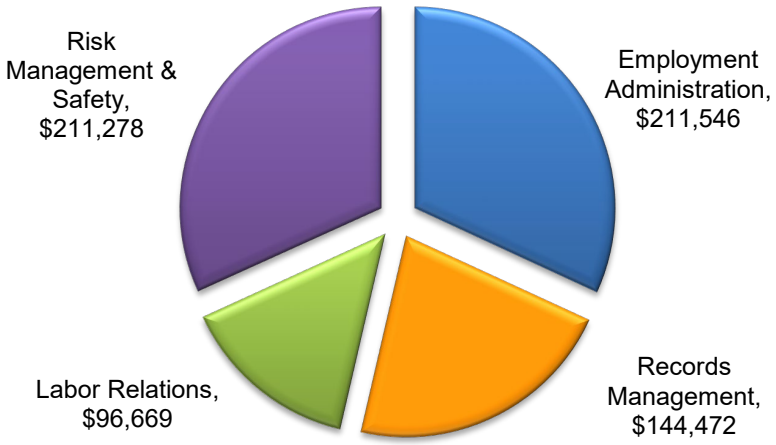
Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	209,842	313,852	414,180	364,295	508,590
Operating	82,705	71,113	76,100	119,715	155,375
Capital Outlay	0	27,332	0	0	0
Total	**292,547**	**412,297**	**490,280**	**484,010**	**663,965**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
Human Resources Manager	1	1	1	1	1
Risk Coordinator	1	1	1	1	1
Benefits Coordinator	1	1	1	1	1
Safety Officer/Coordinator	0	0	1	1	1
Administrative Assistant	0	0	0	0	1
Total	3	3	4	4	5

Service Costs



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
CITY CLERK'S OFFICE – DEPT. 0300

FUNCTION:

Provide administrative services to City Council; record meeting minutes of City Council, City boards, ad hoc or special boards, and special workshops; codify ordinances and maintain City Code; manage City elections; oversee Business Tax Receipt process; coordinate City Board member appointment process; respond to public records requests; advertise public hearings and mail notices; maintain official minute books, ordinances, resolutions, contracts, deeds and easements; serve as Records Management Custodian; create and make arrangements for proclamations; process Domestic Partnership Registrations, Day Dock Permits and Historic District Parking Permits; maintain City Clerk web pages; custodian of the City seal and attest documents; document recording; process titles and registrations for all City vehicles and equipment; general cashiering; receive and sort mail.

ACCOMPLISHMENTS:

BUSINESS TAX RECEIPTS - 148 local business tax receipt (BTR) applications processed to date for Fiscal Year (FY) 2023/2024 (120 new and 28 transfers). 1061 BTRs renewed for FY 2023/2024. Business Tax Coordinator continues to work with the State and County to identify vacation rental properties and bring them into compliance. 135 active vacation rentals.

COMMUNITY PARTNERSHIPS/OUTREACH - Met with Valerie's House, Charlotte County Public Schools, YMCA of Southwest Florida, and the Charlotte County Library System to establish relationships and discuss opportunities for partnerships and community engagement; oversaw development of plans for community and staff engagement during City Government Week.

ELECTIONS - Administered 2023 City Council General Election and qualifying process for November 2024 City Council General Election; revised candidate packet; implemented orientation session for qualified candidates.

MEETING MANAGEMENT - Drafted rules and procedures document for Council's review; drafted updated bylaws for boards affected by updated Chapter 26, Land Development Regulations; refined educational presentations for City board and committee members and new appointees.

RECORDS - Developed educational materials to be used with departmental records clerks; created and distributed public records requests reference cards for field staff; provided overview of records management and records requests to all staff; Records Coordinator provided individual training to departmental records clerks; converted more than 30 cubic feet of records to digital format; 739 records requests processed to date for FY 2023/2024 (does not include requests processed by Police Department).

BUDGET NARRATIVE:

In FY 2024, the City Clerk's Office focused on training new staff members; the City Clerk retired October 2024, with the Deputy City Clerk moving into that role and hiring a new Deputy City Clerk and Board Recorder. Staff reviewed the department's current operations and investigated opportunities to expand and improve services offered to the community and board members. Several opportunities have been identified for pursuit (see initiatives and action items).

Projects for FY 2025 will focus on improving services to staff, board members, councilmembers, and the public. Additional funding was included for ads, rack cards, application cards, and recognition for volunteers. The FY 2025 budget also includes funding for the restoration of an ordinance document.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
CITY CLERK'S OFFICE – DEPT. 0300
Key Performance Measures

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

Goal: Ensure the competitiveness of Punta Gorda's business climate through continuous participation in the Economic Development Partnership, Punta Gorda Chamber of Commerce and conducting studies as needed

Goal: Enhance workforce development and diversity in the City organization though intentional succession planning and investment in employee training programs.

PRIORITY: PARTNERSHIPS, COMMUNICATION, AND 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

MISSION AND OBJECTIVES

The City Clerk's Office (Office) is responsible for attendance at and transcription of minutes for City Council and its boards as well as overseeing election of councilmembers and appointment of board members. Meetings of these bodies provide an opportunity for the community to see the workings of their government and to provide input during the decision-making process.

The Office is also responsible for ensuring the City's records are maintained and made accessible to the public in accordance with State law. Related to this, the Office is responsible for codification of the City's ordinances. These actions enhance transparency of City government. Training provided to departmental records clerks by the Office enhances workforce knowledge.

The Office additionally aims to provide exceptional customer service to the public in answering questions and processing payments and applications. The Office is also attempting to proactively engage the community through a number of initiatives in partnership with other local government agencies and organizations.

INITIATIVES AND ACTION ITEMS

- Transcribe all City Council and board meeting minutes within a month.
- Promote business in the City via engagement with local entrepreneurs via speaking and/or exhibiting at local Chamber of Commerce events monthly.
- Implement an annual board member survey to run from October 1, 2024, through November 30, 2024, to be analyzed to determine areas wherein staff can improve members' experience.
- Implement a board member exit survey to be issued upon separation from board service, to be analyzed to determine areas wherein staff can improve members' experience.
- Develop a board awards program to engage board members and the community and promote goals of the City's Strategic Plan, to be implemented, with City Council's approval, by FY 2026.
- Partner with local organizations to promote awareness of and engagement with City operations and build relationships.
- Engage the community to determine which projects should be proposed for funding through an extension of the 1% local option sales tax, with a Local Option Sales Tax Committee convened in 2025.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
CITY CLERK'S OFFICE – DEPT. 0300
Key Performance Measures

INITIATIVES AND ACTION ITEMS (continued)

- Improve ability of all departments to manage their records in compliance with State requirements by commencing a formal training program for departmental records clerk program by the end of January 2025.
- Rebuild a sense of community and reestablish positive relationships through engagement with the public in low-cost events to be proposed to City Council by the end of FY 2026.

Indicator	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
Hours of Council/CRA Meetings*	80	72.75	83.75	68
Number of Council/CRA Minutes Produced*	39	35	33	24
Hours of Board Meetings	72.75	75.25	58.25	73.25
Number of Board Minutes Produced	78	77	70	81
Efficiency:				
Cost per capita Council/CRA Meetings	$0.62	$1.08	$1.04	$0.95
Cost per capita Board Meetings	$0.76	$0.69	$0.55	$0.69
Annual cost to produce Council/CRA Meetings	$12,452	$22,013	$21,522	$19,760
Annual cost produce Board Meetings	$15,292	$14,159	$11,301	$14,414
Service Quality:				
Hours to Produce Council/CRA	364	368.25	401.25	348
Hours to produce Boards	779	379	349.75	421.5
Outcome:				
% Minutes ready for approval for Council/CRA	100%	98%	97%	96%
% Minutes ready for approval for Boards	96%	93%	97%	95%

*The CRA sunset in FY 2024.

RESULTS

The objective for the preparation of minutes was met for City Council, CRA, and all other boards and committees. The per capita cost of City Council minutes increased due to a correction in the method used to calculate costs while an adjustment to the method used to calculate the per capita cost of board meetings resulted in a decrease.

In FY 2024, staff began laying the groundwork for engagement with the community by meeting with a number of local organizations in order to discuss opportunities for partnerships. Work to this end in FY 2025 will feature efforts to educate students about City government and begin establishing positive relationships. As the successes of the smaller projects planned for FY 2025 are reviewed, plans for future years will be refined. Larger-scale ideas that have been generated in FY 2024 for engagement of wider sections of the community will enter development, with formal presentations for approval anticipated by the end of FY 2026.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
CITY CLERK SUMMARY

Operating Budget

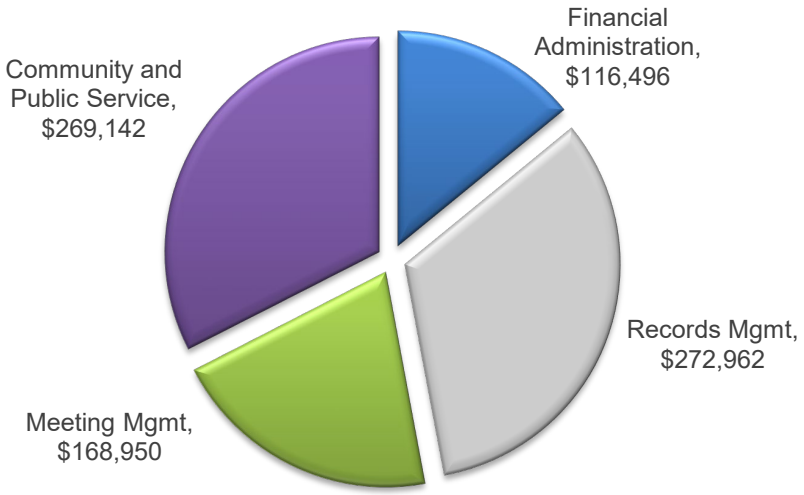
Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	383,622	432,497	531,150	496,955	526,540
Operating	170,461	173,164	250,165	307,425	301,010
Capital Outlay	0	10,970	0	0	0
Total	**554,083**	**616,631**	**781,315**	**804,380**	**827,550**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
City Clerk	1	1	1	1	1
Deputy City Clerk	1	1	1	1	1
Local Business Tax Coordinator	1	1	1	1	1
Records Coordinator	0	1	1	1	1
Recording Secretary	1	1	1	1	1
Total	4	5	5	5	5

Service Costs



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
LEGAL – DEPT. 0600

FUNCTION:

The function of the Legal Department is to provide lawful representation and advice to the City Council, Community Redevelopment Agency (CRA) which was recently sunsetted, 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 legal and administrative assistant 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; and 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:

City Attorney and Legal Assistant provide opinions on numerous matters requested by City Manager and Staff.

Attended regular and special meetings of the City Council and CRA.

In anticipation of Hurricane Helene, preparation of Ordinance Declaring Curfew. Successfully completed MAA (Mutual Aid Agreement) between Punta Gorda and City of Planation for aid provided during the aftershock of Hurricane Helene.

Successful preparation of an Amended Order of the City Of Punta Gorda, Florida Declaring A State Of Local Emergency Prohibiting The Sale Of Alcohol And Implementing A Curfew.

Successfully provided legal advice regarding Section 7 of the City Charter require a minimum of 22 regular meetings. The Special Emergency meeting would not count. Chapter does not provide any penalty should for “good cause” shown by the City Council is unable to meet a minimum of 22 times a year.

Preparation of Affidavit of Violation and Notice of Hearing on Emerald Lakes.

Preparation of Index to the records on Emerald Lakes Preparation of Certificate Record on Emerald Lakes.

Successfully participated in All American City in June 2024 with 10 other City Staff employees and other City residents.

Successfully prepared Weekly Highlights Report.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
LEGAL – DEPT. 0600

ACCOMPLISHMENTS (continued):

Preparation for Council consideration, that the City Council, after determining a lease with the New Operation: Cooper Street, Inc. satisfies the Attorney General's "substantial public interest" test, should require a redrafting of the Agreement of Lease in a form which better satisfies the "sufficiency of City control" test as stated in AGO 77-27 for leases of City property.

Preparation for Council Consideration GA-02-204 - An Ordinance of the City Council of the City Of Punta Gorda Prohibiting the Parking of Vessels in Certain Identified Public Property.

Preparation for Council Consideration GA- 04-2024 - General Employees' Retirement System, Adopted Pursuant To Ordinance No. 1671-11.

Preparation for Council Consideration GA 08-2024 - An ordinance of the City Council amending the provision of Chapter 17 Public Utilities; Water Rates and Article II.

Preparation for Council Consideration GA 09-2024 - An ordinance of the City Council of the City of Punta Gorda, Florida, amending Punta Gorda Code Chapter 10, "Yard Waste, Solid Waste", Article II Solid Waste amending Section 10-11, increasing the monthly fee for removal and disposal of solid waste, yard waste, and curbside recycling services.

Prepared Easement Agreement to for 15' drainage across 526 King Street, this was an essential easement to complete the design of the King Street improvements (a city CIP project).

Preparation of correspondence to RJ Gorman Marine Construction, advising City elected to terminate agreement effective May 22, 2024.

Prepared and filed with Courts, Statement of Claim for Avery James Cooley Jr.,

Prepared and filed with Courts, Statement of Claim for Mark Harvey.

Review and discussion with staff regarding the denial letter on RJ Gorman Marine Construction.

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.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
LEGAL – DEPT. 0600
Key Performance Measures

STRATEGIC PRIORITIES AND GOALS

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION
Goal: Emphasize transparency in City operations, reporting, and activities
PRIORITY: QUALITY OF LIFE
Goal: Continue universal accessibility transition plan efforts within the City

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 (recently sunsetted).

INITIATIVES AND ACTION ITEMS

- Continue to review and recommend amendments to the Punta Gorda Code of Ordinances.
- Implement new agenda management software and ordinance codification service.
- Preparation of Utilities Pre-Annexation Agreement with FedEx.
- Completion of Third Amendment to Ground Lease Peace River Wildlife.
- Preparation of Bike and electric bicycle bikes Ordinance.
- Preparation of Drainage Easement Kings Street.
- Agreement for 2024 Hurricane Legislative appropriation program.
- Expansion of Oak Heaven and Jones Loop Ordinance.

Indicator	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
# of Resolutions drafted/reviewed	16	35	45	TBD
# of Ordinances drafted/reviewed	18	20	35	TBD
# of Documents drafted/reviewed (contracts, easements, deeds, public hearings files, etc.	140	150	160	TBD
Efficiency:				
Cost per capita	$15.71	$11.86	$12.86	$13.33

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. The department continues to support all departments/divisions in resolving day-to-day matters. Civil litigation defense is the primary contributing factor in operational increases.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
LEGAL SUMMARY

Operating Budget

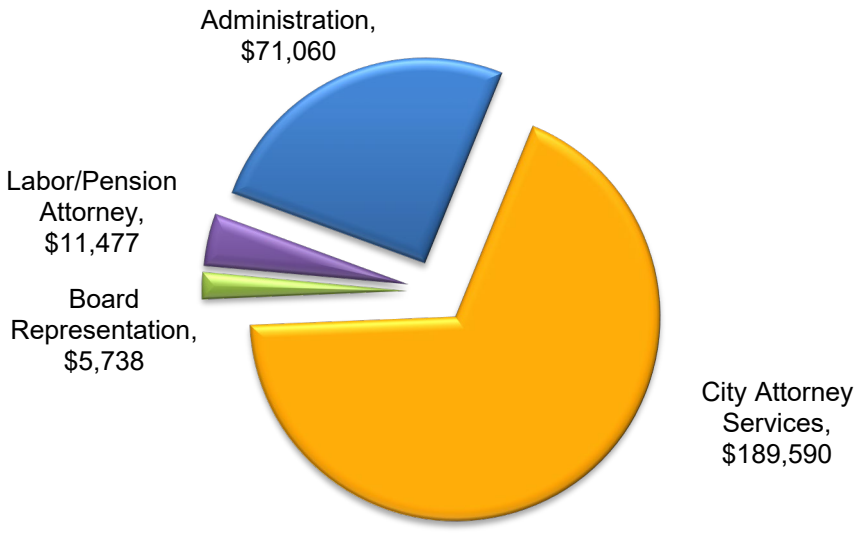
Expenditure Category Summary	Actual FY 2022	Budget FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	36,290	55,169	60,550	64,045	70,745
Operating	280,398	186,658	198,440	201,020	207,120
Capital Outlay	0	0	0	0	0
Total	**316,688**	**241,827**	**258,990**	**265,065**	**277,865**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
Legal & Admin Asst	0.75	0.75	0.75	0.75	0.75
Total	0.75	0.75	0.75	0.75	0.75

Service Costs



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
FINANCE – DEPT. 0400

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 FY 2023 City's Annual Comprehensive Financial Report (ACFR) was prepared by finance staff. For the thirty-eighth 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 FY 2022 ACFR.

The Finance Department received GFOA's Distinguished Budget Presentation Award for the City's budget document for the seventeenth year with special recognition in long-range operating financial plans, budget process, and capital program. 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 nineteenth submittal for the FY 2025 budget document.

Reviewed City Financial Policies and Council amended capital threshold to $15 thousand for subscription-based information technology arrangements (SBITAs).

Updated Utilities and Sanitation rate ordinances as per the adopted budget.

Provided financial grant reporting directly to granting agencies or through department/division grant administrators.

Provided Capital Improvement Plan update, Long Range Financial Plan, budget proposals and updates to City Council, advisory boards, and community meetings.

Significant work with FEMA and State representatives, HR risk management, and City departments for submitting Hurricane Ian and Hurricane Idalia projects. On-going project.

Continued implementation of timekeeping software to additional divisions. On-going project.

BUDGET NARRATIVE:

The FY 2025 budget reflects no significant changes except for a slight increase for other post-employment benefit (OPEB) report cost.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
FINANCE – DEPT. 0400
Key Performance Measures

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
- Goal: Continue best management practices in financial planning and appropriate reserve policies to reach the national standard of 16.7% by increasing reserves by 0.5% or more per year
- Goal: Identify sustainable spending policies and appropriate technologies to support business operations through operational audits and investments in new technology that 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 an Annual Comprehensive Financial Report (ACFR), to be submitted for the award program by GFOA which recognizes excellence in reporting
- Provide leadership in development of Long Range Plan, FY 2026 budget alternatives and FY 2026 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, Annual Comprehensive Financial Reports, 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	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
Annual Comprehensive 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	27	27	28	25
General Fund Budget (excludes debt & transfers)	$22.1 Million	$24.5 million	$30.5 million	$33.7 million
Efficiency: Population	20,157	20,389	20,608	20,851
Departmental Cost per Capita	$47.74	$50.91	$59.99	$62.32

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
FINANCE – DEPT. 0400
Key Performance Measures

Key Performance Measures (continued)

Indicator	Actuals FY 2022	Actuals FY 2023	Projected FY 2024	Proposed FY 2025
Service Quality:				
GFOA ACFR 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%	TBD	TBD
General Fund recurring revenues aligned with recurring expenditures	115% Revenue vs. Expense	114% Revenue vs. Expense	94% Revenue vs. Expense	98% 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 award is for the fiscal year ended on September 30, 2022); and receive the "Distinguished Budget Presentation Award" from GFOA (current award is for the FY 2024 budget document.) We have submitted the FY 2023 Comprehensive Annual Financial Report and are waiting for the determination. We will also apply to the GFOA for award consideration for the FY 2025 Budget.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
FINANCE SUMMARY

Operating Budget

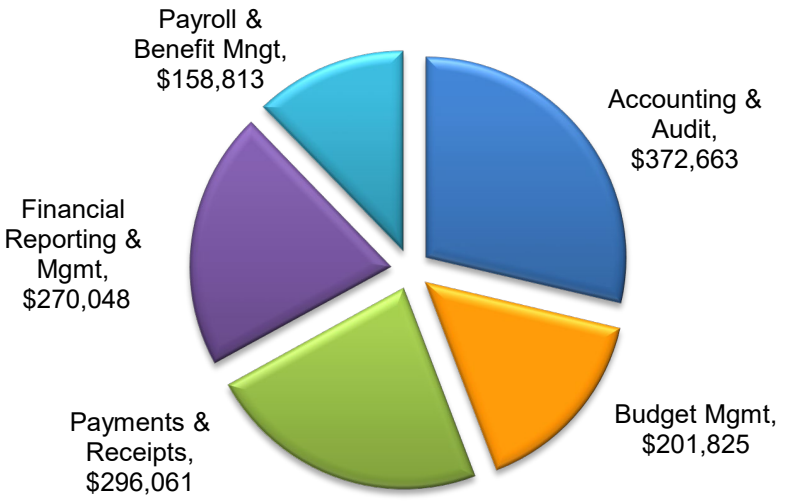
Expenditure Category Summary	Actual FY 2022	Budget FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	864,426	907,120	1,082,095	1,021,475	1,115,035
Operating	97,885	130,807	155,695	214,835	184,375
Capital Outlay	0	0	0	0	0
Total	**962,311**	**1,037,927**	**1,237,790**	**1,236,310**	**1,299,410**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
Finance Director	1	1	1	1	1
Controller	0	0	1	1	1
Manager Budgets & Grants	1	1	1	1	1
Manager - Accounting	1	1	1	1	1
Financial Analyst	0	0	1	1	1
Senior Accountant	2	2	1	1	1
Accountant	1	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
Total	8.5	8.5	9.5	9.5	9.5

Service Costs



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PROCUREMENT – DEPT. 0405

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. Administration/Purchasing is responsible for 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 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, courier service, and disposing of surplus property.

ACCOMPLISHMENTS:

Approximately 683 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 73 contracts were renewed. (FY 2023 total 88 contracts renewed.)

Procurement currently administrates two contracts with revenue generating provisions for piggy-backing agencies. The FY 2024 administrative fee revenue collected $49,691.

Procurement measures savings and cost avoidance through efficiencies measured in several categories. The total efficiencies for the fiscal year 2024 are $4,954,607. (FY 2023 Total $12,806,585 – 160 efficiencies). In addition, the department is utilizing more piggy-back opportunities.

The Procurement Team is developing a more efficient auction program to reduce staff time and costs in order to maximize future revenues of surplus property.

The City's Pcard program is in use by all Departments. The City's rebate was $34,462 for FY 2023 spend of $3,495,870.50, which was based on 1.45% rebate on standard purchases, 1.41% on commercial card purchases, and 0.55% on large purchases. A total of 4,470 transactions were processed. The City's total FY 2024 spend is estimated to be $3,471,454. The City piggybacks the State of Florida's contract for Pcard services.

All Procurement staff members are enrolled with the Gulf Coast Chapter, The Florida Association, and the National Institute for Government Procurement Professionals. These organizations enable the Procurement team to continue to focus on training and progression of staff.

Procurement has been proactive in registering 306 new vendors to the City's e-procurement system. Procurement staff attended and spoke to 91 vendors providing information on how to register and do business with the City.

BUDGET NARRATIVE:

A purchasing agent I position is added to the FY 2025 personnel budget due to increasing large and complex projects, increase in number of contracts to manage, more annual IT subscription contracts and additional projects from hurricanes. This position will manage smaller dollar contracts and enable higher level staff to work on larger projects and will help in expediting requisition processing. There are no major changes to the operating budget.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PROCUREMENT – DEPT. 0405
Key Performance Measures

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
- Goal: Identify sustainable spending policies and appropriate technologies to support business operations through operational audits and investments in new technology that connect the City with the community
- Goal: Ensure the competitiveness of Punta Gorda's business climate through continuous participation in the Economic Development Partnership, Punta Gorda Chamber of Commerce, and conducting rate studies as needed

PRIORITY: INFRASTRUCTURE SUSTAINABILITY
- Goal: Maximize use of new technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff

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
- Monitor 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 to 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

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PROCUREMENT – DEPT. 0405
Key Performance Measures

Indicator	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
Monthly Reports	12	12	12	12
Contracts and solicitations $5,000+ processed and contract renewals	346	357	335	330
Seminars/Events for Vendors	10	8	4	5
Efficiency:				
Cost per Capita	$29.01	$32.59	$37.41	$45.50
Value of Inventory issued	$299,594	$317,881	$375,161	$350,000
Service Quality:				
Maintaining NIGP Outstanding Agency Accreditation	Yes	Yes	Ongoing	Ongoing
Obtaining/Maintaining Professional Staff Certification	Yes	Yes	Yes	Yes
Outcome:				
% of Contracts and Solicitations $5,000+ processed and contract renewals	95%	91%	93%	95%
% of inventory accuracy	100%	100%	100%	100%
# Purchase Orders issued	838	742	752	740
# PCard Transactions	4,998	4,470	4,731	4,700

RESULTS
Procurement's output is directly associated with the City's approved annual budget.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PROCUREMENT SUMMARY

Operating Budget

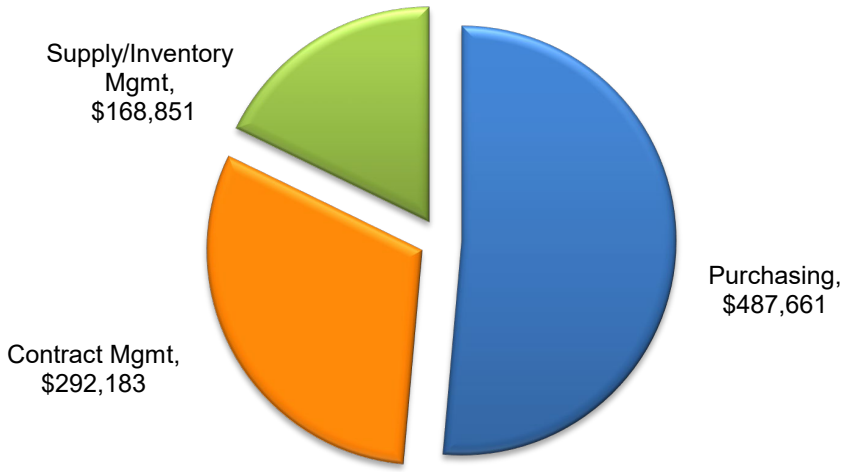
Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	518,707	598,280	701,770	678,425	834,270
Operating	66,079	66,243	87,525	92,595	114,425
Capital Outlay	0	0	0	0	0
Total	**584,786**	**664,523**	**789,295**	**771,020**	**948,695**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
Procurement Manager	1	1	1	1	1
SR Purchasing Agent	1	1	1	1	1
Purchasing Agent II	1	1	1	2	2
Purchasing Agent I	1	1	1	1	2
Warehouse Supervisor	1	1	1	1	1
Administrative Assistant	1	1	1	0	0
Assistant Buyer	1	2	2	2	2
Inventory Clerk	0.5	0.5	0.5	0.5	0.5
Total	7.5	8.5	8.5	8.5	9.5

Service Costs



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PUBLIC WORKS ADMINISTRATION DIVISION – DEPT/DIV 0901

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. The divisions include; Administration, Engineering, Right-of-Way, Canal Maintenance (Burnt Store Isles and Punta Gorda Isles), Sanitation, Facilities Maintenance, and Parks and Grounds. These divisions are responsible for maintenance, construction, operations, and engineering support for the City's infrastructure (which includes roads, canals, bridges, stormwater systems, etc.), in addition to facilities management, solid waste, and parks and recreation. It is also responsible for the preparation, implementation, execution, and tracking of the capital improvement program. This department provides the leadership necessary to carry out all such activities. Working as a team, the Public Works Department executes daily, 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 the FY 2024 projects listed below:

- 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
- 5 year Paving Program map, budget, utility department, and construction coordination
- McKenzie Railroad crossing replacement
- Boca Grande Area Drainage Improvements – Final design and bid specifications
- City's Municipal Separate Storm Sewer System (MS4) annual report and permit renewal
- Organized and coordinated the fifteenth consecutive Citizens Academy successfully
- Reviewed and Coordinated Canal Construction Special Dock Permits
- City-wide annual review of video of the roadside swales to establish a drainage program
- Assist the Building Department in inspecting, surveying, and designing for improvements in the right-of-way
- Investigate and respond to drainage complaints
- Assisted Canal Maintenance with permitting various projects
- Developing alternative seawall anchor design with a consultant
- City Hall Annex Roof replacement
- Hounds on Henry Parking lot bid plan
- Fitzhugh Ave. Drainage Basin Design & Construction for PG Housing Authority
- Development Review, Coordination, and Approval for (4) Private Developments, (6) Lot Divisions, and (1) Special Exception.
- Construction NPDES Monitoring for (11) DRC Construction Sites
- City Hall Interior Ian repairs and remodels
- Development Review Committee Public Works Engineering representation, design plan reviews, and BMP/Civil inspections through construction

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PUBLIC WORKS ADMINISTRATION DIVISION – DEPT/DIV 0901

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 to, 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:

The proposed operating budget reflects normal operations which include operations for the Administration Division of Public Works:

- Create & administer work orders for the seven Public Works Divisions
- Process payroll for seven Public Work Divisions
- Provide customer service to residents and business proprietors
- Oversee the department's records and records retention according to State guidelines
- Coordinate and attend PGI and BSI Canal Advisory Committee meetings
- Coordination and Facilitate Citizens Academy with all departments
- Coordination of Canal Maintenance geographical work requests to improve efficiency
- Provide administrative support for 22 community events
- Process financial transactions of seven Public Work Divisions
- Create requisitions for the seven Public Work Divisions
- Budgetary development and review of seven Public Works Divisions
- Provide first-in-team / first responder support after disasters
- Provided phone support inquiries
- Review FEMA documents in conjunction with payroll processing
- Create press releases for public information
- Reconcile seven Public Works Divisions fuel receipts
- Create internal and external communications; Weekly Highlights, Information Sharing, Accolades
- Manage office/office supplies for seven Public Works Divisions
- Manage website for seven Public Works Divisions
- Process evaluations/status changes for seven Public Works Divisions
- Additional administrative support during disaster events
- Provides notary support for seven Public Works Divisions

There are no proposed vehicle purchases or personnel to be added in FY 2025.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PUBLIC WORKS ADMINISTRATION DIVISION – DEPT/DIV 0901
Key Performance Measures

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 technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff
- Goal: Apply best management practices and systems in infrastructure maintenance
- Goal: Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis

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, and maintain the City's historic character
- Goal: Maintain the City's high safety rating, emergency response, and storm preparedness

MISSION AND OBJECTIVES

The Public Works Administration Division provides managerial, technical, and clerical support to all divisions within the 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 routed to the appropriate division for action.

INITIATIVES AND ACTION ITEMS

To ensure managerial and clerical support to all divisions in Public Works. To provide and ensure excellent customer service to the citizens of Punta Gorda.

Indicator	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
# of Resident Service Requests Engineering	122	138	120	125
# of Resident Service Requests Right-of-Way	795	967	1,160	1,295
# of Resident Service Requests Parks and Grounds	214	393	471	564
# of Resident Service Requests Sanitation	5,133	6,278	7,536	9,046
# of Resident Service Requests Canal Maintenance	1,344	1,761	2,140	2,521
# of Resident Service Requests Facilities	47	111	133	156
Total	7,655	9,648	11,560	13,707
Efficiency:				
Cost per capita (excl. capital)	$20.93	$18.12	$20.99	$22.84
Service Quality:				
# of service requests completed within establ timeline	7,402	4,437	TBD	TBD
Outcome:				
% of service requests completed in fiscal year	97%	46%	TBD	TBD

RESULTS

The Administrative Division of Public Works has seen a decrease in meeting its goal of processing service requests with a high production percentage of completed service requests due to storms over the last two years.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PUBLIC WORKS ADMINISTRATION SUMMARY

Operating Budget

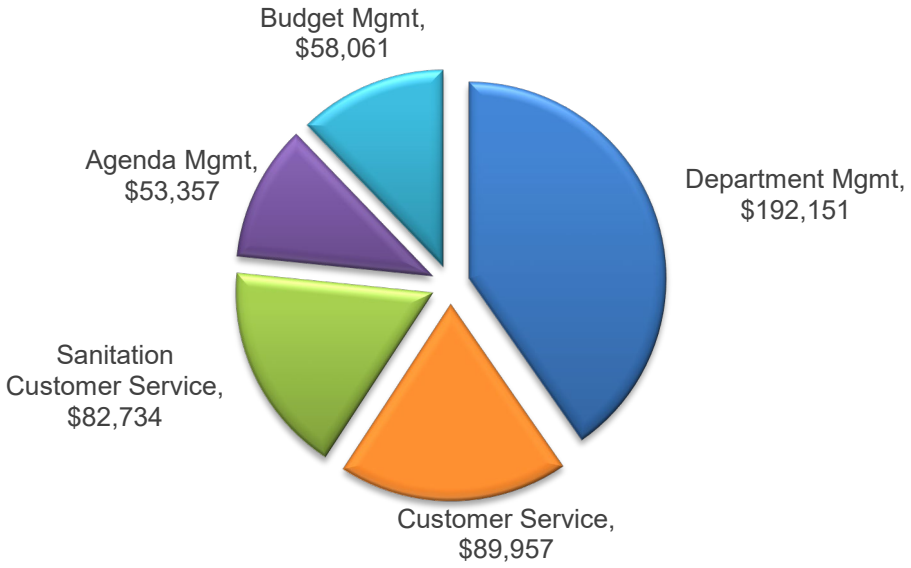
Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	357,415	316,715	333,130	360,015	392,435
Operating	64,385	52,659	72,380	72,460	83,825
Capital Outlay	0	0	0	0	0
Total	**421,800**	**369,374**	**405,510**	**432,475**	**476,260**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
Public Works Director	1	1	1	1	1
SR Executive Assistant	1	1	1	1	1
Executive Assistant	1	1	1	1	1
Total	3	3	3	3	3

Service Costs



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
ENGINEERING DIVISION – DEPT/DIV 0908

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 2024:

- Review and coordination of Canal Construction Special Dock Permits
- City-wide annual review of video of the roadside swales to establish drainage program
- City-wide swale regrading (drainage program)
- Annual Winter Traffic Counts
- Assist Building Department in inspecting, surveying, and design for improvements in the right-of-way
- Investigate and respond to drainage complaints
- Interior Wayfinding project completed
- Assisted Canal Maintenance with permitting various projects
- Developing alternative seawall anchor design with consultant
- City Hall Annex Ian roof replacement and interior repairs and remodel
- Hounds on Henry Parking lot bid plan
- Fitzhugh Ave. Drainage Basin Design & Construction for PG Housing Authority
- Development Review, Coordination, and Approval for (4) Private Developments, (6) Lot Divisions, and (1) Special Exception.
- Construction NPDES Monitoring for (11) DRC Construction Sites
- HyperFiber Installation right-of-way permit oversight
- FEMA responses for additional information for Ian projects
- Construction of Ponce Boardwalk
- Final design and bid specifications for Boca Grande project
- Coordination with FDOT / City / County – FDOT ROW Traffic Signals and Roadway Lights, Maintenance/ROW incident repairs to include: FDOT ROW signal and roadway lights inventory and agreement liaison and City/County Signal maintenance work order verification and budget and billing
- Coordination with FDOT/City/County/ MPO – Community Meetings as needed, CTST, FDOT Public Hearings, TAC and FDOT project coordination
- Development Review Committee Public Works Engineering representation, design plan reviews, and BMP/Civil inspections through construction
- Paving Program map, budget, utility department, and internal construction coordination – ongoing

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
ENGINEERING DIVISION – DEPT/DIV 0908

BUDGET NARRATIVE:

A temporary (2-year) Construction Engineering Inspector (CEI) position that was added during FY 2022 is yet to be filled. Funding for this temporary position would come directly from construction project budgets for CEI services. This position is to serve as the field oversight, inspecting and record keeping for some of the larger City projects that are going to construction. The CEI position is to work directly with the Project Manager to ensure the projects are being constructed in accordance with the plans and specifications for the project.

In FY 2025, 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 Laishley Park fishing pier design and construction, repairs to numerous wooden piers and boardwalks, Laishley Marina dock and mooring field hurricane repairs, King Street improvements, city-wide swale regrading, the paving program, Hurricane repairs to various facilities and the City Hall rehabilitation and reconstruction. 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.

The FY 2025 budget includes $150 thousand for a study to review and provide possible solutions with planning estimates for each solution regarding flooding in the historic district.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
ENGINEERING DIVISION – DEPT/DIV 0908
Key Performance Measures

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: Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods through collaboration with applicable granting agencies and City investment in pathways
- Goal: Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff
- Goal: Apply best management practices & systems in infrastructure maintenance
- Goal: Establish five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis

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: Achieve status as a waterfront destination for land and water visitors through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years
- Goal: Support and promote a pedestrian and bicycle friendly community through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years

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	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
Total Capital Budget Oversight	$2,500,000	$2,400,000	$31,700,000	$5,800,000
Efficiency:				
Cost per capita (excl. capital)	$29.31	$24.24	$28.11	$36.86
Service Quality:				
Stormwater (NPDES) compliance with State standards	100% compliant	100% compliant	100% compliant	100% compliant
# projects completed within established timelines	12	11	11	12
Outcome:	100%	100%	100%	100%

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
ENGINEERING DIVISION – DEPT/DIV 0908
Key Performance Measures

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.

The lower cost per capita over the last two years was due to position vacancies (including the engineering manager position that was filled mid FY 2024).

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
ENGINEERING DIVISION SUMMARY

Operating Budget

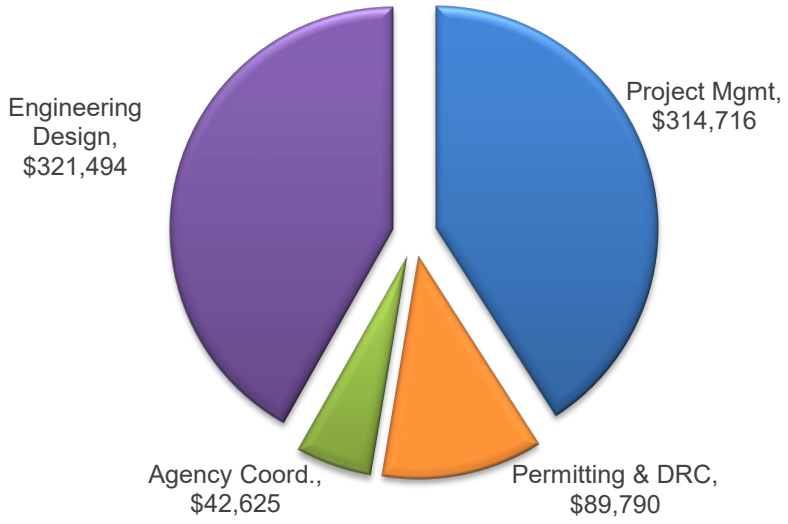
Expenditure Category Summary	Actual FY 2022	Budget FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	511,688	407,544	606,700	460,625	501,955
Operating	79,121	86,749	117,665	118,605	266,670
Capital Outlay	0	32,628	44,000	44,000	0
Total	**590,809**	**526,921**	**768,365**	**623,230**	**768,625**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
PW Engineering Manager	1	1	1	1	1
Senior Project Manager	1	1	1	1	1
PW Project Manager	1	1	1	1	1
Project Design Tech/CAD	1	1	1	1	1
Engineering Technician II	1	1	1	1	1
Total	5	5	5	5	5

Service Costs



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
FACILITIES MAINTENANCE – DEPT. 1515

FUNCTION:

The Facilities Maintenance Division provides routine maintenance for all City buildings. The Division prepares preventive maintenance programs that ensure high serviceability of building infrastructures, provides 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 and other maintenance projects
- Built out two private rooms for new mothers to retrieve nutrition for babies
- Repaired air conditioning units at City Facilities; replaced 4 A/C units over 18 years old
- Responded to and corrected numerous plumbing issues
- Repaired/replaced nearly all of the plumbing components in the maintenance corridor of the interactive fountain due to a main water break that resulted in sand and shell back flowing into the entire system
- Acted in response to after-hours call outs
- Made numerous repairs to the pond fountains pumping systems
- Provided locates for Sunshine 811
- Built a new ramp at the YMCA at 650 Cooper Street
- Built out the gym at the Public Safety Building
- Built new pedestrian bridge at the Nature Park walk way
- Continued to work with FEMA and the City Insurance Company to complete repairs

BUDGET NARRATIVE:

The Facilities Maintenance Division works in conjunction with the Parks & Grounds Division to help facilitate movement of manpower to cover all required activities. The FY 2025 personnel budget adds a maintenance worker position to help with preventative maintenance and technical assistance for servicing buildings, elevators, generators, lighting, parking garage and restrooms. Capital outlay includes the purchase of a new pickup truck for the position.

The operating budget reflects the continued operation and maintenance performed by the Division with increases reflected in additional janitorial services at Herald Court Centre, parks and temporary facilities, rent for Council and Boards meeting space, surface mount water bottle fillers, and parking garage maintenance moved from the CRA. Work program includes:

- Maintenance of 1,066 decorator streetlights, 70 confirmation lights, 155 bollard lights, 214 High Mast lights, 74 in ground wall lights at Veteran's Park, and shore power to 94 boat slips
- Oversight of contracts for air conditioning units, fountain operations, janitorial, elevator, fire alarm, fire sprinklers, electrical general construction, and pest control services
- Install of hurricane shutters on City buildings when threat of impending storm
- Perform maintenance, repairs & alterations to 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 Center.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
FACILITIES MAINTENANCE – DEPT. 1515
Key Performance Measures

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 2022	Actuals FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
# Emergency Calls & Repairs	41	43	40	45
# Standard Work Orders	1,500	1,500+	1,500+	1,500+
# Special Projects	1	3	5	4
# Contracts supervised	24	24	25	25
Efficiency:				
Cost per capita	$55.75	$68.38	$80.59	$86.43
Service Quality:				
% customer satisfaction with response times and product completion	97%	98%	98%	98%
Outcome:				
% Same day response to calls	90%	92%	97%	99%
% Projects completed on time	90%	95%	95%	98%
% Projects completed within budget projections	96%	98%	98%	98%

RESULTS

City facilities were maintained in a reactive manner while they were kept clean and functional for their given city purpose. The City is now moving towards a more pro-active approach. Some special undertakings in FY 2025 are the painting of multiple buildings and repairs to multiple facilities as a result of Hurricane Ian.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
FACILITIES MAINTENANCE SUMMARY

Operating Budget

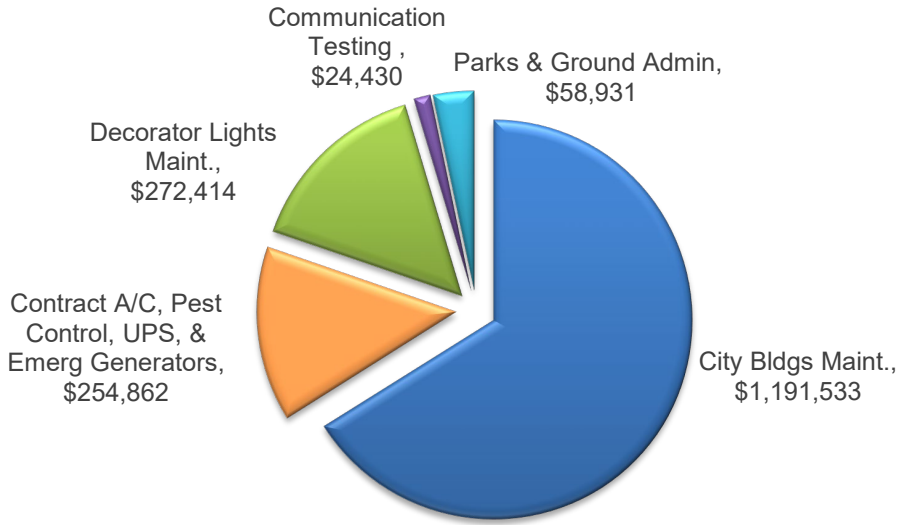
Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	267,355	349,630	444,885	431,965	535,910
Operating	734,184	775,455	1,043,530	1,076,025	1,221,260
Capital Outlay	122,222	207,877	0	152,820	45,000
Total	**1,123,761**	**1,332,962**	**1,488,415**	**1,660,810**	**1,802,170**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
Public Works Supervisor	1	1	1	1	1
Electrician	1	1	1	1	1
Facilities Maint Worker III	2	3	3	3	3
Facilities Maint Worker I	0	0	0	0	1
Total	4	5	5	5	6

Service Costs



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
RIGHT-OF-WAY MAINTENANCE DIVISION - Dept. /Div. 0916

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 121.1 miles of improved streets and 242 miles of storm water drainage systems.

ACCOMPLISHMENTS:

During FY 2024 the division has worked on a multitude of projects including:

- 4.75 miles of re-paved City streets and repaired over 75 potholes
- Assessed 4,932 square feet of sidewalk to be repaired or replaced (1,680 hurricane related)
- Completed/repaired 26 drainage system projects (swales, catch basin, pipes)
- Inspected and cleaned 46 catch basins, 318 pipes, and 5 underdrains
- Inspected 70.8 miles of sidewalk for damage
- Inspected all high mast lighting throughout the city with 1 needing repairs
- Restriped 4 miles of roadway on Carmalita including stop bars, crosswalks, and centerline
- Replaced 410 street sign poles; 350 street signs still to be repaired from hurricane damage
- High mast lighting due to hurricane damages is to be repaired by an outside contractor; City staff completed light repairs in Gilchrist Park from Hurricane Ian
- Improvements of alley way drainage system between Berry St. and Chasteen at Trabue
- Oversaw street sweeping as part of NPDES
- Mowed, trimmed, and edged along city right-of-ways
- Oversaw Mangrove trimming throughout our drainage systems

BUDGET NARRATIVE:

In FY 2025, work will include normal program maintenance and continued hurricane repairs:

- Paving City streets, rejuvenation, and street re-bricking, including carryover from FY 2024
- Management and inspection of street sweeping
- Continue repairs from Hurricane Ian and normal maintenance of lighting
- Maintenance of railroad crossings and replacement of Elizabeth Street crossing
- Repair or replace drainage structures, road crossings, and outfall pipes
- Re-work residential swales and open ditches at both existing and new construction sites
- Mow & trim City rights-of-way, removal of dead trees located in the City right-of-way
- 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
- Installation of pavement markings

The FY 2025 budget includes adding a crew chief position to oversee various functions and help with workload due to increased demands caused by infrastructure.

The capital budget includes the replacement of a 2016 mower and two 1988 trailers.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
RIGHT-OF-WAY MAINTENANCE DIVISION – DEPT/DIV 0916
Key Performance Measures

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 technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff
- Goal: Apply best management practices and systems in infrastructure maintenance
- Goal: Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis

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

The Right-of-Way Maintenance Division is responsible for the maintenance of 121.1 miles of improved streets which includes resurfacing and rejuvenation, allowing for safe vehicular navigation throughout the City by citizens and visitors.

INITIATIVES AND ACTION ITEMS

Provide an effective street maintenance program through an established pavement management program. Uses technology to better manage assest and maintenance for throughout the city.

Indicator	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
Total mileage of streets City maintains	121.1	121.1	121.1	121.1
Efficiency:				
Cost of miles resurfaced	$655,219	$806,759	$0	$987,191
Brick streets	$0	$0	$0	$250,000
Cost of miles rejuvenated	$22,665	$0	$0	$30,000
Service Quality:				
# of miles completed within established timeline	4.7	4.8	0	3.3
Outcome:				
% of miles resurfaced in fiscal year	3.9%	4.0%	0%	2.7%

RESULTS

The Right-of-Way Division continued its annual street maintenance program with paving of 4.8 miles of streets in FY 2023. A shift of focus to Hurricane Ian repairs was made for FY 2024 so annual program was not completed and will be carried over to FY 2025. Cost prices for paving have increased so FY 2025 shows a reduction in miles that will be able to be accomplished. Due to the use of a program (Survey 1-2-3) the division was able to manage assets more effectively and document damage from storms for catch basins, drainage pipe, sidewalks, decorator lights, high mast lights, mowing and signs.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
RIGHT-OF-WAY MAINTENANCE DIVISION SUMMARY

Operating Budget

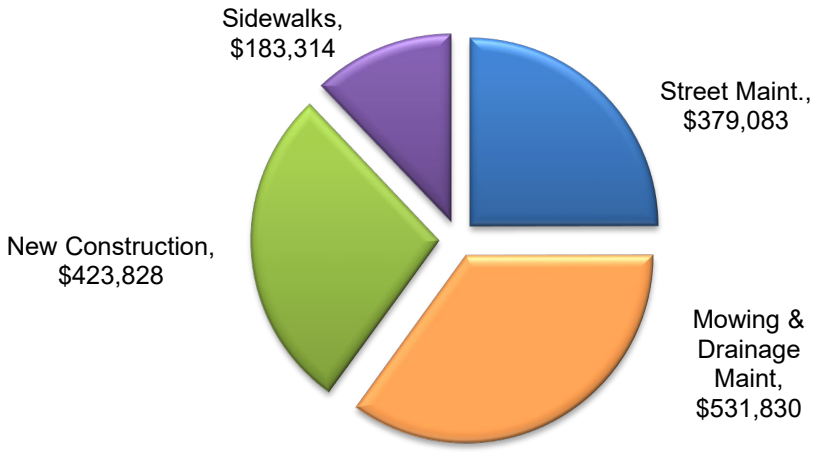
Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	755,598	897,160	1,206,270	968,725	1,277,645
Operating	114,851	115,698	150,125	157,605	189,410
Capital Outlay	62,832	111,895	356,000	531,255	51,000
Total	**933,281**	**1,124,753**	**1,712,395**	**1,657,585**	**1,518,055**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
PW Supervisor	1	1	1	1	1
Traffic & Safety Coordinator	1	1	1	1	1
PW Crew Chief	3	3	3	3	4
ROW Maint Worker III	3	3	3	3	3
ROW Maint Worker II	4	4	4	4	4
ROW Maint Worker I	2	3	3	3	3
Total	14	15	15	15	16

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	6982	Purchase Price (if known)			$12,214	
Make	Hustler	Model	60'RD KA FX 1000	Year	2016	Age	8	
Current Mileage		942.9 hr	Life to Date Maintenance Cost			$1,800		
Description		Hustler Mower						
Recent Major Repairs to Extend Life: Normal Maintenance			**Known Problems: No Known Problems** None at this time					
Description of Requested Replacement: Same or similar 60" Riding Lawn Mower			Estimated Cost of Replacement				$16,000	
			If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	1	Efficiency	1	Estimated End of Life Fiscal Year			2024	
				Requested Fiscal Year for Replacement			2025	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			**If not replaced, what is alternative?** It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or contract services.					

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0916	Asset Tag	2350	Purchase Price (if known)			$4,653	
Make	N/A	Model	Trailer	Year	1988	Age	36	
Current Mileage		N/A	Life to Date Maintenance Cost			$5,632		
Description		Trailer, Tilt Bed						
Recent Major Repairs to Extend Life: Replaced tail lights			**Known Problems:** None at this time					
Description of Requested Replacement: Trailer, Tilt Bed			Estimated Cost of Replacement				11,000	
			If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2025	
				Requested Fiscal Year for Replacement			2025	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			**If not replaced, what is alternative?** It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.					

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0916	Asset Tag	2352	Purchase Price (if known)				$5,244	
Make	Custom	Model	9T800		Year	1988	Age	36	
Current Mileage		N/A	Life to Date Maintenance Cost					$5,878	
Description		Trailer							

Recent Major Repairs to Extend Life: Normal Maintenance	**Known Problems: No Known Problems** None at this time	
Description of Requested Replacement: Trailer, Flat Bed	Estimated Cost of Replacement	24,000
	If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**	

Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate					
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year	2025
				Requested Fiscal Year for Replacement	2025

Provide explanation for requested fiscal year of replacement: Anticipated end of service life. Needed to reduce transporting equipment for repairs. Used to transport loader, grader, backhoe.	**If not replaced, what is alternative?** It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease a trailer. If not replaced, there would be delays in moving equipment to job sites.

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0916	Asset Tag	2396	Purchase Price (if known)				$4,500	
Make	N/A	Model	Trailer Tilt Bed		Year	1989	Age	34	
Current Mileage		N/A	Life to Date Maintenance Cost					$5,992	
Description		Trailer Tilt Bed							

Recent Major Repairs to Extend Life: Normal Maintenance	**Known Problems:** Can't handle the weight of equipment	
Description of Requested Replacement: Trailer, Tilt Bed	Estimated Cost of Replacement	11,000
	If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**	

Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate					
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year	2025
				Requested Fiscal Year for Replacement	2026

Provide explanation for requested fiscal year of replacement: Anticipated end of service life. Can't handle weight of equipment carried.	**If not replaced, what is alternative?** It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease trailer. If not replaced, there would be delays in moving equipment to job sites.

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City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0916	Asset Tag	6969	Purchase Price (if known)			$31,033		
Make	Freightliner	Model	Vactor 2100	Year	2015	Age	9		
Current Mileage	33,988	Life to Date Maintenance Cost				$65,038			
Description	Freightliner Vactor 2100								
Recent Major Repairs to Extend Life: Normal Maintenance. Replaced ECU for Lights, 8 Tires, Replaced bolt latch. Secured Hydraulic lines, ABS codes Cleared.				**Known Problems:** Problem with front control panel, not functional					
Description of Requested Replacement: Same or similar Vactor with attachments. Camera attachment to scope pipes is a must.				Estimated Cost of Replacement				$648,000	
				If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year				2025	
				Requested Fiscal Year for Replacement				2026	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				**If not replaced, what is alternative?** It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease vactor.					

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	17		
Current Mileage	79,718	Life to Date Maintenance Cost				$61,476			
Description	Sterling Truck / OX Dump LT9500 Conventional Cab 2 Door								
Recent Major Repairs to Extend Life: Tires replaced front/back. Air spring replaced, cab suspension.				**Known Problems:** None at this time.					
Description of Requested Replacement: Same or similar Dump Truck Conventional Cab 2 Door				Estimated Cost of Replacement				$298,000	
				If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year				2025	
				Requested Fiscal Year for Replacement				2026	
Provide explanation for requested fiscal year of replacement: Anticipated end-of-service life				**If not replaced, what is alternative?** It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.					

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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	2022	Age	22	
Current Mileage	1555 hrs	Life to Date Maintenance Cost				$12,200		
Description	Motor Grader Lee Boy 685B 4 Wheel Drive							
Recent Major Repairs to Extend Life: Replaced battery, added hydraulic fluid		**Known Problems:** None at this time						
Description of Requested Replacement: Same or similar Motor Grader 4 Wheel Drive		Estimated Cost of Replacement					$91,000	
		If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2025	
				Requested Fiscal Year for Replacement			2027	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life		**If not replaced, what is alternative?** It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease grader as needed.						

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0916	Asset Tag	6986	Purchase Price (if known)			$31,033	
Make	Ford	Model	F-250 C-Cab	Year	2016	Age	8	
Current Mileage	41,615	Life to Date Maintenance Cost				$10,990		
Description	Ford ¾ ton F-250 4 door pick up truck							
Recent Major Repairs to Extend Life: None at this time.		**Known Problems:** No Known Problems						
Description of Requested Replacement: One ton 4 door x cab with dump bed		Estimated Cost of Replacement					$85,000	
		If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2026	
				Requested Fiscal Year for Replacement			2027	
Provide explanation for requested fiscal year of replacement: Need to be replaced to pull trailer. Requires dump body for hauling debris and oversized trailers weight.		**If not replaced, what is alternative?** Unable to pull heavy trailer due to weight. Would need to rent equipment.						

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PARKS AND GROUNDS – DEPT/DIV 0919

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:

- Securing various facilities at parks and gazebos due to damage from Hurricane Idalia
- Installing new benches and dedication plaques around the City parks and walkways
- Maintaining the interactive fountain, Veteran's sculpture and Ponce fountain at Gilchrist Park.
- Hand-watering of transplanted trees in City rights-of-way and new plant material as needed throughout the City including at parks, rights-of-way, U.S. 41, and City facilities
- The trimming and fertilizing of 700+ beautification trees in City rights-of-way
- Maintained beautification sites on U.S. 41 and U.S. 17, streetscapes, and City entrance features including irrigation systems
- Maintained 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 Harbor walk, 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, exercise equipment, nature trails, boardwalks, Cul-De-Sacs, decorative fountains, ponds, lights and signs
- Maintenance, upkeep, setting up and breaking down of all holiday decorations

The division is also in the process of completing the 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:

- 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.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PARKS AND GROUNDS – DEPT/DIV 0919

BUDGET NARRATIVE (continued):

- Government Center, Nesbit Street, and Open Air Market parking lots
- Streetscape throughout the downtown area
- Freeman House
- Herald Ct. Centre
- Mangrove trimming for all parks including Laishley Marina
- Continued purchasing and replacing of new benches and trash receptacles with the new City Logo
- Parks and Grounds continues to work with FEMA and insurance for repairs needed due to hurricane damages

The Parks & Grounds Division, working in conjunction with Facilities Maintenance, distributes manpower throughout the two divisions.

The FY 2025 operating budget includes the maintenance of Laishley Park infrastructure that was moved from the sunsetted CRA fund, funding for resurfacing of athletic courts in parks, and addition of two pickleball courts and landscaping at Gilchrist Park.

The capital outlay budget includes the replacement of two mowers and four trailers.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PARKS AND GROUNDS – DEPT/DIV 0919
Key Performance Measures

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 and 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 through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years
- Goal: Support and promote a pedestrian and bicycle friendly community through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years

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	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
# of park acres	122	122	122	122
Efficiency:				
Cost per acre (excl. capital)	$12,294	$12,855	$15,443	$18,686
Service Quality:				
# of acres maintained	122	122	122	122
Outcome:				
% of acreage maintained	100%	100%	100%	100%

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PARKS AND GROUNDS – DEPT/DIV 0919
Key Performance Measures

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 landscape acres of park land, although contract prices have continued to increase each year.

The new fountain/playground technician position continues to oversee the parks fountains maintenance and repairs. Parks is very excited to continue moving forward with the proactive nature of the position and seeing the longevity of the City's amenities increase dramatically. Costs moved from the CRA fund for maintenance of Laishley Park amenities also contributed to the expected increase in FY 2025.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PARKS AND GROUNDS SUMMARY

Operating Budget

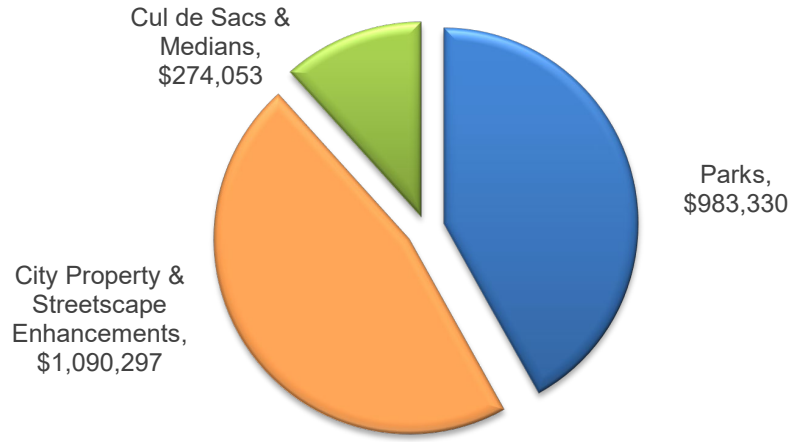
Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	677,773	758,432	995,020	854,310	1,066,360
Operating	822,076	809,820	1,025,515	1,029,720	1,213,320
Capital Outlay	115,972	20,427	180,600	215,645	68,000
Total	**1,615,821**	**1,588,679**	**2,201,135**	**2,099,675**	**2,347,680**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
PW Crew Chief	1	1	1	1	1
Fountain Playground Tech	0	1	1	1	1
Landscape Technician	1	1	1	1	1
P&G Maint Worker III	1	1	2	2	2
P&G Maint Worker II	3	3	3	3	3
P&G Maint Worker I	5	5	5	5	5
Total	11	12	13	13	13

Service Costs



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919	Asset Tag	6818	Purchase Price (if known)			$1,575	
Make	Emerson	Model	Trailer Flat Bed	Year	2007	Age	17	
Current Mileage		N/A	Life to Date Maintenance Cost				$1,511	
Description		Emerson Trailer Flat Bed Tandem Axle						

Recent Major Repairs to Extend Life: Replace trailer plug and LR light	**Known Problems:** Very Rusty
Description of Requested Replacement: Same or similar Trailer, Flat Bed Tandem Axle	Estimated Cost of Replacement: $7,000 **If vehicle or equipment is replaced will it be auctioned?** Yes **If no, requested use?**

Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate

Safety	2	Efficiency	2	Estimated End of Life Fiscal Year	2023
				Requested Fiscal Year for Replacement	2025

Provide explanation for requested fiscal year of replacement: Outlived service life.	**If not replaced, what is alternative?** There would be delays in moving equipment to and from job sites.

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919	Asset Tag	6839	Purchase Price (if known)			$9,478	
Make	Grasshopper	Model	Riding Mower	Year	2007	Age	17	
Current Mileage		760 hrs	Life to Date Maintenance Cost				$1,230	
Description		Grasshopper Riding Mower						

Recent Major Repairs to Extend Life: Normal Maintenance. Replaced drive shaft and tires.	**Known Problems:** No Known problems
Description of Requested Replacement: Need rear grass discharge Riding Mower	Estimated Cost of Replacement: $18,000 **If vehicle or equipment is replaced will it be auctioned?** Yes **If no, requested use? Auctioned.**

Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate

Safety	2	Efficiency	2	Estimated End of Life Fiscal Year	2025
				Requested Fiscal Year for Replacement	2025

Provide explanation for requested fiscal year of replacement: Anticipated end of life.	**If not replaced, what is alternative?** It would be necessary to increase the equipment and repair budget to cover anticipated higher repair costs or contract services**.**

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919	Asset Tag	6862	Purchase Price (if known)			$10,869		
Make	Grasshopper	Model	325D		Year	2010	Age	14	
Current Mileage		2,001 hrs	Life to Date Maintenance Cost				$80		
Description		Grasshopper Riding Mower							
Recent Major Repairs to Extend Life: Normal Maintenance			**Known Problems:** None						
Description of Requested Replacement: Same or similar Riding Mower			Estimated Cost of Replacement				$18,000		
			If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	2	Efficiency	2	Estimated End of Life Fiscal Year				2025	
				Requested Fiscal Year for Replacement				2025	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life.			**If not replaced, what is alternative?** It would be necessary to increase the equipment and repair budget to cover anticipated higher repair costs or contract services**.**						

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919	Asset Tag	4481	Purchase Price (if known)			$3,195		
Make	SSE Metal Prod	Model	Tandem Axle Low Bed		Year	2001	Age	23	
Current Mileage		n/a	Life to Date Maintenance Cost				$4,430		
Description		Southeastern Metal Prod Tandem Axle Low Bed							
Recent Major Repairs to Extend Life: None			**Known Problems:** Very Rusty						
Description of Requested Replacement: Same or similar Tandem Axle Low Bed Trailer. 7x16 load Tandem Skidder/Mini axle to haul skidder and mini excavator. Tandem 5k axle minimum.			Estimated Cost of Replacement				$10,000		
			If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use? Auctioned**						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	1	Efficiency	2	Estimated End of Life Fiscal Year				2024	
				Requested Fiscal Year for Replacement				2025	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			**If not replaced, what is alternative?** It would be necessary to increase the equipment and repair budget to cover the anticipated higher cost of repairs or there would be delays in moving equipment between job sites.						

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919	Asset Tag	5001	Purchase Price (if known)			$729		
Make	Shoreland'r	Model	Flat Bed Trailer	Year	2001	Age	23		
Current Mileage		n/a	Life to Date Maintenance Cost			$650			
Description	ShoreLand'r Flat Bed Trailer								
Recent Major Repairs to Extend Life: None			**Known Problems:** Rusty/Corrosion						
Description of Requested Replacement: Same or similar flatbed trailer			Estimated Cost of Replacement				$5,000		
			If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	2	Efficiency	2	Estimated End of Life Fiscal Year				2025	
				Requested Fiscal Year for Replacement				2025	
Provide explanation for requested fiscal year of replacement: End of life			**If not replaced, what is alternative**? It would be necessary to increase the equipment and repair budget to cover anticipated higher repair costs or there would be delays in moving equipment between job sites.						

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919	Asset Tag	5986	Purchase Price (if known)			$985		
Make	Emerson	Model	Flatbed Trailer	Year	2006	Age	18		
Current Mileage		n/a	Life to Date Maintenance Cost			$822			
Description	Emerson flatbed trailer								
Recent Major Repairs to Extend Life: None			**Known Problems:** Rusty with wooden floors						
Description of Requested Replacement: Same or similar flatbed trailer			Estimated Cost of Replacement				$10,000		
			If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	2	Efficiency	2	Estimated End of Life Fiscal Year				2025	
				Requested Fiscal Year for Replacement				2025	
Provide explanation for requested fiscal year of replacement: End of life			**If not replaced, what is alternative?** It would be necessary to increase the equipment and repair budget to cover anticipated higher repair costs or there would be delays in transferring equipment to job sites.						

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919	Asset Tag	6924	Purchase Price (if known)			$23,443		
Make	Ford	Model	F350 Pickup Truck		Year	2014	Age	10	
Current Mileage		63,000		Life to Date Maintenance Cost			$15,000		
Description		Ford F350 Pickup Truck							
Recent Major Repairs to Extend Life: Normal Maintenance				**Known Problems:** None at this time					
Description of Requested Replacement: Same or similar pick up truck-no dual wheels needed				Estimated Cost of Replacement			$57,000		
				If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	2	Efficiency	2	Estimated End of Life Fiscal Year				2026	
				Requested Fiscal Year for Replacement				2026	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				**If not replaced, what is alternative?** It would be necessary to increase the equipment and repair budget to cover the anticipated high cost of repairs.					

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	18	
Current Mileage		850		Life to Date Maintenance Cost			$2,368		
Description		Kubota all terrain RTV900W6-H							
Recent Major Repairs to Extend Life: Replaced rooftop light				**Known Problems:** Very Rusty, Bed is rusting off.					
Description of Requested Replacement: Same of similar All-Terrain Vehicle				Estimated Cost of Replacement			$20,000		
				If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	1	Efficiency	1	Estimated End of Life Fiscal Year				2026	
				Requested Fiscal Year for Replacement				2026	
Provide explanation for requested fiscal year of replacement: Anticipated end of life service.				**If not replaced, what is alternative?** It would be necessary to increase the equipment and repairs budget to cover anticipated cost of repairs or equipment would need to be rented as needed, which could cause delays in completing tasks.					

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	919	Asset Tag	6998	Purchase Price (if known)			$24,148	
Make	Ford	Model	F-150 Pick Up	Year	2017	Age	7	
Current Mileage		75,000	Life to Date Maintenance Cost			$9,422		
Description	Ford F-150 Pick Up Truck 3.7 Liters							

Recent Major Repairs to Extend Life: None	**Known Problems:** Rust/Wear
Description of Requested Replacement: Same or similar pick up truck 3.7 liters (similar to asset 7872)	Estimated Cost of Replacement: $45,000 **If vehicle or equipment is replaced will it be auctioned?** Yes **If no, requested use?**
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate	
Safety: 3 Efficiency: 2	Estimated End of Life Fiscal Year: 2025
	Requested Fiscal Year for Replacement: 2026
Provide explanation for requested fiscal year of replacement: Anticipated end of service life	**If not replaced, what is alternative?** It would be necessary to increase the equipment and repair budget to cover anticipated higher cost of repairs.

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919	Asset Tag	6927	Purchase Price (if known)			$17,277	
Make	Ford	Model	F150 Pickup Truck	Year	2014	Age	10	
Current Mileage		59,000	Life to Date Maintenance Cost			$7,345		
Description	Ford F150 Pickup Truck							

Recent Major Repairs to Extend Life: Normal Maintenance	**Known Problems:** None at this time
Description of Requested Replacement: Same or similar ½ ton pick up truck or similar to asset 7872	Estimated Cost of Replacement: $57,000 **If vehicle or equipment is replaced will it be auctioned?** Yes **If no, requested use?**
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate	
Safety: 3 Efficiency: 3	Estimated End of Life Fiscal Year: 2026
	Requested Fiscal Year for Replacement: 2027
Provide explanation for requested fiscal year of replacement: Anticipated end of service life**.**	**If not replaced, what is alternative? Inefficiency and liability.** It would be necessary to increase the equipment and repair budget to cover the anticipated high cost of repairs.

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919	Asset Tag	6928	Purchase Price (if known)			$17,277		
Make	Ford	Model	F150 Pickup Truck	Year	2014	Age	10		
Current Mileage		70,000	Life to Date Maintenance Cost			$7,958			
Description		F150 Pickup Truck							
Recent Major Repairs to Extend Life: Repaired tailgate latch, Replaced Compressor, Evaporator Condenser tube.			**Known Problems:** None at this time						
Description of Requested Replacement: Same or similar ½ ton pick up truck			Estimated Cost of Replacement				$48,000		
			If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	2	Efficiency	2	Estimated End of Life Fiscal Year				2026	
				Requested Fiscal Year for Replacement				2027	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life.			**If not replaced, what is alternative?** It would be necessary to increase the equipment and repair budget to cover the anticipated high cost of repairs.						

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919	Asset Tag	6801	Purchase Price (if known)			$20,232		
Make	Bobcat	Model	323G	Year	2006	Age	18		
Current Mileage		750 hrs	Life to Date Maintenance Cost			$13,376			
Description		Bobcat Mini Excavator Track hoe							
Recent Major Repairs to Extend Life: Normal Maintenance			**Known Problems:** None at this time						
Description of Requested Replacement: Same or similar Mini Excavator Track hoe			Estimated Cost of Replacement				$47,000		
			If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	2	Efficiency	2	Estimated End of Life Fiscal Year				2025	
				Requested Fiscal Year for Replacement				2027	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life.			**If not replaced, what is alternative?** It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent equipment as needed which may cause delays.						

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	919	Asset Tag	5976	Purchase Price (if known)			$985		
Make	Emerson	Model	Trailer Flat Bed		Year	2006	Age	18	
Current Mileage		n/a	Life to Date Maintenance Cost				$1,378		
Description	Emerson trailer flat bed								
Recent Major Repairs to Extend Life: Replaced right side tire				**Known Problems:** Rust/age					
Description of Requested Replacement: Same or similar trailer, flatbed 6x10 payload 2,210 lbs.				Estimated Cost of Replacement			$10,000		
				If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	2	Efficiency	2	Estimated End of Life Fiscal Year					2027
				Requested Fiscal Year for Replacement					2027
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				**If not replaced, what is alternative?** It would be necessary to increase the equipment and repair budget to cover anticipated higher repair costs or there would be delays in transferring equipment to job sites.					

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	9	
Current Mileage		29,000	Life to Date Maintenance Cost				$4,141		
Description	Ford Transit Van E1ZA								
Recent Major Repairs to Extend Life: Normal Maintenance – Replace left back tire				**Known Problems:** Some Rust, Wear and Tear.					
Description of Requested Replacement: Same or similar van with shelves and or compartments.				Estimated Cost of Replacement			$55,000		
				If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	2	Efficiency	2	Estimated End of Life Fiscal Year					2027
				Requested Fiscal Year for Replacement					2028
Provide explanation for requested fiscal year of replacement: Anticipated end of service life.				**If not replaced, what is alternative?** It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair cost. This is the irrigation vehicle and is very important; will be used sparingly until replaced.					

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0919	Asset Tag	6960	Purchase Price (if known)			$21,071	
Make	Ford	Model	F150 Pickup Truck	Year	2015	Age	9	
Current Mileage		25,915	Life to Date Maintenance Cost			$4,290		
Description		Ford F150 Pickup Truck						
Recent Major Repairs to Extend Life: Normal Maintenance			**Known Problems:** Rust wear and tear					
Description of Requested Replacement: Same or similar ½ ton pickup truck			Estimated Cost of Replacement				$46,000	
			If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2027	
				Requested Fiscal Year for Replacement			2028	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life.			**If not replaced, what is alternative?** It would be necessary to increase the equipment and repair budget to cover anticipated higher repair cost.					

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
POLICE – DEPT. 1200

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. This is achieved through a combination of full-time employees and our community volunteers. In 2023, our volunteer police reserve officers provided our citizens with 1,258 hours of non-paid law enforcement services. In addition, during FY 2023 our Volunteer in Policing (VIP) members contributed 8,005 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. Florida has officially converted crime reporting to the National Incident-Based Reporting System (NIBRS). The Punta Gorda Police Department also converted per the mandate by the Federal Bureau of Investigations. As a result of the conversion, we are no longer able to compare current crime trend data to prior data captured under the former Summary Reporting System. As the state progresses in the NIBRS system, crime data comparisons will become available in the future.

The Punta Gorda Police Department continues to emphasize crime prevention through public education. The department provides a number of essential crime prevention programs. This includes Neighborhood Watch notifications, safety tips through Twitter and Facebook, Do the Right Thing of Charlotte County, Inc., and Drug Abuse Resistance Education (DARE) training.

The City's School Resource Officer (SRO) program remains a tremendous success. We continue to effectively serve approximately 3,800 with seven allocated 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 taught to approximately 103 5th grade students.

Over the past year, the department finalized enhancements to our service delivery and officer safety improvements. This includes the following: (1) addition of Administrative Services Supervisor and reorganization of Support Services Division, (2) interview room camera system installed, (3) new 911 telephone system implemented, and (4) Eagent FCIC upgrade completed. The agency provided approximately 45 hours of in service training to its officers this year.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
POLICE – DEPT. 1200

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 over 17,000 followers with us also emphasizing a connection through other platforms such as Twitter and Nextdoor. 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 Drug Free Punta Gorda and Drug Free Charlotte County raising community awareness. Our membership also sponsored students at the Baker Center during the annual holiday cheer event. We continued our annual Public Safety Youth Academy for kids between 10-14 years of age.

BUDGET NARRATIVE:

Three sworn Police Officers (Lieutenant, Marine Officer and Traffic Officer) for new Special Operations Section, one Senior Public Safety Dispatcher and one civilian police cadet position were requested to be funded this fiscal year. Approved for the FY 2025 budget were three sworn of a Lieutenant and two Police Officers and the Senior Dispatcher positions. This included new vehicles and equipment for the sworn positions and computer equipment for the civilian position of $255 thousand.

The City is in the second year of the current three-year bargaining contract with the Police Officers' union. Negotiations for the next contract will not occur for one more year. The City completed contract negotiations with the patrol lieutenants. Operating budget includes increases for overtime pay, employee testing, communication services, repair and maintenance – general, repair and maintenance – vehicles, pre-employment costs, clothing and uniforms and training.

Equipment upgrades and infrastructure have been implemented with maximum efficiency and an emphasis on cost savings and grant funding. The FY 2025 capital outlay budget also includes $369 thousand for continued funding of body camera and fleet camera programs, drone program, interview room system program, mobile and portable radios, and Taser program and funding for a live scan fingerprinting system and swat equipment. The replacement vehicles that would have been purchased in FY 2025 were moved up to order in the beginning of FY 2024 in order to take advantage of pricing changes due to chip shortages and length of time to receive the vehicles.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
POLICE – DEPT. 1200
Key Performance Measures

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
- Goal: Enhance workforce development and diversity in the City organization through intentional succession planning and investment in employee training programs
- Goal: Identify sustainable spending policies and appropriate technologies to support business operations through operational audits and investments in new technology that 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 8 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 (20,000 – 25,000).
- 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 Chief's Community Advisory Council, Chief's Business Advisory Council, Interactive Youth Center, Public Safety Youth Academy, and Family Fun Day.
- Achieve a monthly Quality Assurance Survey approval rating of 95%.*

Indicator	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
Total Calls for Service	17,478	18,041	16,169	18,921
Total No. of ring events on administrative lines	32,318	30,546	27,778	30,548
Total No. of ring events on emergency 911 lines	10,335	11,624	9,214	10,734
Efficiency:				
Cost per capita (Excl. Capital)	$368.10	$411.05	$459.91	$558.07
City Population est.	20,157	20,389	20,608	20,836

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
POLICE – DEPT. 1200
Key Performance Measures

(continued)

Indicator	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Service Quality:				
Average patrol response time for calls for service	6:09	6:37	8:28	10:19
Monthly Quality Assurance Survey Rating of 95%	99.8%	99.4%	99.6%	98.6%
Average administrative line ring duration in seconds	2.15	2.08	1.99	1.99
Average emergency 911 line ring duration in seconds	2.24	2.50	2.38	2.20

RESULTS

Efforts have resulted in a response times of 6:37. Phone answering times are being achieved in approximately 2.29 seconds on average. We believe that the attainment of these objectives reflects positively on our emphasis on exceptional service to our citizens. However, increased activity and impaired staffing levels are resulting in response times trending upward. Calls for services that are not included in response time calculations include Telecommunicator reports, 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. 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.

Monthly Quality Assurance Survey results indicate a 99.4% approval rating.

An emphasis on the aggressive pursuit of criminal activity compliments our crime prevention efforts. Florida has officially converted crime reporting to the National Incident-Based Reporting System (NIBRS). The Punta Gorda Police Department also converted per the mandate by the Federal Bureau of Investigations. As a result of the conversion, we are no longer able to compare current crime trend data to prior data captured under the former Summary Reporting System. As the state progresses in the NIBRS system, crime data comparisons will become available in the future.

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. The department has participated in various recruitment activities throughout the year. As of July 8, 2024 the Punta Gorda Police Department had a total of 42 sworn members with 39 of these being classified as full-time. An Analysis of our work force (sworn full-time personnel and sworn reserve officers) showed we had 36 (85.7%) members who were white, 1 (2.4%) members who were black, and 2 (4.8%) members who were Asian. Out of the 42, 2 (4.8%) members are also classified as Hispanic. In addition, our workforce had 39 (92.9%) members who were male and 3 (7.1%) members who were female.

The police department continues to maintain established procedures compatible with generally accepted accounting principles. This was validated during the 2022 accreditation process. We are scheduled for our next review in the spring of 2025.

The police department continues to run the Chief's Community Advisory Council, the Chief's Business Advisory Council, the Public Safety Youth Academy, and deploys the Interactive Youth Center at community events.

**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.*

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
POLICE SUMMARY

Operating Budget

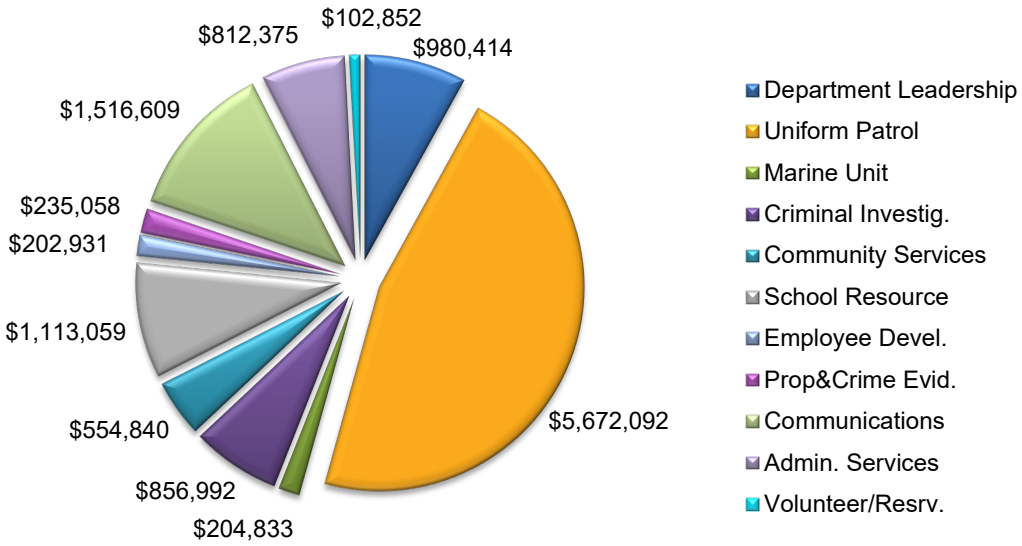
Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	5,787,111	6,650,419	7,561,145	7,286,755	9,221,385
Operating	1,632,614	1,730,468	2,063,625	2,191,015	2,406,670
Capital Outlay	91,199	499,254	852,455	1,742,270	624,000
Total	**7,510,924**	**8,880,141**	**10,477,225**	**11,220,040**	**12,252,055**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
Police Chief	1	1	1	1	1
Captain	2	2	2	2	2
Lieutenant	7	7	7	7	8
Corporal	6	6	6	6	6
Police Officer	18	19	23	23	25
School Resource Corporal	1	1	1	1	1
School Resource Officer	5	6	6	6	6
Admin. Svcs. Supervisor	0	0	1	1	1
Police Accred & Adm Spec.	1	1	1	1	1
Evid./Crime Scene Tech.	1	2	2	2	2
Communications Supv.	1	1	1	1	1
Sr Dispatcher	1	1	1	1	2
Dispatcher	9	9	9	9	9
Employee Develop Coord.	1	1	1	1	1
Sr Executive Assistant	1	1	1	1	1
Police Records Specialist	3	3	3	3	3
Total	58	61	66	66	70

Service Costs



Dept/Div:	Police
Contact:	Jason Ciaschini
Project Title:	Police Fleet Replacement Program
Project Code:	PDVEH
Account #:	001-1200-521-6401
Description/ Justification:	Planned replacement of police fleet vehicles (6 vehicles per year): FY 2025 funding was moved up to FY 2024 FY 2026 – FY 2029: $330,000 per year for six vehicle replacements each year 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.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff. Apply best management practices and systems in infrastructure maintenance.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Planning							
Design							
Construction							
Equipment	$1,320,000	$0	$0	$330,000	$330,000	$330,000	$330,000
Total	$1,320,000	$0	$0	$330,000	$330,000	$330,000	$330,000
Funding Sources							
Local-GF	$1,320,000	$0	$0	$330,000	$330,000	$330,000	$330,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Police
Contact:	Captain Jason Ciaschini
Project Title:	Body and In Car Camera Program
Project Code:	CARCAM and PDBDCM
Account #:	001-1200-521-6403
Description/ Justification:	Continuation of Body Camera (Body Camera 4) and In Car Fleet Camera (Fleet 3) programs. This includes 44 Body Cameras and 40 In Car Cameras with enhanced functionality such as unlimited storage, live streaming and auto redaction software. Additional costs may be incurred if there is increase in uniformed member staffing during the five year period.
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 and systems in infrastructure maintenance.
Community Impact:	Enhanced transparency of law enforcement actions and provides corroborating evidence in criminal cases allowing for more successful prosecutions.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	$1,136,000	$0	$227,200	$227,200	$227,200	$227,200	$227,200
Total	$1,136,000	$0	$227,200	$227,200	$227,200	$227,200	$227,200
Funding Sources							
Local-GF	$1,136,000	$0	$227,200	$227,200	$227,200	$227,200	$227,200
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Police
Contact:	Captain Jason Ciaschini
Project Title:	Taser Replacement Program
Project Code:	TASER
Account #:	001-1200-521-6403
Description/ Justification:	The agency transitioned to the Taser 7 starting in FY 2023. This is a five year payment contract.

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 tehnology in applicable areas. Apply best management practices and systems in infrastructure maintenance.
Community Impact:	Ensure that our police department is providing the resources it needs to our employees so that we may effectively serve the community.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	$174,000	$69,600	$34,800	$34,800	$34,800	$0	$0
Total	$174,000	$69,600	$34,800	$34,800	$34,800	$0	$0
Funding Sources							
Local-GF	$174,000	$69,600	$34,800	$34,800	$34,800	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Police
Contact:	Captain Jason Ciaschini
Project Title:	Mobile and Portable Radio Purchases
Project Code:	PDRAD
Account #:	001-1200-521-6403
Description/ Justification:	Purchase of five new portable radios for law enforcement positions and ten new mobile radios for vehicles to ensure sufficient number of radios for spares and growth of our organization.
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 tehnology in applicable areas. Apply best management practices and systems in infrastructure maintenance.
Community Impact:	Ensure that our police department is providing the resources it needs to our employees so that we may effectively serve the community.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	$86,110	$0	$86,110	$0	$0	$0	$0
Total	$86,110	$0	$86,110	$0	$0	$0	$0
Funding Sources							
Local-GF	$86,110	$0	$86,110	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Police
Contact:	Captain Jason Ciaschini
Project Title:	Live Scan Fingerprint System
Project Code:	LIVESC
Account #:	001-1200-521-6403
Description/ Justification:	Live Scan Fingerprint System owned by the police department has reached end of life. This is a required system in order for the agency to stay in compliance with FDLE standards.

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 tehnology in applicable areas. Apply best management practices and systems in infrastructure maintenance.
Community Impact:	Ensuring we are hiring qualified candidates that meet background requirements for police department positions.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	$8,420	$0	$8,420	$0	$0	$0	$0
Total	$8,420	$0	$8,420	$0	$0	$0	$0
Funding Sources							
Local-GF	$8,420	$0	$8,420	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Police
Contact:	Captain Jason Ciaschini
Project Title:	SWAT Tactical Rifle
Project Code:	SWATEQ
Account #:	001-1200-521-6403
Description/ Justification:	The police department has several members who participate with the Charlotte County Sheriff's Office SWAT team. These SWAT positions require a higher level of tactical gear to coincide with their mission. The police department needs to add a tactical rifle as part of operations.
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 tehnology in applicable areas. Apply best management practices and systems in infrastructure maintenance.
Community Impact:	Ensure that our police department is providing the resources it needs to our employees so that we may effectively serve the community.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	$9,030	$0	$9,030	$0	$0	$0	$0
Total	$9,030	$0	$9,030	$0	$0	$0	$0
Funding Sources							
Local-GF	$9,030	$0	$9,030	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Police
Contact:	Captain Jason Ciaschini
Project Title:	Interview Room System
Project Code:	PDINT
Account #:	001-1200-521-6403
Description/ Justification:	Advanced interview room technology and equipment for multiple rooms in the police department. This is a five year contract.

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 tehnology in applicable areas. Apply best management practices and systems in infrastructure maintenance.
Community Impact:	Enhanced transparency of law enforcement actions and provides corroborating evidence in some criminal cases allowing for more successful prosecutions.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	$32,100	$6,420	$6,420	$6,420	$6,420	$6,420	$0
Total	$32,100	$6,420	$6,420	$6,420	$6,420	$6,420	$0
Funding Sources							
Local-GF	$32,100	$6,420	$6,420	$6,420	$6,420	$6,420	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Police
Contact:	Captain Jason Ciaschini
Project Title:	Drone Program
Project Code:	PDDRON
Account #:	001-1200-521-6403
Description/ Justification:	The use of Unmanned Aircraft Systems, more commonly called drones, by law enforcement and other public safety agencies has been increasing since 2010. Part of our considerations in such a program has been to ensure we employ a responsible, appropriate and effective way to protect the public while promoting national values and the rule of law. The benefit from the drone program includes ability to assist with crime scene photography, disaster response, ensuring safety at mass gatherings, fugitive apprehension, search and rescue, serious traffic collision reconstruction and training missions.

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 tehnology in applicable areas. Apply best management practices and systems in infrastructure maintenance.
Community Impact:	Ensure that our police department is providing the resources it needs to our employees so that we may effectively serve the community.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	$50,100	$33,780	$5,440	$5,440	$5,440	$0	$0
Total	$50,100	$33,780	$5,440	$5,440	$5,440	$0	$0
Funding Sources							
Local-GF	$50,100	$33,780	$5,440	$5,440	$5,440	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
FIRE – DEPT. 1300

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 Punta Gorda Fire Department personnel demonstrated preparedness and adaptability before, during and after Hurricanes Ian and Idalia. Our After-Action meetings provided valuable feedback to better prepare and improve our department's plan for emergency events. We now have established a relationship with Florida Southwestern College as a future site for the City's Emergency Operations Center.
- 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. Paramedics have the capability to treat patients for anything from a simple injury to a full cardiac arrest event.
- 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 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.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
FIRE – DEPT. 1300

ACCOMPLISHMENTS (continued):

- To fill a need within the community, the Department offers 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 a "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.
- 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 continues to use 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. Fire also shares resources with PGPD for marine dive/rescue operations, thereby reducing the maintenance and operational costs that would be associated with maintaining separate boats in each department.

The FY 2025 budget includes operating increases for training, uniforms, and emergency management supplies.

Mid-year FY 2024, the department was notified that the SAFER grant for six firefighters was not awarded. Personnel was adjusted accordingly, but three firefighters were added using General Fund reserves to continue to make progress to the national standards for staffing apparatus.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
FIRE – DEPT. 1300

BUDGET NARRATIVE (continued):

The department has re-applied for a Staffing for Adequate Fire and Emergency Response (SAFER) Grant with FEMA. If awarded this grant, the Punta Gorda Fire Department will be able to hire nine Firefighter/EMTs or Firefighter/Paramedics with the grant funds covering the initial salaries and benefits for these positions for the first three years. The SAFER grant was created to provide funding directly to fire departments to help increase or maintain the number of trained, front-line firefighters available in their communities. This will also help to reduce some unscheduled overtime and will move the department towards meeting NFPA 1710 minimum apparatus staffing requirements. The positions are also needed to meet minimum daily staffing needs due to injuries, sick leave, training, or vacation. Equipment for the nine new positions are not included in the budget. SAFER grant revenue is not included in the budget. Grant revenue and positions and the associated personnel and equipment expenditures would need to be added as a supplemental appropriation if grant is awarded. The City plans to reapply again next year, if the SAFER grant is not approved.

The FY 2024 budget added a Fire Prevention Assistant/Public Information Officer (PIO) position. This position will support the current Fire Prevention Office by scheduling, maintaining, and tracking permits as well as inspections. Additionally, as the PIO officer, this position will regularly update and interact with the public regarding news events and community education.

The department was awarded $175,000 in grant funds from the Florida Specific Appropriations 1253A in July 2022, for a new training structure that will be shared by both the police and fire departments. The multi-story training structure will be utilized to gain real life tactical trainings in both residential and commercial scenarios. Training opportunities provided by this structure will include zero visibility search and rescue patterns with the aid of a smoke generator, roof ventilation operations, portable standpipe and miscellaneous tool hoisting operations, aerial and ground ladder operations, forcible entry doors and windows, as well as victim removal from a multi-story building. Funding will be re-appropriated to FY 2025 as project is not expected to be completed by December 31, 2024.

Capital outlay continues to fund replacement programs for personal protective equipment, suppression equipment, and medical equipment.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
FIRE – DEPT. 1300
Key Performance Measures

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 actions 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 and 20 seconds or less of dispatch, as stated in the National Fire Protection Association Standards (NFPA), Standard #1710.

Indicator	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
Total number of calls	4,560	4,633	4,791	4,983
Total number of calls in jurisdiction	4,489	4,575	4,702	4,890
Emergency Calls in jurisdiction	3,366	3,546	3,535	3,676
Non-Emergency Calls in jurisdiction	1,123	1,121	1,167	1,214
Efficiency:				
Cost per capita (excl. capital)	$227	$235	$265	$313
Service Quality:				
Average fire response time for calls for service	4:25	4:40	4:51	5:04
Number of emergency calls with a response time of 5 minutes and 20 seconds or less	2,215	2,383	2,261	2,351
Outcome:				
Percentage of emergency calls with a response time of 5 minutes and 20 seconds or less	75%	67%	64%	67%

RESULTS

In FY 2024 we have noticed a large increase in "condition red" situations, which result from all apparatus being unavailable to respond because they are currently on a call. Consequently, 911 callers have to wait for automatic mutual aid from Charlotte County Fire and EMS to arrive. Increased staffing on our apparatus, which we have been working towards, will increase the safety of the citizens and the first responders on each call. The addition of a rapid response EMS vehicle in the future would help to alleviate some of the "condition red" circumstances.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
FIRE SUMMARY

Operating Budget

Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	3,976,990	4,207,094	5,024,380	4,637,565	5,631,980
Operating	599,707	592,265	755,315	829,710	889,770
Capital Outlay	261,822	83,399	121,170	278,895	48,000
Total	**4,838,519**	**4,882,758**	**5,900,865**	**5,746,170**	**6,569,750**

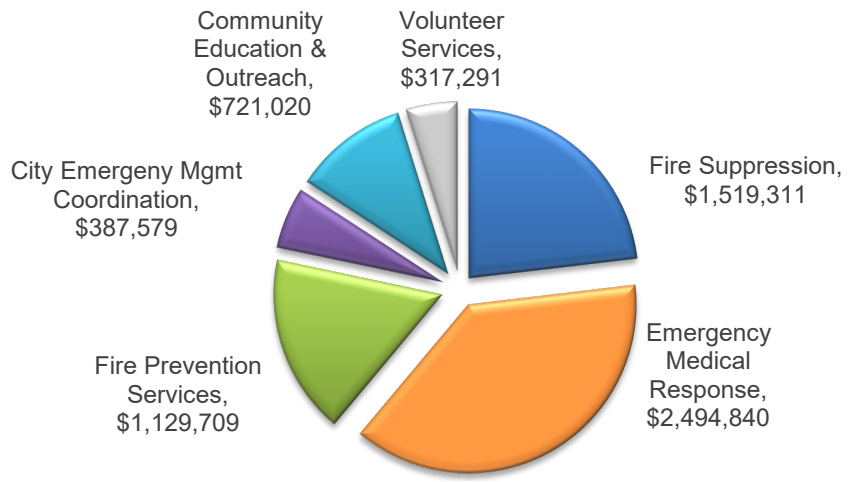
The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
Fire Chief	1	1	1	1	1
Fire Operations Chief	1	1	1	1	1
Fire Training Chief	1	1	1	1	1
Fire Battalion Chief	3	3	3	3	3
Fire Lieutenant	9	9	9	9	9
Firefighter/EMT	14	15	21	18	18
Fire Marshall	1	1	1	1	1
Asst. Fire Marshall	0	1	1	1	1
Fire Inspector	1	0	0	0	0
Fire Prevent. Clerk/PIO	0	0	1	1	1
Sr. Executive Assistant	1	1	1	1	1
Total	32	33	40	37	37

FY 2024 SAFER grant award not awarded. Reapplied in FY 2025

Service Goods



Dept/Div:	Fire/1300
Contact:	Holden Gibbs
Project Title:	Personal Protective Equipment
Project Code:	PPGEAR
Account #:	001-1300-522-6403
Description/ Justification:	Structural Fire Gear: Coat, Pants, Gloves, Boots, Helmets, Hoods Dive Equipment: BC, Tanks, Regulators, Gloves, Fins, Mask, Lights, Alert System, Knife, Safety Rope Typical structure gear last 5-7 years. Cost Approx. $4,000 NFPA compliance 10 year replacement, normal wear and tear. Also allows for replacement gear in stock while repairs and/or cleaning occur. Carryover funds unspent
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 assets and quality municipal services
Goal:	Maintain the City's high safety rating, emergency response and storm preparedness. Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Community Impact:	Equipment purchased with these funds will directly enhance the ability to save lives.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	$60,000	$0	$12,000	$12,000	$12,000	$12,000	$12,000
Total	$60,000	$0	$12,000	$12,000	$12,000	$12,000	$12,000
Funding Sources							
Local-GF	$60,000	$0	$12,000	$12,000	$12,000	$12,000	$12,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	FIRE/1300
Contact:	Holden Gibbs
Project Title:	Suppression Equipment
Project Code:	SUPEQ
Account #:	001-1300-522-6403
Description/ Justification:	Hose, Nozzles, Ladders, Adapters, Rescue Tools, Pike Poles, Ventilation Fans, Ventilation Saws, K12, Thermal Imaging Camera, Lighting, Portable Generator, Portable Pump Replace equipment as needed due to normal wear and tear or damage. Carryover funds unspent
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 assets and quality municipal services
Goal:	Maintain the City's high safety rating, emergency response and storm preparedness. Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Community Impact:	Equipment purchased with these funds will directly enhance the ability to save lives.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	$75,000	$0	$15,000	$15,000	$15,000	$15,000	$15,000
Total	$75,000	$0	$15,000	$15,000	$15,000	$15,000	$15,000
Funding Sources							
Local-GF	$75,000	$0	$15,000	$15,000	$15,000	$15,000	$15,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Fire/1300
Contact:	Holden Gibbs
Project Title:	Medical Equipment
Project Code:	ALSEQ
Account #:	001-1300-522-6403
Description/ Justification:	Advanced Life Support equipment: Monitors, AutoPulses, service plans, replacement of auto-pulse or LifePak-15 if it becomes necessary. AutoPulse cost $21,000 plus Operating cost of $2,500/year for replacement bands. LifePak-15 cost $42,000 plus Operating cost of $900/year for Modem data plan and $23,100 every four year for service plan. Carryover funds unspent
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 assets and quality municipal services
Goal:	Maintain the City's high safety rating, emergency response and storm preparedness. Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Community Impact:	Equipment is used on a daily basis during life saving procedures. As our equipment continues to age, we anticipate the need for replacement.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	$147,000	$0	$21,000	$42,000	$21,000	$42,000	$21,000
Total	$147,000	$0	$21,000	$42,000	$21,000	$42,000	$21,000
Funding Sources							
Local-GF	$147,000	$0	$21,000	$42,000	$21,000	$42,000	$21,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual maintenance	$27,600	$0	$0	$900	$900	$1,800	$24,000
Supplies	$12,500	$0	$2,500	$2,500	$2,500	$2,500	$2,500

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1300	Asset Tag	6983	Purchase Price (if known)			$31,507	
Make	Ford	Model	Explorer	Year	2016	Age	8	
Current Mileage		129,814	Life to Date Maintenance Cost			$2,305		
Description		Ford Explorer SUV						
Recent Major Repairs to Extend Life: None			**Known Problems:** None					
Description of Requested Replacement: Full-size SUV AWD/4WD			Estimated Cost of Replacement				$70,000	
			If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	4	Estimated End of Life Fiscal Year			2028	
				Requested Fiscal Year for Replacement			2028	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			**If not replaced, what is alternative?** Anticipate higher repair costs as vehicle ages.					

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PLANNING – DEPT. 1500

FUNCTION:

Planning oversees the administration of Long-Range Planning, Development Review, Permitting, Zoning and Code Compliance, and Building Divisions. The administrative functions include implementing 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 processes. Planning is also responsible for developing and implementing Capital Improvement Projects through the planning and design phases. This process ensures that these projects meet City Council goals to increase property values, enhance the quality of life, protect natural resources, and encourage tourism and business development. Planning 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 walk/bicycle friendly environment while ensuring Punta Gorda's competitive business climate. The Planning Division's responsibility is to develop and maintain the City's Comprehensive Plan, provide efficient plan reviews, process all public hearings, and provide quality staff support to various boards and committees. These boards include the Planning Commission, Development Review Committee, Historic Preservation Advisory Board, Donation Review Committee, and City Council. The Planning staff also promotes partnership opportunities with public, private, and non-profit organizations. Planning is responsible for implementing the City's Americans with Disabilities Act (ADA) Transition Plan, the 2019 PLAN Punta Gorda Citywide Master Plan, the 2019 Climate Adaptation Plan, and other related City planning documents. Many of these documents will require updating in 2025.

ACCOMPLISHMENTS:

To meet the needs of the citizens of Punta Gorda and the short-term goals of the City Council, significant activities/goals accomplished during the fiscal year include:

- Awarded contract for Construction Manager At Risk services to oversee the construction of the Historic City Hall rehabilitation project and the A. C. Freeman House rehabilitation project
- Completed installation of ADA compliant interior Wayfinding signage
- Oversaw completion of the 100% design plans for Nature Park ADA improvements to the observation decks and fishing pier
- Adopted Land Development Regulations (LDR)/Form-Based Codes
- Completed construction of the Harborwalk West project
- Continued implementation of City's Americans with Disabilities Act (ADA) Transition Plan
- Completed the Harborwalk II construction of Parking and Upland Improvements
- Financial and administrative management of the Laishley Park Splash Zone project
- Began construction of the Peace River Wildlife Center on the Henry Street property
- Completed work for repairs from damage sustained from Hurricane Ian to the Annex building
- Completed the Parks and Recreation Master Plan Update
- Adopted the 2045 Comprehensive Plan amendments

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PLANNING – DEPT. 1500

BUDGET NARRATIVE:

The Planning Division continues to develop strategies to allow for the continual infill growth within the City's current boundaries and to facilitate additional tax revenue opportunities through annexation and continued infrastructure development. The Division seeks outside grants to fund projects. It provides efficient plans, processes, permits, and evaluates and prioritizes opportunities that offer value, quality, and sustainability to increase tourism and economic development.

The operating budget includes some funding for sign replacements and $150,000 for comprehensive planning studies.

Planning will:

- Continue to implement the 1% Sales Tax Projects
- Continue to implement the recommendations of the ADA Transition Plan
- Continue to implement the recommendations of the 2019 Climate Adaptation Plan by executing the Living Shoreline - Tiki Point at Harborwalk
- The Climate Adaptation Plan Update will be completed in early 2025
- Continue to implement, at the direction of the City Council, the comprehensive plan amendments and form-base code updates as necessary to be in alignment with the 2019 Plan Punta Gorda Citywide Master Plan
- Adopt the Parks and Recreation Master Plan
- Facilitate construction of the Nature Park ADA improvements for the observation decks and fishing pier
- Continue to work with City Council on the Historic City Hall rehabilitation project
- Continue to work with City Council on the restoration of the A. C. Freeman House
- Continue to seek partnerships with various organizations for the public benefit
- Continue to assist local affordable housing groups
- Proactively meet with interested property and business owners to facilitate annexations
- Continue to seek grant funds for the design and development of various projects
- Complete the scope of work for the ADA self-evaluation as required by 28 CFR 35.105 to formulate the next 5-year ADA Transition Plan

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PLANNING – DEPT. 1500
Key Performance Measures

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
- Goal: Strengthen and diversify the City's tax base to increase the commercial base, for example, through annexation by annexing a minimum of three properties per year
- Goal: Ensure the competitiveness of Punta Gorda's business climate through continuous participation in the Economic Development Partnership, Punta Gorda and Charlotte County Chambers of Commerce, and conducting studies as needed
- Goal: Encourage strategic commercial development through the implementation of new Land Development Regulations and Codes put into place in FY 2024

PRIORITY: INFRASTRUCTURE SUSTAINABILITY
- Goal: Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods through collaboration with applicable granting agencies and City investment in pathways by June 2028
- Goal: Maximize the use of new technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff
- Goal: Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis

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: Diversify Housing Types by implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years

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: Make Downtown a vibrant and attractive place through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan
- Goal: Encourage strategic commercial development through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan

PRIORITY: QUALITY OF LIFE
- Goal: Support, promote, protect the City's historic character
- Goal: Achieve status as a waterfront destination for land and water visitors through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years
- Goal: Support and promote a pedestrian and bicycle-friendly community through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years
- Goal: Ensure a diversity of housing stock that is attainable for all income levels, racial backgrounds, life stages, and abilities through implementing recommendations selected in the 2019 PLAN Punta Gorda Citywide Master Plan
- 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

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PLANNING – DEPT. 1500
Key Performance Measures

MISSION AND OBJECTIVES

To be proactive in a growth strategy that protects the City's character and environment; provide guidance and cooperation to businesses and individuals looking to settle in Punta Gorda; and provide core growth management administrative functions that support internal operations of the City by increasing property values, protecting natural and historic 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, update, and implement the goals, objectives, and policies within the City's Comprehensive Plan
- Manage, at direction of the City Council, the 2019 Plan Punta Gorda Citywide Master Plan
- Manage, at direction of the City Council, the Park and Recreation Master Plan
- Assist in the implementation and education of the City's Land Development Regulations / Form-Based Codes
- Implement the City's Americans with Disabilities Act (ADA) Transition Plan
- Oversee the implementation of the construction of the Historic City Hall rehabilitation and expansion and A. C. Freeman House projects
- Promote and facilitate strategic annexations
- Develop transfer of development unit (TDU) bank
- Improve park and recreational facilities through capital improvement design projects
- Connect the Punta Gorda Pathways to neighborhood communities and businesses (i.e. Airport Road, Virginia Avenue, and Cooper Street)
- Expand public/private partnerships
- Improve affordable housing opportunities
- Advance Punta Gorda as a vibrant and desirable place to work and live
- Pursue grants and other alternative funding sources for capital projects
- Oversee design of capital projects for Federal/State compliance and interdepartmental coordination
- Process development requests in a consistent and timely manner
- Support Public Hearing decisions with clear and complete findings of fact

Indicator	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output				
Development Applications (DRC) Received/Processed	12	14	6	8
Planning Application Processed	24	14	5	10
Planning Permits/Applications Reviewed/Approved	175	155	104	115
Board & Committee Support	256	252	300	320

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PLANNING – DEPT. 1500
Key Performance Measures

(continued)

Indicator	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Intergovernmental Board Meetings & Support (MPO, PGHI, School Board, Etc.)	52	58	60	60
Completed CIP Projects (design/construction)	1	3	4	4
Completed ADA Tasks/Projects(design/construction)	2	1	1	1
Efficiency:				
UD staff reports prepared	42	52	40	45
Required training/instruction regarding legislative updates, federal compliance, grant requirements, and other certs.	22	21	13	16
DRC & CIP Plans Reviewed	26	26	30	30
Agenda Packages prepared (UD & Zoning)	64	19	45	50
Design Studio Appointments	99	76	120	125
Service Quality:				
% of planning applications/permits (UD) processed within standard	98%	98%	98%	98%
Outcome:				
Public Hearings Scheduled (UD)	21	26	22	25
Public Hearings Attended (UD)	21	26	22	25
Number of Public Meeting & Public Outreach	10	10	12	12
Number of Projects funded by alternative sources	8	5	5	6
Number of acres annexed into the City	11.0 +/-	0+/-	0+/-	20+/-

RESULTS

- Continued to host Design Studio meetings to identify solutions to design challenges and assist in site design for future development. The staff has helped developers, engineers, and/or owners with answers to questions regarding 106 proposed projects
- Implemented design phase of the Historic City Hall rehabilitation and expansion project
- Implemented the re-design of the A.C. Freeman House rehabilitation project per City Council request and conducted furnishings inventory with Punta Gorda Historical Society
- Completed Projects: Internal Wayfinding (from ADA transition plan); City Hall Annex rehabilitation; construction of Harborwalk West; Ponce Park fishing peir and boardwalk improvements; donated trash receptacles installed at Veterans Park;
- Financial oversight and signage design for the Laishley Park Splash Zone underway
- New Pump-out boat and Florida Friendly Boating signage installed at Laishley Park Marina
- Partnered with CHEC to install Vertical Oyster Garden at Laishley Marina day dock
- Kicked off Climate Adaptation Plan update with Taylor Engineering
- Punta Gorda in Bloom expansion project approved by Council; FDOT permits obtained
- Quarterly meetings with PGI Green Thumbs at Nature Park; 10 tree stumps ground down
- Benches were ordered for the City's Bench Donation Program
- Plaque installed for PG Historical Mural Society's bridge murals at Laishley Marina
- Quarterly reports 5 grants; two grant applications (MAC Grant and a TRAIL-GO grant)
- Updated the Park and Recreation Master Plan

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PLANNING SUMMARY

Operating Budget

Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	471,941	584,606	887,765	686,720	869,280
Operating	109,344	197,715	271,170	437,680	300,440
Capital Outlay	0	0	0	0	0
Total	**581,285**	**782,321**	**1,158,935**	**1,124,400**	**1,169,720**

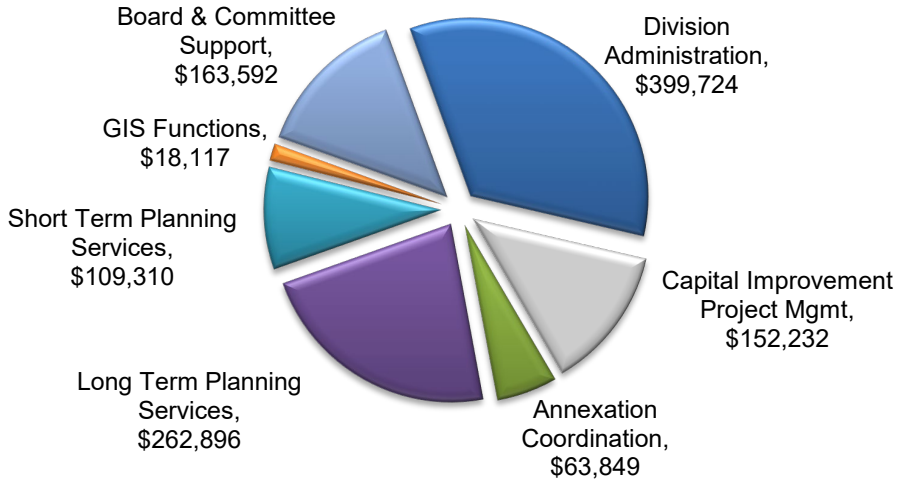
The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
Planning Director	1	1	1	1	1
Urban Design Manager	0	1	1	1	1
Principal Planner	1	1	1	1	1
Senior Project Manager	1	1	1	1	1
Grant Coord/Planner	0	1	1	1	1
Planner II	1	1	1	1	1
Planner I	1	1	1	1	1
Executive Assistant	1	1	1	1	1
Total	6	8	8	8	8

*FY 2024, title change of Urban Design Director to Planning Director

Service Costs



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
ZONING AND CODE COMPLIANCE – DEPT. 1510

FUNCTION:

Zoning and Code Compliance are a Division of Planning. 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 and Zoning Board, the Development Review Committee, and City Council.

Code Compliance performs proactive inspections throughout 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 the 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 the revocation of lot mowing exemptions.

ACCOMPLISHMENTS:

- Resolved over 815 Code Violation Cases without Code Enforcement Board intervention
- Issued approximately 80 permits for business promotions, events, grand openings, and temporary event permits in FY 2024
- Issued approximately 800 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 2024
- Issued approximately 150 garage sale permits in FY 2024

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 officers' 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 and a reduction in paper, resulting in cost savings to the City. The adjustments within the Zoning and Code Compliance proposed budget reflect actual anticipated costs of service, which are offset by the collection of distressed property registration fees, distressed property maintenance liens, and Code Compliance liens that 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, multi-family and commercial projects, along with annexations and hurricanes, the personnel budget adds one code officer in FY 2025. Operating budget includes an increase for travel for training. Capital outlay budget includes the replacement of two 2015 pick up trucks.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
ZONING AND CODE COMPLIANCE – DEPT. 1510
Key Performance Measures

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 by annexing a minimum of three properties per year
- Goal: Ensure the competitiveness of Punta Gorda's business climate through continuous participation in the Economic Development Partnership, Punta Gorda Chamber of Commerce and conducting rate studies as needed
- Goal: Encourage strategic commercial development though the implementation of new Land Development Regulations and Codes put into place in FY 2024

PRIORITY: PARTNERSHIPS, COMMUNICATIONS & 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 process initiatives

PRIORITY: STRATEGIC COMMUNICATIONS POSITIONING
- Goal: Optimize expertise of regional and local partners to achieve stated objectives
- Goal: Encourage strategic commercial development through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan
- Goal: Make Downtown a vibrant and attractive place through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan

PRIORITY: QUALITY OF LIFE
- Goal: Support, promote and maintain the City's historic character
- Goal: Continue Universal Accessibility transition plan efforts within the City

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 Plan Punta Gorda Citywide Master Plan
- Enforce City Code of Ordinances specifically Land Development Regulations

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
ZONING AND CODE COMPLIANCE – DEPT. 1510
Key Performance Measures

INITIATIVES AND ACTION ITEMS (continued)

- Field variety of Zoning and Code Compliance calls, emails, and walk-ins
- 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, present 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 2022	Actuals FY 2023	Projected FY 2024	Proposed FY 2025
Output (processed):				
Development Applications (DRC) Received/Processed	12	14	6	8
Zoning Application Received Processed	75	100	115	120
Sign Permit	36	32	35	35
Event Permit	89	82*	80*	95
Park Rental Bookings	397	208*	200*	260
Permits Reviewed (Building/Fire/etc.)	888	737	750	800
Local Business Tax Receipt (LBT) reviewed	144	570	485	500
Board & Committee Support	256	252	300	320
Efficiency:				
Zoning Staff reports prepared	42	52	40	45
Zoning Applications/Permits reviewed/Approved	161	100	125	130
Development Applications (DRC) Reviewed	12	26	30	30
Design Studio Appointments	99	76	100	100
Service Quality:				
% of permits reviewed within 2 business days	99%	95%***	98%	98%
Outcome:				
Public Hearings Attended	32	55	50	50
LDR Updates (Zoning Amendments)	1	1	0	2

NOTE: *Park Rentals and Events for FY 2023 may have decreased due to Hurricane Ian and park restoration.
***Decrease in service quality due to excessive number of permits due to Hurricane Ian.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
ZONING AND CODE COMPLIANCE – DEPT. 1510
Key Performance Measures

Code Compliance

Indicator	Actuals FY 2022	Actuals FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
Total Inspections:	5,519	7,236	7,420	8,000
Total Violations Cited:	941	668	850	2,500
Single Family Final Inspections	76	68	100	90
Annual Landscape Inspections	3	3	5	5
Vacant Lot Mowing Inspections	24,000	23,200	22,000	20,000
Vacant Lot Mowing Violations	20	12	10	10
Distressed property Maintenance-Mowing	24	19	15	15
Distressed property landscape clean-up	0	0	0	0
Code Board Public Meetings processed/attended	4	5	12	12
Efficiency:				
Inspections per officer:	2,759	3,618	3,710	2,667
Violations per officer:	471	334	425	834
Staff Reports/Code Board Agendas	4	8	12	12
Service Quality:				
# Resolved w/o Code Enforcement Board intervention	917	625	815	850
Number of Code permits issued	1,301	761	800	800
Number of Business permits issued	11	28	25	25
Outcome:				
% resolved within 90% target	100%	100%	100%	100%

NOTE: Due to the increased number of mows, trimming, and edging added to the program along with the staff changes, there was a decrease in the Annual Landscape Inspections. Total inspections, number of violations cited, Code permits, and Code Enforcement Board meetings were impacted and reduced by the aftermath of Hurricane Ian. Code Officers assisted the Building Division with damage assessments, and assisted Department of Business and Professional Regulations (DBPR) personnel with unlicensed contractor inspections. Violations were limited to allow residents to clean up and repair their property. Normal Code operations resumed in May of 2023 with consideration for property owners dealing with insurance company delays allowing additional time to complete repairs.

RESULTS

- 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 76 proposed projects
- Scheduled 82 events
- Attained compliance for violations of distressed maintenance
- 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 2025
ZONING & CODE COMPLIANCE SUMMARY

Operating Budget

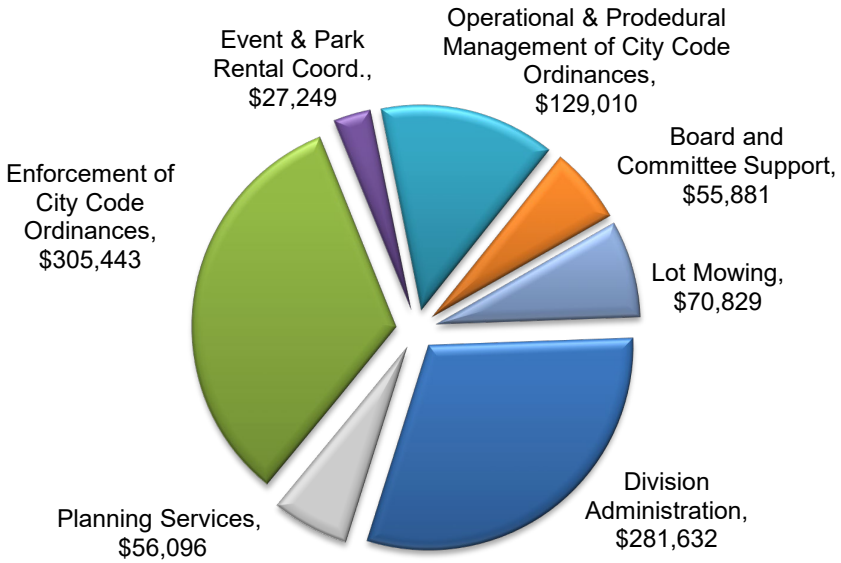
Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	509,317	537,893	641,060	577,075	709,880
Operating	66,510	82,405	117,635	180,255	156,260
Capital Outlay	0	31,552	0	0	60,000
Total	**575,827**	**651,850**	**758,695**	**757,330**	**926,140**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
Zoning Official	1	1	1	1	1
Code Compliance Supv.	1	1	1	1	1
Code Compliance Officer	2	2	2	2	3
Lot Mowing Coordinator	1	1	1	1	1
Zoning Technician	0	1	1	1	1
Executive Assistant	1	1	1	1	1
Total	6	7	7	7	8

Service Costs



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City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1510	Asset Tag	6953	Purchase Price (if known)		$16,774 (with trade in)		
Make	Nissan	Model	Frontier	Year	2014	Age	10	
Current Mileage	64,265	Life to Date Maintenance Cost				$1,242		
Description	Nissan King Cab pickup truck							
Recent Major Repairs to Extend Life:		**Known Problems:** Water intrusion in vehicle and other interior issues						
Description of Requested Replacement: Same or similar pickup truck		Estimated Cost of Replacement				$30,000		
		If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	2	Efficiency	4	Estimated End of Life Fiscal Year			2024	
				Requested Fiscal Year for Replacement			2025	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life for vehicle		**If not replaced, what is alternative?** Employees may need to share vehicles which could cause delays in workloads for employees in the division.						

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1510	Asset Tag	6956	Purchase Price (if known)		$16,892		
Make	Nissan	Model	Frontier	Year	2014	Age	9	
Current Mileage	77,672	Life to Date Maintenance Cost				$1,195		
Description	Nissan pickup truck							
Recent Major Repairs to Extend Life:		**Known Problems:** Airbag light. Vehicle requires all safety features to be working						
Description of Requested Replacement: Same or similar pickup truck		Estimated Cost of Replacement				$30,000.00		
		If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	2	Efficiency	4	Estimated End of Life Fiscal Year			2024	
				Requested Fiscal Year for Replacement			2025	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life for vehicle.		**If not replaced, what is alternative?** Employees may need to share vehicles which could cause delays in workloads for employees in the division.						

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. (Sunsetted FY 2024)
- City Leased Property Fund accounts for lease revenues and maintenance expenditures of leased property previously accounted for in the CRA.
- Gas Tax Funds account for road capital and transportation expenditures.
- Impact Fees account for the receipt and disbursement of the impact fees for public safety (previously police & fire), parks, government buildings and mobility (previously transportation).
- 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. (Fund closed)
- 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. (Hosting is transitioned from City to County in FY 2023)

City of Punta Gorda, FL
Punta Gorda Isles Canal Maintenance District
Revenue and Expenditure Comparison
Actual FY 2022 through Budget FY 2025

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Revenues:					
Canal Maintenance Fees	$ 3,391,300	$ 4,963,830	$ 5,721,060	$ 5,721,060	$ 6,240,805
Intergovernmental Revenue	0	152,529	35,355,255	43,180,405	0
Transfer from General Fd (Financing)	0	1,227,881	0	46,067,415	0
Transfer from Buckley's Pass	0	0	0	14,518	0
Interest Income	38,763	323,037	150,000	360,450	141,000
Miscellaneous Revenue	423	1,454	500	500	500
	3,430,486	6,668,731	41,226,815	95,344,348	6,382,305
Projected Carryover-Beginning	3,988,491	4,151,901	7,010,451	6,954,399	3,926,579
Prior Yr Encumbrances	198,455	314,757	0	42,949	0
Prior Yr Re-Appropriation	581,540	730,880	0	795,388	0
Total Revenues	$ 8,198,972	$ 11,866,269	$ 48,237,266	$ 103,137,084	$ 10,308,884
Expenditures:					
Personnel Services	$ 591,164	$ 806,848	$ 955,355	$ 959,835	$ 944,525
Operating Expenses	2,408,590	1,918,232	818,035	1,083,620	3,604,305
Capital Outlay	1,680	1,348,453	231,500	46,709,085	306,000
Reserve for Contingencies	0	0	50,000	50,000	50,000
Debt Service/Transfer for Debt	0	0	42,426,305	50,407,965	0
	3,001,434	4,073,533	44,481,195	99,210,505	4,904,830
Reserve-Seawall Replacement	775,000	900,000	675,000	675,000	450,000
Projected Carryover-End	4,422,538	6,892,736	3,081,071	3,251,579	4,954,054
Total Expenditures	$ 8,198,972	$ 11,866,269	$ 48,237,266	$ 103,137,084	$ 10,308,884

City of Punta Gorda, FL
PGI Canal Maintenance District
Proforma Schedule of Revenues and Expenditures
FY 2022 through FY 2029

Current Op Rate	$650	$950	$950	$1,100	$1,100	$1,200	$1,350	$1,500	$1,650
Additional Rate	$0	$0	$150	$0	$100	$150	$150	$150	$150
	Actual FY 2022	**Actual FY 2023**	**Budget FY 2024**	**Projected FY 2024**	**Budget FY 2025**	**Proforma FY 2026**	**Proforma FY 2027**	**Proforma FY 2028**	**Proforma FY 2029**
Operating Assessment	$ 3,391,300	$ 4,963,830	$ 5,721,060	$ 5,721,060	$ 5,721,060	$ 6,240,800	$ 7,020,415	$ 7,800,035	$ 8,579,650
Additional Operating Assessment	0	0	0	0	519,745	779,615	779,615	779,615	779,615
Interest	38,763	323,037	150,000	360,450	141,000	157,500	142,500	127,500	105,000
FEMA Reimbursement	0	144,501	30,304,505	37,717,805	0	0	0	0	0
State Reimbursement	0	8,028	5,050,750	5,462,600	0	0	0	0	0
Transfer from General Fund	0	1,227,881	0	46,067,415	0	0	0	0	0
Transfer from Buckley's Pass	0	0	0	14,518	0	0	0	0	0
Miscellaneous Revenue	423	1,454	500	500	500	500	500	500	500
Revenues	**3,430,486**	**6,668,731**	**41,226,815**	**95,344,348**	**6,382,305**	**7,178,415**	**7,943,030**	**8,707,650**	**9,464,765**
Personnel	591,164	806,848	955,355	959,835	944,525	987,080	1,031,720	1,078,565	1,127,730
Operating Expenditures	347,434	399,713	483,035	566,785	588,985	615,455	622,145	649,660	657,425
Inlet Dredging	50,764	29,603	85,000	85,000	85,000	85,000	85,000	85,000	85,000
Total Seawalls	2,010,392	1,476,520	250,000	230,000	2,930,320	6,201,480	7,039,225	7,902,100	8,790,865
Autos & On-Road Vehicles	0	0	0	0	36,000	0	0	0	0
Improv Other than Bldgs-under contr svc	0	12,396	225,000	426,835	225,000	225,000	225,000	0	0
Equipment	0	0	6,500	6,500	45,000	0	0	0	0
Trsfr to Debt Svc Fd-Repay Seawall Ln	0	0	42,426,305	50,407,965	0	0	0	0	0
Seawall Repl & Mitigation - Hurr Irma	1,680	0	0	8,235,320	0	0	0	0	0
Seawall Repl & Mitigation - Hurr Ian	0	1,348,453	0	38,242,265	0	0	0	0	0
Reserve for Contingencies	0	0	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Expenditures	**3,001,434**	**4,073,533**	**44,481,195**	**99,210,505**	**4,904,830**	**8,164,015**	**9,053,090**	**9,765,325**	**10,711,020**
Revenues over (under) Expenditures	429,052	2,595,198	(3,254,380)	(3,866,157)	1,477,475	(985,600)	(1,110,060)	(1,057,675)	(1,246,255)
Carryover - Beginning	4,168,486	4,422,538	6,110,451	6,892,736	3,251,579	4,954,054	4,193,454	3,308,394	2,250,719
Reserve Seawall Replacement-Beg	600,000	775,000	900,000	900,000	675,000	450,000	225,000	0	0
Reserve Seawall Replacement-End	$ 775,000	$ 900,000	$ 675,000	$ 675,000	$ 450,000	$ 225,000	$ 0	$ 0	$ 0
Carryover - End	$ 4,422,538	$ 6,892,736	$ 3,081,071	$ 3,251,579	$ 4,954,054	$ 4,193,454	$ 3,308,394	$ 2,250,719	$ 1,004,464
Projected Carryover -End as a % of Expenditures					101.00%	51.37%	36.54%	23.05%	9.38%

Assumptions
Revenues:
FY 2025 Operating Assessment Rate $1,200; FY 2026-2029 Estimated $150 increase per year
FY 2024 50,399 l.ft. damage estimated 95% of Hurricane Irma rip rap mitigation loan draw (transfer from General Fund) to be reimbursed by Federal and State assistance; permitting and FEMA approval obtained; timeline submitted to FEMA to finish Hurricane Ian seawalls, awaiting approval
FY 2023-2024 34,923 est. l.ft. damage Hurricane Ian seawall and rip rap mitigation loan draw (transfer from Generel Fund) to be reimbursed by Federal and State assistance
FY 2024 Estimated 95% reimbursement by Federal and State assistance on Hurricane Irma rip rap mitigation project
FY 2024 Estimated 95% reimbursement by Federal and State assistance on Hurricane Ian seawall and mitigation project. Still awaiting FEMA obligation of projects.

Expenditures:
Personnel Expense:
FY 2025 7/1/2024 Council approved 4% pay plan adjustment; proposed 10/1/2024 2% pay plan adjustment
4% merit increase; overtime per department request
Defined benefit pension re-opened plan per allocation; Defined contribution plan reduced estimating 60% will move to defined benefit plan
Health insurance 6.9% estimated increase and Workers Comp estimated 15% increase
FY 2026-2029 - 4% merit incr, def. benefit pension 5% incr, def. contrib. pension 4%, health ins incr. est 6% & WC incr. est 10%

Operating Expense:
FY 2024 - Transfer to debt svc fund for Hurr. Irma rip rap project (awaiting FEMA approval of timeline) and Hurr. Ian loan seawall and mitigation repayment; will carryover to FY
FY 2023-2024 - Hurricane Ian seawalls and mitigation for estimated 34,923 l.ft.; will carryover to FY 2025
FY 2025 - Per Department Request; seawall program reduced to 5,000 lf pending completion of Hurricane Ian repairs projected mid FY25; Fire/General liability insurance est 15%; Adminstration est. 3% increase and Computer Overhead est. 29% increase
FY 2025-2029 - $50,000 reserve for contingency for emergency repairs that can be authorized by City Manager
FY 2026-2029 - Est. increases operating 3% except for: Fire/General Liab Insur 5%; mangrove trimming and inlet dredging flat; seawall replacements est. 3% increases in costs and 10,500 lf in FY 2026 with approximately 1,400 increasing linear footages per year

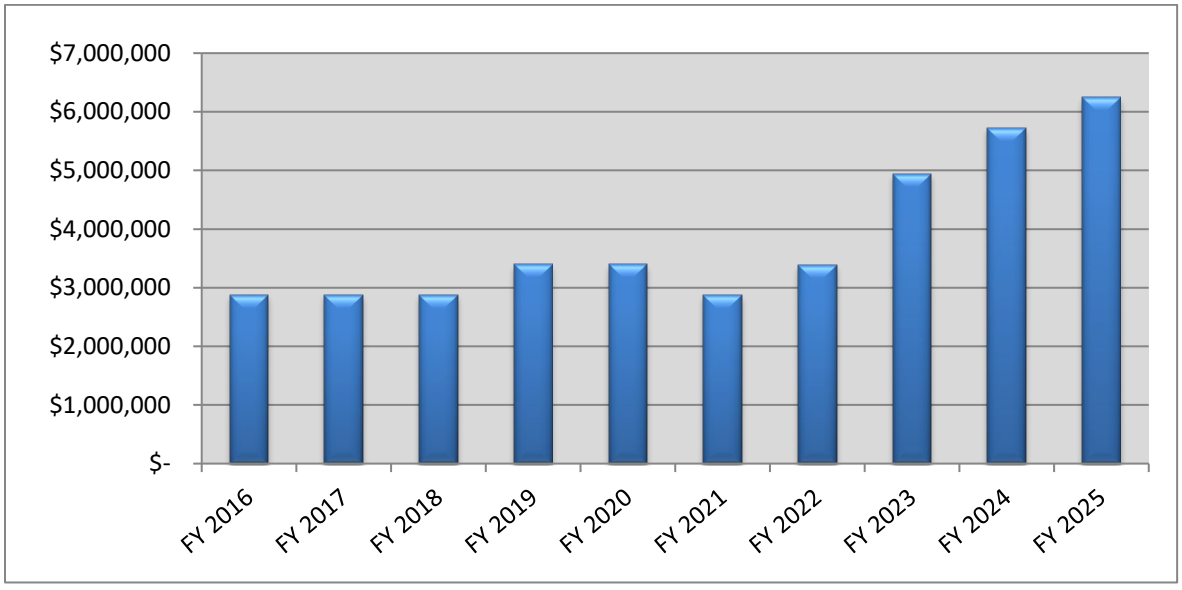
Capital Outlay & Special Projects:
FY 2025-2029 - Per Department Request

Reserves:
FY 2023-FY 2027 Use of seawall replacement reserves for permitting and construction of channel and shoreline improvements to spoil site.
FY 2025-FY 2029 $14,518 Buckley's Pass reserve to be used only on maintenance or dredging of Buckley's Pass

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 2025 rate for each single family lot and properties not zoned single family with a single family residence (SFR) will be $1,200. For all other property not zoned single family without a single family residence, the annual assessment is eleven and five-tenths cents ($.125) 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 $.125 rate is calculated from the $1,200 assessment divided by 9,600 sq. ft. which is the typical SFR lot size. The rate was increased by $100 to fund the district's share of the Hurricane Ian seawall and mitigation projects currently financed and awaiting FEMA obligation.

Fiscal Year	Amount Collected	Annual Assessment
FY 2016	$2,877,109	$550
FY 2017	$2,874,876	$550
FY 2018	$2,874,153	$550
FY 2019	$3,395,620	$650
FY 2020	$3,395,767	$650
FY 2021	$2,873,564	$550
FY 2022	$3,391,300	$650
FY 2023	$4,941,440	$950
FY 2024	$5,721,060	$1,100
FY 2025	$6,240,805	$1,200



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PUNTA GORDA ISLES CANAL MAINTENANCE DISTRICT

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
30-00	SPEC ASSMTS - CANAL ASSMT	3,391,300	4,963,830	5,721,060	5,721,060	6,240,805
*	**PERMITS,FEES & SPEC ASSMT**	**3,391,300**	**4,963,830**	**5,721,060**	**5,721,060**	**6,240,805**
51-00	FEDERAL DISASTER RELIEF	0	144,501	30,304,505	37,717,805	0
51-01	STATE - STORMS	0	8,028	5,050,750	5,462,600	0
*	**INTERGOVERNMENTAL REVENUE**	**0**	**152,529**	**35,355,255**	**43,180,405**	**0**
10-00	INTEREST ON INVESTMENTS	38,763	323,037	150,000	360,450	141,000
30-00	REFUND OF PRIOR YR EXPEND	0	269	0	0	0
70-50	DEFINED CONTRIB REFUND	0	1,052	0	0	0
90-00	MISCELLANEOUS REVENUE	423	133	500	500	500
*	**MISCELLANEOUS REVENUE**	**39,186**	**324,491**	**150,500**	**360,950**	**141,500**
01-00	GENERAL	0	1,227,881	0	46,067,415	0
22-00	BUCKLEY'S PASS DREDG AREA	0	0	0	14,518	0
*	**TRANSFER FROM OTHER FUNDS**	**0**	**1,227,881**	**0**	**46,081,933**	**0**
90-01	PROJ CARRYOVER-BEGINNING	3,988,491	4,151,901	7,010,451	6,954,399	3,926,579
90-02	PRIOR YEAR ENCUMBRANCES	198,455	314,757	0	42,949	0
90-05	PRIOR YR RE-APPROPRIATION	581,540	730,880	0	795,388	0
*	**BEGINNING RESERVES**	**4,768,486**	**5,197,538**	**7,010,451**	**7,792,736**	**3,926,579**
		8,198,972	**11,866,269**	**48,237,266**	**103,137,084**	**10,308,884**

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PUNTA GORDA ISLES CANAL MAINTENANCE DISTRICT – DEPT/DIV 0960

FUNCTION:

The Punta Gorda Isles Canal Maintenance District is responsible for the maintenance of 91 miles of seawall, dredging 45 miles of canals/inlets, channel marker maintenance and mangrove trimming/alteration within the district canal system. Other duties include depression filling, seawall patching, cap patching, maintenance of aids to navigation, inspections, and related tasks. Seawall 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 160 feet of seawall replaced, depressions filled at 604 locations, debris removed at 30 locations; approximately 2,616 seawall panels manufactured; 21,550 lineal ft. of maintenance mangrove trimming; seawall cap/wall patches completed at 49 locations; and performed 160 seawall inspections. The Sancho Panza Point was mowed 5 times. Sonar readings were taken on 2 different canal inlet locations for potential dredge projects. Projects completed during the year include maintenance dredging at selected canal locations, channel markers inspections, navigation lights, and ongoing work on construction improvement projects.

The seawall infrastructure sustained damaged as a result of Hurricane Ian on September 28, 2022. Approximately 33,408 linear feet of seawall was damaged - effecting 548 properties. We have completed around 55% of the seawall repair and approximately 16,926 linear feet remain. Additionally 31 channel markers were damaged. Work continues on storm projects.

A thorough seawall assessment is accomplished by utilizing GPS equipment, field tablets and many hours of close inspection in one of the two zones each year. 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 and 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.

The Army Corps of Engineers permit for rip rap was received in 2023.

BUDGET NARRATIVE:

The proposed budget reflects an increase in the operation and maintenance of the Punta Gorda Isles Canal Maintenance Assessment District. Work will include:

- Continued seawall replacement of approximately 16,926 linear feet due to Hurricane Ian which will be carried over from FY 2024
- Maintenance dredging the navigational portions of the canal system and inlets
- Maintenance trimming of mangroves
- Maintenance in Canal system and continues debris collection
- Maintenance of Sancho Panza Point
- Contract engineering services to renew and obtain permits for inlet and dockside dredging
- Continued contract engineering services to design and permit a channel from Ponce De Leon Inlet through a shallow basin to the spoil site located on Colony Point Drive

The hazard mitigation portion of the Hurricane Irma seawall project continues to be delayed. Funds will be re-appropriated to FY 2025. Debt service for repayment of the line of credit for hurricane projects is budgeted in FY 2024 from FEMA and State reimbursements and assessments and will be re-appropriated to FY 2025.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PUNTA GORDA ISLES CANAL MAINTENANCE DISTRICT – DEPT/DIV 0960
Key Performance Measures

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 technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff
- Goal: Apply best management practices & systems in infrastructure maintenance
- Goal: Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis

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 through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years

MISSION AND OBJECTIVES,

The PGI Canal Maintenance District is responsible for maintaining 91 miles (480,004 lineal feet) 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	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
Budgeted # linear ft seawalls to replace	6,370	10,260	8,500	5,000
Efficiency:				
Contract & material cost per linear ft of seawall replacement	$475	$605	$605	$575
Service Quality:				
# of linear feet of seawall replacement completed	5,899	6,109	9,855	16,550
Outcome:				
% of linear feet of seawall replacement completed in fiscal year	93%	60%	116%	331%

RESULTS

Number and percentage of lineal feet of seawall completed is affected by Hurricane Ian repairs. These repairs are on-going since FY 2023 and carryover of incomplete projects is included in the proposed number of lineal feet to the completed in FY 2025.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PUNTA GORDA ISLES CANAL MAINTENANCE DISTRICT – DEPT/DIV 0960
Key Performance Measures

RESULTS (continued)

As per the adopted recommendations from the 2020 Seawall Materials & Methods Feasibility Study, additional information was incorporated into the seawall inspection software. To allow more time to collect the additional data, the district was divided in two zones. The northerly zone (approximately 271,401 lineal feet) will be inspected one year and the southerly zone (approximately 208,603 lineal feet) will be inspected the following year. Each zone will be inspected every other year.

A thorough assessment is accomplished by utilizing GPS (Geographical Information System) equipment, field tablets 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 - SOUTH BI-ANNUAL SEAWALL ASSESSMENT

South seawall system length: 208,603 lineal feet or 39.51 miles

WALL	FY 2022		
	FEET	MILES	%
Excellent (rated 0)	226	.04	.11%
Good (rated 1)	74,870	14.18	35.89%
Fair (rated 2)	60,800	11.52	29.15%
Moderate (rated 3)	50,653	9.59	24.28%
Serious (rated 4)	16,422	3.11	7.87%
Failure (rated 5)	5,632	1.07	2.70%
Total	**208,603**	**39.51**	**100.00%**

PUNTA GORDA ISLES - NORTH BI-ANNUAL SEAWALL ASSESSMENT

North seawall system length: 271,401 lineal feet or 51.40 miles

WALL	FY 2024		
	FEET	MILES	%
Excellent (rated 0)			%
Good (rated 1)			%
Fair (rated 2)			%
Moderate (rated 3)			%
Serious (rated 4)			%
Failure (rated 5)			%
Total	**271,401**	**51.40**	**100.00%**

NOTE: Seawall assessments were not performed in FY 2023 due to Hurricane Ian Recovery. Seawall assessment data was collected in FY 2024 but has not been inputted due to continued Hurricane Ian seawall replacement project.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
PUNTA GORDA ISLES CANAL MAINTENANCE DISTRICT SUMMARY

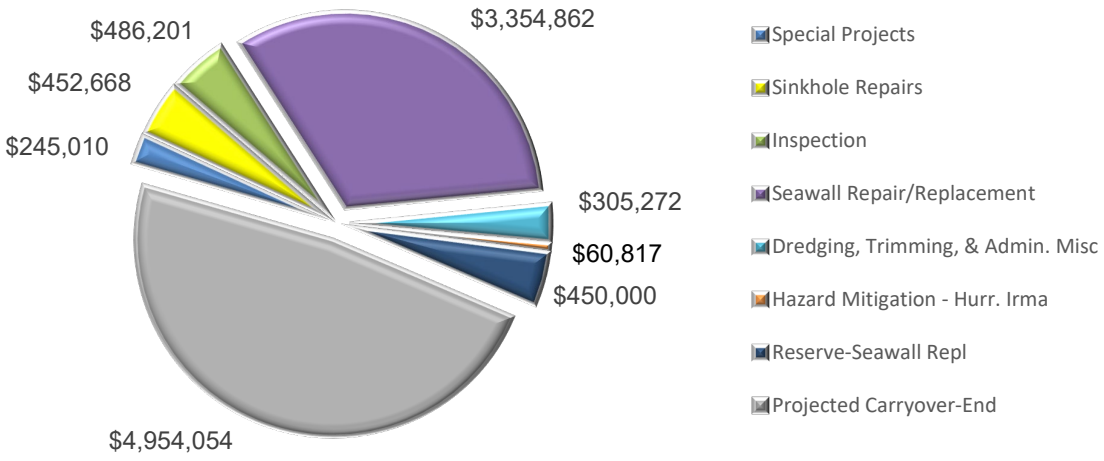
Operating Budget

Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	591,164	806,848	955,355	959,835	944,525
Operating	2,408,590	1,918,232	818,035	1,083,620	3,604,305
Capital Outlay	1,680	1,348,453	231,500	46,709,085	306,000
Reserve for Contingencies	0	0	50,000	50,000	50,000
Operating Transfers	0	0	42,426,305	50,407,965	0
Ending Rsrv-Seawall Repl	775,000	900,000	675,000	675,000	450,000
Projected Carryover	4,422,538	6,892,736	3,081,071	3,251,579	4,954,054
Total	**8,198,972**	**11,866,269**	**48,237,266**	**103,137,084**	**10,308,884**

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
Manager - Map, Permit, Compliance	1	1	1	1	1
PW Supervisor	1	1	1	1	1
PW Senior Crew Chief	1	1	1	1	1
PW Crew Chief	2	2	2	2	2
Seawall Constr Insp	1	1	1	1	1
Canal Maint Worker III	1	1	1	1	1
Canal Maint Worker II	1	1	1	1	1
Canal Maint Worker I	1	2	2	2	2
Total	9	10	10	10	10

Service Costs



PGI CANAL MAINTENANCE FUND
CAPITAL OUTLAY AND SPECIAL PROJECT PROGRAM
FY 2025 - FY 2029
(All figures in thousands of dollars)

PROJECT IDENTIFICATION	TOTAL PROJECT COST	Prior Years' Funding	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Capital Outlay							
2015 Pickup truck replacement (6973)	36	0	36	0	0	0	0
2000 Flat Bottom Boat W/ Trailer (4442)	45	0	45	0	0	0	0
Special Projects							
PGI Spoil Site Channel	1,124	449	225	225	225	0	0
TOTAL		449	306	225	225	0	0

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0960	Asset Tag	6973	Purchase Price (if known)			$20,309	
Make	Nissan	Model	Frontier	Year	2015	Age	8	
Current Mileage	81403	Life to Date Maintenance Cost				$4405.78		
Description	2 WD King Cab Pick Up Truck							
Recent Major Repairs to Extend Life: Normal maintenance				**Known Problems:** Paint peeling, some rust, missing some trim pieces				
Description of Requested Replacement: ½ ton 2WD King Cab Truck				Estimated Cost of Replacement			$36,000	
				If vehicle or equipment is replaced will it be auctioned? **If no, requested use?** Yes				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	1	Efficiency	3	Estimated End of Life Fiscal Year			2024	
				Requested Fiscal Year for Replacement			2025	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life.				**If not replaced, what is alternative?** Lease a vehicle				

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0960	Asset Tag	4442	Purchase Price (if known)				
Make		Model	Rogue 17	Year	2000	Age	24	
Current Mileage	81403	Life to Date Maintenance Cost				$2936.11		
Description	Flat bottom boat w/ trailer							
Recent Major Repairs to Extend Life: Throttle, RH Battery, and Reconnect wires replaced in 2023				**Known Problems:** Haul is rotting, patch work along boat failing, motor under powered, takes in water, electrical wiring rusted, trailer wiring rusted, weather proof seals failing. Trailer frame, axle and suspension rusted and not road worthy.				
Description of Requested Replacement: 18 FT Skiff boat trailer package with hard cover top over steering counsel				Estimated Cost of Replacement			$ 45,000	
				If vehicle or equipment is replaced will it be auctioned? **If no, requested use?** Yes				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	1	Efficiency	1	Estimated End of Life Fiscal Year			2024	
				Requested Fiscal Year for Replacement			2025	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life.				**If not replaced, what is alternative?** No alternative as the pontoon was damaged in Hurricane Ian.				

Dept/Div:	Public Works/Canal Maintenance
Contact:	Bryan Clemons
Project Title:	PGI Spoil Site Channel
Project Code:	SSCHNL
Account #:	103-0960-572-3400/103-0960-572-6300
Description/ Justification:	Engage a consultant to obtain permitting for dredging a channel from Ponce De Leon Inlet through the shallow basin directly to the spoil site. Channel construction, shoreline, and upland improvements to follow permitting. Previous Years: $224,000 approved and appropriated. 103-0960-572-3400 FY 2024 - 2027: $225,000 for each year for construction. 103-0960-572-6300
Priority:	Infrastructure Sustainability/Quality of Life
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. Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plans on an annual basis. Achieve status as a waterfront destination for land and water visitors through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.
Community Impact:	With the increase in new home construction, there are fewer vacant lots available for seawall maintenance projects. This project ensures the availability of a staging barge.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$224,000	$224,000	$0	$0	$0	$0	$0
Land							
Construction	$900,000	$225,000	$225,000	$225,000	$225,000	$0	$0
Equipment							
Total	$1,124,000	$449,000	$225,000	$225,000	$225,000	$0	$0
Funding Sources							
Local-OF	$1,124,000	$449,000	$225,000	$225,000	$225,000	$0	$0
Local-ST							
Local-FSIF							
UNFUNDED							
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

City of Punta Gorda, FL
Burnt Store Isles Canal Maintenance District
Revenue and Expenditure Comparison
Actual FY 2022 through Budget FY 2025

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Revenues:					
Canal Maintenance Fees	$ 579,777	$ 891,090	$ 1,016,100	$ 1,016,100	$ 1,015,575
Interfund Loan	0	0	0	347,000	0
Intergovernmental Revenue	0	61,714	3,089,025	3,383,525	0
Miscellaneous Revenue	7,975	73,145	21,000	75,000	36,000
Transfer from General Fd (Financing)	0	103,639	0	2,257,990	0
	587,752	1,129,588	4,126,125	7,079,615	1,051,575
Projected Carryover-Beginning	714,098	519,555	656,160	1,195,167	1,332,919
Prior Yr. Encumbrances	13,342	5,983	0	4,050	0
Prior Yr. Re-Appropriation	310,000	517,467	0	620,467	0
Total Revenues	$ 1,625,192	$ 2,172,593	$ 4,782,285	$ 8,899,299	$ 2,384,494
Expenditures:					
Personnel Services	$ 32,480	$ 35,309	$ 50,905	$ 50,280	$ 56,470
Operating Expenses	549,376	63,959	662,495	1,619,025	816,345
Capital Outlay	331	253,641	0	2,691,495	0
Reserve for Contingencies	0	0	50,000	50,000	50,000
Interfund Loan Repayment	0	0	0	0	91,200
Transfer for Debt Service	0	0	3,155,580	3,155,580	0
	582,187	352,909	3,918,980	7,566,380	1,014,015
Reserve-Seawall Replacement	0	0	100,000	100,000	200,000
Projected Carryover-End	1,043,005	1,819,684	763,305	1,232,919	1,170,479
Total Expenditures	$ 1,625,192	$ 2,172,593	$ 4,782,285	$ 8,899,299	$ 2,384,494

* 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 2022 through FY 2029

Operating Rate	$560	$760	$760	$760	$795	$795	$820	$845	$870
Additional Rate	$0	$0	$100	$100	$100	$125	$125	$125	$125
Lock Removal Project Rate	$0	$100	$125	$125	$90	$90	$90	$90	$0
	Actual FY 2022	**Actual FY 2023**	**Budget FY 2024**	**Projected FY 2024**	**Budget FY 2025**	**Proforma FY 2026**	**Proforma FY 2027**	**Proforma FY 2028**	**Proforma FY 2029**
Operating Assessment	$ 579,777	$ 891,090	$ 784,115	$ 784,115	$ 819,675	$ 819,675	$ 845,455	$ 871,230	$ 897,005
Add Op Assessment	0	0	103,105	103,105	103,105	128,880	128,880	128,880	128,880
Debt Assessment	0	0	128,880	128,880	92,795	92,795	92,795	92,795	0
Interest	7,975	73,145	21,000	75,000	36,000	39,000	42,000	42,000	42,000
Financing (Interfund Loan)	0	0	0	347,000	0	0	0	0	0
Transfer from General Fund (LOC for Ian)	0	103,639	0	2,257,990	0	0	0	0	0
Federal and State Assistance	0	61,714	3,089,025	3,383,525	0	0	0	0	0
Estimated Revenues	587,752	1,129,588	4,126,125	7,079,615	1,051,575	1,080,350	1,109,130	1,134,905	1,067,885
Personnel Expenses	32,480	35,309	50,905	50,280	56,470	58,860	61,355	63,965	66,685
Operating Expenses	30,794	36,780	43,995	48,560	62,345	53,955	65,610	57,320	69,080
Mangrove Trimming	25,500	25,904	28,000	28,000	28,000	28,840	29,705	30,595	31,515
Dredging	0	-	28,000	28,000	28,000	28,000	28,000	28,000	28,000
Total Seawalls	493,082	1,275	62,500	62,500	698,000	719,065	740,765	763,125	786,155
Lock Removal/Inlet Wid. Proj Debt Service	0	0	0	0	91,200	91,200	91,200	91,200	0
Barge Access-Inlet Widening Project	0	0	400,000	1,351,965	0	0	0	0	0
Channel Corner Widening (Feasibility Study)	0	0	100,000	100,000	0	0	0	0	0
Hurricane Irma rip rap mitigation	331	0	0	310,000	0	0	0	0	0
Hurricane Ian Seawall repairs & mitigation	0	253,641	0	2,381,495	0	0	0	0	0
Reserve for Contingencies	0	0	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Transfer to Debt Service Fund for Hurricane Ian	0	0	3,155,580	3,155,580	0	0	0	0	0
Estimated Expenditures	582,187	352,909	3,918,980	7,566,380	1,014,015	1,029,920	1,066,635	1,084,205	1,031,434
Revenues over (under) expenditures	5,565	776,679	207,145	(486,765)	37,560	50,430	42,495	50,700	36,451
Projected Carryover - Beg	812,440	1,043,005	656,160	1,819,684	1,232,919	1,170,479	1,120,909	1,063,404	1,014,104
Reserve Seawall Repl & Special Proj-Beg	225,000	0	0	0	100,000	200,000	300,000	400,000	500,000
Reserve Seawall Repl & Special Proj-End	$ 0	$ 0	$ 100,000	$ 100,000	$ 200,000	$ 300,000	$ 400,000	$ 500,000	$ 600,000
Projected Carryover - End	$1,043,005	$1,819,684	$ 763,305	$1,232,919	$1,170,479	$1,120,909	$1,063,404	$1,014,104	$ 950,554
Projects Requiring Approval and Funding:									
Channel Corner Widening			100,000	0	100,000	100,000	300,000	325,000	
BSI Land Acquisition for staging			100,000	0	100,000	100,000	100,000	100,000	100,000
Est. Beg. Reserves with projects but no funding plan			656,160	1,819,684	1,332,919	1,170,479	1,020,909	663,404	289,104
Est. End. Reserves with projects but no funding plan			663,305	1,332,918	1,170,479	1,020,909	663,404	289,104	225,554

Assumptions

Revenues:

FY 2024 - 2,146 l.ft. Hurricane Irma rip rap mitigation estimated 95% of project to be reimbursed by Federal and State assistance; received FEMA approval
Hurricane Irma rip rap mitigation is currently planned from prior years unspent seawall funds. Will carryover to FY 2025 after completion of Hurricane Ian seawall repairs
FY 2025-2029 Operating assessment rate $795 plus inflationary increase of $25 per year due to increasing costs. Additional $100 per year to build reserves for projects.
FY 2023-2029 Assessment rate of $100 FY 2023, $125 FY 2024, and $90 FY2025-FY 2028 for lock removal project
FY 2024 Interfund Loan for lock removal project
FY 2023-2024 - Estimated financing transferred from General Fund for Hurricane Ian estimated 3,500 l.ft. seawall repairs and mitigation
FY 2024 - Estimated 90% FEMA and 5% State reimbursement for qualified Hurricane Ian seawall repairs and mitigation

Expenditures:

Personnel and Operating Expense:
FY 2024- 2,146 l.ft. Hurricane Irma rip rap mitigation project is currently planned from prior years unspent seawall funds.
Project permitting received, FEMA approval to proceed received; funding would carryover to future year if not completed in fiscal year.
FY 2023-2024 Annual program not completed and Hurricane Ian repairs and mitigation for estimated 3,500 l.ft. added to be completed. Will carryover if not completed.
Special Projects Prior Years:
Inlet widening/removal of south side lock infrastructure - FY 2019-2024 $1,430,000 for permitting, water testing and construction
FY 2025 - 7/1/24 4% pay plan adjustment, 10/1/24 2% pay plan adjustment; new tier 2 defined benefit plan; defined contribution plan 10% of pensionable wages if elected; health insurance 6.9% increase, workers comp est. 15% increase; Operating per department request; seawall program estimated 1,200 lineal feet; Administration charges est. 3% increase; Fire/General Liab Ins est. increase 15%
FY 2025-2029 - $50,000 reserve for contingency for emergency repairs that can be authorized by City Manager. If not used, will go back to fund's ending carryover balance.
FY 2026-2029 - Dredging $28,000 per year; Seawall evaluations $10,000 in FY 2027 and FY 2029; Total Seawall Replacements estimated 1,200 lineal feet with 3% inflationary costs; Est. increases: Gen. Liab Ins. 5%, all other operating 3%; personnel 4%, health ins. 6%, workers comp ins. 10%

Debt Service:
FY 2024 Principal and interest payments on on Hurrican Ian line of credit Estimated 5% interest; FY 2025-FY 2028 repayment of interfund loan for lock removal project

Reserves:

FY 2024-2029 $100,000 scheduled annually for special projects.

Special Projects :

Inlet widening/removal of south side lock infrastructure - FY 2024 Construction
Channel corner widening FY 2024 feasibility study

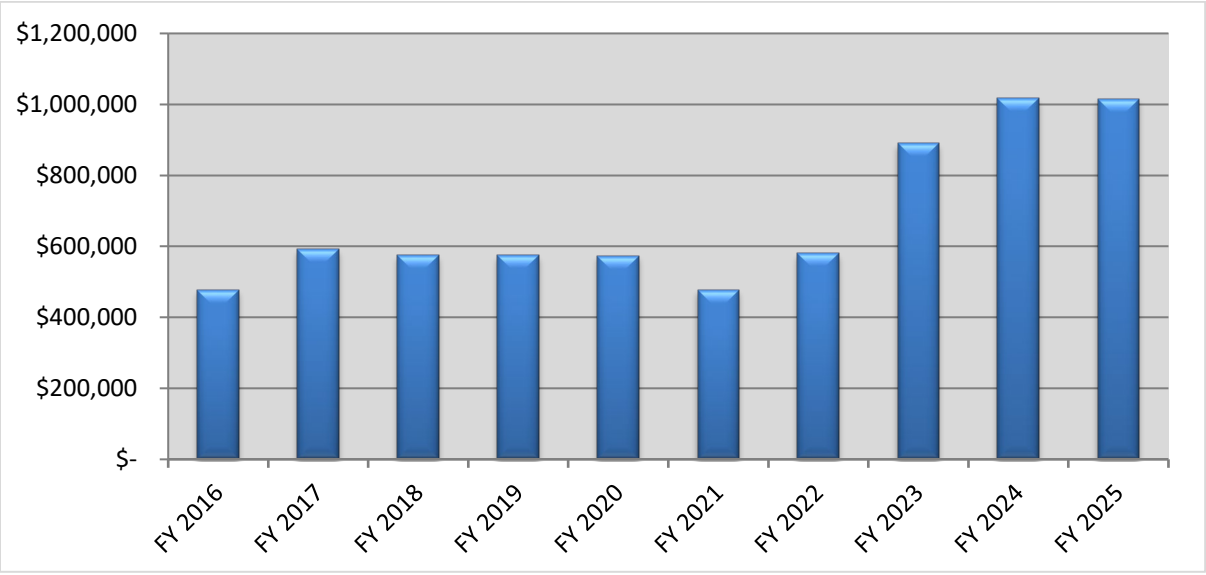
Unfunded Special Projects (requires approval and appropriation FY 2025-2029)

Channel corner widening FY 2025 $100,000 permitting; FY 2026 $100,000 land acquisition; FY 2027 $300,000 mitigation; FY 2028 $325,000 construction
BSI Land Acquistion for Staging FY 2025-2029 $100,000 per year to accumulate funds for land acquisition

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 2025 rate for each single family lot and properties not zoned single family with a single family residence (SFR) will be $985. For all other property not zoned single family without a single family residence, the annual assessment is ten and three-tenths cents ($.103) for each square foot of land lying within 120 lineal feet from any dedicated canal or waterway. The $.103 rate is calculated by dividing the SFR rate of $985 by 9,600 sq.ft. – the typical size of an SFR lot. The rate remained the same as the previous year and includes building a reserve for projects. Seawalls will still be analyzed each year to replace those in most serious condition (rated 5 or 4).

Fiscal Year	Amount Collected	Annual Assessment
FY 2016	$476,633	$460
FY 2017	$590,837	$570
FY 2018	$574,635	$555
FY 2019	$575,404	$555
FY 2020	$574,919	$555
FY 2021	$476,715	$460
FY 2022	$579,777	$560
FY 2023	$891,090	$860
FY 2024	$1,016,100	$985
FY 2025	$1,015,575	$985



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
BURNT STORE ISLES CANAL MAINTENANCE DISTRICT

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
30-00	SPEC ASSMTS - CANAL ASSMT	579,777	891,090	1,016,100	1,016,100	1,015,575
*	**PERMITS,FEES & SPEC ASSMT**	**579,777**	**891,090**	**1,016,100**	**1,016,100**	**1,015,575**
51-00	FEDERAL DISASTER RELIEF	0	58,466	2,647,735	2,926,735	0
51-06	STATE - FEMA STORMS	0	3,248	441,290	456,790	0
*	**INTERGOVERNMENTAL REVENUE**	**0**	**61,714**	**3,089,025**	**3,383,525**	**0**
10-00	INTEREST ON INVESTMENTS	7,975	73,145	21,000	75,000	36,000
*	**MISCELLANEOUS REVENUE**	**7,975**	**73,145**	**21,000**	**75,000**	**36,000**
30-00	PRIVATE LOAN	0	0	0	347,000	0
*	**DEBT PROCEEDS**	**0**	**0**	**0**	**347,000**	**0**
01-00	TRANSFER FROM GENERAL	0	103,639	0	2,257,990	0
	TRANSFER FROM OTHER FUNDS	**0**	**103,639**	**0**	**2,257,990**	**0**
90-01	PROJ CARRYOVER-BEGINNING	489,098	519,555	656,160	1,195,167	1,232,919
90-02	PRIOR YEAR ENCUMBRANCES	13,342	5,983	0	4,050	0
90-05	PRIOR YR RE-APPROPRIATION	310,000	517,467	0	620,467	0
90-46	BEG RESERVE-SEAWALL REPL	225,000	0	0	0	100,000
*	**BEGINNING RESERVES**	**1,037,440**	**1,043,005**	**656,160**	**1,819,684**	**1,332,919**
		1,625,192	**2,172,593**	**4,782,285**	**8,899,299**	**2,384,494**

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
BURNT STORE ISLES CANAL MAINTENANCE DISTRICT – DEPT/DIV 0961

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 at seawall, seawall patching, cap patching, mowing and maintenance of the BSI lock system, maintenance of aids to navigation in the canal system, inspections, and related tasks. Seawall replacement, dredging, seawall stabilization, and mangrove trimming projects are accomplished by outside contractors selected through the competitive bid process. No employees are directly attributable to this division.

ACCOMPLISHMENTS:

Accomplishments include depressions filled at 70 locations, debris was removed at 6 locations; approximately 592 seawall panels manufactured; 16,900 lineal feet of maintenance mangrove trimming and seawall cap/wall patches completed at 11 locations. Sonar readings were taken on the perimeter canal for potential dredge projects.

Navigation lights at the lock have been maintained, or replaced, as necessary. Locks mowed 5 times. Drainage inlet baskets are monitored and were cleaned three times this year.

The seawall infrastructure sustained damaged as a result of Hurricane Ian on September 28, 2022. The seawall replacements to be completed this fiscal year in September were 3,552 linear feet, affecting 63 properties. None of the seawall replacement annual program work could be performed because all efforts were focused on recovering damaged seawalls.

A thorough seawall assessment is accomplished by utilizing GPS equipment, field tablets and many hours of close inspection in one of the two zones each year. 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 and 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.

The Army Corps of Engineers permit for rip rap was received in 2023.

BUDGET NARRATIVE:

Proposed budget reflects the normal operation and maintenance of the Burnt Store Isles Canal Maintenance Assessment District. Work will include: approximately 1,200 linear feet of seawall replacement; maintenance trimming of mangroves; seawall and cap patching, depression filling; maintenance dredging and sonar readings of the perimeter canal; maintenance of the lock site; repair or replacement of navigational aids within the canal system; and bi-annual assessment of seawall.

The special project for the removal of the south side of lock that is funded by an interfund loan will be re-appropriated to FY 2025 and is expected to start up in the 1st quarter of 2025.

The hazard mitigation portion of the Hurricane Irma seawall project continues to be delayed pending completion of Hurricane Ian seawall repairs. Funds will be re-appropriated to FY 2025.

Debt service for repayment of the line of credit for hurricane projects will be re-appropriated to FY 2025 from pending FEMA and State reimbursements (still awaiting obligations) and assessments.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
BURNT STORE ISLES CANAL MAINTENANCE DISTRICT – DEPT/DIV 0961
Key Performance Measures

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 through capital budgeting procedures and investment in learning opportunities for staff
- Goal: Apply best management practices & systems in infrastructure maintenance
- Goal: Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis

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 through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years

MISSION AND OBJECTIVES

The BSI Canal Maintenance District is responsible for maintaining 18 miles (95,042 lineal feet) 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 efficient maintenance and repair to the Burnt Store Isles canal system.

Indicator	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
# of linear feet of seawalls to replace	1,226	1,767	1,550	1,200
Efficiency:				
Contract & material cost per linear foot of seawall replacement	$475	$605	$605	$575
Service Quality:				
# of linear feet of seawall replacement completed	1,369	3,552	2,346	1,200
Outcome:				
% of seawall replacement projects completed in fiscal year	112%	201%	151%	100%

RESULTS

Number and percentage of lineal feet of seawall completed is affected by Hurricane Ian repairs. These repairs occurred in FY 2023 and FY 2024.

As per the adopted recommendations from the 2020 Seawall Materials & Methods Feasibility Study, additional information was incorporated into the seawall inspection software. To allow more time to collect the additional data it was decided to inspect the seawalls every other year.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
BURNT STORE ISLES CANAL MAINTENANCE DISTRICT – DEPT/DIV 0961
Key Performance Measures

RESULTS (continued)

A thorough assessment is accomplished by utilizing GPS (Geographical Information System) equipment, field tablets 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 BI-ANNUAL SEAWALL ASSESSMENT

Total seawall system length: 95,042 lineal feet or 18.00 miles

WALL	FY 2022		
	FEET	MILES	%
Excellent (rated 0)	0	0	0%
Good (rated 1)	40,944	7.76	43.11%
Fair (rated 2)	31,493	5.96	33.11%
Moderate (rated 3)	15,736	2.98	16.56%
Serious (rated 4)	5,245	0.99	5.50%
Failure (rated 5)	1,624	0.31	1.72%
Total	**95,042**	**18.00**	**100.00%**

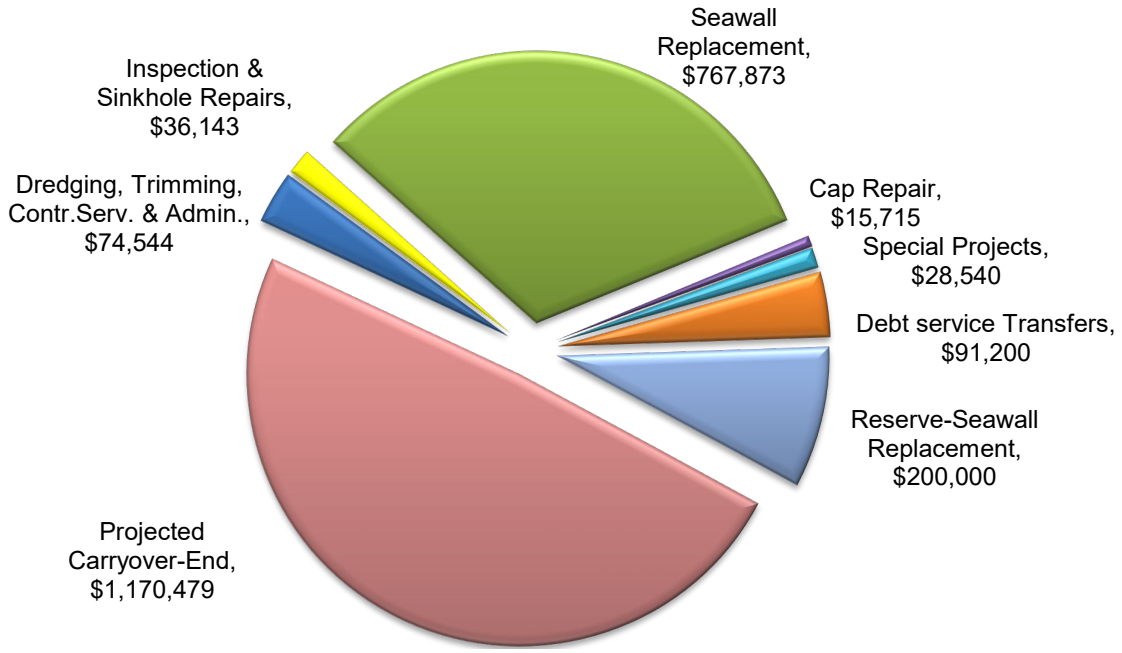
WALL	FY 2024		
	FEET	MILES	%
Excellent (rated 0)			
Good (rated 1)			
Fair (rated 2)			
Moderate (rated 3)			
Serious (rated 4)			
Failure (rated 5)			
Total			

NOTE: Seawall assessments were not performed in FY 2024 due to Hurricane Ian Recovery. Assessment is scheduled for FY 2025 and data will be collected in the first quarter.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
BURNT STORE ISLES CANAL MAINTENANCE DISTRICT SUMMARY
Operating Budget

Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	32,480	35,309	50,905	50,280	56,470
Operating	549,376	63,959	662,495	1,619,025	816,345
Capital Outlay	331	253,641	0	2,691,495	0
Reserve for Contingencies	0	0	50,000	50,000	50,000
Debt Service Transfers	0	0	3,155,580	3,155,580	91,200
Ending Resrv-Seawall Repl	0	0	100,000	100,000	200,000
Projected Carryover	1,043,005	1,819,684	763,505	1,232,919	1,170,479
Total	**1,625,192**	**2,172,593**	**4,782,485**	**8,899,299**	**2,384,494**

Service Costs



BSI CANAL MAINTENANCE FUND
SPECIAL PROJECT PROGRAM
FY 2025 - FY 2029
(All figures in thousands of dollars)

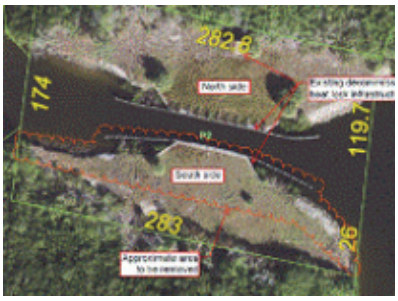
PROJECT IDENTIFICATION	TOTAL PROJECT COST	Prior Years' Funding	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
BSI Inlet Widening/Removal of Lock	1,430	1,430	0	0	0	0	0
BSI Channel Corner Widening Feasibility Study	100	100	0	0	0	0	0
UNFUNDED*		(Not Appropriated)					
BSI Channel Corner Widening	825	0	100	100	300	325	0
BSI Land Acquisition for Staging	500	0	100	100	100	100	100
TOTAL		1,530	200	200	400	425	100

*Note: Unfunded special projects FY 2025 - FY 2029 are not approved or appropriated. Additional research and further discussion is needed.

City of Punta Gorda, Florida **Special Project Program FY 2025 – FY 2029**

Carryover from FY 2024

Dept/Div:	Public Works/Canal Maintenance
Contact:	Bryan Clemons
Project Title:	BSI Inlet Widening/Removal of South Side Lock Infrastructure
Project Code:	BSIWDN
Account #:	104-0961-572-3400
Description/ Justification:	Funding as approved by Fiscal Year- Previous Years: Engage a consultant to design and obtain permitting for the removal of the south side of the lock infrastructure, $80,000 FY 2022: $500,000 for construction FY 2023: $450,000 additional for construction FY 2024: $100,000 for a consultant to inspect and perform water testing as required by permit and an additional $300,000 for construction. Canal maintenance working on rebidding project. Funded by additional assessment and inter-fund loan financing.
Priority:	Infrastructure Sustainability/Quality of Life
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. Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plans on an annual basis. Achieve status as a waterfront destination for land and water visitors through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.
Community Impact:	With the increase in new home construction, there are fewer vacant lots available for seawall maintenance projects. This project will allow a fully assembled and loaded barge to access the subdivision at all times of the year



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$180,000	$180,000	$0	$0	$0	$0	$0
Land							
Construction	$1,250,000	$1,250,000	$0	$0	$0	$0	$0
Equipment							
Total	$1,430,000	$1,430,000	$0	$0	$0	$0	$0
Funding Sources							
Local-OF	$1,083,000	$1,083,000	$0	$0	$0	$0	$0
Finance-RF	$347,000	$347,000	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other-Debt Svc	$364,800	$0	$91,200	$91,200	$91,200	$91,200	$0

City of Punta Gorda, Florida **Special Project Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	Public Works/Canal Maintenance
Contact:	Bryan Clemons
Project Title:	BSI Channel Corner Widening
Project Code:	BSICCW
Account #:	104-0961-572-3114/104-0961-572-3400/104-0961-572-6300
Description/ Justification:	FY 2024: Approved and appropriated $100,000 for a feasibility study 104-0961-572-3114 The project is on hold pending the completion of BSI Inlet Widening and seawall recovery after Hurricane Ian – no funding FY 2025-2029 has been approved or appropriated. FY 2025: Engage a consultant to obtain permitting for dredging and widening the perimeter channel at 90-degree corners that a loaded barge cannot maneuver through. $100,000 104-0961-572-3400 FY 2026: $100,000 for land acquisition 104-0961-572-3400 FY 2027: $300,000 for mitigation. 104-0961-572-6300 FY 2028: $325,000 for construction. 104-0961-572-6300
Priority:	Infrastructure Sustainability/Quality of Life
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. Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plans on an annual basis. Achieve status as a waterfront destination for land and water visitors through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.
Community Impact:	With the increase in new home construction, there are fewer vacant lots available for seawall maintenance projects. This project will allow a fully assembled and loaded barge to access the subdivision at all times of the year

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$200,000	$100,000	$100,000	$0	$0	$0	$0
Land	$300,000	$0	$0	$100,000	$300,000	$0	$0
Construction	$325,000	$0	$0	$0	$0	$325,000	$0
Equipment							
Total	$925,000	$100,000	$100,000	$100,000	$300,000	$325,000	$0
Funding Sources							
Local	$100,000	$100,000	$0	$0	$0	$0	$0
UNFUNDED	$825,000	$0	TBD	TBD	TBD	TBD	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

City of Punta Gorda, Florida **Special Project Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	Public Works/Canal Maintenance
Contact:	Bryan Clemons
Project Title:	BSI Land Acquisition for Staging
Project Code:	TBD
Account #:	TBD
Description/ Justification:	FY 2025 – 2029: Begin saving funds to acquire land for staging construction materials. It is anticipated that additional funds will be needed in future years.

Priority:	Infrastructure Sustainability/Quality of Life
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. Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plans on an annual basis. Achieve status as a waterfront destination for land and water visitors through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.
Community Impact:	With the increase in new home construction, there are fewer vacant lots available for seawall maintenance projects. This project will ensure the availability of a staging location.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land	$500,000	$0	$100,000	$100,000	$100,000	$100,000	$100,000
Construction	$0	$0	$0	$0	$0	$0	$0
Equipment							
Total	$500,000	$0	$100,000	$100,000	$100,000	$100,000	$100,000
Funding Sources							
UNFUNDED	$500,000	$0	TBD	TBD	TBD	TBD	TBD
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

City of Punta Gorda, FL
Community Redevelopment Agency
Revenue and Expenditure Comparison
Actual FY 2022 through Budget FY 2025

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Revenues:					
Charlotte County Tax Increment	$1,647,774	$1,844,119	$2,040,390	$1,978,493	$0
City of Punta Gorda Tax Increment	1,033,013	1,180,844	1,306,520	1,266,887	0
Herald Court Centre Leases	248,387	256,712	262,185	262,310	0
Loan Repayment	17,029	59,389	4,405	4,405	0
Other Revenues	137,173	377,579	131,930	278,775	0
	3,083,376	3,718,643	3,745,430	3,790,870	0
Reserve - TIF for Debt Svc (Beg)	2,428,214	3,564,919	5,005,603	5,005,604	0
Reserve - Herald Ct (Beg)	265,111	340,684	181,874	416,756	0
Reserve - Other Operations (Beg)	863,689	779,005	371,925	1,151,422	0
Total Revenues	$6,640,390	$8,403,251	$9,304,832	$10,364,652	$0
Expenditures:					
Lease Payments for Debt	$1,544,082	$1,584,278	$8,251,794	$8,250,984	$0
Herald Ct Operating Expenses	172,814	180,640	285,295	493,860	0
Herald Ct & Laishley Park - Capital	51,822	99	0	223,079	0
Other Operating Expenses	187,064	64,452	111,000	638,453	0
Transfer to City Leased Property Fund	0	0	0	758,276	
	1,955,782	1,829,469	8,648,089	10,364,652	0
Reserve - TIF for Debt Service (End)	3,564,919	5,005,604	100,719	0	0
Reserve - Herald Ct (End)	340,684	416,756	158,764	0	0
Reserve - Other Operations (End)	779,005	1,151,422	397,260	0	0
Total Expenditures	$6,640,390	$8,403,251	$9,304,832	$10,364,652	$0

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. During FY 2019, the CRA debt was refinanced with a lower interest rate, all other terms remained the same. FY 2024 anticpates fully paying off the debt. Once accomplished, the process will begin to sunset the CRA.

The Actual FY 2022 and Actual FY 2023 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, non-cash lease accounting, and non-cash subscription based information technology arrangements.

City of Punta Gorda, FL
Community Redevelopment Agency
Proforma Schedule of Revenues and Expenditures
FY 2022 through FY 2025

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Assessed Property Valuation change	5.39%	11.07%	8.47%	8.47%	
DEBT SERVICE DIVISION					
Revenues for Debt Service:					
Charlotte Co. Tax Increment	$ 1,647,774	$ 1,844,119	$ 2,040,390	$ 1,978,493	
Punta Gorda Tax Increment	1,033,013	1,180,844	1,306,520	1,266,887	
Subtotal Revenues for Debt Svc	$ 2,680,787	$ 3,024,963	$ 3,346,910	$ 3,245,380	
Debt Service:					
Herald Court Centre Lease payments	1,544,082	1,584,278	8,251,794	8,250,984	
Subtotal Debt Service	1,544,082	1,584,278	8,251,794	8,250,984	
Revenues in Excess of Debt Svc	1,136,705	1,440,685	(4,904,884)	(5,005,604)	
Reserve - TIF for Debt Svc (Beg)	2,428,214	3,564,919	5,005,603	5,005,604	
Reserve - TIF for Debt Svc (End)	$ 3,564,919	$ 5,005,604	$ 100,719	$ 0	
HERALD COURT OPERATIONS DIV.					
Revenues for Herald Court:					
Artisan's Atelier Lease	$ 1,600	$ 1,573	$ 1,440	$ 1,565	
Other Side Ink Lease	23,904	24,460	25,025	25,025	
Morgan Stanley Lease	55,825	55,934	57,235	57,235	
P G Chocolate&Wine Lease	17,126	17,508	17,900	17,900	
Dream Salon & Spa Lease	47,346	48,419	49,525	49,525	
Coffee & Tea Lease	23,909	24,435	24,975	24,975	
Refindery Market Lease	19,628	22,432	22,935	22,935	
Gorda Bowls Lease	23,514	24,045	24,590	24,590	
Herald Ct Centre Retail Lease/Rent	16,020	16,020	16,020	16,020	
Real Estate Ad Valorem Tax Reimb.	19,515	21,886	22,540	22,540	
Subtotal Revenues for Herald Ct Oper.	248,387	256,712	262,185	262,310	
Subtotal HCC Operating Exp:	172,814	180,640	285,295	493,860	
Revenues in Excess of Herald Ct Operations	75,573	76,072	(23,110)	(231,550)	
Reserve - Herald Ct (Beg)	265,111	340,684	181,874	416,756	
Reserve - Herald Ct (End)	$ 340,684	$ 416,756	$ 158,764	$ 185,206	
CRA OPERATIONS DIVISION					
Revenues for CRA operations:					
Interest Income	$ 30,896	$ 263,981	$ 15,200	$ 160,830	
Rents & Leases	5,841	6,761	6,895	6,610	
Laishley Marina Ground Lease	94,584	101,293	104,335	105,835	
Lease Revenues Parcel I	5,500	5,500	5,500	5,500	
Trabue Woods Loan repayment	17,029	59,389	4,405	4,405	
Miscellaneous Revenues	352	44	0	0	
Subtotal Other Revenues	154,202	436,968	136,335	283,180	
Professional Svcs	125,335	8,030	5,000	10,548	
Legal Svcs	6,724	1,114	4,000	4,000	
Laishley Park Amenities Maint.	55,005	55,308	60,000	60,000	
Herald Court Centre Maint.	0	0	42,000	563,905	
Subtotal CRA Operating Exp:	187,064	64,452	111,000	638,453	
Subtotal Capital Projects	51,822	99	0	223,079	
Total Operations Expenditures	238,886	64,551	111,000	861,532	
Revenues Shortfall of Other Operations	(84,684)	372,417	25,335	(578,352)	
Reserve - Other Operations (Beg)	863,689	779,005	371,925	1,151,422	
Reserve - Other Operations (End)	$ 779,005	$ 1,151,422	$ 397,260	$ 573,070	

Revenue Assumptions:
FY 2024 returns TIF of $39,817 to City and $62,181 to County due to final payments made on debt.
FY 2025 tax increment est. City millage rate: 3.9500, est. County millage rate: 6.1687. All TIF will be returned.

Debt Service Assumptions:
Herald Court Centre Lease - per loan schedule for 2020 $12,261,000 revenue note, 1.78% interest, maturity January 1, 2028
Early payoff of debt occurred in FY 2024 and resolutions were passed by City and County to sunset the Distrist in May of 2024

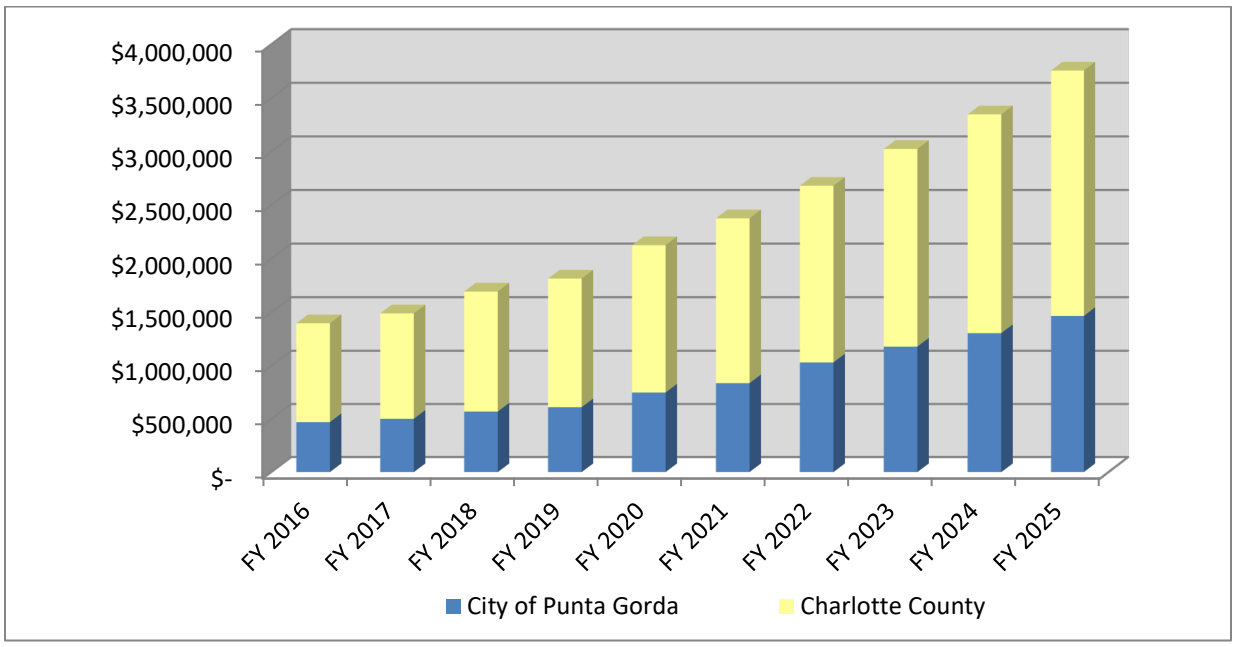
Reserve Assumptions:
Ending Reserves of the Herald Court Operations and Other Operations will be transferred to a new special revenue fund for City Leased Property

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. Resolutions to sunset the CRA were enacted by both the City and County in FY 2024. Because there was value in the CRA district on 1/1/2024, TIF was calculated for FY 2025 per the Florida Department of Revenue. All contributions will be returned to the entities since no new projects are scheduled. The FY 2025 amounts are estimates based on the DR420 and estimated millage rates of 3.9500 for the City and 6.1687 for the County.

Fiscal Year	Taxable Value Increment	City Contribution	County Contribution	Total
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	$229,983,099	$750,208	$1,376,602	$2,126,810
FY 2021	$257,089,089	$838,628	$1,538,849	$2,377,477
FY 2022	$275,286,690	$1,033,013	$1,647,774	$2,680,787
FY 2023	$314,681,902	$1,180,845	$1,844,119	$3,024,964
FY 2024	$348,222,214	$1,306,704*	$2,040,674*	$3,347,378*
FY 2025	$390,763,748	$1,466,341*	$2,289,979*	$3,756,320*

*FY 2024 returned TIF of $39,817 to City and $62,181 due to debt paid off. All FY 2025 will be returned.



City of Punta Gorda, FL
Community Redevelopment Agency
Tax Incremental Financing (TIF) Schedule
Final FY 2023, 2024 and Calculated FY 2025

	Final FY 2023	Final FY 2024	Calculated FY 2025*
Calculation of County tax due:			
Assessed Valuation of CRA District	$395,254,824	$428,795,136	$471,336,670
Base Year (1989)	80,572,922	80,572,922	80,572,922
Increment Valuation	314,681,902	348,222,214	390,763,748
Countywide Tax Rate	6.1687	6.1687	6.1687
	1,941,178	2,148,078	2,410,504
	0.95	0.95	0.95
County TIF to CRA	**$1,844,119**	**$2,040,674**	**$2,289,979**
Change from Prior Year	$196,345	$196,555	$249,305

	Final FY 2023	Final FY 2024	Calculated FY 2025*
Calculation of City tax due:			
Assessed Valuation of CRA District	$395,254,824	$428,795,136	$471,336,670
Base Year (1989)	80,572,922	80,572,922	80,572,922
Increment	314,681,902	348,222,214	390,763,748
City Tax Rate	3.9500	3.9500	3.9500
	1,242,994	1,375,478	1,543,517
	0.95	0.95	0.95
City TIF to CRA	**$1,180,845**	**$1,306,704**	**$1,466,341**
Change from Prior Year	$147,832	$125,859	$159,637
Combined TIF Revenue	**$3,024,964**	**$3,347,378**	**$3,756,320**
$ Change from Prior Year	$344,177	$322,414	$408,942
% Change from Prior Year	12.84%	10.66%	12.22%

* TIF funds to be returned to contributing entities as no projects authorized in FY 2025

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
COMMUNITY REDEVELOPMENT AGENCY

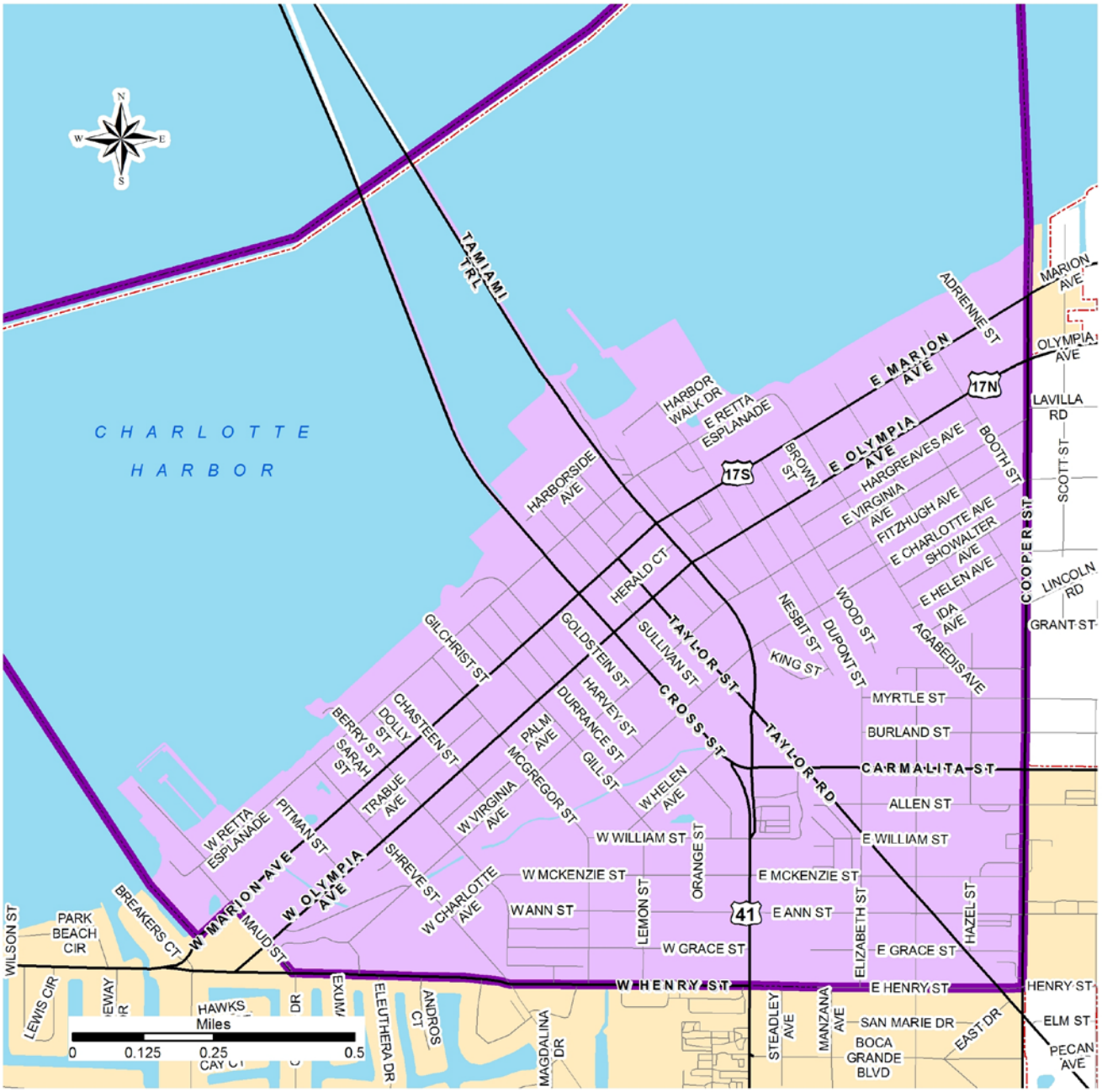
REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
90-00	CHAR COUNTY TAX INCREMENT	1,647,774	1,844,119	2,040,390	1,978,493	0
*	**INTERGOVERNMENTAL REVENUE**	**1,647,774**	**1,844,119**	**2,040,390**	**1,978,493**	**0**
10-00	INTEREST ON INVESTMENTS	30,896	263,981	15,200	160,830	0
*	**INTEREST EARNINGS**	**30,896**	**263,981**	**15,200**	**160,830**	**0**
04-00	RENTS & LEASES	5,841	6,761	6,895	6,610	0
04-01	LAISHLEY PK GROUND LEASE	94,584	101,293	104,335	105,835	0
04-02	LEASE REVENUES PARCEL 1	5,500	5,500	5,500	5,500	0
04-04	HERALD CT CENTRE RENTAL	16,020	16,020	16,020	16,020	0
04-08	ARTISAN'S ATELIER	1,600	1,573	1,440	1,565	0
04-21	OTHER SIDE INK	23,904	24,460	25,025	25,025	0
04-22	REAL EST AD VAL TX REIMB	19,515	21,886	22,540	22,540	0
04-23	MORGAN STANLEY	55,825	55,934	57,235	57,235	0
04-24	P G CHOCOLATE & WINE	17,126	17,508	17,900	17,900	0
04-26	DREAM SALON & SPA	47,346	48,419	49,525	49,525	0
04-27	P G COFFEE & TEA	23,909	24,435	24,975	24,975	0
04-28	REFINDERY MARKET	19,628	22,432	22,935	22,935	0
04-29	GORDA BOWLS	23,514	24,045	24,590	24,590	0
*	**RENTAL INCOME**	**354,312**	**370,266**	**378,915**	**380,255**	**0**
90-00	MISCELLANEOUS REVENUE	352	44	0	0	0
*	**MISCELLANEOUS REVENUE**	**352**	**44**	**0**	**0**	**0**
01-00	GENERAL	1,033,013	1,180,844	1,306,520	1,266,887	0
*	**TRANSFER FROM OTHER FUNDS**	**1,033,013**	**1,180,844**	**1,306,520**	**1,266,887**	**0**
40-10	LOAN PROCEEDS - INTEREST	410	929	63	63	0
40-30	LOAN PROCEEDS - PRINCIPAL	16,619	58,460	4,342	4,342	0
*	**DEBT PROCEEDS**	**17,029**	**59,389**	**4,405**	**4,405**	**0**
90-01	BEG RESERVE-TIF DEBT RED	2,428,214	3,564,919	5,005,603	5,005,604	0
90-01	BEG RESERVE - HERALD CT	265,111	340,684	181,874	408,218	0
90-01	BEG RESERVE - CRA OPER	282,932	276,375	371,925	400,890	0
90-02	PRIOR YEAR ENCUMBRANCES	126,829	5,548	0	14,086	0
90-05	PRIOR YR RE-APPROPRIATION	453,928	497,082	0	744,984	0
*	**BEGINNING RESERVES**	**3,557,014**	**4,684,608**	**5,559,402**	**6,573,782**	**0**
		6,640,390	**8,403,251**	**9,304,832**	**10,364,652**	**0**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves

City of Punta Gorda

CRA Area



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
COMMUNITY REDEVELOPMENT AGENCY

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 was 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. During FY 2024, the debt service was fully paid, thereby allowing the City and County to sunset the CRA by resolutions in May 2024.

REVENUE:

Per the Florida Department of Revenue, a final year of Tax Increment Financing (TIF) calculation is needed because the CRA district still owned property as of January 1, 2024. Since there are no projects remaining, all TIF would remain with the contributing agencies.

BUDGET NARRATIVE:

The fund is being closed due to the sunsetting of the CRA district.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
COMMUNITY REDEVELOPMENT AGENCY SUMMARY

Operating Budget

Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	0	0	0	0	0
Operating	359,878	245,092	396,295	1,132,313	0
Capital Outlay	51,822	99	0	223,079	0
Transfers (for debt)	1,544,082	1,584,278	8,251,794	8,250,984	0
Transfer to Leased Prop Fd	0	0	0	758,276	0
Reserve - TIF for Debt Svc	3,564,919	5,005,604	100,719	0	0
Reserve - HCC Taxes	1,225	2,235	2,644	0	0
Reserve - HCC	339,459	414,521	156,120	0	0
Reserve - CRA Operations	779,005	1,151,422	397,260	0	0
Total	**6,640,390**	**8,403,251**	**9,304,832**	**10,364,652**	**0**

City of Punta Gorda, FL
City Leased Property
Revenue and Expenditure Comparison
Actual FY 2022 through Budget FY 2025

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Revenues:					
Herald Court Centre Leases	$0	$0	$0	$0	$267,975
Other Revenues	0	0	0	0	137,195
Transfer from CRA	0	0	0	758,276	0
	0	0	0	758,276	405,170
Reserve - Herald Ct (Beg)	0	0	0	0	185,206
Reserve - Other Operations (Beg)	0	0	0	0	573,070
Total Revenues	$0	$0	$0	$758,276	$1,163,446
Expenditures:					
Herald Ct Operating Expenses	$0	$0	$0	$0	$296,025
	0	0	0	0	296,025
Reserve - Herald Ct (End)	0	0	0	185,206	157,156
Reserve - Other Operations (End)	0	0	0	573,070	710,265
Total Expenditures	$0	$0	$0	$758,276	$1,163,446

Footnote: FY 2024 new fund to account for leased property that was previously in the CRA Fund and sunsetted May 2024.

The Actual FY 2022 and Actual FY 2023 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, non-cash lease accounting, and non-cash subscription based information technology arrangements.

City of Punta Gorda, FL
City Leased Property Fund
Proforma Schedule of Revenues and Expenditures
FY 2024 through FY 2029

	Projected FY 2024	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
HERALD COURT OPERATIONS DIV.						
Revenues for Herald Court:						
Artisan's Atelier Lease	$ 0	$ 1,440	$ 1,440	$ 1,440	1,440	1,440
Other Side Ink Lease	0	25,610	26,205	26,825	27,465	28,120
Morgan Stanley Lease	0	58,580	59,965	61,390	62,855	64,365
P G Chocolate&Wine Lease	0	18,305	18,725	19,155	19,595	20,050
Dream Salon & Spa Lease	0	50,660	51,835	53,040	54,285	55,565
Coffee & Tea Lease	0	25,535	26,110	26,650	27,300	27,885
Refindery Market Lease	0	23,455	23,990	24,545	25,110	25,695
Gorda Bowls Lease	0	25,155	25,735	26,230	26,840	27,470
Herald Ct Centre Retail Lease/Rent	0	16,020	16,020	33,950	34,971	36,020
Real Estate Ad Valorem Tax Reimb.	0	23,215	23,910	24,625	25,365	26,125
Subtotal Revenues for Herald Ct Oper.	0	267,975	273,935	297,850	305,225	312,735
Subtotal HCC Operating Exp:	0	296,025	307,405	319,255	331,590	341,480
Revenues in Excess (Shortfall) of Herald Ct Operations	0	(28,050)	(33,470)	(21,405)	(26,365)	(28,745)
Reserve - Herald Ct (Beg)	185,206	185,206	157,156	123,686	102,281	75,916
Reserve - Herald Ct (End)	$ 185,206	$ 157,156	$ 123,686	$ 102,281	$ 75,916	$ 47,171
NON-DEPARTMENTAL DIVISION						
Revenues:						
Interest Income	$ 0	$ 18,000	$ 21,000	$ 26,250	$ 31,500	$ 36,000
Rents & Leases	0	6,800	6,935	7,075	7,215	7,360
Laishley Marina Ground Lease	0	106,895	107,965	109,045	110,135	111,235
Lease Revenues Parcel I	0	5,500	5,500	5,500	5,500	5,500
Subtotal Other Revenues	0	137,195	141,400	147,870	154,350	160,095
Subtotal CRA Operating Exp:	0	0	0	0	0	0
Revenues Excess (Shortfall) of Non-departmental	0	137,195	141,400	147,870	154,350	160,095
Reserve - Other Operations (Beg)	573,070	573,070	710,265	851,665	999,535	1,153,885
Reserve - Other Operations (End)	$ 573,070	$ 710,265	$ 851,665	$ 999,535	$ 1,153,885	$ 1,313,980

Revenue Assumptions:

Herald Court Centre Retail Lease Revenue FY 2025-2026 fully leased; FY 2027-2029 15,378 sq. ft leased, and 1,591 sq. ft partial year vacancy
Ground Leases per contracts

Expenditure Assumptions:

FY 2025 Herald Court Centre operating expenditures per request. FY 2026-FY 2029 est 3% incr except for liability insurance est 5% incr

Non-departmental fund balance to be used for maintaining infrastructure previously paid by CRA; to be appropriated as maintenance projects are defined

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
CITY LEASED PROPERTY

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
10-00	INTEREST ON INVESTMENTS	0	0	0	0	18,000
*	**INTEREST EARNINGS**	**0**	**0**	**0**	**0**	**18,000**
04-00	RENTS & LEASES	0	0	0	0	6,800
04-01	LAISHLEY PK GROUND LEASE	0	0	0	0	106,895
04-02	LEASE REVENUES PARCEL 1	0	0	0	0	5,500
04-04	HERALD CT CENTRE RENTAL	0	0	0	0	16,020
04-08	ARTISAN'S ATELIER	0	0	0	0	1,440
04-21	OTHER SIDE INK	0	0	0	0	25,610
04-22	REAL EST AD VAL TX REIMB	0	0	0	0	23,215
04-23	MORGAN STANLEY	0	0	0	0	58,580
04-24	P G CHOCOLATE & WINE	0	0	0	0	18,305
04-26	DREAM SALON & SPA	0	0	0	0	50,660
04-27	P G COFFEE & TEA	0	0	0	0	25,535
04-28	REFINDERY MARKET	0	0	0	0	23,455
04-29	GORDA BOWLS	0	0	0	0	25,155
*	**RENTAL INCOME**	**0**	**0**	**0**	**0**	**387,170**
11-00	COMMUNITY REDEVEL AGENCY	0	0	0	758,276	0
*	**TRANSFER FROM OTHER FUNDS**	**0**	**0**	**0**	**758,276**	**0**
90-01	BEG RESERVE - HERALD CT	0	0	0	0	185,206
90-01	BEG RESERVE - CRA OPER	0	0	0	0	573,070
*	**BEGINNING RESERVES**	**0**	**0**	**0**	**0**	**758,276**
		0	**0**	**0**	**758,276**	**1,163,446**

The Actual FY 2022 and Actual FY 2023 columns are based on budget and therefore do not include GAAP entries to account for GASB 87 leases and GASB 96 subscription-based information technology arrangements which do not affect cash reserves

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
CITY LEASED PROPERTY FUND

FUNCTION:

The City Leased Property Fund was created in FY 2024 to account for leased property previously accounted for in the CRA Fund. It is intended that the lease revenues be used for the operating and maintenance costs of the leased portion of the facilities. Operations and maintenance of facilities with public purpose such as the Herald Court Centre parking garage would require funding from other general fund sources.

REVENUE:

Herald Court Centre retail leases – the City generates sufficient revenue to pay common area maintenance, property taxes, and general parking center expenses. A reserve was previously established to cover major R&R for the building and garage.
Ground leases – the City generates revenue to cover operating expenses for existing infrastructure put in place by the CRA. Capital improvements may require additional funding.

OPERATING EXPENSES:

Operating expenditures are related to the Herald Court Centre Facility and other ground leases.

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 City, 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 sunsetting the CRA, the budget for Herald Court Centre is strictly related to the leased portion of the facility. Funding for parking garage maintenance project as scheduled every 5-6 years is budgeted from both the common area fees and from general fund sources. Other leased property infrastructure projects will be appropriated as projects are defined.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
CITY LEASED PROPERTY FUND SUMMARY

Operating Budget

Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	0	0	0	0	0
Operating	0	0	0	0	296,025
Capital Outlay	0	0	0	0	0
Reserve - HCC Taxes	0	0	0	2,235	1,590
Reserve - HCC	0	0	0	182,971	155,566
Reserve - CRA Operations	0	0	0	573,070	710,265
Total	**0**	**0**	**0**	**758,276**	**1,163,446**

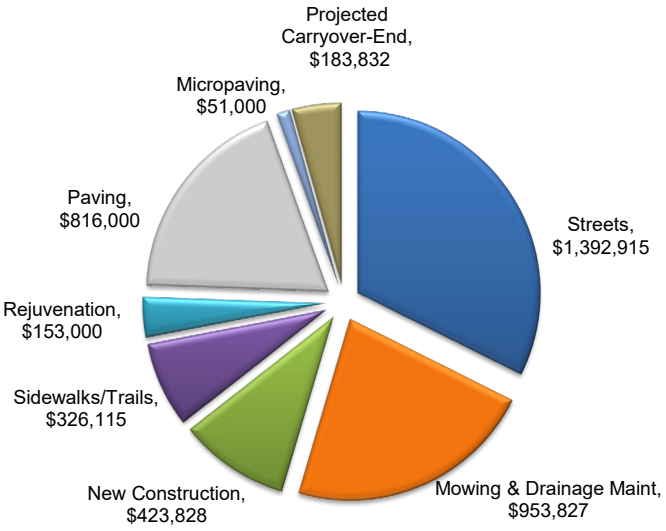
City of Punta Gorda
Summary of Gas Tax Funds and
Related General Fund Expenditures
Actual FY 2022 through Budget FY 2025

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 2022 Actual Program Total	FY 2023 Actual Program Total	FY 2024 Budget Program Total	FY 2024 Projected Program Total	FY 2025 Budget Program Total	First Six Cents Fund 115 FY 2025	Additional Five Cents Fund 114 FY 2025	General Fund Right of Way Division 0916 FY 2025
Revenues:								
Local Option Fuel Tax	$ 968,345	$ 987,567	$ 992,810	$ 954,220	$ 973,300	$ 684,845	$ 288,455	$ 0
State Contracts	300,812	316,376	322,000	335,620	$ 344,630	344,630	0	0
General Fund	933,281	1,124,753	1,712,395	1,657,585	$ 1,518,055	0	0	1,518,055
Interfund Transfer	459,000	459,000	963,000	963,000	$ 896,000	187,000	709,000	0
Miscellaneous Revenue	65,205	72,354	17,670	52,940	$ 16,320	15,120	1,200	0
Beginning Carryover	892,902	1,037,533	560,393	1,111,902	$ 552,212	496,109	56,103	0
Total Revenues	$ 3,619,545	$ 3,997,583	$ 4,568,268	$ 5,075,267	$ 4,300,517	$ 1,727,704	$ 1,054,758	$ 1,518,055
Expenditures:								
Personnel Services	$ 755,598	$ 897,160	$ 1,206,270	$ 968,725	$ 1,277,645	$ 0	$ 0	$ 1,277,645
Operating Expenses	1,704,518	1,868,087	2,621,740	3,023,075	$ 2,608,040	1,398,630	1,020,000	189,410
Capital Outlay	121,896	120,434	356,000	531,255	$ 231,000	180,000	0	51,000
Projected Carryover - End	1,037,533	1,111,902	384,258	552,212	$ 183,832	149,074	34,758	0
Total Expenditures	$ 3,619,545	$ 3,997,583	$ 4,568,268	$ 5,075,267	$ 4,300,517	$ 1,727,704	$ 1,054,758	$ 1,518,055

Service Costs



* Service Costs for General Fund Division 0916 only, may be found in section 6

City of Punta Gorda, FL
Six Cent Gas Tax
Proforma Schedule of Revenues and Expenditures
FY 2022 through FY 2029

Revenues	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Local Option Gas Tax	$673,005	$691,011	$699,395	$671,420	$684,845	$698,540	$712,510	$726,760	$741,295
Street Sweeping/41 ROW	45,150	45,353	45,555	45,555	45,555	45,555	46,010	46,010	46,010
Traffic Signal Maintenance	84,173	86,368	88,095	99,215	102,500	104,550	106,640	108,775	110,950
Highway Lighting Maintenance	171,489	184,655	188,350	190,850	196,575	200,505	204,515	208,605	212,775
Interest on Investments	5,508	37,983	11,250	36,580	10,500	3,000	0	0	0
Insurance Recovery	53,880	22,394	0	4,215	0	0	0	0	0
Miscellaneous Revenue	764	917	250	250	250	250	250	250	250
Reimbursement from County	4,368	3,822	4,370	4,370	4,370	4,370	4,370	4,370	4,370
Transfer from General Fund	0	0	254,000	254,000	187,000	0	0	0	0
Total Revenues	1,038,337	1,072,503	1,291,265	1,306,455	1,231,595	1,056,770	1,074,295	1,094,770	1,115,650
Operating Expenditures									
Road & Street / Contractual Svcs	0	4,472	0	0	0	0	0	0	0
Street Sweeping	34,446	57,052	74,615	90,105	74,615	74,615	74,615	74,615	74,615
Street Striping	6,023	9,834	10,000	10,000	12,000	12,360	12,730	13,110	13,500
Sidewalk Replacement	102,458	71,169	116,900	116,900	116,900	116,900	116,900	116,900	116,900
Traffic Signal/HM Light Repair	113,373	124,737	441,005	770,695	374,000	187,000	187,000	187,000	187,000
Right of Way Cleaning	47,997	54,104	52,500	52,500	52,500	54,075	55,695	57,365	59,085
Street Lights-Electricity	262,638	292,965	311,305	304,190	313,320	322,720	332,400	342,370	352,640
Equipment Leases	2,131	(1,988)	3,500	3,500	3,500	3,605	3,715	3,825	3,940
Right of Way R/R Crossing	13,676	13,717	14,100	13,800	14,100	14,525	14,960	15,410	15,870
Repair/Mnt Veh & Equip Fleet	52,167	66,710	70,000	83,660	80,000	82,400	84,870	87,415	90,040
Street Decorator Lights	31,566	10,160	40,000	61,505	42,000	43,260	44,560	45,895	47,270
Administrative Charges	80,310	99,590	106,000	106,000	112,505	115,880	119,355	122,935	126,625
Landfill Fees	5,164	6,499	17,000	27,500	17,000	17,510	18,035	18,575	19,135
Gasoline	34,547	35,840	40,000	40,000	40,000	41,200	42,435	43,715	45,025
Dept Materials & Supplies	40,393	43,878	38,190	48,190	48,190	49,635	51,125	52,660	54,240
Traffic Signs	39,375	12,366	51,500	41,500	41,500	42,745	44,025	45,345	46,705
Storm Sewer System	43,249	41,905	51,500	51,500	51,500	51,500	51,500	51,500	51,500
Patch Str & Bridge Repair	2,272	2,620	3,500	3,500	5,000	5,150	5,300	5,460	5,625
Total Operating Expenditures	911,785	945,630	1,441,615	1,825,045	1,398,630	1,235,080	1,259,220	1,284,095	1,309,715
Capital Outlay									
Equipment	59,064	8,539	0	0	180,000	0	0	0	0
Total Capital Outlay	59,064	8,539	0	0	180,000	0	0	0	0
Total Expenditures	970,849	954,169	1,441,615	1,825,045	1,578,630	1,235,080	1,259,220	1,284,095	1,309,715
Revenues over (under) expenditures	67,488	118,334	(150,350)	(518,590)	(347,035)	(178,310)	(184,925)	(189,325)	(194,065)
Proj Carryover- Beginning	709,339	704,458	483,415	639,346	496,109	149,074	(29,236)	(214,161)	(403,486)
Prior Year Re-Appropriation	107,755	163,500	0	300,000	0	0	0	0	0
Prior Year Encumbrances	11,783	28,407	0	75,353	0	0	0	0	0
Proj Carryover-Ending	$896,365	$1,014,699	$333,065	$496,109	$149,074	($29,236)	($214,161)	($403,486)	($597,551)

Assumptions:

Revenues:

Local Option Gas Tax based on City/County split of share percentage of 10.98%/89.02%.
FY 2025 $684,540; FY 2026-2029 estimated 2% increases

Street Sweeping/41 ROW FY 2024-2026 based on contract amount. FY 2027-FY 2029 assumes 1% increase in contract every 3 years

Traffic Signal Maint. per agreement. FY 2026-2029 assumes 2% increase each year

Highway Lighting Maint. per agreement. FY 2026-2029 estimated 2% increase each year

Interest revenue projected using 3% interest rate on average balances until FY 2026

Miscellaneous revenue flat

Reimbursement from County per contract

Transfer from General Fund FY 2024 and FY 2025 for County shared projects for Bridge lighting to LED and Traffic Signal maintenance projects.

Expenditures:

FY 2025 per departmental request;
County Projects: FY 2025 $187,000 for Traffic Signal Maintenance Projects

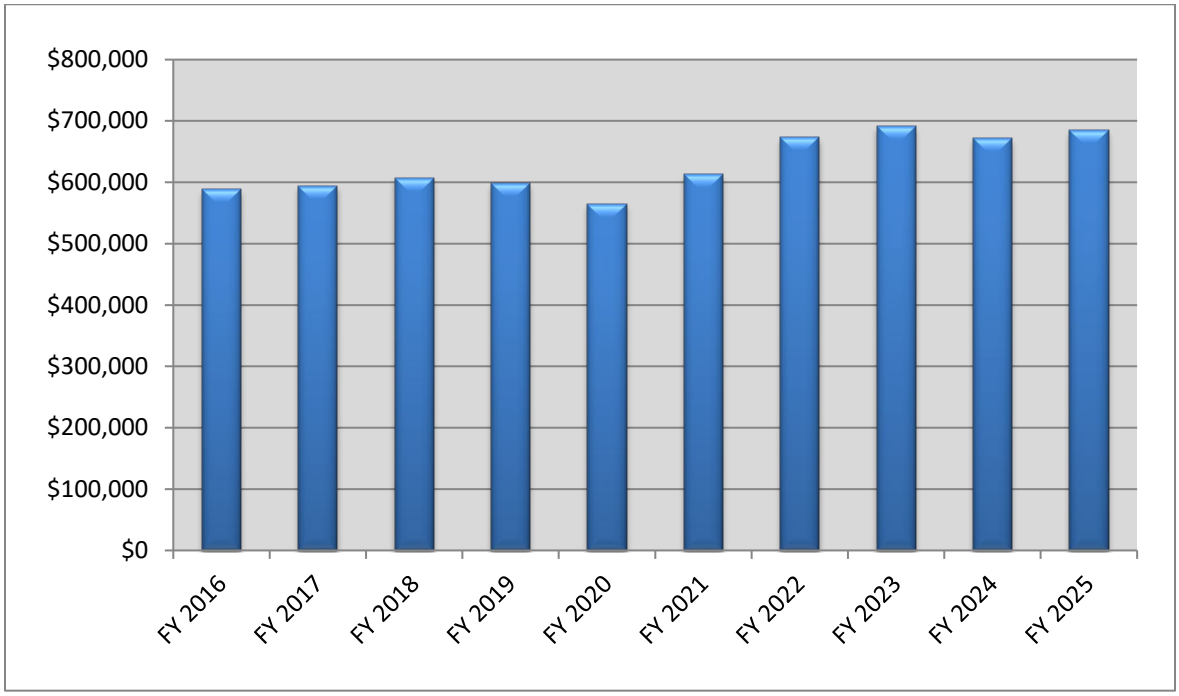
FY 2026-2029 most expenditures estimate 3% increase per year, except for street sweeping, sidewalk replacement, lighting maintenance and storm sewer system flat
For purposes of this proforma, expenditures have not been restricted but may need subsidy from general fund or be limited to the anticipated revenues.

FY 2025 Capital Outlay request: $180,000 for storm system monitoring trailer with camera system

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 June 2020, effective for FY 2021, whereby the City's share of the first six cents of fuel tax will be 10.98%. 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. Using the State projections provided in August, FY 2025 is budgeted at 98%.

Fiscal Year	Six Cent Gas Tax Revenue	Percentage Change
FY 2016	$588,166	2.64%
FY 2017	$593,919	0.98%
FY 2018	$607,175	2.23%
FY 2019	$598,659	-1.40%
FY 2020	$564,949	-5.63%
FY 2021	$612,602	8.43%
FY 2022	$673,005	9.86%
FY 2023	$691,011	2.68%
FY 2024	$671,420	-2.84%
FY 2025	$684,845	2.00%



City of Punta Gorda, FL
Additional Five Cent Gas Tax
Proforma Schedule of Revenues and Expenditures
FY 2022 through FY 2029

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Addl Five Cent Gas Tax	$295,340	$296,556	$293,415	$282,800	$288,455	$294,225	$300,110	$306,110	$312,230
Interest on Investments	685	7,238	1,800	7,525	1,200	810	300	135	120
Transfer - General Fund Ad Valorem	459,000	459,000	709,000	709,000	709,000	709,000	709,000	709,000	709,000
Total Revenues	755,025	762,794	1,004,215	999,325	998,655	1,004,035	1,009,410	1,015,245	1,021,350
Paving/Bricking	677,882	806,759	1,030,000	1,040,425	1,020,000	1,020,000	1,020,000	1,020,000	1,020,000
Total Expenditures	677,882	806,759	1,030,000	1,040,425	1,020,000	1,020,000	1,020,000	1,020,000	1,020,000
Revenues over (under) expenditures	77,143	(43,965)	(25,785)	(41,100)	(21,345)	(15,965)	(10,590)	(4,755)	1,350
Proj Carryover-Beginning	43,955	68,983	76,978	86,778	56,103	34,758	18,793	8,203	3,448
Prior Year Reappropriation	20,070	72,185	0	10,425	0	0	0	0	0
Proj Carryover-Ending	$141,168	$ 97,203	$ 51,193	$ 56,103	$ 34,758	$ 18,793	$ 8,203	$ 3,448	$ 4,798

Assumptions:
Revenues:
Local Option Gas Tax based on City/County split of share percentage of 6.74%/93.26%.
FY 2025 $288,455; FY 2026-2029 estimated 2% increases
Transfer from General Fund from Ad Valorem revenue of $709,000 per year FY 2025-2029

Expenditures:
During FY 2024 engage a consultant estimated at $34,500 to develop the FY 2025-2029 paving plan using a higher level of technology for more precise mapping of conditions of the City roads.

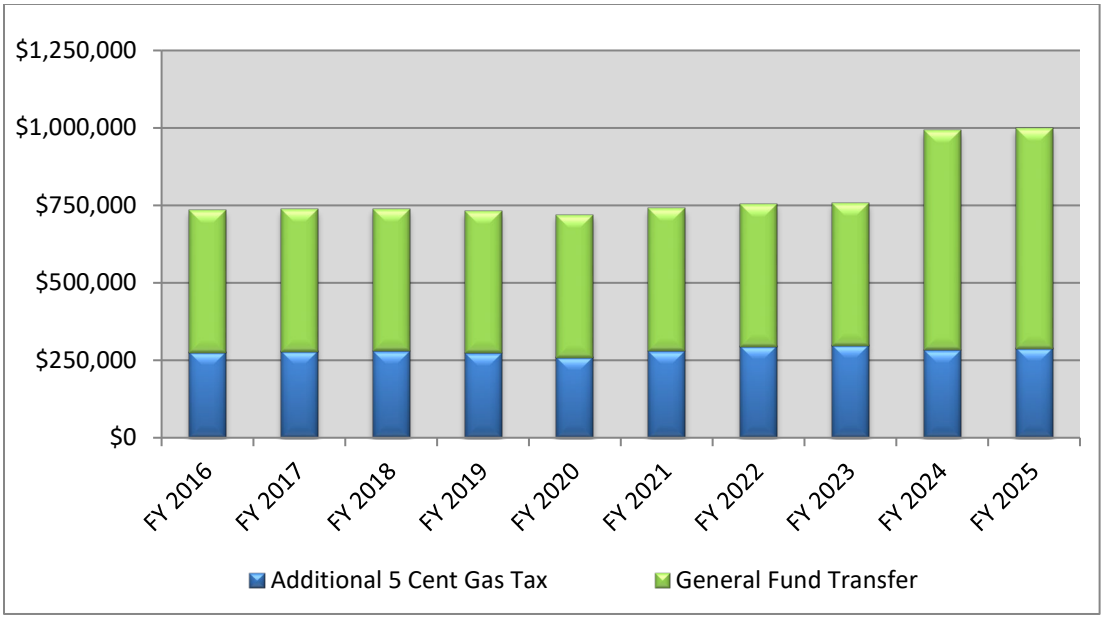
City of Punta Gorda
Local Option Fuel Taxes
114-0000-312-4210 (Additional Five Cent Gas Tax Fund)

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. Using the August State projections, FY 2025 is budgeted at 96%.

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. Due to the inflationary increases (commodities and labor) experienced during FY 2022 and 2023, the subsidy had been increased to $709,000 beginning in FY 2024.

Fiscal Year	Add'l Five Cent Gas Tax Revenue	Percentage Change	General Fund Transfer
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	$272,809	-2.30%	$459,000
FY 2020	$259,603	-4.84%	$459,000
FY 2021	$280,271	7.96%	$459,000
FY 2022	$295,340	5.38%	$459,000
FY 2023	$296,556	0.41%	$459,000
FY 2024	$282,800	-4.64%	$709,000
FY 2025	$288,455	2.00%	$709,000



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
SIX CENT GAS TAX FUND

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
41-00	LOCAL OPTION GAS TAX	673,005	691,011	699,395	671,420	684,845
*	**TAXES**	**673,005**	**691,011**	**699,395**	**671,420**	**684,845**
03-00	STREET SWEEPING/41 ROW	45,150	45,353	45,555	45,555	45,555
06-00	TRAFFIC SIGNAL MAINTENANC	84,173	86,368	88,095	99,215	102,500
07-00	HIGHWAY LIGHTING MAINT	171,489	184,655	188,350	190,850	196,575
**	**CHARGES FOR SERVICES**	**300,812**	**316,376**	**322,000**	**335,620**	**344,630**
10-00	INTEREST ON INVESTMENTS	5,508	37,983	11,250	36,580	10,500
48-00	REIMBURSEMENT FROM COUNTY	4,368	3,822	4,370	4,370	4,370
70-18	INSURANCE RECOVERY	53,880	22,394	0	4,215	0
90-00	MISCELLANEOUS REVENUE	764	917	250	250	250
**	**MISCELLANEOUS REVENUE**	**64,520**	**65,116**	**15,870**	**45,415**	**15,120**
01-00	GENERAL	0	0	254,000	254,000	187,000
*	**TRANSFER FROM OTHER FUNDS**	**0**	**0**	**254,000**	**254,000**	**187,000**
90-01	PROJ CARRYOVER-BEGINNING	709,339	704,458	483,415	639,346	496,109
90-02	PRIOR YEAR ENCUMBRANCES	11,783	163,500	0	75,353	0
90-05	PRIOR YR RE-APPROPRIATION	107,755	28,407	0	300,000	0
*	**BEGINNING RESERVES**	**828,877**	**896,365**	**483,415**	**1,014,699**	**496,109**
		1,867,214	**1,968,868**	**1,774,680**	**2,321,154**	**1,727,704**

BUDGET FY 2025
ADDITIONAL FIVE CENT GAS TAX FUND

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
42-10	ADDL FIVE CENT GAS TAX	295,340	296,556	293,415	282,800	288,455
**	**TAXES**	**295,340**	**296,556**	**293,415**	**282,800**	**288,455**
10-00	INTEREST ON INVESTMENTS	685	7,238	1,800	7,525	1,200
**	**MISCELLANEOUS REVENUE**	**685**	**7,238**	**1,800**	**7,525**	**1,200**
01-00	GENERAL	459,000	459,000	709,000	709,000	709,000
*	**TRANSFER FROM OTHER FUNDS**	**459,000**	**459,000**	**709,000**	**709,000**	**709,000**
90-01	PROJ CARRYOVER-BEGINNING	43,955	68,983	76,978	86,778	56,103
90-05	PRIOR YR RE-APPROPRIATION	20,070	72,185	0	10,425	0
*	**BEGINNING RESERVES**	**64,025**	**141,168**	**76,978**	**97,203**	**56,103**
		819,050	**903,962**	**1,081,193**	**1,096,528**	**1,054,758**

City of Punta Gorda, FL
Government Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2022 through FY 2029

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Total Revenues	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
Total Expenditures	0	0	0	0	0	0	0	0
Revenues over (under) expenditures	0	0	0	0	0	0	0	0
Projected Carryover - Beginning	0	0	0	0	0	0	0	0
Projected Carryover - End	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0

* Based on 2020 impact fee study, government impact fees that had been suspended as of April 2011 continued to be 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 2022 through Budget FY 2025

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Revenues:					
Impact Fees Park Residential	$ 248,182	$ 120,740	$ 145,630	$ 74,700	$ 147,410
Interest Income	4,546	33,609	3,150	41,695	6,600
	252,728	154,349	148,780	116,395	154,010
Projected Carryover-Beginning	471,056	716,159	184,978	834,585	214,722
Total Revenues	$ 723,784	$ 870,508	$ 333,758	$ 950,980	$ 368,732
Expenditures:					
Transfer to General Construction Fund	$ 7,625	$ 35,923	$ 100,000	$ 736,258	$ 116,054
	7,625	35,923	100,000	736,258	116,054
Projected Carryover-End	716,159	834,585	233,758	214,722	252,678
Total Expenditures	$ 723,784	$ 870,508	$ 333,758	$ 950,980	$ 368,732

City of Punta Gorda, FL
Parks Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2022 through FY 2029

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues									
Parks- Resid	$ 248,182	$ 120,740	$ 145,630	$ 74,700	$ 147,410	$ 150,070	$ 153,070	$ 156,130	$ 159,250
Interest on Investments	4,546	33,609	3,150	41,695	6,600	6,600	6,900	8,100	10,800
Total Revenues	252,728	154,349	148,780	116,395	154,010	156,670	159,970	164,230	170,050
Projects									
Laishley Park Playground/Fountain	0	0	100,000	425,000	0	0	0	0	0
Nature Park Improvements	4,660	0	0	306,321	41,054	100,000	100,000	75,000	75,000
Nature Park - Serenity Gardent	2,965	0	0	0	0	0	0	0	0
Henry Property Improvements	0	35,923	0	4,937	75,000	75,000	59,140	0	0
Total Expenditures (Trnsfr to Gen Fund)	7,625	35,923	100,000	736,258	116,054	175,000	159,140	75,000	75,000
Revenues over (under) expenditures	245,103	118,426	48,780	(619,863)	37,956	(18,330)	830	89,230	95,050
Projected Carryover - Beginning	471,056	716,159	184,978	834,585	214,722	252,678	234,348	235,179	324,408
Projected Carryover - End	$ 716,159	$ 834,585	$ 233,758	$ 214,722	$ 252,678	$ 234,348	$ 235,179	$ 324,408	$ 419,459

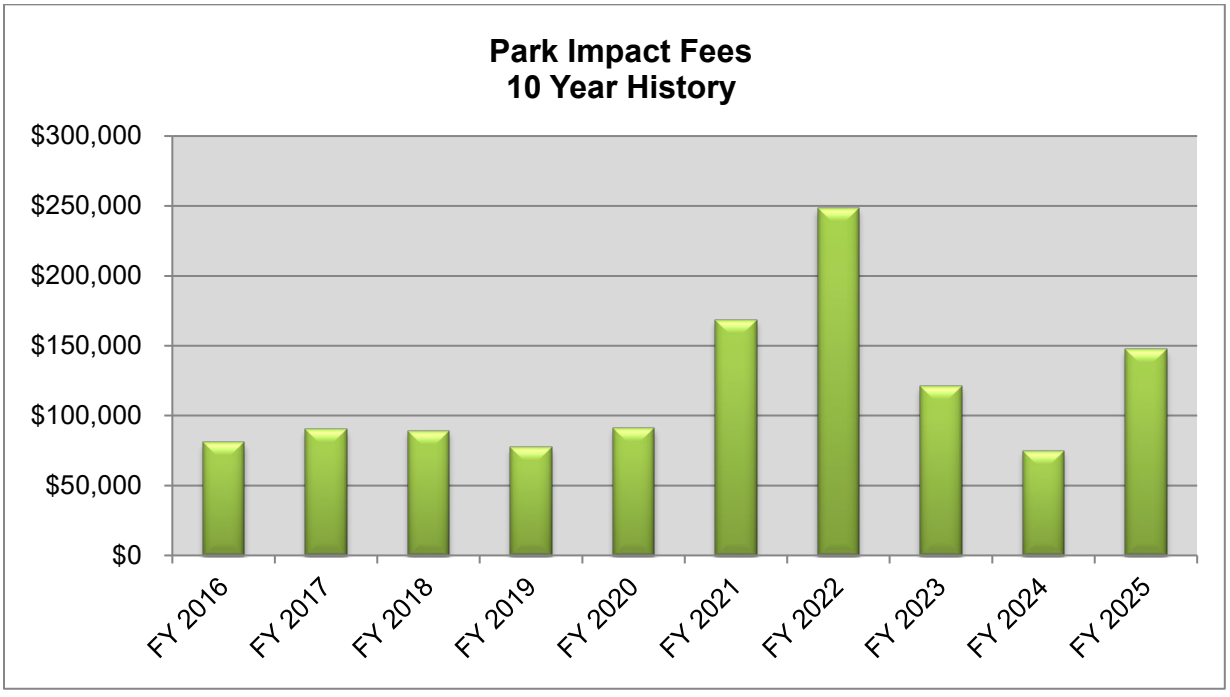
Impact Fee rates changed 5/20/2020 from $322-$1,047 for SFR based on floor area to $531-$1,337 for SFR based on floor area
One year time lag in spending annual revenue

FY 2025-2029
Projects may include Henry St property improvements and connecting points of interest (expansion of Hounds on Henry),
Nature Park Phase II, Ponce de Leon additional facilities, Trabue Park improvements, Veterans Park Improvements,
South Punta Gorda Park, Laishley Park Marriage Point, or other park improvements as determined by Planning to qualify as growth related

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 19, 2020 by City Council was based on an impact fee study and became effective May 20, 2020. FY 2025 is budgeted using the updated rates and projected growth.

Fiscal Year	Revenue Amount	Percent Change
FY 2016	$80,799	-8.0%
FY 2017	$90,249	11.7%
FY 2018	$89,095	-1.3%
FY 2019	$77,206	-13.3%
FY 2020	$91,130	18.0%
FY 2021	$168,438	84.8%
FY 2022	$248,182	47.3%
FY 2023	$120,740	-51.4%
FY 2024	$74,700	-38.1%
FY 2025	$147,410	97.3%



City of Punta Gorda, FL
Punta Gorda Impact Fees - Mobility
Revenue and Expenditure Comparison
Actual FY 2022 through Budget FY 2025

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Revenues:					
Impact Fees Mobility - Resid.	$ 181,345	$ 105,143	$ 131,315	$ 65,400	$ 132,865
Impact Fees Mobility - Comm.	3,238	1,280	4,000	0	4,000
Interest Income	3,882	29,023	2,550	28,295	6,750
	188,465	135,446	137,865	93,695	143,615
Projected Carryover-Beginning	430,345	618,810	329,329	711,358	185,470
Total Revenues	$ 618,810	$ 754,256	$ 467,194	$ 805,053	$ 329,085
Expenditures:					
Transfer to General Construction Fund	$ 0	$ 42,898	$ 248,000	$ 619,583	$ 0
	0	42,898	248,000	619,583	0
Projected Carryover-End	618,810	711,358	219,194	185,470	329,085
Total Expenditures	$ 618,810	$ 754,256	$ 467,194	$ 805,053	$ 329,085

Transportation Impact Fee Fund closed in FY 2020. New Mobility Impact Fee Fund started May 20, 2020 by ordinance.

City of Punta Gorda, FL
Mobility Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2022 through FY 2029

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues									
Mobility - Residential	$ 181,345	$ 105,143	$ 131,315	$ 65,400	$ 132,865	$ 133,645	$ 134,315	$ 134,985	$ 135,660
Mobility - Commercial	3,238	1,280	4,000	0	4,000	4,000	4,000	4,000	4,000
Interest Income	3,882	29,023	2,550	28,295	6,750	8,250	6,750	5,250	5,550
Total Revenues	188,465	135,446	137,865	93,695	143,615	145,895	145,065	144,235	145,210
Projects									
Sidewalk Improvements - TBD	0	0	0	172,481	0	0	0	0	0
William St Sidewalk	0	42,898	0	7,102	0	0	0	0	0
King Street	0	0	248,000	440,000	0	0	0	0	0
Airport Rd	0	0	0	0	0	0	0	100,000	100,000
Historic District Infrastructure	0	0	0	0	0	213,000	217,000	70,000	0
Total Transfers to General Construction	0	42,898	248,000	619,583	0	213,000	217,000	170,000	100,000
Revenues over (under) expenditures	188,465	92,548	(110,135)	(525,888)	143,615	(67,105)	(71,935)	(25,765)	45,210
Projected Carryover - Beginning	430,345	618,810	329,329	711,358	185,470	329,085	261,980	190,045	164,280
Projected Carryover - End	$ 618,810	$ 711,358	$ 219,194	$ 185,470	$ 329,085	$ 261,980	$ 190,045	$ 164,280	$ 209,490

Mobility Impact fees set by ordinance May 20, 2020
One year lag in spending annual revenue

FY 2025-2029:

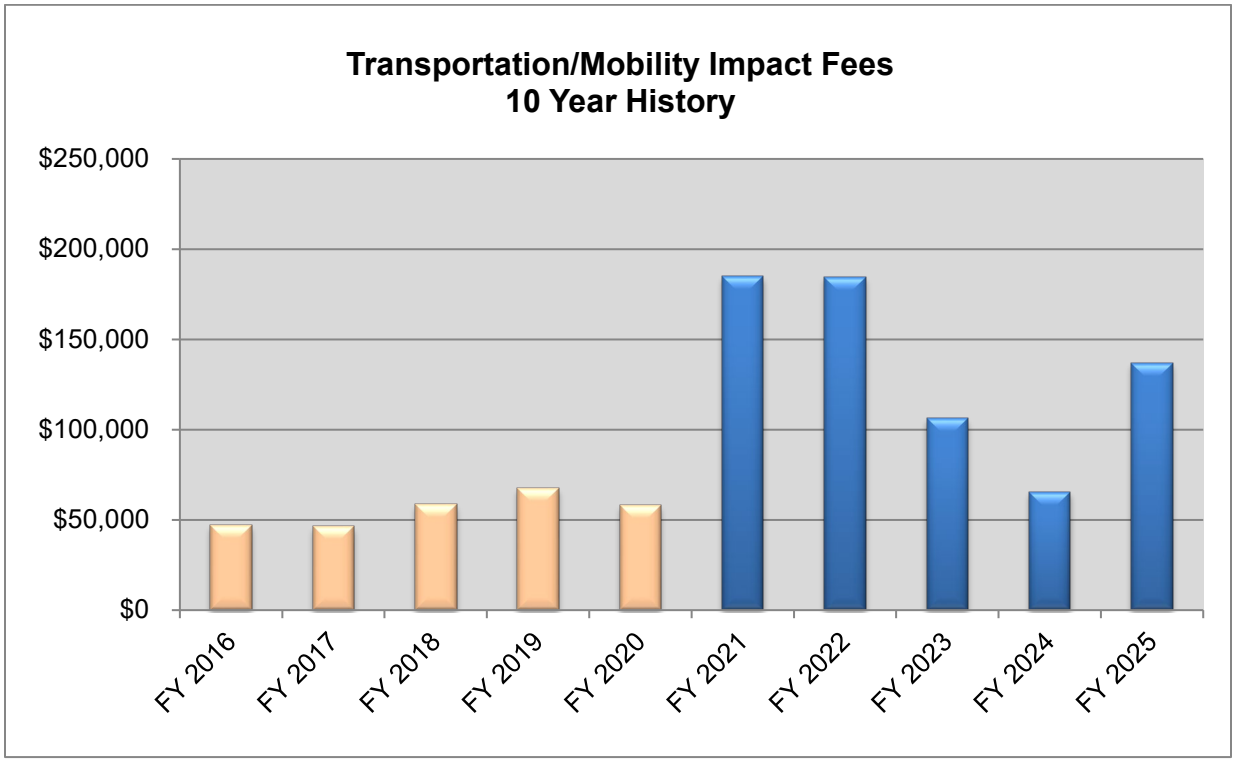
Projects may include sidewalkk installation between existing discontinuous sidewalk facilities, Historic District Infrastructure, Alligator Creek US 41NB pedestrian bridge II, various complete street improvements (Cooper St, Airport Rd, Shreve St, Virginia Ave), West Henry St connection, Harborwalk US 41NB Bridge Underpass improvements, Harborwalk East phase II, or other growth related mobility projects.

City of Punta Gorda
Transportation/Mobility Fee Funds
109-0000-324-3109 / 109-0000-324-3209
120-0000-324-3120 / 120-0000-324-3220

The mobility 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. Based on the impact fee study, transportation impact fees were replaced with mobility impact fees as adopted February 19, 2020 by City Council and became effective May 20, 2020. Any remaining funds in the transportation impact fee fund were transferred to the mobility impact fee fund in FY 2020. FY 2025 is budgeted using the updated rates and projected growth.

Fiscal Year	Revenue Amount	Percent Change
FY 2016	$46,852	24.9%
FY 2017	$46,473	-0.8%
FY 2018	$58,323	25.5%
FY 2019	$67,581	15.9%
FY 2020*	$57,839	-14.4%
FY 2021	$184,809	219.5%
FY 2022	$184,583	-0.1%
FY 2023	$106,422	-42.3%
FY 2024	$65,400	-38.5%
FY 2025	$136,865	109.3%

* FY 2020 includes transportation impacts through May 19, 2020 and mobility impacts May 20 through September 30.



City of Punta Gorda, FL
Punta Gorda Impact Fees - Public Safety
Revenue and Expenditure Comparison
Actual FY 2022 through Budget FY 2025

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Revenues:					
Impact Fees Public Safety - Resid.	$ 235,062	$ 185,086	$ 190,380	$ 109,950	$ 192,630
Impact Fees Public Safety - Comm.	3,490	3,425	35,815	0	36,975
Interest Income	3,365	28,748	2,000	41,500	12,600
	241,917	217,259	228,195	151,450	242,205
Projected Carryover-Beginning	316,804	558,721	313,721	774,780	477,430
Total Revenues	$ 558,721	$ 775,980	$ 541,916	$ 926,230	$ 719,635
Expenditures:					
Transfer to General Construction Fund	$ 0	$ 1,200	$ 0	$ 448,800	$ 300,000
	0	1,200	0	448,800	300,000
Projected Carryover-End	558,721	774,780	541,916	477,430	419,635
Total Expenditures	$ 558,721	$ 775,980	$ 541,916	$ 926,230	$ 719,635

Police and Fire Impact Fee Funds, that had been suspended since FY 2011 and no fund balance remaining, closed in FY 2020.
New Public Safety Impact Fee Fund started May 20, 2020 by ordinance.

City of Punta Gorda, FL
Public Safety Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2022 through FY 2029

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues									
Public Safety - Residential	$ 235,062	$ 185,086	$ 190,380	$ 109,950	$ 192,630	$ 194,885	$ 198,780	$ 202,755	$ 206,810
Public Safety - Commercial	3,490	3,425	35,815	0	36,975	38,280	39,045	39,825	40,620
Interest Income	3,365	28,748	2,000	41,500	12,600	11,550	9,750	9,000	9,000
Total Revenues	241,917	217,259	228,195	151,450	242,205	244,715	247,575	251,580	256,430
Projects									
Public Safety Projects	0	1,200	0	448,800	300,000	300,000	300,000	250,000	250,000
Total Expenditures (Trsfr to Gen Constr)	0	1,200	0	448,800	300,000	300,000	300,000	250,000	250,000
Revenues over (under) expenditures	241,917	216,059	228,195	(297,350)	(57,795)	(55,285)	(52,425)	1,580	6,430
Projected Carryover - Beginning	316,804	558,721	313,721	774,780	477,430	419,635	364,350	311,925	313,505
Projected Carryover - End	$ 558,721	$ 774,780	$ 541,916	$ 477,430	$ 419,635	$ 364,350	$ 311,925	$ 313,505	$ 319,935

Police and Fire Impact Fee Funds, that had been suspended since FY 2011 and had no fund balance remaining, closed in FY 2020.
New Public Safety Impact Fee Fund started May 20, 2020 by ordinance.
One year lag in spending annual revenue.

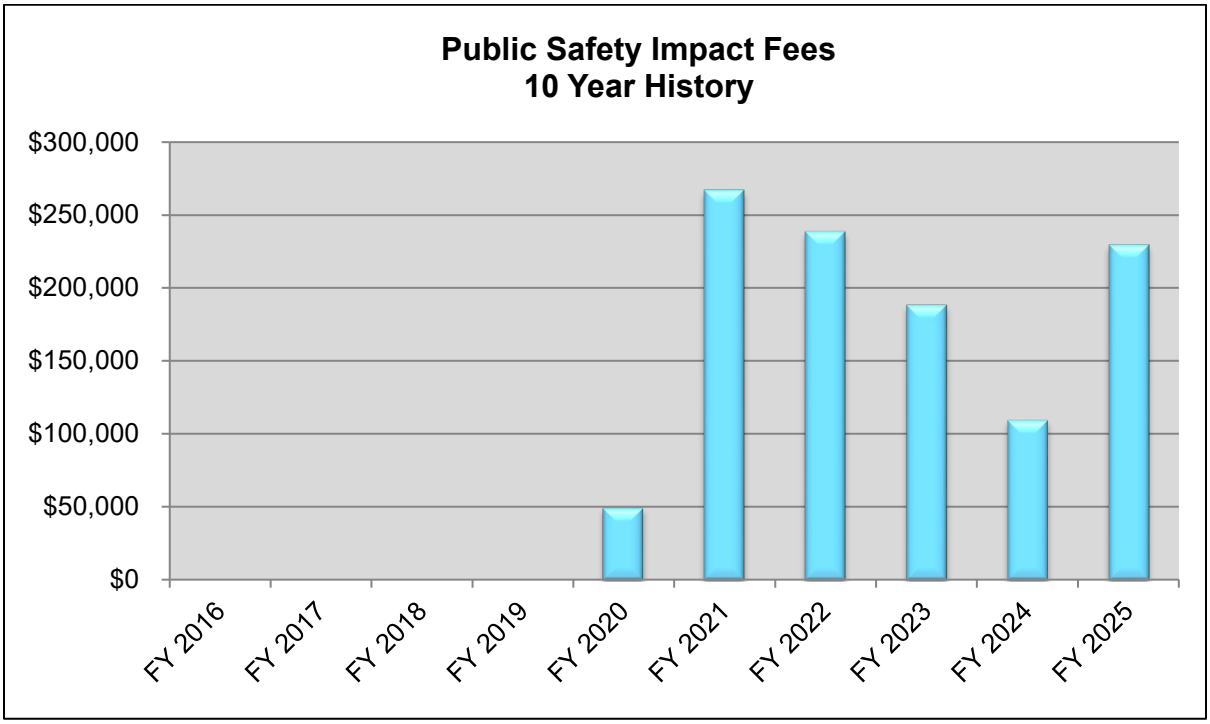
FY 2024-2029:
Due to anticipated growth in public safety departments, public safety buildings will require expansion or new facility.

City of Punta Gorda
Public Safety Fee Fund
Impact Fees Public Safety - Fees
121-0000-324-1121 / 121-0000-324-1221

The public safety 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. Based on the impact fee study, separate police and fire impact fees (suspended since FY 2011) were replaced with a single public safety impact fee schedule as adopted February 19, 2020 by City Council and became effective May 20, 2020. The previous funds had no remaining balance and were closed in FY 2020. FY 2025 is budgeted using the updated rates and projected growth.

Fiscal Year	Revenue Amount	Percent Change
FY 2016	Suspended Police and Fire	Impact Fees
FY 2017	Suspended Police and Fire	Impact Fees
FY 2018	Suspended Police and Fire	Impact Fees
FY 2019	Suspended Police and Fire	Impact Fees
FY 2020*	$49,690	
FY 2021	$266,881	437.1%
FY 2022	$238,552	-10.6%
FY 2023	$188,511	-21.0%
FY 2024	$109,950	-41.7%
FY 2025	$229,605	108.8%

* FY 2020 actual May 20, 2020 through September 30, 2020.



City of Punta Gorda, FL
Special Use Fund
Revenue and Expenditure Comparison
Actual FY 2022 through Budget FY 2025

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Revenues:					
Intergovernmental Revenue	$ 0	$ 5,115,354	$ 0	$ 1,195,550	$ 0
Insurance Proceeds	0	3,586,352	0	1,201,051	0
Miscellaneous Revenue	32,354	285,015	144,000	309,380	60,000
	32,354	8,986,721	144,000	2,705,981	60,000
Projected Carryover-Beginning	3,549,542	3,577,601	3,612,304	9,104,707	2,856,505
Total Revenues	$ 3,581,896	$ 12,564,322	$ 3,756,304	$ 11,810,688	$ 2,916,505
Expenditures:					
Expenditures-Hurricane Ian	$ 0	$ 3,217,970	$ 0	$ 5,428,707	$ 0
Affordable Housing	0	0	0	340,000	0
Transfer to General Fund	0	100,555	0	74,207	0
Transfer to General Construction Fund	4,295	141,090	450,000	766,229	2,445,907
Transfer to 1% Sales Tax Fund	0	0	0	2,345,040	0
	4,295	3,459,615	450,000	8,954,183	2,445,907
Projected Carryover-End	3,577,601	9,104,707	3,306,304	2,856,505	470,598
Total Expenditures	$ 3,581,896	$ 12,564,322	$ 3,756,304	$ 11,810,688	$ 2,916,505

City of Punta Gorda, FL
Special Use Fund
Proforma Schedule of Revenues and Expenditures
FY 2022 through FY 2029

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues									
Covid Local Fiscal Recovery	$ 0	$ 2,445,907	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
FEMA - Storms	0	2,664,272	0	1,138,010	0	0	0	0	0
State - Storms	0	5,175	0	57,540	0	0	0	0	0
Insurance Recovery - General Fund	0	2,573,410	0	429,095	0	0	0	0	0
Insurance Recovery - PGI Canal Mnt Fund	0	40,002	0	0	0	0	0	0	0
Insurance Recovery - Utilities Fund	0	946,387	0	771,956	0	0	0	0	0
Insurance Recovery - Marina	0	26,553	0	0	0	0	0	0	0
Interest on Investments	32,354	284,913	144,000	309,380	60,000	15,000	15,000	15,000	15,000
Miscellaneous Revenue	0	102	0	0	0	0	0	0	0
Total Revenues	32,354	8,986,721	144,000	2,705,981	60,000	15,000	15,000	15,000	15,000
Expenditures									
Trnsfr to General Fund-Comp Plan Update	0	0	0	51,065	0	0	0	0	0
Trnsfr to General Fund-Land Dev Reg Update	0	100,555	0	23,142	0	0	0	0	0
Trnsfr to General Construction-Ponce de Leon Park	4,295	141,090	0	12,622	0	0	0	0	0
Trnsfr to General Construction-City Hall Hurr Ian insurance	0	0	450,000	450,000	0	0	0	0	0
Trnsfr to General Construction-Living Shoreline	0	0	0	303,607	0	0	0	0	0
Trnsfr to General Construction-Laishley Pier	0	0	0	0	1,070,000	0	0	0	0
Trnsfr to General Construction- Historic Downtown Flooding	0	0	0	0	1,375,907	0	0	0	0
Trnsfr to 1% Sales Tax-US 41 Airport/Carmalita (interest) Then char	0	0	0	175,000	0	0	0	0	0
Transfer to 1% Sales Tax-Historic City Hall (approved for City Hall)	0	0	0	2,170,040	0	0	0	0	0
Grants & Aid/ Affordable Housing (Loan)	0	0	0	340,000	0	0	0	0	0
Hurricane Ian projects	0	3,217,970	0	5,428,707	0	0	0	0	0
Total Expenditures	4,295	3,459,615	450,000	8,954,183	2,445,907	0	0	0	0
Revenues over(under) expenditures	28,059	5,527,106	(306,000)	(6,248,202)	(2,385,907)	15,000	15,000	15,000	15,000
Projected Carryover - Beginning	3,549,542	3,577,601	3,612,304	9,104,707	2,856,505	470,598	485,598	500,598	515,598
Reserve for Repayment Hurr. Charley	$ 370,000	$ 370,000	$ 370,000	$ 370,000	$ 370,000	$ 0	$ 0	$ 0	$ 0
Reserve of Fishermans Village land sale proceeds & int	$ 2,170,040	$ 2,256,868	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
Reserve from ARPA funding	$ 0	$ 2,445,907	$ 2,445,907	$ 2,445,907	$ 0	$ 0	$ 0	$ 0	$ 0
Reserve for Hurr. Ian	$ 0	$ 3,037,828	$ 0	$ 5,722	$ 0	$ 0	$ 0	$ 0	$ 0
Projected Carryover - End	$ 1,037,561	$ 994,104	$ 490,397	$ 34,876	$ 100,598	$ 485,598	$ 500,598	$ 515,598	$ 530,598

Reserve for Repayment - Hurricane Charley pending end of audit period
Reserve of Fishermans Village land sale proceeds - Council to authorize specific projects. Remaining amounts authorized for City Hall project.

City of Punta Gorda, FL
Buckley's Pass Assessment Area
Proforma Schedule of Revenues and Expenditures
FY 2022 through FY 2024

	Actual FY 2022	Actual FY 2023	Budget 2024	Projected FY 2024
Revenues				
Buckley's Pass Assessments	$ 206,585	$ 0	$ 0	$ 0
Total Revenues	206,585	0	0	0
Expenditures				
Transfer to PGI Canal Maint Fund (close out fund)	0	0	0	14,518
Reimb. Interfund Loan - General Fund	280,675	0	0	0
Collection Commission/Administration	1,473	0	0	0
Total Expenditures	282,148	0	0	14,518
Revenues over (under) expenditures	(75,564)	0	0	(14,518)
Projected Carryover - Beginning	90,082	14,518	0	14,518
Projected Carryover - End	$ 14,518	$ 14,518	$ 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 convenienct, 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 the construction and reimburse interfund loans for costs incurred for the project prior to the final assessment resolution.

Final costs came in under budget. Remaining funds collected were reimbursed reducing FY 2020 revenues and final assessment for FY 2022. Small amount remaining is transferred to PGI Canal Maintenance Fund.

City of Punta Gorda, FL
Gilchrist Intention
Proforma Schedule of Revenues and Expenditures
FY 2022 through FY 2029

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY2024	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues									
Interest on Investments	$ 36	$ 233	$ 175	$ 305	$ 185	$ 190	$ 195	$ 200	$ 205
Total Revenues	36	233	175	305	185	190	195	200	205
Expenditures									
Total Expenditures	0	0	0	0	0	0	0	0	0
Revenues over(under) expenditures	36	233	175	305	185	190	195	200	205
Projected Carryover - Beginning	5,472	5,508	5,683	5,741	6,046	6,231	6,421	6,616	6,816
Projected Carryover - End	$ 5,508	$ 5,741	$ 5,858	$ 6,046	$ 6,231	$ 6,421	$ 6,616	$ 6,816	$ 7,021

This is a permanent fund. Only earnings, not principal, may be used for the intended purpose of right-of-way beautification.

City of Punta Gorda, FL
Coastal & Heartland National Estuary Partnership
Revenue and Expenditure Comparison
Actual FY 2022 through Budget FY 2025

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Revenues:					
Federal Grants	$ 603,992	$ 32,792	$ 0	$ 0	$ 0
State Grants	319,791	0	0	0	0
Local Grants	318,834	602	0	0	0
Contributions from Private Sources	5,943	3,052	0	0	0
Miscellaneous Revenue	1,965	506	0	0	0
	1,250,525	36,952	0	0	0
Projected Carryover-Beginning	422,866	527,794	0	133,455	0
Total Revenues	$ 1,673,391	$ 564,746	0	$ 133,455	0
Expenditures:					
Personnel Services	$ 396,231	$ 0	$ 0	$ 0	$ 0
Operating Expenses	749,366	431,291	0	133,455	0
	1,145,597	431,291	0	133,455	0
Projected Carryover-End	527,794	133,455	0	0	0
Total Expenditures	$ 1,673,391	$ 564,746	0	$ 133,455	0

FY 2015, City of Punta Gorda began hosting Charlotte Harbor National Estuary Program, now the Coastal & Heartland National Estuary Partnership

FY 2023, hosting of Coastal & Heartland National Estuary Partnership transferred to Charlotte County as of 10/1/2022. Projected revenues in FY 2023 were for contributions still made to the City on CHNEP's behalf and completion of a federal grant. Projected operating expenses in FY 2023 & FY 2024 is the completion of a federal grant project, some continued support, and the transfer of remaining funds to Charlotte County.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
COASTAL & HEARTLAND NATIONAL ESTUARY PARTNERSHIP

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
31-50	EPA SECTION 320 GRANT	603,992	32,792	0	0	0
*	**FEDERAL GRANT**	**603,992**	**32,792**	**0**	**0**	**0**
31-60	FL DEPT OF ENVIRON PROTEC	319,791	0	0	0	0
*	**STATE GRANT**	**319,791**	**0**	**0**	**0**	**0**
21-00	MARINE ADVISORY BD-WCIND	3,583	0	0	0	0
31-00	OTHER LOCAL GOVT GRANTS	179,630	602	0	0	0
31-01	SW FL WATER MGMT DISTRICT	135,621	0	0	0	0
*	**GRANTS - OTHER LOCAL UNIT**	**318,834**	**602**	**0**	**0**	**0**
21-00	CONTRIB FROM PRIVATE SRCS	5,943	3,052	0	0	0
*	**CONTRIB FROM PRIVATE SRCS**	**5,943**	**3,052**	**0**	**0**	**0**
10-00	INTEREST ON INVESTMENTS	911	0	0	0	0
70-50	DEFINED CONTRIB REFUNDS	0	0	0	0	0
90-00	MISCELLANEOUS REVENUE	1,054	506	0	0	0
*	**MISCELLANEOUS REVENUE**	**1,965**	**506**	**0**	**0**	**0**
90-01	PROJ CARRYOVER-BEGINNING	408,989	527,794	0	133,455	0
90-02	PRIOR YEAR ENCUMBRANCES	13,877	0	0	0	0
*	**BEGINNING RESERVES**	**422,866**	**527,794**	**0**	**133,455**	**0**
		1,673,391	**564,746**	**0**	**133,455**	**0**

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
COASTAL & HEARTLAND NATIONAL ESTUARY PARTNERSHIP

Operating Budget

Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	396,231	0	0	0	0
Operating	749,366	431,291	0	133,455	0
Capital Outlay	0	0	0	0	0
Projected Carryover	527,794	133,455	0	0	0
Total	**1,673,391**	**564,746**	**0**	**133,455**	**0**

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Budget FY 2024	Amended Authorized FY 2024	Budget FY 2025
Director of CHNEP	1	0	0	0	0
Finance & Grants Specialist	1	0	0	0	0
Research & Outreach Specialist	0	0	0	0	0
Research & Outreach Manager	1	0	0	0	0
Public Outreach Specialist	1	0	0	0	0
Research Specialist	1	0	0	0	0
Outreach Associate	0	0	0	0	0
Research Associate	0	0	0	0	0
Restoration Specialist	1	0	0	0	0
Conservation Intern	1	0	0	0	0
Total	7	0	0	0	0

FY 2023, hosting of Coastal & Heartland National Estuary Partnership transferred to Charlotte County. Personnel Services end 9/30/2022. Estimated remaining balance of fund will be transferred to Charlotte County once all accounts receivables and payables have been cleared. Projected FY 2024 will transfer all remaining balances.

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.

City of Punta Gorda, FL
1% Local Option Sales Tax Fund
Revenue and Expenditure Comparison
Actual FY 2022 through Budget FY 2025

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Revenues:					
1% Sales Tax	$ 4,402,507	$ 4,555,950	$ 4,394,300	$ 4,394,300	$ 4,394,300
Financing (Budget only for cash flow)	0	0	0	1,596,940	0
Miscellaneous Revenue	83,020	573,769	0	854,930	0
Transfer from Special Use Fund	0	0	0	2,345,040	0
	4,485,527	5,129,719	4,394,300	9,191,210	4,394,300
Projected Carryover-Beginning	9,038,815	10,390,571	1,265,640	14,952,562	44,612
Prior Yr. Encumbrances	1,051,696	2,224,833	0	617,057	0
Total Revenues	$ 14,576,038	$ 17,745,123	$ 5,659,940	$ 24,760,829	$ 4,438,912
Expenditures:					
ADA Improvements - Citywide	$ 304,661	$ 43,646	$ 130,000	$ 570,166	$ 130,000
City Hall	114,900	123,490	633,575	14,571,920	0
Public Safety Building	0	0	550,000	550,000	2,000,000
Sidewalks	0	0	0	283,126	0
Drainage Improvements	77,075	16,200	1,300,375	2,831,276	0
Intersection Improvements	12,475	0	0	592,006	0
Road Improvements	110,120	3,960	0	944,164	0
Road Lighting	0	0	500,000	658,149	0
Shreve/Pompano	0	0	0	155,406	130,000
Historic District Infrastructure	0	0	0	0	275,000
Park Improvements	0	194,959	0	110,044	0
Laishley Park Projects	1,306	0	407,895	418,351	0
Waterfront Activity Center	0	0	313,000	343,000	0
Henry St Property Improvements	0	0	0	1,817,000	0
Harborwalk US41 SB Bridge	0	0	0	90,000	0
Harborwalk West Area 2	1,169,005	1,673,286	0	1,330	0
Harborwalk West Area 3	24,209	0	0	18,767	0
Freeman House	56,883	29,963	0	761,512	0
Transfer to General Fund for Proj. Mgmt	90,000	90,000	0	0	0
Debt Service (Budget only for cash flow)	0	0	1,825,095	0	1,596,940
	1,960,634	2,175,504	5,659,940	24,716,217	4,131,940
Reserve designated for future years' use					
Projected Carryover-End	12,615,404	15,569,619	0	44,612	306,972
Total Expenditures	$ 14,576,038	$ 17,745,123	$ 5,659,940	$ 24,760,829	$ 4,438,912

November 2020 election extended the 1% Local Option Sales Tax beginning January 1, 2021 through December 31, 2026. The FY 2021 budget was amended to include the approved revenue and projects

Prior to January 1, 2015, 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. 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 2022 through FY 2029

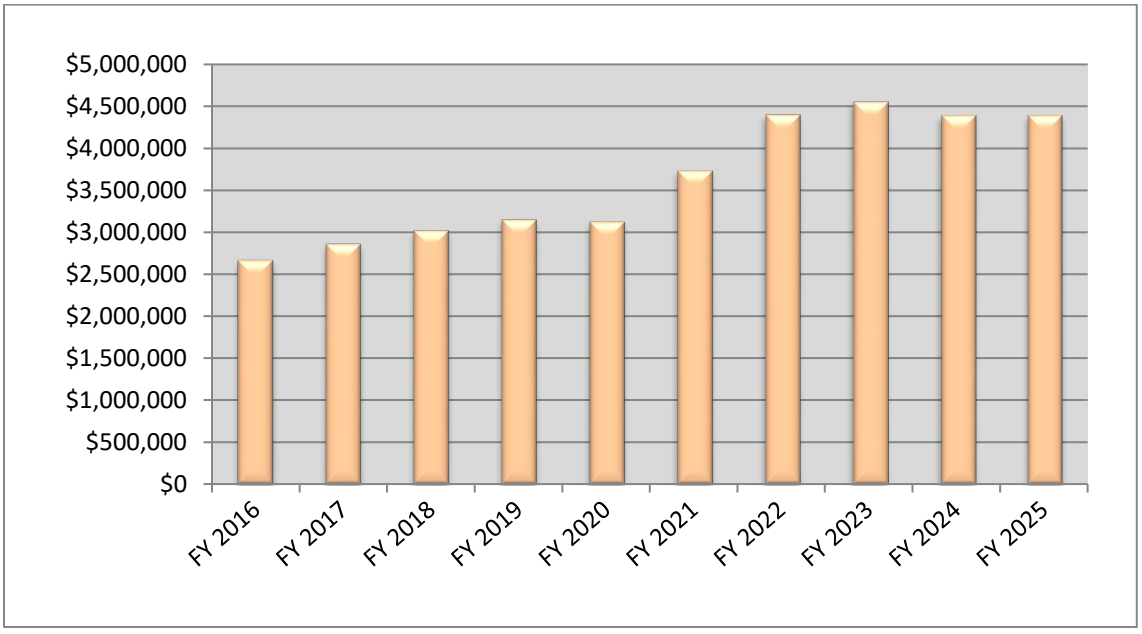
	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues									
1%Sales Tax	$ 4,402,507	$ 4,555,950	$ 4,394,300	$ 4,394,300	$ 4,394,300	$ 4,394,300	$ 1,098,575	$ 0	$ 0
Interest on Investments	82,945	573,768	0	854,930	0	0	0	0	0
Miscellaneous Revenue	75	1	0	0	0	0	0	0	0
Transfer from Special Use Fund	0	0	0	2,345,040	0	0	0	0	0
Financing (Budget Only)	0	0	(1,825,095)	1,596,940	(1,596,940)	0	0	0	0
Total Revenues	4,485,527	5,129,719	2,569,205	9,191,210	2,797,360	4,394,300	1,098,575	0	0
Projects									
City Hall Rehabilitation/Renovation	114,900	123,490	633,575	14,571,920	0	0	0	0	0
Public Safety Building Expansion	0	0	550,000	550,000	2,000,000	1,882,000	1,168,000	0	0
Henry St Sidewalk	0	0	0	151,200	0	0	0	0	0
Sidewalks	0	0	0	131,926	0	0	0	0	0
Stormwater Projects (Grants in Fund 301)	77,075	16,200	1,300,375	2,831,276	0	0	0	0	0
ADA Curb Ramp Improvements	12,475	0	0	53,006	0	0	0	0	0
Henry St Crosswalks	0	0	0	539,000	0	0	0	0	0
Ponce de Leon Park Improvements	0	194,959	0	110,044	0	0	0	0	0
Veteran's Park Phase 2	1,306	0	0	10,456	0	0	0	0	0
Laishley Park Interactive Fountain		0	407,895	407,895	0	0	0	0	0
Henry St Property Improvements	0	0	0	1,817,000	0	0	0	0	0
Harborwalk West-Area 2a/2b	1,169,005	1,673,286	0	1,330	0	0	0	0	0
Harborwalk West-Area 3	24,209	0	0	18,767	0	0	0	0	0
ADA Improvements - Citywide	304,661	43,646	130,000	570,166	130,000	130,000	130,000	0	0
Shreve St Complete St Impr.	0	0	0	155,406	130,000	0	0	0	0
Decorative Standard FDOT project 441524	0	0	500,000	658,149	0	0	0	0	0
Airport Rd Complete St Impr	0	0	0	67,196	0	0	0	0	0
Bayfront Activity Center	0	0	313,000	343,000	0	0	0	0	0
Harborwalk Ramp US 41 SB Bridge Ramp	0	0	0	90,000	0	0	0	0	0
Freeman House	56,883	29,963	0	761,512	0	0	0	0	0
Virginia Ave Complete St Improvements	110,120	3,960	0	876,968	0	0	0	0	0
Historic District Infrastructure	0	0	0	0	275,000	550,000	213,000	0	0
Project Management/Transfer to GF	90,000	90,000	0	0	0	0	0	0	0
Total Expenditures	1,960,634	2,175,504	3,834,845	24,716,217	2,535,000	2,562,000	1,511,000	0	0
Revenues over (under) expenditures	2,524,893	2,954,215	(1,265,640)	(15,525,007)	262,360	1,832,300	(412,425)	0	0
Projected Carryover - Beginning	10,090,511	12,615,404	1,265,640	15,569,619	44,612	306,972	2,139,272	1,726,847	1,726,847
Projected Carryover - End (Undesig.)	$ 12,615,404	$ 15,569,619	$ 0	$ 44,612	$ 306,972	$ 2,139,272	$ 1,726,847	$ 1,726,847	$ 1,726,847

1% sales tax for periods January 1, 2015 through December 31, 2020 (November 2014 election) and January 1, 2021 through December 31, 2026 (November 2020 election).
FY 2025-FY 2029 projects as determined by City Council. Projects may be reallocated to higher priority projects as determined by City Council.

City of Punta Gorda, FL
1% Local Option Sales Tax Fund
1% Local Option Sales Tax
118-0000-312-6010

The Charlotte County voters, November 2020, approved the six year extension of the one-cent local option sales tax. The effective date was January 1, 2021 and expires Dec. 31, 2026. 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 9.42% and Charlotte County 90.58%. This is a reduction to the city's percentage from the prior year of 9.54%. The following is the revenue history, including previous elections. Revenue generated prior to 1/1/15 was reported in the General Fund. Budgeted at 97% of the State's August estimate.

Fiscal Year	Revenue	Fund		Percent Change
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	$3,151,919	1% Sales Tax		4.26%
FY 2020	$3,123,417	1% Sales Tax	COVID Pandemic	-0.90%
FY 2021	$3,736,999	1% Sales Tax	New election 1/1/21	19.64%
FY 2022	$4,402,507	1% Sales Tax		17.81%
FY 2023	$4,555,950	1% Sales Tax		3.49%
FY 2024	$4,394,300	1% Sales Tax		-3.55%
FY 2025	$4,394,300	1% Sales Tax		0.00%



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
1% LOCAL OPTION SALES TAX

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
60-10	1% LOCAL OPTION SALES TAX	4,402,507	4,555,950	4,394,300	4,394,300	4,394,300
*	**STATE SHARED REVENUES**	**4,402,507**	**4,555,950**	**4,394,300**	**4,394,300**	**4,394,300**
10-00	INTEREST ON INVESTMENTS	82,945	573,768	0	854,930	0
90-00	MISCELLANEOUS REVENUE	75	1	0	0	0
*	**MISCELLANEOUS REVENUE**	**83,020**	**573,769**	**0**	**854,930**	**0**
13-00	SPECIAL USE FUND	0	0	0	2,345,040	0
10-01	LINE OF CREDIT	0	0	0	1,596,940	0
*	**TRANSFER FROM OTHER FUNDS**	**0**	**0**	**0**	**3,941,980**	**0**
90-01	PROJ CARRYOVER-BEGINNING	9,038,815	10,390,571	1,265,640	14,952,562	44,612
90-02	PRIOR YEAR ENCUMBRANCES	1,051,696	2,224,833	0	617,057	0
*	**BEGINNING RESERVES**	**10,090,511**	**12,615,404**	**1,265,640**	**15,569,619**	**44,612**
		14,576,038	**17,745,123**	**5,659,940**	**24,760,829**	**4,438,912**

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 mobility system, park facilities, police and fire protection capabilities, and general government facilities. Fair share impact fee revenues may only be used for capital improvements, which are needed to expand mobility systems, parks, police and 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, franchise fee, utility taxes, 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. (Sunsetted in FY 2024)

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 2024 - FY 2029
(All figures in thousands of dollars)

PROJECT IDENTIFICATION	Page #	Total Project Cost	Prior Years	Projected FY 2024	FY 2025	FY 2026	FY 2027	Total Planned/ Funded	Estimated Grant Applicatio	Estimated Impacts or Other	Unfunded Tier 2	Unidentified Funding Source
1% SALES TAX REVENUE				**4,394**	**4,394**	**4,394**	**1,098**	**14,280**				
EXPENDITURES:												
Harborwalk West - Area 2 - Final Phase		3,011	3,009	2	0	0	0	3,011	0	0	0	0
Small projects (ADA Curbs, sidewalks, Veterans Park)		214	0	214	0	0	0	214	0	0	0	0
Laishley Park Interactive Fountain	355	1,580	180	410	0	0	0	590	0	990	0	0
Henry Street Sidewalk	356	156	5	151	0	0	0	156	0	0	0	0
Historic City Hall Preservation and Rehabilitation	357	15,637	315	14,572	0	0	0	14,887	0	750	0	0
Virginia Ave Complete St Improv.-US 41 to Nesbit	358	1,056	179	877	0	0	0	1,056	0	0	0	0
US 41 NB Decorative/safety standards	359	658	0	658	0	0	0	658	0	0	0	0
Harborwalk - US 41 SB Bridge Ramp (decorative standards)	360	90	0	90	0	0	0	90	0	0	0	0
Freeman House Preservation ($32,000 from ins.)	361	1,410	118	762	0	0	0	880	498	32	0	0
Drainage Improvements - Boca Grande Area	362	7,391	755	2,831	0	0	0	3,586	3,805	0	0	0
Henry St Property Improvements	363	3,227	0	1,817	0	0	0	1,817	0	250	1,000	160
ADA Improvements - Citywide	364	1,723	505	568	130	130	130	1,463	0	0	0	260
Henry Street Crosswalk	365	539	0	539	0	0	0	539	0	0	0	0
Public Safety Building(s)	366	6,950	0	550	2,000	1,882	1,168	5,600	0	1,350	0	0
Bayfront Activity Center	367	TBD	0	343	0	0	0	343	0	0	0	TBD
Historic District Infrastructure	368	2,788	0	0	275	550	213	1,038	0	500	1,250	0
Complete Street - Airport Rd Improvements	369	2,289	83	67	0	0	0	150	0	250	1,200	689
Complete Street - Cooper Street Improvements	370	3,309	90	0	0	0	0	90	3,219	0	0	0
Shreve Street Complete Street Improvements	371	445	70	155	130	0	0	355	0	0	0	90
Harborwalk - US 41 Bridge Approach Lighting (SB)	372	400	0	0	0	0	0	0	0	0	0	400
Ponce de Leon Park Improvements	373	3,300	195	110	0	0	0	305	0	995	0	2,000
Traffic Signal - Burnt Store Rd and Home Depot	374	1,100	0	0	0	0	0	0	0	0	345	755
US 41 Complete Street - Airport to Carmalita	375	519	0	0	0	0	0	0	0	0	0	519
Complete Street - US 17 Improvements (Cancelled)		0	0	0	0	0	0	0	0	0	0	0
1% SALES TAX FUNDING TOTAL		57,792	5,504	24,716	2,535	2,562	1,511	36,828	7,522	5,117	3,795	4,873
Estimated Projected Carryover - Beg				15,570	(4,752)	307	2,139					
Estimated Projected Carryover - End				(4,752)	(2,893)	2,139	1,726					
Transfer from Fishermans Village Sale (Special Use Fund)				2,170	0	0	0					
Interest Revenue (includes $175,000 interest transferred from Special Use Fund)				1,030	0	0	0					
Interfund Financing (cashflow purposes only)				1,597	(1,597)	0	0					
Estimated Projected Carryover - End with Interfund Loan				45	307	2,139	1,726					

Schedule covers through December 31, 2026

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

Dept/Div:	City Manager/Urban Design/Public Works
Contact:	Lisa Hannon/Rick Keeney
Project Title:	Laishley Park Interactive Fountain
Project Code:	LPPLAY
Account #:	301-3004-572-6377/110-3000-559-6312/ 118-3007-515-6377/301-3004-572-6332
Description/ Justification:	FY 2021-2022: Design & install playground equipment and surfacing; then updated as enhancements to the interactive fountain to provide additional play elements; and replacement (as necessary) of the existing fountain pump and filtration system. Design $38,000 FY 2023 – 2024 Construction Estimate: $1,542,145 Construction: $1,300,000 Permit $10,000, Contingency $10,000, Engineering Services $7,500, Project Management: $7,500 Equipment: $207,145 (purchased) Funding: $290,000 General Fund $275,000 CRA Fund (operating division) $182,250 ADA - 1% Sales Tax $425,000 Park Impact Fees $407,895 1% Sales Tax
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Community Impact:	Increase the level of service for the existing interactive fountain by adding an age-appropriate splash pad, including accessible and inclusive play features.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design	$38,000	$38,000	$0	$0	$0	$0	$0
Construction	$1,335,000	$1,335,000	$0	$0	$0	$0	$0
Equipment	$207,145	$207,145	$0	$0	$0	$0	$0
Total	$1,580,145	$1,580,145	$0	$0	$0	$0	$0
Funding Sources							
Local – ST	$590,145	$590,145	$0	$0	$0	$0	$0
Local – FSIF	$425,000	$425,000	$0	$0	$0	$0	$0
Local-GF	$290,000	$290,000	$0	$0	$0	$0	$0
Local-OF	$275,000	$275,000	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Chemicals, water, electric, maintenance	$100,000	$0	$20,000	$20,000	$20,000	$20,000	$20,000

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

Dept/Div:	Public Works
Contact:	Rick Keeney
Project Title:	Henry Street Sidewalk
Project Code:	HENSWK
Account #:	118-3007-541-6319
Description/ Justification:	Installation of sidewalk on Henry Street between Shreve and SR 41. FY 2024-FY 2025: 1% Sales Tax-funded Construction estimate $150,000 Project management $ 6,000 To provide safe access for pedestrians and school children along heavily used routes, in conjunction with state policies and the City's Comprehensive Plan.
Priority:	Infrastructure Sustainability
Goal:	Apply best management practices & systems in infrastructure maintenance; Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis.
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction	$156,000	$156,000	$0	$0	$0	$0	$0
Equipment							
Total	$156,000	$156,000	$0	$0	$0	$0	$0
Funding Sources							
Local-ST	$156,000	$156,000	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

Dept/Div:	City Manager/Urban Design
Contact:	Lisa Hannon
Project Title:	Historic City Hall Rehabilitation and Expansion
Project Code:	CHPRRH
Account #:	118-3007-519-6202 / 301-3004-519-6201
Description/ Justification:	After a comprehensive evaluation of the building's major systems - structural, electrical, mechanical, and plumbing - there were numerous deficiencies needing remediation to improve the overall condition and functionality while maintaining its historic character. Current Estimate: $ FY 2022-2023: Design historic rehabilitation, security, and ADA accessibility improvements identified in the Needs Assessment report. Design - $709,250 FY 2024-2025: Rehabilitation and Construction - $11,645,712 Permit/Impacts/Testing - $1,645,294 CEI - $907,101; project management $108,000 Contingency - $871,953 (TBD could be reduced if not needed or used for additional items listed below) Funding Sources: $2,170,040 Fisherman's Village Sale Proceeds, Approx. $300,000 sale of Belaire Ct, Approx $350,000 to $450,000 insurance proceeds, $12,717,270 1% Sales Tax, $250,000 ADA 1% Sales Tax Items not included: FPL SolarNow relocation, ADA parking on Harvey St, Fixtures, furnishings, and equipment, buildout of interior office space, and West Marion Ave street drainage
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Community Impact:	Provide enhanced public access to City Council and other public meetings both in-person and virtually while improving workspaces to provide a better platform for delivering City services.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$709,250	$709,250	$0	$0	$0	$0	$0
Construction	$15,178,060	$15,178,060	$0	$0	$0	$0	$0
Total	$15,887,310	$15,887,310	$0	$0	$0	$0	$0
Funding Sources							
Local – ST	$12,717,270	$12,717,270	$0	$0	$0	$0	$0
Local – ST (ADA)	$250,000	$250,000	$0	$0	$0	$0	$0
Local – OF	$2,920,040	$2,920,040	$0	$0	$0	$0	$0
UNFUNDED	$0	$0	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Maint & utilities	$40,000	$0	$0	$10,000	$10,000	$10,000	$10,000

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

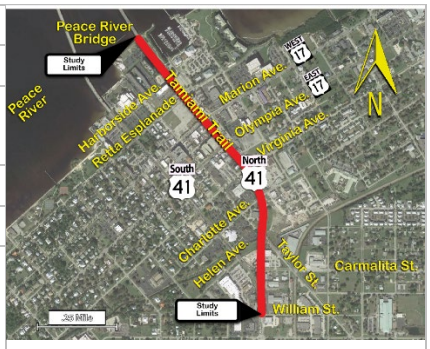
Dept/Div:	City Manager/Urban Design
Contact:	Lisa Hannon
Project Title:	Complete Street - Virginia Avenue Improvements - US 41 to Nesbit
Project Code:	VIRCOM
Account #:	118-3007-541-6519
Description/ Justification:	Planning Estimates – Total $1,056,000 FY 2021-2022: Complete Street improvements on Virginia Avenue from US 41 to Nesbit Street, improving existing sidewalks filling in gaps, increasing width throughout downtown, providing decorative crosswalks, parking, lighting, and trees. Design and Survey $188,000 FY 2023-2025: Construction Construction - $775,000; Permit - $10,000; Engineering Services - $8,000; Contingency - $75,000 Funding: $1,056,000 1% Sales Tax (increase based on engineer's cost estimate) 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 and a safe route to commercial, retail & other areas.
Priority:	Infrastructure Sustainability
Goal:	Complete the 18-mile Punta Gorda Pathways system of pedestrian/bicycle shared use paths connecting City neighborhoods, commercial areas, and parks.
Community Impact:	Provide an aesthetically enhanced platform for commercial infill and redevelopment along this gateway corridor to the historic downtown while increasing safety for all roadway users. The project implements Complete Streets policies of the City of Punta Gorda and the Florida Department of Transportation including Vision Zero goal.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$350,000	$350,000	$0	$0	$0	$0	$0
Construction	$706,000	$706,000	$0	$0	$0	$0	$0
Equipment							
Total	$1,056,000	$1,056,000	$0	$0	$0	$0	$0
Funding Sources							
Local – ST	$1,056,000	$1,056,000	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Annual maint, utilities, irrigation, and mowing	$20,000	$0	$0	$5,000	$5,000	$5,000	$5,000

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

Dept/Div:	City Manager/Urban Design
Contact:	Lisa Hannon
Project Title:	Tamiami Trail (US 41 NB) Downtown – decorative / safety upgrades
Project Code:	441524
Account #:	118-3007-541-6507
Description/ Justification:	This project will provide decorative and safety upgrades along the corridor enhancing the aesthetic appeal of the historic downtown and improving safety for all roadway users. Planning Estimates – Total $612,588 for City standard decorative upgrades paid to FDOT via a Local Funding Agreement (LFA) on or before November 10, 2023. Email notification 4/1/2024 additional required after bid $45,561. FDOT Managed Project FY 2023: At no cost to the City, FDOT designed and engineered the decorative and safety upgrade elements as part of the roadway resurfacing project US 41 NB Tamiami Trail from Williams St to Peace River Bridge. FY 2024: FDOT roadway resurfacing project FM #: 438262-1 construction year with LFA for installation of decorative street lights at the Carmalita St roundabout / downtown gateway, decorative traffic signal poles at Taylor St, Retta Esplanade, and Charlotte Ave (US 41 SB), decorative street lights from Retta Esplanade to Peace River Bridge, and a shared use path from Retta Esplanade to Harborwalk. Funding: $658,149 1% Sales Tax
Priority:	Infrastructure Sustainability, Quality of Life
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
Community Impact:	Provide consistent aesthetic streetscape character along the US 41 corridor in the historic downtown while enhancing safety for all roadway users.



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design / Engineering	$0	$0	$0	$0	$0	$0	$0
Land	$0	$0	$0	$0	$0	$0	$0
Construction	$658,149	$658,149	$0	$0	$0	$0	$0
Equipment	$0	$0	$0	$0	$0	$0	$0
Total	$658,149	$658,149	$0	$0	$0	$0	$0
Funding Sources							
Local-ST	$658,149	$658,149	$0	$0	$0	$0	$0
Impacts of Operations (negative entry indicates operating reduction)							
Mowing, maint. and utilities	$12,500	$0	$2,500	$2,500	$2,500	$2,500	$2,500

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

Dept/Div:	City Manager/Urban Design
Contact:	Lisa Hannon
Project Title:	Harborwalk - ADA US 41 SB Bridge Ramp – Decorative Upgrades
Project Code:	ADAHWR
Account #:	118-3007-572-6579
Description/ Justification:	Harborwalk addresses ADA connections along the waterfront and extends from Cooper Street to Fisherman's Village. The Pathways provides access to destination points and a safe route to commercial, retail, historical, and downtown areas. Planning Estimates – Total $90,000 for City standard decorative upgrades for lighting and railings at time of construction FDOT Managed Project Engineering scheduled FY 2024 $99,000 Construction scheduled FY 2026 $441,151 Funding: $90,000 1% Sales Tax
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Community Impact	Provide enhanced access to Harborwalk and the US 41 Bridge sidewalk and bicycle lane facilities for users of all ages and abilities.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$0	$0	$0	$0	$0	$0	$0
Construction	$90,000	$90,000	$0	$0	$0	$0	$0
Total	$90,000	$90,000	$0	$0	$0	$0	$0
Funding Sources							
Local-ST	$90,000	$90,000	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Mowing, maint & utilities	$3,000	$0	$0	$0	$1,000	$1,000	$1,000

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

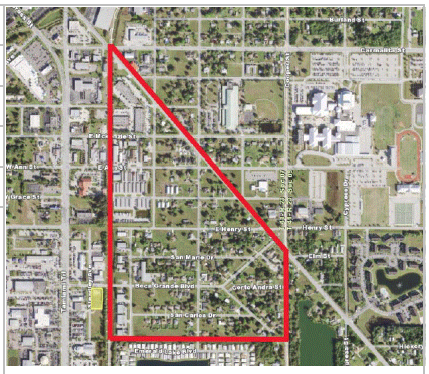
Dept/Div:	Urban Design/Public Works
Contact:	Lisa Hannon/Rick Keeney
Project Title:	AC Freeman House Preservation
Project Code:	FREEMN, FREEM2
Account #:	118-3007-579-6222 / 301-3004-579-6222
Description/ Justification:	Planning Estimates – Total $1,409,900 FY 2022-2023: Architectural and design providing complete architectural services for the evaluation, design, construction documents, and bidding assistance to preserve the Historic AC Freeman House, listed on the National Register of Historic Places - $122,000 FY 2024 – 2025: Stabilization only Stabilization - $1,000,000 Permit - $17,900 Engineering Services – $10,000 Contingency – $100,000 Project Management $10,000 CEI Services – $150,000 Funding: $880,000 1% Sales Tax $32,000 Insurance proceeds $497,900 State Grant Funds
Priority:	Quality of Life
Goal:	Support, promote and maintain the City's historic character.
Community Impact:	Preserve an important asset that celebrates part of Punta Gorda's unique history, providing a landmark feature at a gateway to historic downtown.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$122,000	$122,000	$0	$0	$0	$0	$0
Construction	$1,287,900	$1,287,900	$0	$0	$0	$0	$0
Total	$1,409,900	$1,409,900	$0	$0	$0	$0	$0
Funding Sources							
Local-ST	$880,000	$880,000	$0	$0	$0	$0	$0
State-G	$497,900	$497,900	$0	$0	$0	$0	$0
Local-OF	$32,000	$32,000	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Maint & utilities	$25,000	$0	$5,000	$5,000	$5,000	$5,000	$5,000

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	Drainage Improvements – Boca Grande Area
Project Code:	CABGDI, CABGD3, CABGD4
Account #:	118-3007-541-6320/301-3004-541-6320
Description/ Justification:	Previous Years: Acquire property for stormwater ponds and construct drainage improvements for Boca Grande area drainage project. 90% design plans complete, required lots obtained. Total project estimate $7,390,673. Working with consultant on environmental, final design and bid package for approvals from granting agencies prior to going to bid for construction. Funding: $3,585,560 FY 2016-FY 2024 1% Sales Tax $1,000,000 FY 2022 State Grant/Appropriation $2,521,250 FY 2022 Federal Grant $283,863 FY 2023 SWFWMD Grant Costs include project management of $76,000
Priority:	Infrastructure Sustainability, Quality of Life
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. Maintain the City's high safety rating, emergency response, and storm preparedness.
Community Impact:	Quality of life and Safety

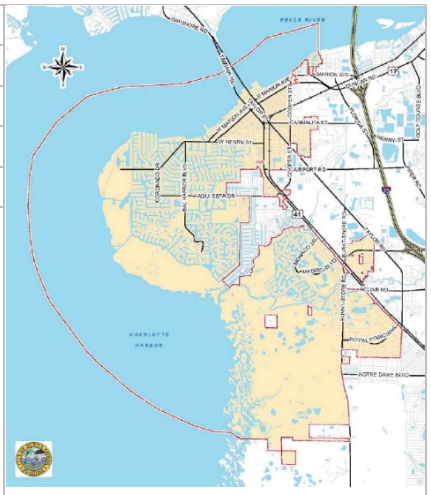


Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$475,000	$475,000	$0	$0	$0	$0	$0
Land	$390,340	$390,340	$0	$0	$0	$0	$0
Construction	$6,525,333	$6,525,333	$0	$0	$0	$0	$0
Equipment	$0	$0	$0	$0	$0	$0	$0
Total	$7,390,673	$7,390,673	$0	$0	$0	$0	$0
Funding Sources							
Local-ST	$3,585,560	$3,585,560	$0	$0	$0	$0	$0
State-G	$1,000,000	$1,000,000	$0	$0	$0	$0	$0
Federal-G	$2,521,250	$2,521,250	$0	$0	$0	$0	$0
Other-G	$283,863	$283,863	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel-Maint	$20,000	$0	$0	$5,000	$5,000	$5,000	$5,000

Dept/Div:	City Manager/Urban Design
Contact:	Lisa Hannon
Project Title:	W Henry St. Property Improvements and Connecting Points of Interest
Project Code:	HENIMP
Account #:	118-3007-572-6521 / 301-3004-572-6332
Description/ Justification:	Property improvements to this site will provide amenities to increase site usage and enhance the quality of life. It may be split into phases (i.e., Hounds on Henry and ½ parking lot may be the first phase.) Planning Estimate – Total $3,227,000 FY 2023-2024: Design enhancements to include Hounds on Henry, Peace River Wildlife Center connectivity to History Park, Library, and Linear Park. (Rest room facilities, parking, pathway connections, landscape.) Hounds on Henry to include site furnishings, pavilion, and ADA compliance. $350,000. FY 2023-2026: Construction Construction - $ 2,250,000 Permit - $100,000 Engineering Services - $10,000 Contingency - $450,000 Project management - $67,000 Funding: $1,817,000 1% Sales Tax $250,000 Park Impact Fees $1,160,000 UNFUNDED (Tier2 Request – $1,000,000 1% Sales Tax and possible additional Park Impact Fees)
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Community Impact:	Provide an improved level of service for dog park use, increase bicycle and pedestrian access, and provide parking community facilities, including Punta Gorda Library, History Park, Peace River Wildlife Center, and Hounds on Henry.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$350,000	$350,000	$0	$0	$0	$0	$0
Construction	$2,877,000	$1,717,000	$0	$1,160,000	$0	$0	$0
Total	$3,227,000	$2,067,000	$0	$1,160,000	$0	$0	$0
Funding Sources							
Local-ST	$1,817,000	$1,817,000	$0	$0	$0	$0	$0
Local-FSIF	$250,000	$250,000	$0	$0	$0	$0	$0
UNFUNDED	TBD	$0	$0	TBD	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Mowing, maint & electric, K9 Grass	$40,000	$0	$5,000	$5,000	$10,000	$10,000	$10,000

Dept/Div:	City Manager/Urban Design
Contact:	Lisa Hannon
Project Title:	ADA Transition Plan Implementation
Project Code:	Various
Account #:	118-3007-515-6300
Description/ Justification:	Projects include but are not limited to ADA & Security Enhancements, Internal Wayfinding Signage, Laishley Park Improvements, Linear Park Improvements, City Hall Improvements, and Nature Park Improvements. FY 2023 – 2028: Implementation of the City ADA Transition Plan to assure compliance with all federal, state, and local regulations, standards, and compliance monitoring requirements. FY 2023-2024 for City Hall. Funding Per Year through FY 2027 - $125,000 + $5,000 for Project Management from 1% Sales Tax $1,463,388. FY 2028 and beyond: UNFUNDED To remain eligible for federal grant funding, the City must have in place an ADA Transition Plan that includes a schedule of implementation.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Community Impact:	Improve the accessibility to all residents and visitors throughout the City facilities, parks, and sidewalks.

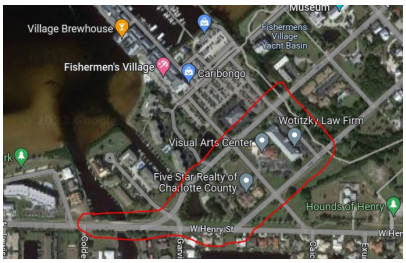


Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$100,000	$0	$25,000	$25,000	$25,000	$25,000	$25,000
Land							
Construction	$1,593,388	$1,073,388	$105,000	$105,000	$105,000	$105,000	$105,000
Equipment							
Total	$1,693,388	$1,073,388	$130,000	$130,000	$130,000	$130,000	$130,000
Funding Sources							
Local-ST	$1,463,388	$1,073,388	$130,000	$130,000	$130,000	TBD	TBD
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance	$24,000	$2,000	$2,000	$5,000	$5,000	$5,000	$5,000

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	Henry Street Crosswalks
Project Code:	HNRIMP
Account #:	118-3007-541-6393
Description/ Justification:	Have an engineering study done to evaluate the locations for installing signalized pedestrian crossings in the area from Coldeway Drive to Linear Trail bound by Marion, Olympia, and Henry Street. Additionally, as part of the study recommendations for crosswalk placements, removals and pedestrian refuge islands as well as identifying segments of sidewalk for installation or removal to improve the network in the area. Signalized pedestrian crossings may include Hawk systems as well as Rectangular Rapid Flashing Beacons (RRFB). FY 2024 - FY 2025: Study and Construction $530,000 Project Management $9,000 Funding: $539,000 1% Sales Tax The project will improve the safety and quality of life for pedestrians and cyclists to access popular dining, shopping, and recreation areas at or near Fishermen's Village. There is an absence of sidewalks and marked crosswalks in this pedestrian and cyclist-heavy area.
Priority:	Infrastructure Sustainability, Quality of Life
Goal:	Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis. Maintain the City's high safety rating, emergency response, and storm preparedness
Community Impact:	Quality of life and safety



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$50,000	$50,000	$0	$0	$0	$0	$0
Land							
Construction	$489,000	$489,000	$0	$0	$0	$0	$0
Equipment							
Total	$539,000	$539,000	$0	$0	$0	$0	$0
Funding Sources							
Local-ST	$539,000	$539,000	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
R&M, electric	$2,000	$0	$0	$500	$500	$500	$500

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Dept/Div:	Police Department/Fire Department
Contact:	Jason Ciaschini/Holden Gibbs
Project Title:	Public Safety Building(s)
Project Code:	PBSFTY
Account #:	118-3007-521-6216/301-3004-521-6216
Description/ Justification:	Create additional space to accommodate growth of police and fire departments. After discussion with City Council, direction was provided that a new location for the police department and the Emergency Operations Center (EOC) to an area that would be in a lesser flood zone would most likely be the best option. This would still require renovation of existing building for the Fire department. Design of police and fire stations is very specialized. Contracted needs analysis to review options should be completed. Funding allocated would be used for needs analysis, possible land acquisition and to design/engineer appropriate facilities and provide estimate for construction/renovation of facilities. Funding: $5,600,000 1% Sales Tax (includes $163,500 for proj. mgmt.) $1,350,000 Est. Public Safety Impact Fees
	Police Department needs include supporting a community engagement unit, 68+ volunteers, training room, property custodian, evidence storage (inside/outside), and administrative offices. The department will need to grow in staffing for patrol, marine, traffic safety, full-time K-9 officers, and supervisors. It is projected that the EOC will be housed by the Police Department. Fire Station 1 requires additional office space, bunk room, locker room, day room, and kitchen to support additional administrative shift personnel.
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.
Community Impact:	Ensure that our public safety departments are providing the resources it needs to our employees so that we may effectively serve the community.

Financial Information

5 Year Plan	Total	Prior	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Project Costs							
Design/Engineering	$	$200,000	$0	$2,182,000	$1,468,000	$0	$0
Land		$800,000	$2,300,000	$0	$0	$0	$0
Construction	TBD	$0	$0	$0	$0	TBD	TBD
Equipment	TBD	$0	$0	$0	$0	TBD	TBD
Total	$6,950,000	$1,000,000	$2,300,000	$2,182,000	$1,468,000	TBD	TBD
Funding Sources							
Local-ST	$5,600,000	$550,000	$2,000,000	$1,882,000	$1,168,000	TBD	TBD
Local-FSIF	$1,350,000	$450,000	$300,000	$300,000	$300,000	TBD	TBD
UNFUNDED	TBD	$0	$0	$0	$0	TBD	TBD
Impacts on Operations (negative entry indicates operating reduction)							
Electric, janitorial, R&M - TBD							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

Dept/Div:	Public Works
Contact:	Rick Keeney
Project Title:	Bayfront Activity Center
Project Code:	WACGP
Account #:	118-3007-572-6577
Description/ Justification:	Estimated costs for renovations – Total $508,230, including project management - $12,000 Funding: $343,000 1% Sales Tax $165,230 UNFUNDED Recommendation of the Gilchrist Park Waterfront Activity Study done by Dover Kohl & Partners and City Council to retain and renovate the building. **Note: Due to Hurricane Ian, this structure was damaged extensively. A committee was formed to determine how best to rebuild on this site or another site. Insurance proceeds and FEMA funding have been requested. New project estimates will be brought to City Council in the future.**
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, and healthy eco-system.
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. Establish a five-year capital improvements program that ensures infrastructure is in place.
Community Impact:	Quality of life and Safety – Provide safe access for pedestrians and school children along heavily used routes, in conjunction with state policies and the City's Comprehensive Plan.

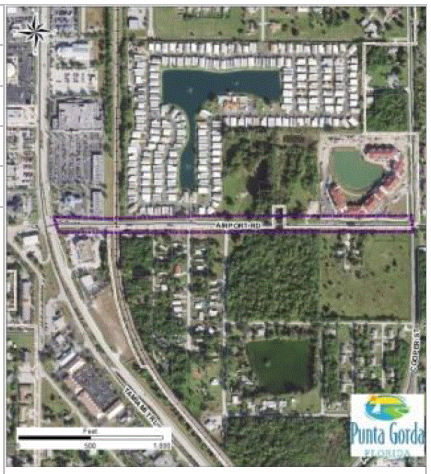
Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Construction	$496,270	$496,270	$0	$0	$0	$0	$0
Equipment	$11,960	$11,960	$0	$0	$0	$0	$0
Total	$508,230	$478,230	$0	$0	$0	$0	$0
Funding Sources							
Local-ST	$343,000	$343,000	$0	$0	$0	$0	$0
Fund-TBD	TBD	TBD	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Other							

City of Punta Gorda, Florida — Capital Improvement Program FY 2025 – FY 2029

Dept/Div:	City Manager/Urban Design
Contact:	Lisa Hannon
Project Title:	Historic District Infrastructure
Project Code:	HISTDT
Account #:	118-3007-541-6520
Description/ Justification:	As recommended from the completed study, a multi-phased approach for design and improvements includes installing new sidewalks and missing sidewalk connections, decorative and high mass lighting, and drainage improvements. Planning Estimate – Total $2,788,000 Phase I: FY 2025 – Design; FY 2025 - Construct Phase II: FY 2026 – Design; FY 2026 - Construct Phase III: FY 2027 – Design; FY 2027 - Construct Design and Engineering - $275,000 Construction - $2,200,000 Permit - $5,000 Contingency - $270,000 Project Management - $38,000 Funding Requests: $1,038,000 1% Sales tax includes $1,250,000 Tier 2 - 1% sales tax (unfunded) $500,000 est. Mobility impact fees ($500,000 estimated available through FY 2028).
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure effective service delivery and quality aesthetic appeal.
Community Impact:	Encourage private sector reinvestment in this community area through enhancements to the public rights of way, including street lighting, sidewalk connectivity, and roadway drainage.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design	$275,000	$0	$27,000	$75,000	173,000	$0	$0
Construction	$2,513,000	$0	$248,000	$688,000	$1,577,000	$0	$0
Total	$2,788,000	$0	$275,000	$763,000	$1,750,000	$0	$0
Funding Sources							
Local-ST	$1,038,000	$0	$275,000	$550,000	$213,000	$0	$0
Local-FSIF	$500,000	$0	$0	$213,000	$287,000	$0	$0
UNFUNDED	TBD	$0	$0	$0	TBD	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Electric, mowing, maint.	$23,000	$0	$0	$3,000	$5,000	$7,500	$7,500

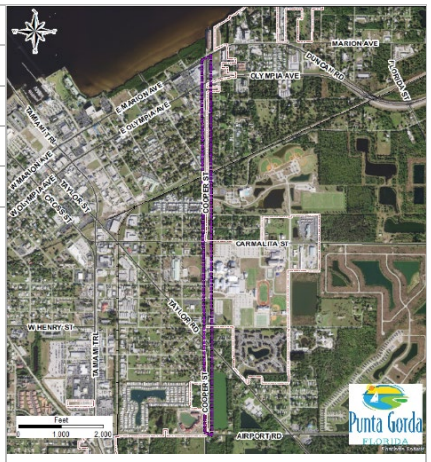
Dept/Div:	City Manager/Urban Design
Contact:	Lisa Hannon
Project Title:	Complete Street – Airport Road Improvements
Project Code:	AIRCOM
Account #:	118-3007-541-6517/301-3005-541-6517
Description/ Justification:	Planning Estimates – Total Construction $2,288,500 FY 2021-2029+: Design improvements on Airport Road from US 41 to Cooper Street, providing sidewalks, bicycle facilities, decorative street lights, and street trees. Design $171,000 FY 2029+ - Construction Railroad Crossings - $500,000 All other Construction - $1,500,000 Permit - $10,000 Engineering Services- $7,500 Contingency - $100,000 Funding: $150,000 - 1% Sales Tax $250,000 - Mobility Impact fees $1,200,000 - Unfunded - 1% Sales Tax Tier II $688,500 - Unfunded: Possible additional Mobility Impact fees.
Priority:	Infrastructure Sustainability
Goal:	Complete 18-mile Punta Gorda Pathways system of pedestrian/bicycle shared use paths connecting City neighborhoods, commercial areas, and parks.
Community Impact:	Improve the resident's connectivity to the Tamiami Trail [US 41] business corridor for daily needs and connect to the existing Punta Gorda Pathway segments on US 41 and Shreve Street.



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$171,000	$150,000	$0	$0	$0	$21,000	$0
Construction	$2,117,500	$0	$0	$0	$0	$79,000	$2,038,000
Equipment							
Total	$2,288,500	$150,000	$0	$0	$0	$100,000	$2,038,000
Funding Sources							
Local-ST	$1,350,000	$150,000	$0	$0	$0	$0	TBD
Local-FSIF	$250,000	$0	$0	$0	$0	$100,000	$150,000
UNFUNDED	TBD	$0	$0	$0	$0	$0	TBD
Impacts on Operations (negative entry indicates operating reduction)							
Annual maint, utilities, irrigation, and mowing	$5,000	$0	$0	$0	$0	$0	$5,000

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Dept/Div:	City Manager/Urban Design
Contact:	Lisa Hannon
Project Title:	Complete Street - Cooper Street Improvements
Project Code:	COOCOM
Account #:	118-3007-541-6516
Description/ Justification:	Planning Estimates - Total $3,309,000 FY 2026: Design and construct improvements to Cooper Street from Airport Road to East Marion Avenue (US 17 SB), providing sidewalks, bicycle facilities, decorative street lights, and street trees. $308,000 FY 2028: Construction $2,911,000 Funding: $90,000 1% Sales Tax $3,219,000 FDOT LAP/Grant Funding
Priority:	Infrastructure Sustainability
Goal:	Complete the 18-mile Punta Gorda Pathways system of pedestrian/bicycle shared use paths connecting City neighborhoods, commercial areas, and parks.
Community Impact:	The project implements the Complete Streets policies of the City of Punta Gorda and the Florida Department of Transportation, including Vision Zero goal. It connects to the existing Punta Gorda Pathway segments at Harborwalk and Airport Road. It links the eastside neighborhood to the Medical Center Area in the E Marion Ave [US 17 SB] and E Olympia Ave [US 17 NB] corridors.



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Planning	$90,000	$90,000	$0	$0	$0	$0	$0
Design	$308,000	$0	$0	$308,000	$0	$0	$0
Construction	$2,911,000	$0	$0	$0	$0	$2,911,000	$0
Total	$3,309,000	$90,000	$0	$308,000	$0	$2,911,000	$0
Funding Sources							
Local – ST	$90,000	$90,000	$0	$0	$0	$0	$0
State-G	$3,219,000	$0	$0	$308,000	$0	$2,911,000	$0
Impacts on Operations (negative entry indicates operating reduction)							
Annual maint., utilities, irrigation and mowing	$12,000	$0	$0	$0	$0	$6,000	$6,000

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Dept/Div:	City Manager/Urban Design
Contact:	Lisa Hannon/Rick Keeney
Project Title:	Shreve Street Complete Street Improvements
Project Code:	SHVCOM
Account #:	118-3007-541-6512
Description/ Justification:	Projected Planning Costs – Total $444,500 FY 2021 – 2023: 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 the pathway's safety and security, encouraging more utilization in the sunrise and twilight hours. Total Cost - $167,000 FY 2025: Design to widen the existing 5-foot wide sidewalk on Pompano Terrace from Shreve Street to US 41 to meet the link from the Shreve Street Path to the US 41 Path. $50,000 FY 2025 – FY 2026: Construction All other Construction - $200,000 Permit - $5,000 Engineering Services - $2,500 Contingency - $10,000 Project Management - $10,000 Funding: $355,000 – 1% Sales Tax; Unfunded: $89,500
Priority:	Infrastructure Sustainability
Goal:	Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods through collaboration with applicable granting agencies and City investment in pathways.
Community Impact:	The project implements the Complete Streets policies of the City of Punta Gorda and the Florida Department of Transportation, including the Vision Zero goal. It improves safety and security for all path users.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Planning	$0	$0	$0	$0	$0	$0	$0
Design	$50,000	$5,000	$45,000	$0	$0	$0	$0
Construction	$394,500	$220,000	$85,000	$89,500	$0	$0	$0
Total	$ 444,500	$225,000	$130,000	$89,500	$0	$0	$0
Funding Sources							
Local-ST	$355,000	$225,000	$130,000	$0	$0	$0	$0
UNFUNDED	TBD	$0	$0	TBD	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Annual maint., utilities, irrigation and mowing	$19,000	$0	$2,000	$2,000	$5,000	$5,000	$5,000

UNFUNDED PROJECT

Dept/Div:	City Manager/Urban Design
Contact:	Lisa Hannon
Project Title:	Harborwalk - US 41 SB Bridge Approach Lighting
Project Code:	451102
Account #:	118-3007-541-6507
Description/ Justification:	This project will provide lighting consistency on US 41 from Virginia Avenue to the Peace River Bridge, improving safety for all roadway users. In addition, the project will enhance the aesthetic appeal of the historic downtown areas of Punta Gorda. Planning Estimates – Total $400,000 for City standard decorative upgrades FDOT Managed Project: Cross Street [US 41 SB] from Retta Esplanade to Peace River Bridge FY 2026: This project is intended to go with FDOT roadway resurfacing project US 41 SB from Peace River Bridge to Charlotte Avenue (FM #: 451102-1) through a Local Funding Agreement. Design by FDOT of decorative lighting along this segment consistent with existing CIty standard decorative street lights north of Retta Esplanade to the bridge. No cost to City for engineering design. FY 2028: FDOT roadway resurfacing project FM #: 451102-1 construction year with Local Funding Agreement (LFA) for decorative lighting installation. Funding: $400,000 UNFUNDED
Priority:	Infrastructure Sustainability, Quality of Life
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Community Impact	Provide consistent aesthetic streetscape character along the US 41 corridors in the historic downtown while enhancing safety for all roadway users.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design / Engineering	$0	$0	$0	$0	$0	$0	$0
Construction	$400,000	$0	$0	$0	$0	$400,000	$0
Total	$400,000	$0	$0	$0	$0	$400,000	$0
Funding Sources							
Local-ST	$0	$0	$0	$0	$0	$0	$0
UNFUNDED	TBD	$0	$0	$0	$0	TBD	$0
Impacts on Operations (negative entry indicates operating reduction)							
Mowing, maint & utilities	$2,500	$0	$0	$0	$0	$1,250	$1,250

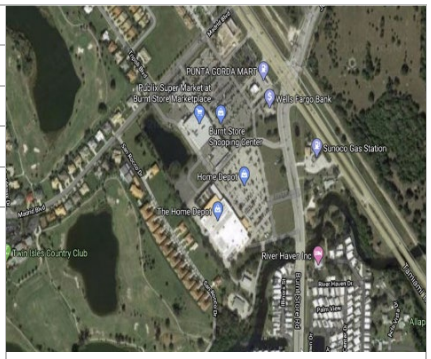
Dept/Div:	City Manager/Urban Design/Public Works
Contact:	Lisa Hannon/Rick Keeney
Project Title:	Ponce De Leon Park Improvements
Project Code:	PONCE
Account #:	301-3004-572-6332 / 301-3004-519-6300 / 118-3007-572-6332
Description/ Justification:	Planning Estimates: Total $3,645,016 FY 2021 Repairs to seawall ($320,689) FY 2022 Design, permitting boardwalk & pier ($224,327) FY 2023 Construction/repairs to boardwalk & pier ($754,000) FY 2025 – FY 2026: Design and construct new restroom facility, pavilion, boat & trailer parking, and site furnishings Planning Estimate $1,500,000 FY 2027 – FY 2028 Design/build new playground Planning Estimate $500,000 Funding through 2023: $700,000 – Proceeds from Sale of Fisherman's Village $295,300 – Wooden pathways and pilings project (general funds accounted for on separate CIP sheet) $305,000 – 1% Sales Tax $2,000,000 – Unfunded – Potential use of Park Impact Fees
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Community Impact:	Replace existing substandard facilities and amenities within this waterfront park and increase the level of service to accommodate population growth and maintain the level of service for the delivery of recreation and open space.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design	$583,015	$283,015	$300,000	$0	$0	$0	$0
Construction	$2,517,285	$1,017,285	$250,000	$950,000	$0	$300,000	$0
Equipment	$200,000	$0	$0	$0	$200,000	$0	$0
Total	$3,300,300	$1,300,300	$550,000	$950,000	$200,000	$300,000	$0
Funding Sources							
Local-GF	$295,300	$295,300	$0	$0	$0	$0	$0
Local-OF	$700,000	$700,000	$0	$0	$0	$0	$0
Local-ST	$305,000	$305,000	$0	$0	$0	$0	$0
UNFUNDED	TBD	$0	TBD	TBD	TBD	TBD	$0
Impacts on Operations (negative entry indicates operating reduction)							
Mowing, maint, & electric	$21,000	$2,000	$2,000	$2,000	$5,000	$5,000	$5,000

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	City Manager/Urban Design/Public Works
Contact:	Lisa Hannon/Rick Keeney
Project Title:	Traffic Signal - Burnt Store Rd and Home Depot
Project Code:	TBD
Account #:	TBD
Description/ Justification:	To enhance traffic ingress and egress from the Burnt Store Isles commercial center, reducing the burden of cut-thru traffic experienced by the Burnt Store Isles residential neighborhood. Planning Estimates – Total $1,100,000 Engineering and Design Services - $345,000 Construction - $700,000 Contingency - $55,000 Funding: $345,000 - Sales Tax Tier II Unfunded $755,000 – Unfunded. Note: Currently, this project does not include ROW or construction easement costs but may be funded from the contingency estimate. At the request of the City of Punta Gorda, Charlotte County conducted a signal warrant study at Burnt Store Rd at Home Depot. The study concluded that a signal met three of the warrant conditions. By the usual traffic engineering metric, this intersection warrants the placement of a traffic signal.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Community Impact:	Increase safe and efficient access to the Burnt Store Isles area business node, relieving traffic demands on the Tamiami Trail [US 41] at Monaco Blvd intersection and traffic signal.

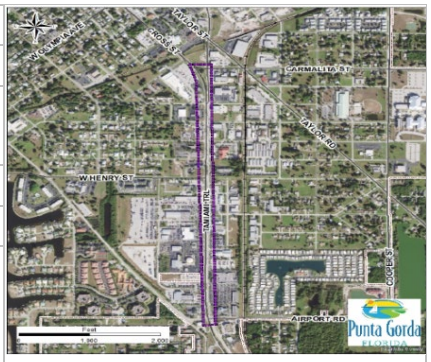


Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design	$345,000	$0	$345,000	$0	$0	$0	$0
Land	$0	$0	$0	$0	$0	$0	$0
Construction	$755,000	$0	$0	$755,000	$0	$0	$0
Equipment							
Total	$1,100,000	$0	$345,000	$755,000	$0	$0	$0
Funding Sources							
UNFUNDED	TBD	$0	TBD	TBD	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Mowing, maint & utilities	$24,000	$0	$0	$0	$8,000	$8,000	$8,000

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	City Manager/Urban Design
Contact:	Lisa Hannon
Project Title:	Complete Street - US 41 - Airport to Carmalita Improvements
Project Code:	440268
Account #:	301-3004-541-6518/118-3007-541-6518
Description/ Justification:	FDOT road resurfacing project; City funding for street enhancements to maintain the ascetics and character of city and increase bicycle and pedestrian safety along US 41 – Airport Road to Carmalita Street FY 2027: Construction Construction - $500,000 Project management - $19,000 Funding: $519,000 – UNFUNDED
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Community Impact:	Provide an aesthetically enhanced platform for commerical infill and redevelopment along this gateway corrridor to the historic downtown, while increasing safety for all roadway users. Project implements Complete Streets policies of the City of Punta Gorda and the Florida Department of Transportation including Vision Zero goal.



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$0	$0	$0	$0	$0	$0	$0
Land	$0	$0	$0	$0	$0	$0	$0
Construction	$519,000	$0	$0	$0	$519,000	$0	$0
Total	$519,000	$0	$0	$0	$519,000	$0	$0
Funding Sources							
UNFUNDED	TBD	$0	$0	$0	TBD	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Annual maint., utilities, irrigation and mowing	$10,000	$0	$0	$0	$0	$5,000	$5,000

City of Punta Gorda
General Construction Fund
Budget FY 2025

	Funding Sources FY 2025			
	General	Impact Fees	Total Budget FY 2025	Projected Budget FY 2024
Revenues:				
Grants-DEO (MIT)	$ 0	$ 0	$ 0	$ 2,521,250
Grants-BIL (pass through CHNEP)	0	0	0	320,000
Grants-State appropriations	0	0	0	1,597,900
Grants-FDEP	0	0	0	590,957
Grants-SWFWMD	0	0	0	283,863
Transfer from Public Safety Impact Fees	0	300,000	300,000	448,800
Transfer from Park Impact Fees	0	116,054	116,054	736,258
Transfer from Mobility Impact Fees	0	0	0	619,583
Transfer from Special Use Fund	2,445,907	0	2,445,907	766,229
Transfer from General Fund	805,000	0	805,000	2,554,000
Projected Carryover-Beginning	1,503,546	0	1,503,546	2,034,341
Total Revenues	$ 4,754,453	$ 416,054	$ 5,170,507	$ 12,473,181
Expenditures:				
Security Measures	$ 0	$ 0	$ 0	$ 86,738
City Hall Rehabilitation	0	0	0	750,000
Public Works/ Utilities Campus	0	0	0	12,147
Pier/Piling Improvements	100,000	0	100,000	466,740
Car Wash Bay Improvement	47,000	0	47,000	0
Public Safety Building	0	300,000	300,000	698,800
Buildings	0	0	0	153,593
Fire Apparatus	0	0	0	4,785
NPDES	20,000	0	20,000	126,204
Storm Sewer Reconstruction	75,000	0	75,000	340,465
Stormwater Improvement	0	0	0	1,214,564
Storm Drainage Improvements	1,375,907	0	1,375,907	0
Sidewalks	0	0	0	179,583
Road Improvements	0	0	0	562,000
Drainage Improvements	300,000	0	300,000	4,187,741
Rairoad Crossing Rehab	300,000	0	300,000	450,310
BSI Lock Escrow	0	0	0	25,349
Bridge Repair	10,000	0	10,000	58,319
Historic District Infrastructure	0	0	0	73,080
Park Improvements	0	116,054	116,054	736,258
Ponce Park Improvements	0	0	0	12,622
City Beautification	0	0	0	11,623
PG Harbor Public Improvements	0	0	0	33,198
Laishley Park Interactive Fountain	0	0	0	255,616
Laishley Pier	1,070,000	0	1,070,000	0
Freeman House	0	0	0	529,900
Reserve for Contingencies	1,456,546	0	1,456,546	1,503,546
Total Expenditures	$ 4,754,453	$ 416,054	$ 5,170,507	$ 12,473,181

City of Punta Gorda, Fl
General Construction Fund
Proforma Schedule of Revenues and Expenditures
FY 2022 through FY 2029

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues:									
Intergovernmental Revenue	$ 0	$ 75,000	$ 27,000	$ 5,313,970	$ 0	$ 308,000	$ 0	$ 2,911,000	$ 0
Miscellaneous Revenue	15,140	12,101	0	0	0	0	0	0	0
Transfers from Other Funds	723,920	1,612,111	3,352,000	5,124,870	3,666,961	1,568,000	1,301,140	730,000	730,000
Projected Carryover - Beginning	1,872,170	1,806,408	0	2,034,341	1,503,546	1,456,546	1,456,546	1,456,546	1,456,546
Total Revenues	$ 2,611,230	$ 3,505,620	$ 3,379,000	$ 12,473,181	$ 5,170,507	$ 3,332,546	$ 2,757,686	$ 5,097,546	$ 2,186,546
Expenditures:									
Reserve for Contingencies	0	0	1,500,000	1,503,546	1,456,546	1,456,546	1,456,546	1,456,546	1,456,546
Security Measures	118,761	4,951	0	86,738	0	0	0	0	0
City Hall Preservation & Rehabilition	0	0	750,000	750,000	0	0	0	0	0
Engineering Room Renovation	17,853	0	0	12,147	0	0	0	0	0
Pier Pilings/Pile Jackets	16,900	35,850	100,000	466,740	100,000	150,000	150,000	150,000	150,000
Carwash Bay Improvement	0	0	0	0	47,000	0	0	0	0
Public Safety Building	0	1,200	0	698,800	300,000	300,000	300,000	0	0
Buildings-Training Ctr	0	81,408	0	153,593	0	0	0	0	0
Fire Equipment	11,758	858,457	0	4,785	0	0	0	0	0
NTL Pollutant Dischg Elim	7,988	1,980	20,000	126,204	20,000	20,000	20,000	20,000	20,000
Storm Sewer Reconstruct	37,759	0	75,000	340,465	75,000	75,000	75,000	75,000	75,000
Storm Drainage Improvement	0	0	0	0	1,375,907	0	0	0	0
Drainage Improvements	319,260	258,017	300,000	4,187,741	300,000	300,000	300,000	300,000	300,000
RailRoad Crossing Rehab	246,690	0	187,000	450,310	300,000	325,000	0	0	0
BSI Lock Escr Transp Fill	0	0	0	25,349	0	0	0	0	0
Bridge Repair	0	0	10,000	58,319	10,000	10,000	10,000	10,000	10,000
Bike Racks	0	0	0	12,000	0	0	0	0	0
Cooper St Complete St Improvements	0	0	0	0	0	308,000	0	2,911,000	0
Historic District Infrastructure	0	0	0	73,080	0	0	0	0	0
Park Improvements	22,625	35,923	100,000	736,258	116,054	175,000	159,140	75,000	75,000
Park Development	4,295	141,090	0	12,622	0	0	0	0	0
City Beautification	0	2,703	0	11,623	0	0	0	0	0
Gilchrist Landing Docks	0	6,802	0	33,198	0	0	0	0	0
Laishley Park Interactive Fountain	933	0	0	255,616	0	0	0	0	0
Living Shoreline Tiki Point	0	0	27,000	1,214,564	0	0	0	0	0
Laishley Pier	0	0	0	0	1,070,000	0	0	0	0
Buildings/Freeman House	0	0	0	32,000	0	0	0	0	0
State Historic Pres Grant	0	0	0	497,900	0	0	0	0	0
Sidewalk Improvements	0	42,898	0	179,583	0	213,000	287,000	0	0
King St Road Improvements	0	0	310,000	550,000	0	0	0	0	0
Airport Rd-Complete St	0	0	0	0	0	0	0	100,000	100,000
Projected Carryover for CIP	1,806,408	2,034,341	0	0	0	0	0	0	0
Total Expenditures	$ 2,611,230	$ 3,505,620	$ 3,379,000	$ 12,473,181	$ 5,170,507	$ 3,332,546	$ 2,757,686	$ 5,097,546	$ 2,186,546

Assumptions:
Revenue:
Revenue sources are transfers from the General Fund or Special Revenue Funds, grants as awarded, and financing.

Expenditures:
Capital Projects are designated by City Council with identified funding source(s).

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
GENERAL CONSTRUCTION

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
31-52	EPA SEC 320 & IIJA	0	0	0	320,000	0
50-04	MIT GRANT REVENUE	0	0	0	2,521,250	0
17-00	HISTORIC PRESERVATION GRANT	0	0	0	497,900	0
20-01	FDLE SUPPORT EQUIP GRANT	0	75,000	0	100,000	0
39-12	WATER QUALITY IMPROVEMT	0	0	27,000	1,590,957	0
52-00	SWFWMD	0	0	0	283,863	0
*	**INTERGOVERNMENTAL REVENUE**	**0**	**75,000**	**27,000**	**5,313,970**	**0**
21-00	CONTRIB FROM PRIVATE SRCS	15,075	12,000	0	0	0
90-00	MISCELLANEOUS REVENUE	65	101	0	0	0
*	**MISCELLANEOUS REVENUE**	**15,140**	**12,101**	**0**	**0**	**0**
01-00	GENERAL	712,000	1,391,000	2,554,000	2,554,000	805,000
06-00	IMPACT FEES - PARKS	7,625	35,923	100,000	736,258	116,054
94-00	IMPACT FEES - PUBLIC SAFETY	0	1,200	0	448,800	300,000
93-00	IMPACT FEES - MOBILITY	0	42,898	248,000	619,583	0
13-00	SPECIAL USE FUND	4,295	141,090	450,000	766,229	2,445,907
*	**TRANSFER FROM OTHER FUNDS**	**723,920**	**1,612,111**	**3,352,000**	**5,124,870**	**3,666,961**
90-01	PROJ CARRYOVER-BEGINNING	1,674,964	1,654,776	0	1,646,204	1,503,546
90-02	PRIOR YEAR ENCUMBRANCES	197,206	151,632	0	388,137	0
*	**BEGINNING RESERVES**	**1,872,170**	**1,806,408**	**0**	**2,034,341**	**1,503,546**
		2,611,230	**3,505,620**	**3,379,000**	**12,473,181**	**5,170,507**

GENERAL CONSTRUCTION FUND
CAPITAL IMPROVEMENTS PROGRAM
FY 2025 - FY 2029
(All figures in thousands of dollars)

PROJECT IDENTIFICATION	Page#	TOTAL PROJECT COST	Prior Years' Funding*	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
GENERAL FUNDING:								
National Pollutant Discharge Elimination System	380	226	126	20	20	20	20	20
Storm Sewer Reconstruction	381	715	340	75	75	75	75	75
Bridge Repair	382	108	58	10	10	10	10	10
Drainage Improvements	383	4,351	2,851	300	300	300	300	300
Freeman House Preservation ($32,000 from ins.)	361	1,410	32	**	0	0	0	0
Wooden/Composite Pathways, Piers, and Docks	384	900	200	100	150	150	150	150
Channel and Basin Dredging at Boat Club Area	385	240	40	**	0	0	0	0
King Street Improvements	386	550	110	**	0	0	0	0
Railroad Crossing Rehabilitation	387	1,075	450	300	325	0	0	0
Public Safety Air Conditioning System Replacement	388	250	250	0	0	0	0	0
Historic City Hall (Sale of Belaire and Insurance)	357	12,888	750	**	0	0	0	0
Carwash Bay Improvement	389	47	0	47	0	0	0	0
GENERAL FUNDING TOTAL				852	880	555	555	555
GRANT FUNDING:								
Freeman House Preservation ($497,900 from State grant)	361	1,410	498	**	0	0	0	0
Living Shoreline Tiki Point (State grant & CHNEP Fed grant)	390	1,357	910,957	**	0	0	0	0
Drainage Improvements - Boca Grande Area (3 grants)	362	7,391	3,805	**	0	0	0	0
Complete Street - Cooper Street Improvements (FDOT)	370	3,309	**	0	308	0	2,911	0
GRANT FUNDING TOTAL				0	308	0	2,911	0
PARK IMPACTS:								
Henry St Property Improvements	363	3,227	41	75	75	59	0	0
Park Improvements (Nature Park)	391	705	314	41	100	100	75	75
PARK IMPACTS TOTAL				116	175	159	75	75
MOBILITY IMPACTS (previously Transportation):								
Sidewalk Improvements	392	172	172	0	0	0	0	0
Historic District Infrastructure	368	2,788	0	0	213	287	**	0
King Street Improvements	386	550	440	**	0	0	0	0
Complete Street - Airport Road Improvements	369	2,289	0	0	0	**	100	100
MOBILITY IMPACTS TOTAL				0	213	287	100	100
PUBLIC SAFETY IMPACTS:								
Public Safety Building(s)	366	6,950	450	300	300	300	**	**
PUBLIC SAFETY IMPACTS TOTAL				300	300	300	0	0
SPECIAL USE FUND:								
Ponce de Leon Park Improvements	373	3,300	700	**	**	**	**	**
Living Shoreline Tiki Point	390	1,357	303,607	**	0	0	0	0
Laishley Fishing Pier and Seawall	393	1,070	0	1,070	0	0	0	0
Stormwater Drainage Improvement-Downtown	394	TBD	0	1,376	TBD	TBD	TBD	TBD
SPECIAL USE FUND TOTAL				2,446	0	0	0	0
TOTAL FUNDED PROJECTS				3,714	1,876	1,301	3,641	730

* Prior Years' funding is included for projects that have additional funding FY 25-29 or may not be complete at 9/30/24
** Funding from another source - See CIP detail sheet

PROJECTS WITHIN CITY BOUNDARIES SCHEDULED BY OTHER AGENCIES
US 41 NB Tamiami Trail Williams Street to Peace River Bridge
US 41 SB Tamiami Trail Peace River Bridge to Charlotte Ave
US 41 SB ADA Ramp
US 41 @ Carmalita St Extension

Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	National Pollutant Discharge Elimination System
Project Code:	NPDES
Account #:	301-3004-538-6326
Description/ Justification:	Requirements related to the Federal Clean 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) Carry over unspent funds. Federal Mandate
Priority:	Infrastructure Sustainability, Quality of Life
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. Maintain the City's high safety rating, emergency response, and storm preparedness
Community Impact:	Quality of Life and Safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	0	0	0	0	0	0	0
Land							
Construction	$226,204	$126,204	$20,000	$20,000	$20,000	$20,000	$20,000
Equipment							
Total	$226,204	$126,204	$20,000	$20,000	$20,000	$20,000	$20,000
Funding Sources							
Fund-GF	$226,204	$126,204	$20,000	$20,000	$20,000	$20,000	$20,000
Impacts on Operations (negative entry indicates operating reduction)							
Contractual- Storm Sewer Reconstruction	$715,465	$340,465	$75,000	$75,000	$75,000	$75,000	$75,000

Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	Storm Sewer Reconstruction
Project Code:	STSWRC
Account #:	301-3004-538-6375
Description/ Justification:	Storm drainage pipe lining or replacement of the defective pipe. Carryover funds are unspent. Possible FY 2024/2025 project at W. Olympia Ave and Tidal Creek intersection. 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
Priority:	Infrastructure Sustainability, Quality of life
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. Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis. Maintain the City's high safety rating, emergency response, and storm preparedness.
Community Impact:	Health and Safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction	$715,465	$340,465	$75,000	$75,000	$75,000	$75,000	$75,000
Equipment							
Total	$715,465	$340,465	$75,000	$75,000	$75,000	$75,000	$75,000
Funding Sources							
Local-GF	$715,465	$340,465	$75,000	$75,000	$75,000	$75,000	$75,000
Impacts on Operations (negative entry indicates operating reduction)							

Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	Bridge Repair
Project Code:	TBD
Account #:	301-3004-541-6392
Description/ Justification:	Bridge repairs resulting from FDOT bridge inspections. Three bridge repairs in Punta Gorda Isles. One bridge on Aqui Esta Drive. Carry over unspent funds. Funding provides for the repair and maintenance needed to keep City bridges in a safe and functional condition.
Priority:	Infrastructure Sustainability
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.
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	0	0	0	0	0	0	0
Land							
Construction	$108,319	$58,319	$10,000	$10,000	$10,000	$10,000	$10,000
Equipment							
Total	$108,319	$58,319	$10,000	$10,000	$10,000	$10,000	$10,000
Funding Sources							
Fund-GF	$108,319	$58,319	$10,000	$10,000	$10,000	$10,000	$10,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Other							

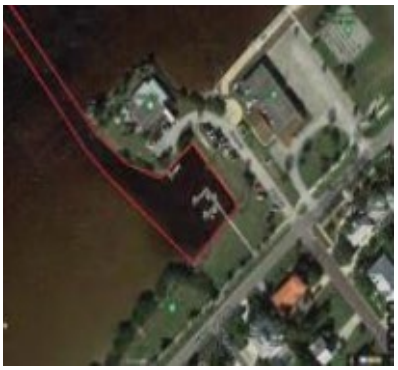
Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	Drainage Improvements
Project Code:	DRAI25
Account #:	301-3004-541-6320
Description/ Justification:	Construction for City-wide regrading of drainage swales, based on video observations of standing water after 72 hours. This is an ongoing project. FY 2025 - 2029: $1,500,000 General Fund Maintain a defined level of service that requires that water not stand in swales for more than 72 hours following the last rainfall.
Priority:	Infrastructure Sustainability
Goal:	To ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices & systems in infrastructure maintenance. Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis.
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	0	0	0	0	0	0	0
Land							
Construction	$4,350,665	$2,850,665	$300,000	$300,000	$300,000	$300,000	$300,000
Equipment							
Total	$4,350,665	$2,850,665	$300,000	$300,000	$300,000	$300,000	$300,000
Funding Sources							
Local-GF	$4,350,665	$2,850,665	$300,000	$300,000	$300,000	$300,000	$300,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	Wooden Composite Pathways, Piers, and Docks
Project Code:	PIERPJ
Account #:	301-3004-519-6300
Description/ Justification:	The 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. FY 2024-2029: Replace wooden composite dock and handrails with composite along City waterfront areas. Carryover funds unspent. These are necessary repairs and replacements for City's infrastructure sustainability of the Harborwalk and other pathways and docks throughout our parks
Priority:	Infrastructure Sustainability
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.
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	0	0	0	0	0	0	0
Land							
Construction	$900,000	$200,000	$100,000	$150,000	$150,000	$150,000	$150,000
Equipment							
Total	$900,000	$200,000	$100,000	$150,000	$150,000	$150,000	$150,000
Funding Sources							
Fund-GF	$900,000	$200,000	$100,000	$150,000	$150,000	$150,000	$150,000
Impacts on Operations (negative enry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	Channel and Basin Dredging at Boat Club Area
Project Code:	BCDRDG
Account #:	301-3004-572-6359
Description/ Justification:	Engage a consultant to obtain permitting for maintenance dredging of the Boat Club channel and basin. Perform dredging. Remove concrete dock - completed FY 2025: UNFUNDED dredge basin and channel: $200,000. Staff to apply for Mac Grant. The channel and basin have silted which limits access to the public, boating, and sailing clubs. Concrete dock was removed.
Priority:	Infrastructure Sustainability, Quality of Life
Goal:	To ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance. Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis. Achieve status as a waterfront destination for land and water visitors through implementing selected recommendations in the 2019 Punta Gorda Citywide Master Plan over the next five years.
Community Impact:	Quality of life and safety



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$10,000	$10,000	$0	$0	$0	$0	$0
Land							
Construction	$230,000	$30,000	$200,000	$0	$0	$0	$0
Equipment							
Total	$240,000	$40,000	$0	$0	$0	$0	$0
Funding Sources							
Fund-GF	$40,000	$40,000	$0	$0	$0	$0	$0
Local-G	TBD	$0	TBD	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	King Street Improvements
Project Code:	KINGIM
Account #:	301-3005-541-6394/301-3004-541-6394
Description/ Justification:	Design, survey, and construction of King Street due to growth and safety concerns. Funds added in 2024 based on current design and escalated construction costs. Funding: General Fund 20% - $110,000 Mobility Impact Fees 80% - $440,000 Necessary repairs are needed to enhance existing infrastructure including street resurfacing, drainage, lighting, and safety concerns.
Priority:	Infrastructure Sustainability, Quality of Life
Goal:	To ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices & systems in infrastructure maintenance. Apply best management practices and systems in infrastructure maintenance. Maintain the City's high safety rating, emergency response, and storm preparedness
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction	$550,000	$550,000	$0	$0	$0	$0	$0
Equipment							
Total	$550,000	$550,000	$0	$0	$0	$0	$0
Funding Sources							
Fund-GF	$110,000	$110,000	$0	$0	$0	$0	$0
Fund-FSIF	$440,000	$440,000	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Maintenance & Elec	$8,000	$0	$0	$2,000	$2,000	$2,000	$2,000

Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	Railroad Crossing Rehabilitation
Project Code:	RRREHB
Account #:	301-3004-541-6328
Description/ Justification:	Rehabilitation improvements to maintain existing railroad crossings. Funding: FY 2024/2025: Elizabeth Street crossing and sidewalk $450,310. FY 2025/2026: Ann Street crossing $300,000 (no sidewalk), Delayed per Rail Road FY 2026/2027: Boca Grande crossing $325,000 (no sidewalk Note: We are anticipating revised quotes from Seminole Gulf Railway, L.P. The above is Engineering's best estimate. Mandatory rehabilitation of the road and sidewalk crossing involved, with the participation of the City of Punta Gorda and pursuant to the General Agreement with Seminole Gulf Railway, L.P. dated November 15, 2020
Priority:	Infrastructure Sustainability, Quality of Life
Goal:	To ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices & systems in infrastructure maintenance. Apply best management practices and systems in infrastructure maintenance. Maintain the City's high safety rating, emergency response, and storm preparedness
Community Impact:	Infrastructure Sustainability, Quality of Life

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction	$1,075,310	$450,310	$300,000	$325,000	$0	$0	$0
Equipment							
Total	$1,075,310	$450,310	$300,000	$325,000	$0	$0	$0
Funding Sources							
Fund-GF	$1,075,310	$450,310	$300,000	$325,000	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

Dept/Div:	Public Works/Facilities Maintenance
Contact:	Bryan Clemons/Don Ryan
Project Title:	A/C and Computer system replacement
Project Code:	PSAC
Account #:	301-3004-521-6216
Description/ Justification:	Make necessary improvements to the A/C system as needed due to the antiquated system past its life cycle. Necessary replacement to provide the Public Safety Building with a more up-to-date system. 1) Existing: Computer Control (TAC Digital Management System Rev 11.6) Including Danfuss VLT HVAC Drive. Both need to be updated to a newer, end-user-friendly environment. 2) Replace A/C System. 3) Replace/Update Fresh Air Intake. Some engineering will need to be done, both structural (to remove old units from the mezzanine) and mechanical for the specs to replace the a/c units.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality air conditioning and heating to the Public Safety Building. Assuring best long-term practices and lowering cost for A/C, and heating infrastructure maintenance.
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$25,000	$25,000	$0	$0	$0	$0	$0
Construction	$100,000	$100,000	$0	$0	$0	$0	$0
Equipment	$125,000	$125,000	$0	$0	$0	$0	$0
Total	$250,000	$250,000	$0	$0	$0	$0	$0
Funding Sources							
Local-GF	$250,000	$250,000	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other – Maint/Electric	-$4,000	$0	$0	-$1,000	-$1,000	-$1,000	-$1,000

Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	Carwash Bay Improvement
Project Code:	TRKWSH
Account #:	301-3004-519-6300
Description/ Justification:	The Carwash Bay requires repairs every month due to the high pressure of the water/plumbing which cannot handle the pressure to ensure the fleet equipment is cleaned properly. The plumbing needs to be enhanced to resolve the increased repairs.
Priority:	Infrastructure Sustainability
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.
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	$47,000	$0	$47,000	$0	$0	$0	$0
Total	$47,000	$0	$47,000	$0	$0	$0	$0
Funding Sources							
Fund-GF	$47,000	$0	$47,000	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Other							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

Dept/Div:	City Manager/Urban Design
Contact:	Lisa Hannon
Project Title:	Living Shoreline - Tiki Point at Harborwalk
Project Code:	LIVSH1. LIVSH2, LIVSH3
Account #:	301-3004-538-6377
Description/ Justification:	This is a multi-year project consisting of planning, design, engineering and construction of a living shoreline along a segment of the City's Harborwalk FY 2022: Grant application and Cost - $8,458 – General Fund FY 2024-2027: Project Execution of tasks $1,313,238 – various funding sources Funding Sources: $8,458 – General Fund $590,957– FL Resiliency Grant $320,000 – CHNEP EPA Grant $98,674 - City match In-Kind General Fund personnel $303,607 – Special Use Fund
Priority:	Infrastructure Sustainability
Goal:	Apply best management practices and systems in infrastructure maintenance and Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands
Community Impact:	The project will help mitigate flooding risks, buffer the effects of storms, reduce further erosion and reflection/deflection from existing seawalls and improve the resilience of the 423-acre area.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$533,992	$533,992	$0	$0	$0	$0	$0
Construction	$787,704	$787,704	$0	$0	$0	$0	$0
Total	$1,321,696	$1,321,696	$0	$0	$0	$0	$0
Funding Sources							
State - G	$590,957	$590,957	$0	$0	$0	$0	$0
Federal – G	$320,000	$320,000	$0	$0	$0	$0	$0
Local - GF	$107,132	$107,132	$0	$0	$0	$0	$0
Local - OF	$303,607	$303,607	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
TBD							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Dept/Div:	City Manager/Urban Design
Contact:	Lisa Hannon
Project Title:	Park Improvements - Citywide
Project Code:	Various
Account #:	301-3004-572-6332
Description/ Justification:	FY 2022-2024: Nature Park – Phase I and II: Engineering funded via the ADA Improvements - Citywide CIP for $180,650 consistent with ADA Transition Plan. Included in 1% Sales Tax and not in Pak impacts. FY 2022-2025: Construction Phase I - Nature Park Trail Improve and repair nature trail, including the fishing pier, boardwalk, drainage, and ADA - Planning Estimate: $355,000 FY 2026-2029: Construction Phase II- Nature Park Trail Improve and repair nature trail, including the fishing pier, drainage, and ADA - Planning Estimate: $350,000 Future improvements to be determined by park need(s). Projects could include Nature Park Phase II, Henry St property improvements, Ponce de Leon additional facilities, Trabue Park improvements, Veterans Park improvements, Laishley Park improvements, or other growth-related park improvements. Other Park Impact Fee projects on separate CIP sheets: FY 2022-2024 Laishley Park Playground and Interactive Fountain $425,000 FY 2025-2027 Henry Property Improvements $250,000 Funding – Park Impact Fees.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Community Impact:	Increase the level of service for existing park facilities and amenities to accommodate population growth and maintain the level of service for recreation and open space delivery.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Construction	$705,000	$313,946	$41,054	$100,000	$100,000	$75,000	$75,000
Total	$705,000	$313,946	$41,054	$100,000	$100,000	$75,000	$75,000
Funding Sources							
Local-FSIF	$705,000	$313,946	$41,054	$100,000	$100,000	$75,000	$75,000
Impacts on Operations (negative entry indicates operating reduction)							
Repair and maintenance	$20,000	$0	$2,500	$2,500	$5,000	$5,000	$5,000

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	Sidewalk Improvements
Project Code:	TBD
Account #:	301-3005-541-6319
Description/ Justification:	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 planning to include necessary ADA improvements. Staff is proposing to use the funding each year to make connections between existing discontinuous sidewalk facilities. Tentative – sidewalk at Aqui Esta Dr and Bal Harbor Blvd for Nature Park access. Projects may also include King Street improvements, West Henry Street improvements or connections, Historic District infrastructure, Various Complete Street Improvements (Airport Rd, Cooper St, Shreve St, Virginia Ave), Harborwalk US 41 NB Bridger Underpass, Harborwalk East Phase II, Alligator Creek US 41NB Pedestrian Bridge II or other priority growth related mobility projects. Projects scheduled on separate CIP forms FY 2025 – FY 2029: King Street improvements, Airport Road complete street, and Historic District infrastructure. To provide safe access for pedestrians and school children along heavily used routes, in conjunction with state policies and the City's Comprehensive Plan.
Priority:	Infrastructure Sustainability & Quality of Life
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. Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands. Support and promote a pedestrian and bicycle-friendly community.
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Construction	$172,481	$172,481	$0	$0	$0	$0	$0
Equipment							
Total	$172,481	$172,481	$0	$0	$0	$0	$0
Funding Sources							
Fund-FSIF	$172,481	$172,481	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Other-Maint	$2,000	0	0	$500	$500	$500	$500

Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	Laishley Fishing Pier and Seawall
Project Code:	LPPIER
Account #:	301-3004-575-6311
Description/ Justification:	The Laishley Fishing Pier needs repairs due to deterioration as a result of saltwater corrosion to the steel within the concrete. An engineering study has been completed. The deck needs to be replaced, the pilings need jackets and the pile caps need sealing. It was recommended that the sidewalk be jacked again. These are necessary repairs for the City's infrastructure sustainability of the Laishley Fishing Pier. Funded from Special Use Fund - $1,070,000
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure a safe pier for fishing and sightseeing.
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$70,000		$70,000				
Land	$0		$0				
Construction	$1,000,000		$1,000,000				
Equipment	$0		$0				
Total	$1,070,000		$1,070,000				
Funding Sources							
Fund-OF	$1,070,000		$1,070,000				
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	Downtown Flooding Phase III
Project Code:	DWTNFD
Account #:	301-3004-541-6316
Description/ Justification:	The City experiences flood conditions on a regular basis in its downtown area as a result of high tides, and is compounded by rainfall. The flooding is exacerbated even more during wind events that create surge within the receiving waters of Charlotte Harbor/Peace River. Recent tropical events have caused significant flooding of streets, homes, businesses and City properties. The City is seeking a Professional Engineering and Surveying Firm to study the drainage system in the downtown area to identify possible solutions to reduce or eliminate flooding in the downtown area. Some of the drainage systems to be examined and possibly modified maybe owned by the Florida Department of Transportation and/or Charlotte County. This project is expected to be a large scale multi-phased project. FY 2025: $150,000 in General Fund for study; $1,375,907 funded from special use to begin engineering and construction once options are provided from study. FY 2026: Unfunded
Priority:	Infrastructure Sustainability, Quality of Life
Goal:	Maintain and enhance the City's infrastructure to ensure improved function and longevity. Apply best management practices & systems in infrastructure maintenance and improvements. Maintain the City's high safety rating, emergency response, and storm preparedness.
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$750,000	$0	$500,000	$250,000	$0	$0	$0
Land	$0	$0	$0	$0	$0	$0	$0
Construction	$1,875,907	$0	$875,907	$1,000,000	$0	$0	$0
Equipment	$0	$0	$0	$0	$0	$0	$0
Total	$2,625,907	$0	$0	$0	$0	$0	$0
Funding Sources							
OF – Special Use	$1,375,907	$0	$1,375,907	$0	$0	$0	$0
UNFUNDED	TBD	$0	$0	TBD	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual	TBD	$0	$0	$0	TBD	TBD	TBD
Equipment							

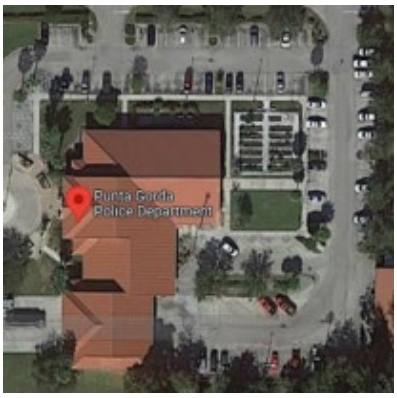
UNFUNDED PROJECTS
CAPITAL IMPROVEMENTS PROGRAM
FY 2025 - FY 2029
(All figures in thousands of dollars)

SOURCE OF FUNDING UNIDENTIFIED PROJECT IDENTIFICATION	Page#	TOTAL REQUESTED FUNDING (UNFUNDED)	APPLY FOR GRANT
Only unfunded portion for partially funded projects:			
Complete Street - Airport Rd Improvements	369	1,889	
Ponce de Leon Park Improvements	373	2,000	
Harborwalk-US41SB Bridge Approach Lighting (decorative standards)	372	400	
Henry St Property Improvements	363	1,160	
Bayfront Activity Center	367	Unknown	
Public Safety Building Expansion	366	Unknown	
Historic District Infrastructure	368	1,250	Yes
Complete Street - Shreve Street	371	90	
Traffic Signal - Burnt Store Rd and Home Depot	374	1,100	
Complete Street - US 41 - Airport to Carmalita	375	519	
Channel and Basin Dredging at Boat Club Area	385	200	Yes
Stormwater Drainage Improvement-Downtown	394	Unknown	
Fully unfunded projects:			
Public Safety Building Fencing	396	100	
Pickleball Court Fence Replacement	397	110	
Boat Club Basin - Day Docks	398	75	
W. William St. Drainage Improvements	399	140	
Glasgow Avenue Improvements	400	700	
Gateway Alley 100 Block W Marion Ave at Herald Court	401	355	
Sidewalk Connections W Marion: Bal Harbor to Shreve Street	402	1,824	
Sidewalk Connections Via Tripoli: Mineo Dr to Magdalina Dr	403	165	
Sidewalk Improvement Phase I	404	432	
Unimproved Alleyway	405	750	
Baynard/Vasco Sidewalk Improvements	406	486	
Harborwalk East - Phase II	407	1,824	
Bicycle Capital Improvement Program	408	1,459	
Harborwalk - US 41 NB Bridge Underpass Improvements	409	243	
Virginia Ave Complete St Improvements - Harvey St. to US 41	410	973	
Maud Street Angled Parking	411	334	
Royal Poinciana Improvements Complete St	412	3,040	
Tropicana & Marion Sidewalk Enhancement	413	365	
Historic District Street Lights	414	669	
Gilchrist Park - Harborwalk Improvements (Seating and Shade)	415	426	
Historic District Interpretation Markers	416	608	
Harborwalk - Laishley Park Marriage Point	417	912	
Veteran's Park Shade Structure(s)	418	426	
Trabue Park Improvements	419	1,520	
South Punta Gorda Park (Firestation II)	420	1,216	
Harborwalk West - Area 3	421	1,800	
PROJECT CATEGORY - UNFUNDED TOTAL		29,560	

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	Public Safety Building Fencing
Project Code:	TBD
Account #:	TBD
Description/ Justification:	Install approximately 190 feet of 8-foot high vinyl privacy fence from near the NE corner of the building along Ann Street including two pedestrian access gates and a vehicle access gate. Install approximately 160 feet of 8-foot high chain link fence along the east side of the property to tie to the building in the SE corner of the property. Install approximately 30 feet of 8-foot high chain link fence from SE corner of the building to tie to the existing fence along the south property line. Vehicle access includes a fast cycle opener and necessary electrical for opener. Also included are clickers for staff. Provide security, restricted access to Public Safety Vehicle Parking lot, and prevent access other than Public Safety Employees.
Priority:	Infrastructure Sustainability, Safety, Quality of Life
Goal:	Apply best management practices & systems in infrastructure maintenance; Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis.
Community Impact:	Quality of Life and safety



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction	$100,000						
Equipment							
Total	$100,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual-annual	$1,000						
Equipment							
Other							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	Pickleball Court Fencing Replacement
Project Code:	TBD
Account #:	TBD
Description/ Justification:	Engineering design/review to ensure fence can support acoustic panels. Remove existing fencing, perimeter, and court divide. Install new 10-foot schedule 40 minimum fencing around the exterior with the addition of schedule 40 minimum poles along the bottom of the fencing to extend the life of the fence install. Replace the 6-foot court divide fence. To include gates also. May require ribbon curbing installation or other court repairs due to the removal of existing fencing.
Priority:	Infrastructure Sustainability
Goal:	Apply best management practices & systems in infrastructure maintenance; Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis.
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$10,000						
Land							
Construction	$100,000						
Equipment							
Total	$110,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	Boat Club Basin – Day Docks
Project Code:	TBD
Account #:	TBD
Description/ Justification:	Due to Hurricane Ian damage, the day docks/pilings were damaged. FEMA is expected to reimburse for 4 of the docks/pilings. The city will require funds to replace the remaining 3.
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, and healthy ecosystems.
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. Maintain the City's high safety rating, emergency response, and storm preparedness
Community Impact:	Quality of life and Safety – Provide safe access for pedestrians and school children along heavily used routes, in conjunction with state policies and the City's Comprehensive Plan.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction	$75,000	$0	$0	$0	$0	$0	$0
Equipment				$0	$0	$0	$0
Total	$75,000	$0	$0	$0	$0	$0	$0
Funding Sources							
UNFUNDED	TBD	$0	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Contractual							
Other							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	West William Street Drainage Improvements
Project Code:	TBD
Account #:	TBD
Description/ Justification:	Relocate existing drainage patterns from private property to enhance drainage to city-owned Right of Way. This would include regrading existing swales and installing new drainage structures and piping along McGregor from W. William Street to the tidal canal. Will require sidewalk and driveway replacements. Including surveying and environmental permitting. Construction plans to be done by the Public Works Engineering Department.
Priority:	Infrastructure Sustainability
Goal:	Apply best management practices & systems in infrastructure maintenance; Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis.
Community Impact:	Reduce localized flooding along West William, Gill St, Helen St, Lemon St, and McGregor St.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$15,000						
Land							
Construction	$125,000						
Equipment							
Total	$140,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Annual Maintenance	$1,000						

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

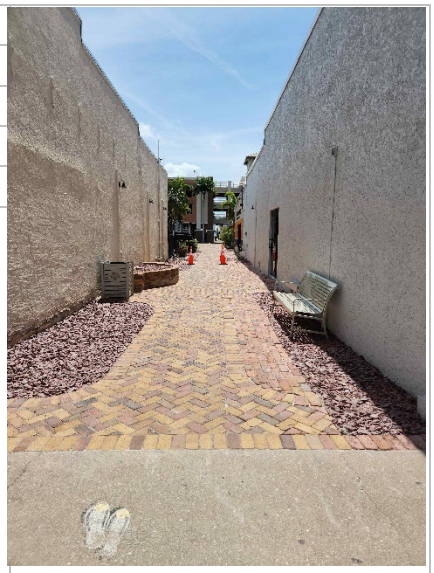
Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	Glasgow Avenue Improvements
Project Code:	TBD
Account #:	TBD
Description/ Justification:	Due to the residential development to the south of Glasgow Avenue and the anticipated commercial development to the north, this roadway may need to be improved to City standards. The current roadway is approximately 16 feet in width. The roadway may need to be widened to at least 22 feet. Possible swale improvements may be necessary. Project would include surveying, engineering, and permitting. These improvements may become necessary between Jones Loop and Mac Heather Street.
Priority:	Infrastructure Sustainability, Quality of Life
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. Maintain the City's high safety rating, emergency response, and storm preparedness
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$100,000						
Land							
Construction	$600,000						
Equipment							
Total	$700,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Mowing, Maint., Utilities - Annually	$4,000						

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	City Manager/Urban Design
Contact:	Lisa Hannon
Project Title:	Gateway Alley 100 Block W Marion Ave at Herald Court
Project Code:	TBD
Account #:	TBD
Description/ Justification:	Project to reconstruct the pedestrian alley on the 100 Block of W Marion Ave. This alley provides a pedestrian gateway from the Herald Court Center Parking Garage to the businesses and properties along W Marion Ave. Walkway surface, landscaping, lighting, seating and other aesthetic amenities require updating and replacement to meet current City standards and best practices for ADA accessibility, lighting (safety and aesthetics), and stormwater management. Project will include modifications to the brick sidewalk on the north side of Herald Court. Planning (FY 2025 or TBD): $10,000 Engineering (FY 2025 or TBD): $45,000 Construction (FY2026 or TBD): $300,000
Priority:	Quality of Life
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Community Impact:	Quality of life and Safety – Provide safe access for pedestrians and school children along heavily used routes, in conjunction with state policies and the City's Comprehensive Plan.



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Planning	$10,000						
Design	$45,000						
Construction	$300,000						
Total	$355,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Annual maint. and utilities – annually	$500						

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	Urban Design
Contact:	Lisa Hannon
Project Title:	Sidewalk Connections W Marion: Bal Harbor to Shreve
Project Code:	TBD
Account #:	TBD
Description/ Justification:	This is a 2-3-year project. Design preliminary concept plan for sidewalk replacements and intersection treatments along the south side of W Marion Ave, from Bal Harbor to W Henry St, and W Henry to Shreve St, followed by design engineering, permitting, and land/easement acquisition(s) and construction. Planning Estimates – Total $1,824,000: Design & Permitting - $425,600 Land/Easements- $182,400 Construction - $972,800 Contingency - $243,200 Funding: $1,824,000 UNFUNDED This implements the City's Transportation Element of the 2045 Comprehensive Plan providing a level of service for all users by enhancing pedestrian safety and connectivity.
Priority:	Infrastructure Sustainability, Quality of Life
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Support and promote a pedestrian and bicycle friendly community through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.
Community Impact:	This project will create better and safer connections for residents between the Punta Gorda Isles neighborhood and the Historic District within Fishermen's Village area.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design	$425,600						
Land	$182,400						
Construction	$1,216,000						
Equipment							
Total	$1,824,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance & utilities $1,500 annually							

City of Punta Gorda, Florida — Capital Improvement Program FY 2025 – FY 2029

UNFUNDED PROJECT

Dept/Div:	Urban Design
Contact:	Lisa Hannon
Project Title:	Sidewalk Connections Via Tripoli
Project Code:	TBD
Account #:	TBD
Description/ Justification:	Sidewalk on Via Tripoli from Mineo Drive to Magdalina Drive recommend to connect this area to the lager City sidewalk network providing greater mobility and enhanced safety. This project will include sidewalk design including at least nine driveway crossings and four intersection treatments. Engineering Design: $40,000 Easements: None currently expected Construction: $130,340 This implements the City's Transportation Element of the 2045 Comprehensive Plan providing a level of service for all users by enhancing pedestrian safety and connectivity.
Priority:	Infrastructure Sustainability, Quality of Life
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Support and promote a pedestrian and bicycle friendly community through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.
Community Impact:	This project will create better and safer connections for residents between the Punta Gorda Isles neighborhood and the Historic District within Fishermen's Village area.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design	$40,000						
Land [easement]	$0						
Construction	$130,340						
Equipment							
Total	$170,340						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance $500 annually							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	Sidewalk Improvement Phase I
Project Code:	TBD
Account #:	TBD
Description/ Justification:	Continue construction of various sidewalks located throughout the City (new and repair) as needed on a priority basis.

Priority:	Infrastructure Sustainability
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. Establish a five-year capital improvements program that ensures infrastructure is in place
Community Impact:	Quality of life and safety - Provide safe access for pedestrians and school children along heavily used routes, in conjunction with state policies and the City's Comprehensive plan.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$0						
Land	$0						
Construction	432,000						
Equipment	$0						
Total	432,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	Public Works
Contact:	Bryan Clemons
Project Title:	Unimproved Alleyway
Project Code:	TBD
Account #:	301-3004-541-6392
Description/ Justification:	Make necessary improvements to alleyways as needed due to growth and development along unimproved alleyways. Requested $150,000 per year – UNFUNDED Necessary repairs to provide safe access and drainage to homes.
Priority:	Infrastructure Sustainability
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.
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$150,000						
Land							
Construction	$600,000						
Equipment							
Total	$750,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	Urban Design
Contact:	Lisa Hannon
Project Title:	Baynard/Vasco Sidewalk Improvements
Project Code:	BAYVAS
Account #:	TBD
Description/ Justification:	This 2-year project will connect missing sidewalk sections to provide safe connections from the residential community to the commercial section giving access to a variety of destination points and a safe route to commercial, retail, and other areas. Design and construct the missing sidewalk connection at Shreve St from Pompano Road to Vasco St and along Baynard from Vasco to Aqui Esta. Planning Estimates – Total $486,400: Design & Permitting - $91,200 Construction - $364,800 Contingency - $30,400 $486,400 UNFUNDED
Priority:	Infrastructure Sustainability
Goal:	Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods through collaboration with applicable granting agencies and City investment in pathways.
Community Impact:	This project will provide a safe pedestrian route to commercial, retail, and other areas for all users.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Planning							
Design	$91,200						
Construction	$395,200						
Equipment							
Total	$486,400						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Mowing, maint, and electric $1,000 per year							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

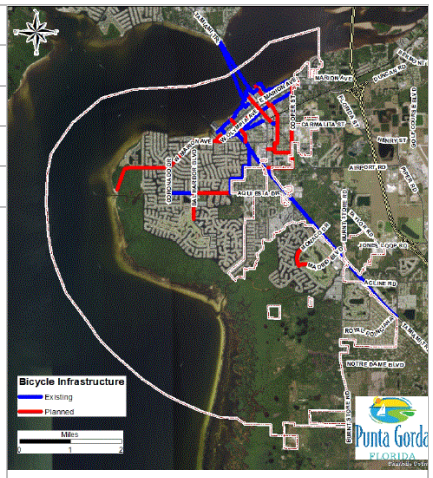
Dept/Div:	Urban Design
Contact:	Lisa Hannon
Project Title:	Harborwalk East - Phase II
Project Code:	TBD
Account #:	TBD
Description/ Justification:	Design and Engineering: includes environmental permitting along the Harborwalk gap from Adrienne Avenue to Cooper Street to include landscape, decorative lighting, and wayfinding signage; approximately 700 feet. Then construct. Cost estimated pending design and schedule of values – Total $1,824,000: Design & Permitting - $486,400 Construction - $1,216,000 Permit/Contingency - $121,600 Note: City is looking for environmental grants to supplement funding. Completing a critical link between the existing Harborwalk and the proposed Cooper Street pathway will provide access to various destination points and a safe route to commercial, medical, retail, historical, and downtown areas of Punta Gorda. Completion will contribute to the City's urban mobility, creating a strong, viable community.
Priority:	Infrastructure Sustainability
Goal:	Complete an 18-mile pedestrian/bicycle pathway connecting neighborhoods through collaboration with applicable granting agencies and City investment in pathways.
Community Impact:	Expands existing park features and provides a safe route to areas of Punta Gorda for residents and tourists.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Planning							
Design	$486,400						
Construction	$1,337,600						
Equipment							
Total	$1,824,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maint, electric, irrigation $5,000 annually							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

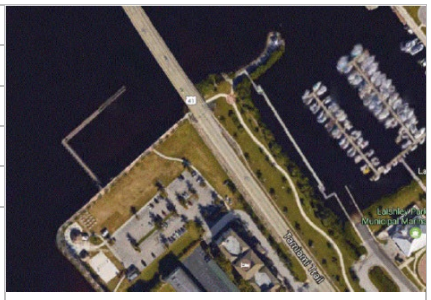
Dept/Div:	Urban Design
Contact:	Joan LeBeau
Project Title:	Bicycle Capital Improvement Program
Project Code:	TBD
Account #:	TBD
Description/ Justification:	The proposed program is a two-year project that is broken into segments. Project study to review the 2019 Transportation Study, 2019 Plan Punta Gorda - Citywide Master Plan, and 2023 Park and Recreation Master Plan to prepare an implementation plan for the City's Vision of creating a well-connected network of bicycle infrastructure. Improvements may include, but not be limited to, signage, sharrows, pavement markings, and bicycle facilities. The project implements the City of Punta Gorda and the Florida Department of Transportation Complete Streets policies. It also details items identified in the Transportation Element of the City's 2045 Comprehensive Plan and Plan Punta Gorda 2019 Citywide Master Plan. It creates a primary bicycle network that links larger City neighborhoods and commercial nodes together to spur private in key growth areas.
Priority:	Infrastructure Sustainability
Goal:	Establish a five-year capital improvements program ensuring infrastructure is in place to meet projected growth demands and update the plan annually.
Community Benefits:	Supports and promotes a pedestrian and bicycle-friendly community by implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan.



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Planning							
Design	$243,200						
Construction	$1,216,000						
Equipment							
Total	$1,459,200						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Routine maintenance $3,000 annually							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT



Dept/Div:	Urban Design
Contact:	Lisa Hannon
Project Title:	Harborwalk - US 41 NB Bridge Underpass Improvements
Project Code:	TBD
Account #:	TBD
Description/ Justification:	This is a two year project. Design and construction of improvements to Harborwalk underpass at US 41NB (Tamiami Trail) bridge, including lighting. Planning Estimates – Total $243,200: Design - $36,480, Construction - $182,400, Permit - $6,080, Engineering $6,080, Contingency - $12,160. Funding: $36,480 UNFUNDED; $206,720 Grant UNFUNDED. This path widening project will increase the level of service at this existing pinch point in the Harborwalk portion of the Punta Gorda Pathways. In addition, this project will improve site lighting to enhance security and safety of the path.
Priority:	Infrastructure Sustainability, Quality of Life
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Support and promote a pedestrian and bicycle friendly community through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.
Community Impact:	Improve safety for residents and tourists using the path. Add lighting for security purposes enhancing safety for all users.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Planning							
Design	$36,480						
Construction	$206,720						
Equipment							
Total	$243,200						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Mowing, maint, electric $1,000 annually							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	Urban Design
Contact:	Lisa Hannon
Project Title:	Complete Street - Virginia Avenue Improvements – Harvey St to US 41
Project Code:	VIRCOM
Account #:	TBD
Description/ Justification:	Design and construct Street improvements on Virginia Avenue from Harvey Street to US 41, improving existing sidewalks filling in gaps, increasing width throughout downtown, providing decorative crosswalks, parking, lighting, and trees. The project will take two years and will be an internal continuation of the Punta Gorda Pathway project. Planning Estimates – Total $972,800: Design & Survey $182,400, Construction - $668,800, Permit - $9,728, Engineering Services $6,080, Contingency - $105,792 Funding: $972,800 UNFUNDED
Priority:	Infrastructure Sustainability
Goal:	Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods through collaboration with applicable granting agencies and City investment in pathways. Maintain and enhance the City's infrastructure to ensure efficient and effective service.
Community Impacts:	This section safely connects the residential community to commercial sections by providing safe access to various destination points, commercial and retail businesses.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Planning							
Design	$182,400						
Construction	$790,400						
Equipment							
Total	$972,800						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance and electric $5,000 annually							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	Urban Design/Public Works
Contact:	Lisa Hannon / Bryan Clemons
Project Title:	Maud Street Angled Parking
Project Code:	TBD
Account #:	TBD
Description/ Justification:	Maud Street, adjacent to the Visual Arts Center (VAC) and across from Fishermen's Village, offers an opportunity to provide additional parking in a concentrated business area. The project requires engineering and planning for final numbers; however, preliminary conservative observations indicate the potential for 35 or more angled brick paver parking spaces along Maud Street. This will alleviate parking congestion and promote parking safety. Continuing the City's theme of paved parking spaces is suggested. Engineered drawings and detailed cost estimates are needed; however, after a brief consultation with Urban Design, a preliminary cost estimate of $334,400 is provided for 35 angled spaces. The VAC sits on City of Punta Gorda public land, is landlocked, and needs additional parking for customer safety and convenience. In addition to the current need for additional parking, anticipated VAC expansion to accommodate citizen and visitor demand for classes and free and open to the public exhibits will create the need for additional parking. The parking spaces are in a concentrated business and retail area in need of more parking and will relieve congestion and accommodate multiple businesses within the area, promoting economic development.
Priority:	Infrastructure Sustainability
Goal:	To expand parking opportunities and sidewalks for customers and business patrons in the Visual Arts Center / Fishermen's Village market area along Maud St.
Community Impact:	Increase the level of service and promote economic development within the Visual Arts Center / Fishermen's Village market area along Maud St to provide additional and safe vehicular parking for all residents and businesses.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Planning/Engineering	$18,240						
Land	$0						
Construction	$316,160						
Equipment	$0						
Total	$334,400						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance, irrigation $1,500 annually							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

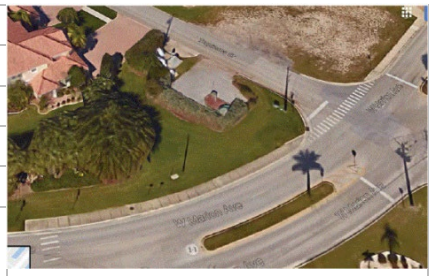
Dept/Div:	Urban Design
Contact:	Lisa Hannon
Project Title:	Royal Poinciana Improvements Complete Street
Project Code:	TBD
Account #:	TBD
Description/ Justification:	Preliminary Concept Design Completed. Design and construct Complete Street Concept for Royal Poinciana between US41 and Burnt Store Road, to include pavers and landscaping, bicycle facilities, ADA improvements, high visibility crosswalks, and decorative finish intersections where appropriate. Cost Estimated pending design and schedule of value – Total $3,040,000: Design & Permitting - $304,000 Construction - $ 2,432,000 Contingency - $304,000 A continuation of the Punta Gorda Pathways, this "leg" of the project would be a connection from South Punta Gorda US 41 Multi-Use Recreational Trail (MURT) to SunTrail Network.
Priority:	Infrastructure Sustainability
Goal:	Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods by collaborating with applicable granting agencies and City investment pathways.
Community Impact:	Maintains and enhances the City's infrastructure, ensuring a safe, efficient, and effective pedestrian and bicycle pathway network for all users.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Planning							
Design	$304,000						
Construction	$2,736,000						
Equipment							
Total	$3,040,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maint, electric, irrigation $5,000 annually							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	Urban Design
Contact:	Lisa Hannon
Project Title:	Tropicana and Marion Sidewalk Enhancement
Project Code:	TBD
Account #:	TBD
Description/ Justification:	Design preliminary concept plan for a sidewalk extension from Marion Ave to Hibiscus Dr. to enhance public safety. Preliminary estimate – Total $364,800: Design and Permitting $60,800 Construction $243,200 Contingency/Permitting $60,800 Funding: $364,800 UNFUNDED Implement the City's Transportation Element of the 2045 Comprehensive Plan to provide a level of service for all users by enhancing pedestrian safety and connectivity.
Priority:	Infrastructure Sustainability, Quality of Life
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Support pedestrian/bicycle friendly community through implementing the policies of the Comprehensive Plan.
Community Impact:	This project will create better and safer connections for residents.

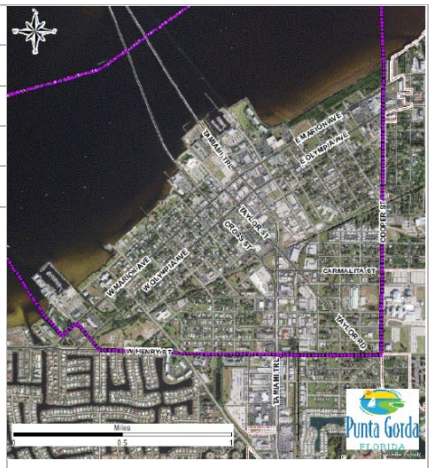


Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Planning							
Design	$60,800						
Construction	$304,000						
Equipment							
Total	$364,800						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance & utilities $2,500 annually							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	Urban Design
Contact:	Lisa Hannon
Project Title:	Historic District Street Lights
Project Code:	TBD
Account #:	TBD
Description/ Justification:	This 2-year project consists of an engineering study to identify the missing decorative lighting connections in the Historic District, followed by engineering and construction documents and installation. Engineering Study - $60,800 Design & Permitting - $152,000 Construction - $364,800 Contingency/Permit - $91,200 Total Anticipated Cost $668,800 Funding: $668,800 UNFUNDED To enhance the safety, security, and aesthetic appeal of the Historic District. This project will also maintain the character of Historic Punta Gorda in keeping with the branding activities of the City.
Priority:	Infrastructure Sustainability, Quality of Life
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Support and promote a pedestrian/bicycle-friendly community through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.
Community Impact:	Provide consistent aesthetic streetscape character throughout the historic downtown while enhancing safety for all residents and tourists.



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Planning	$60,800						
Design	$152,000						
Construction	$456,000						
Equipment							
Total	$668,800						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance, electric $1,500 annually							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECTS

Dept/Div:	Urban Design
Contact:	Lisa Hannon
Project Title:	Gilchrist Park - Harborwalk Improvements (Seating and Shade)
Project Code:	TBD
Account #:	TBD
Description/ Justification:	The project consists of conceptual design and engineering plans – available options may include but are not limited to a pergola, shelter, shade structure, benches, seating wall, covered swing/bench, and landscaping/shade trees. Manufacturing and installation costs are estimated only pending design and schedule of value. Design & Permitting - $72,960 Construction - $304,000 Contingency - $48,640 Total Anticipated Cost $425,600 Funding: $425,600 UNFUNDED To enhance the usability and aesthetic appeal of Gilchrist Park and Harborwalk by providing additional comfort via additional seating and shade options.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure an efficient and effective level of service and quality aesthetic appeal.
Community Impacts:	Enhance the usability of Harborwalk for key events and pedestrians by providing additional comfort to all participants via shade and seating.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Planning							
Design	$72,960						
Construction	$352,640						
Equipment							
Total	$425,600						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance $1,000 annually							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	Urban Design
Contact:	Lisa Hannon
Project Title:	Historic District Interpretation Markers
Project Code:	TBD
Account #:	TBD
Description/ Justification:	A 2-year project will identify the historical point(s) of interest and historical significance throughout the City's Historic District. Design and develop a historic interpretative marker (signage/wayfinding) plan that identifies the historical point of interest to create a unified message for Historic Punta Gorda while recognizing the unique aspects of the historic areas. Manufacture and installation of markers. Construction: (cost estimated only pending design and schedule of value) Design & Permitting - $152,000 Construction - $364,800 Contingency/Permit - $ 91,200 Total Anticipated Cost $608,000 Funding: $608,000 UNFUNDED To preserve and enhance the City's small town charm by celebrating the unique history of our community in alignment with the City's Harborside Hometown brand.
Priority:	Quality of Life
Goal:	Support, promote and maintain the City's historic character.
Community Impact:	Preserve an important asset that celebrates part of Punta Gorda's unique history, providing educational features throughout downtown Historic Punta Gorda.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Planning							
Design	$152,000						
Construction	$456,000						
Equipment							
Total	$608,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance $1,500 annually							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	Urban Design
Contact:	Lisa Hannon
Project Title:	Harborwalk – Laishley Park Marriage Point
Project Code:	TBD
Account #:	TBD
Description/ Justification:	This is a 1 to 2-year project. Design and Construct hardscape and landscape improvements including installation of new gazebo at Marriage Point in Laishley Park to address ADA issues outlined in the City's ADA Transition Plan. Construction (cost estimated only pending design and schedule of value): Design & Permitting - $182,400 Construction - $668,800 Contingency/Permit - $60,800 Total Anticipated Cost $912,000 Funding: $912,000 UNFUNDED Marriage Point has not received any improvements in over 18 years and is in need of an update and improvements.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Community Impact:	Increase and enhance the use of the area for residents and tourists alike. In addition provides improved accessibility for all users.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Planning							
Design	$182,400						
Construction	$729,600						
Equipment							
Total	$912,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance, electric $3,000 annually							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	Urban Design
Contact:	Lisa Hannon
Project Title:	Veterans Park Shade Structure(s)
Project Code:	TBD
Account #:	TBD
Description/ Justification:	Design, engineer, manufacture, and install shade structure(s) in Veterans Park open area by the gazebo. Estimate $425,600 Funding: $425,600 UNFUNDED
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Community Impact:	Enhance the usability of Veterans Park for key events by providing additional comfort to participants via shade.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Planning							
Design	$60,800						
Construction	$364,800						
Equipment							
Total	$425,600						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Annual Maintenance							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

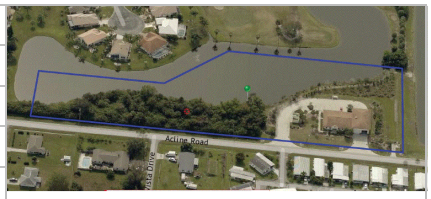
Dept/Div:	Urban Design
Contact:	Lisa Hannon
Project Title:	Trabue Park Improvements
Project Code:	TBD
Account #:	TBD
Description/ Justification:	This is a 2-year project. Development of conceptual design to best utilize the park property. Design Engineering & Permitting (includes design commission for public art or architectural gateway feature). Construct. Cost estimated only pending design and schedule of value. Design & Permitting - $304,000 Construction - $ 1,094,400 Contingency - $121,600 Total Anticipated Cost $1,520,000 Funding: $1,520,000 UNFUNDED Implementation of the City's Recreation & Open Space Element of the Comprehensive Plan to provide a recreational level of service for all users. Create a gateway feature at the eastern entry of the City, enhancing the appearance of the Medical District.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Community Impact:	Enhances the City residents' quality of life by providing an additional park thereby increasing and improving the level of service.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Planning							
Design	$304,000						
Construction	$1,216,000						
Equipment							
Total	$1,520,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Utilities and maintenance $10,000 annually							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	Urban Design
Contact:	Lisa Hannon
Project Title:	South Punta Gorda Park (Old Firestation II)
Project Code:	TBD
Account #:	TBD
Description/ Justification:	This Park project is a 3-year project. 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. Design, Engineering & Permitting, and Construction (cost estimated pending design and schedule of value) Design - $273,600* Construction - $ 820,800 Contingency / Permit - $121,600 Total Anticipated Cost $1,216,000 Funding: $1,216,000 UNFUNDED *City Engineer could do engineering. 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. Enhance the level of service of park facilities in compliance with the standards adopted in the City's Recreation and Open Space Element of the 2040 Comprehensive Plan.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Community Impact:	The development of a park in this area will increase the level of service to accommodate population growth and maintain a level of service for the delivery of recreation and open space.



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$273,600						
Construction	$942,400						
Equipment	$0						
Total	$1,216,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maint., utilities, irrigation, mowing $5,000 annually							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

UNFUNDED PROJECT

Dept/Div:	Urban Design
Contact:	Lisa Hannon
Project Title:	Harborwalk West - Area 3
Project Code:	HWALK3
Account #:	TBD
Description/ Justification:	Design Harborwalk West along Retta to Linear Park to include 2-foot bridges, decorative lighting, landscaping, and on-street parking. Public Works completed a small portion of the lighting in FY 2021. Planning Estimates Only: Design & Permitting - $364,800 Contingency - $304,000 Construction - $1,520,000 Total Anticipated Cost $2,188,800 Funding: $2,188,800 UNFUNDED A critical link in Punta Gorda Pathways, Harborwalk runs along the waterfront and extends from Cooper Street to Fisherman's Village. A necessary project to provide access to various destination points and a safe route to commercial, retail, historical, and downtown areas.
Priority:	Infrastructure Sustainability
Goal:	Completing the 18-mile pedestrian/bicycle pathway will connect neighborhoods through collaboration with applicable granting agencies and City investment. Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.
Community Impact:	Completing the Pathways will contribute to the City's urban mobility and help create a strong, viable community.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design	$364,800						
Construction	$1,824,000						
Equipment							
Total	$2,188,800						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Mowing, maint, electric, irrigation $11,000 annually							

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 2022 through Budget FY 2025

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Revenue:					
Charges for Service - Water	$ 12,149,441	$ 12,851,386	$ 12,368,915	$ 12,965,265	$ 13,431,505
Charges for Service - Sewer	8,474,157	8,737,026	9,031,560	9,204,930	9,751,515
Charges for Service - Other	396,779	361,312	221,585	318,440	222,690
Other Fees	10,663	48,902	1,400	102,070	6,400
Miscellaneous Revenues	339,431	1,390,483	448,385	1,220,930	449,505
Transfer from Water System Impacts	499,800	499,800	499,800	499,800	499,800
	21,870,271	23,888,909	22,571,645	24,311,435	24,361,415
Projected Carryover-Beginning	9,109,023	9,922,197	11,064,046	14,367,775	10,649,467
Prior Year Encumbrances	140,072	158,674	0	364,770	0
Prior Year Re-Appropriation	58,450	171,000	0	195,537	0
Total Utilities O M & R Revenues	$ 31,177,816	$ 34,140,780	$ 33,635,691	$ 39,239,517	$ 35,010,882
Expenses:					
Utilities Administration	$ 1,159,707	$ 1,196,539	$ 1,486,270	$ 1,354,340	$ 1,522,225
Billings and Collections - Admin	629,032	738,668	780,640	863,660	881,010
Water Treatment	3,659,024	4,179,740	4,884,540	4,893,475	5,283,065
Water Distribution	1,876,965	1,918,119	2,591,075	2,649,845	3,380,165
Wastewater Collection	1,975,834	3,013,517	2,774,665	2,761,160	3,163,345
Wastewater Treatment	3,114,637	3,356,137	4,785,500	4,476,410	4,893,025
Wastewater Fleet/Equip Maint	192,073	196,030	223,775	239,405	211,605
Other NonDepartmental	699,078	809,353	763,845	762,160	999,765
Subtotal Operations	13,306,350	15,408,103	18,290,310	18,000,455	20,334,205
Transfer to State Revolving Debt Fund	999,595	999,595	2,499,595	2,499,595	2,499,595
Transfer to Utilities Construction - Capital	6,620,000	2,805,000	8,090,000	8,090,000	8,270,000
Subtotal Operations, Debt & Transfers	20,925,945	19,212,698	28,879,905	28,590,050	31,103,800
Projected Carryover-End	10,251,871	14,928,082	4,755,786	10,649,467	3,907,082
Total Utilities O M & R Expenses	$ 31,177,816	$ 34,140,780	$ 33,635,691	$ 39,239,517	$ 35,010,882

The Actual FY 2022 and Actual FY 2023 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, defined benefit pension plan and other post employment benefit accruals, insurance recovery for assets, leases and subscription-based IT arrangement accruals.

City of Punta Gorda, Fl
Utilities O. M. R. Fund
Proforma Schedule of Revenues and Expenses
FY 2022 through FY 2029

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues:			3.75%	3.75%	6.00%	6.00%	6.00%	6.00%	6.00%
Total Water Billings	$ 12,149,441	$ 12,851,386	$ 12,368,915	$ 12,965,265	$ 13,431,505	$ 13,498,665	$ 13,566,160	$ 13,633,990	$ 13,702,160
Rate Increase (cumulative)	0	0	0	0	0	809,920	1,672,485	2,590,870	3,568,450
Total Sewer Billings	8,474,157	8,737,026	9,031,560	9,204,930	9,751,515	9,800,275	9,849,275	9,898,520	9,948,010
Rate Increase (cumulative)	0	0	0	0	0	588,015	1,214,250	1,881,015	2,590,755
Septic to Sewer Area 1-Est new revenue	0	0	0	0	0	0	0	0	152,000
Other Charges for Services	396,779	361,312	221,585	318,440	222,690	222,690	222,690	222,690	222,690
License & Permit Revenue	10,663	48,902	1,400	102,070	6,400	6,400	6,400	6,400	6,400
Miscellaneous Revenues	339,431	1,390,483	448,385	1,220,930	449,505	110,660	51,850	53,075	54,340
Transfer from Water & Sewer Impact Fees	499,800	499,800	499,800	499,800	499,800	1,014,800	1,529,800	1,529,800	1,529,800
Annual Assessments - Septic to Sewer Area 1	0	0	0	0	0	0	0	350,000	350,000
Total Utilities OM&R Revenues	21,870,271	23,888,909	22,571,645	24,311,435	24,361,415	26,051,425	28,112,910	30,166,360	32,124,605
Expenses:									
Personnel Expenses	6,112,444	6,785,488	7,908,475	7,261,665	8,427,100	8,793,030	9,179,105	9,583,570	10,007,370
Operating Expenses	3,993,087	4,828,835	6,417,925	6,610,485	6,998,790	6,728,150	6,946,260	7,171,765	7,404,940
Administrative & Computer Overhead	2,737,139	2,958,060	3,213,910	3,215,025	3,604,490	3,714,275	3,825,700	3,940,475	4,058,685
Capital	463,680	835,720	700,000	868,230	1,253,825	700,000	700,000	1,102,000	700,000
Contingency	0	0	50,000	45,050	50,000	50,000	50,000	50,000	50,000
Subtotal Operations	13,306,350	15,408,103	18,290,310	18,000,455	20,334,205	19,985,455	20,701,065	21,847,810	22,220,995
Renewal & Replacement of Infrastructure	1,120,000	1,120,000	1,120,000	1,120,000	1,120,000	1,120,000	1,120,000	1,120,000	1,120,000
Transfer for Capital Improvement Projects	5,500,000	1,685,000	6,970,000	6,970,000	7,150,000	4,285,000	4,800,000	85,000	200,000
Existing Debt Service - RO SRF Loan	999,595	999,595	999,595	999,595	999,595	999,595	999,595	999,595	999,595
Transfer to SRF Fund - reserve incr (decr)	0	0	1,500,000	1,500,000	1,500,000	0	0	0	0
Est. new debt service WWTP	0	0	0	0	0	1,525,000	3,050,000	3,050,000	3,050,000
Est. new debt service - WTP Filtration rehab	0	0	0	0	0	0	3,037,000	3,037,000	3,037,000
Est. new debt service - WTP RO project	0	0	0	0	0	0	0	1,161,000	2,322,000
Est. new debt service - Septic to Sewer	0	0	0	0	0	0	0	0	344,000
Total Utilities Expenses	20,925,945	19,212,698	28,879,905	28,590,050	31,103,800	27,915,050	33,707,660	31,300,405	33,293,590
Revenues in excess (short) of Expenses	944,326	4,676,211	(6,308,260)	(4,278,615)	(6,742,385)	(1,863,625)	(5,594,750)	(1,134,045)	(1,168,985)
Operating Reserves - Beg	9,307,545	10,251,871	11,064,046	14,928,082	10,649,467	3,907,082	2,043,457	(3,551,293)	(4,685,338)
Operating Reserves - End	$ 10,251,871	$ 14,928,082	$ 4,755,786	$ 10,649,467	$ 3,907,082	$ 2,043,457	$ (3,551,293)	$ (4,685,338)	$ (5,854,323)

Assumptions:

Revenue:

FY 2025-2029 6% rate increase each year; rate study scheduled late FY 2024 to determine new rates with updated CIP plan and estimated debt service
FY 2025-2029 Est. 0.5% growth
FY 2025-2026 Interest income based on average balance with 3% interest rate
FY 2025-2029 Water Impact Fee Fund transfer for partial debt service on RO project
FY 2026-2029 Wastewater Impact Fee Fund transfer for partial debt service on WWTP
FY 2027-2028 Estimated annual assessments (20 yrs) for Septic to Sewer Area 1
FY 2028 Estimated sewer revenue from Septic to Sewer project Area 1

Operations Includes:

Personnel Expense:
FY 2025 - Add (2) AMI Technicians in Water Distribution
4% merit incr, proposed 2% pay plan adjustment, defined benefit pension based on reopening with Tier 2 and spread over active employees,
defined contrib pension estimate 40% remain in plan, health insur 6.9% incr, & WC insur est 15% incr.
FY 2026-2029 - 4% merit incr, pension est 5% incr, health insur est. 6% incr & workers comp insur est 10% incr

Operating Expense:
FY 2025- Per Departmental Request; Computer Overhead and Administrative Charges per allocations based on approved budgets; Fire/General Liab insurance 15% est incr;
$355,000 for land lease and $225,000 for hydrant program
FY 2026-2029 - 3% est increase; except Fire/General Liab Insur 5% est incr.

Capital Outlay Expense:
FY 2025 - Per Departmental Request; FY 2025-2029 is targeted at $700,000 average, with additional need in FY 2028.

Renewal & Replacement of Infrastructure:
FY 2025-2029 - Transfer a minimum of $1,120,000 annually to fund recurring renewal and replacement of infrastructure in 5 yr CIP - per adopted financial policy

Transfer for Capital Improvement Projects:
FY 2025-2029 Per 5 year Capital Improvement Plan

Debt Service:

Existing Debt Service:
FY 2025-2029 - Existing Debt Service per schedule for SRF loan on RO plant

New Debt Service:
FY 2025-2029 - Estimated schedule for WWTP improvement project, WTP Filtration project, WTP RO expansion project, and Septic to Sewer area 1
FY 2023-2025 - Transfer of 1 year payment reserve for estimated new debt service for WWTP expansion based estimated construction progess

The Actual FY 2022 and Actual FY 2023 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, insurance recovery for assets and leases and subscription-based IT arrangement accruals.

City of Punta Gorda, FL
Utilities Fund Proforma Schedule of Debt Service and Related Funding Sources
FY 2025 through FY 2029

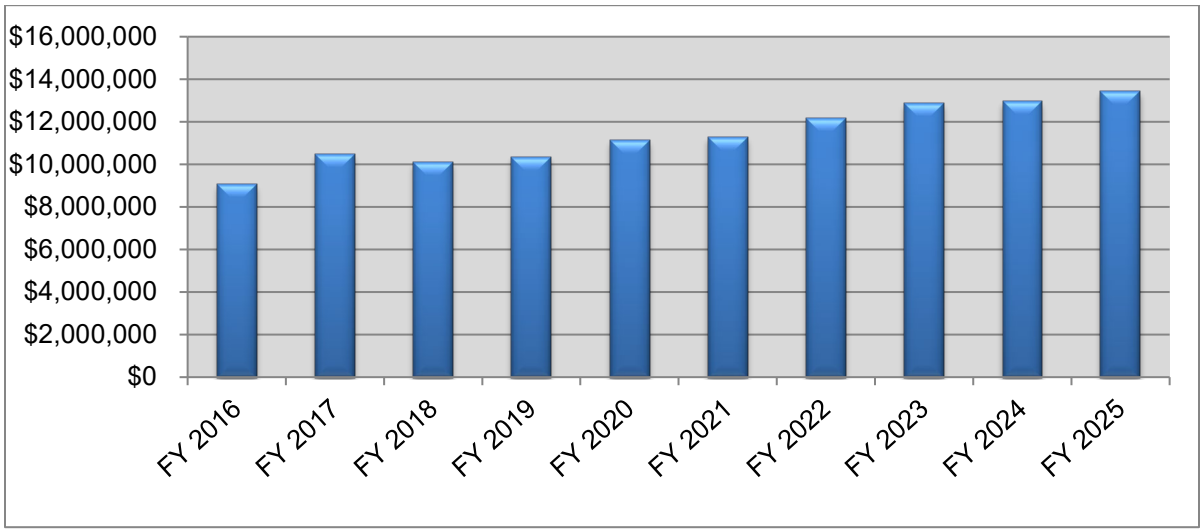
	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Funding Sources for Scheduled Debt:					
Utilities OM&R Fund	$ 499,795	$ 1,509,795	$ 5,556,795	$ 6,717,795	$ 8,222,795
Water Impacts	499,800	499,800	499,800	499,800	499,800
Sewer Impacts	0	515,000	1,030,000	1,030,000	1,030,000
Total Funds Available for Debt Service	**$ 999,595**	**$ 2,524,595**	**$ 7,086,595**	**$ 8,247,595**	**$ 9,752,595**

	FY 2024 Principal O/S	DUE FY 2025	DUE FY 2026	DUE FY 2027	DUE FY 2028	DUE FY 2029
Scheduled Debt:						
Current Outstanding Debt (Principal & Interest Payments)						
2017-Note 14/State Revolving/Maturity 05/15/40	$ 14,428,060	$ 999,595	$ 999,595	$ 999,595	$ 999,595	$ 999,595
FY 2023-2029 Estimated New CIP Debt (Principal including capitalized interest & Interest Payments)	**New Principal**					
WWTP Expansion, 1.02% interest, 20 yr amortization	$ 53,192,000	0	1,525,000	3,050,000	3,050,000	3,050,000
WTP Filtration, 4% interest, 15 yr amortization	$ 34,000,000	0	0	3,037,000	3,037,000	3,037,000
WTP RO Expansion, 4% interest, 15 yr amortization	$ 26,000,000				1,161,000	2,322,000
Septic to Sewer Area 1, 2% interest, 20 yr amortization	$ 11,286,400	0	0	0	0	344,000
Total Debt Service Requirements		**$ 999,595**	**$ 2,524,595**	**$ 7,086,595**	**$ 8,247,595**	**$ 9,752,595**

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 2020 Utility Rate and Impact Fee Study, the rate structure remained the same to equitably recover costs based on customer class and continued promotion of conservation. Annual rate indexing of 3.75% was recommended for future years, however this was to be reviewed during each budget process. Due to the significant increase in the estimated costs affecting operations and capital improvement projects from economic factors such as inflation, material shortages, labor shortages, fuel prices, and significant capital projects added beginning in FY 2025, the increase approved for FY 2025 is 6%. FY 2025 estimates a 0.5% growth rate in ERUs and average consumption usage which can fluctuate each year based on seasonal residents, rainfall, economic conditions, etc. A new rate study will be conducted during FY 2025 to determine new rates based on current data and updated five year capital improvement plan.

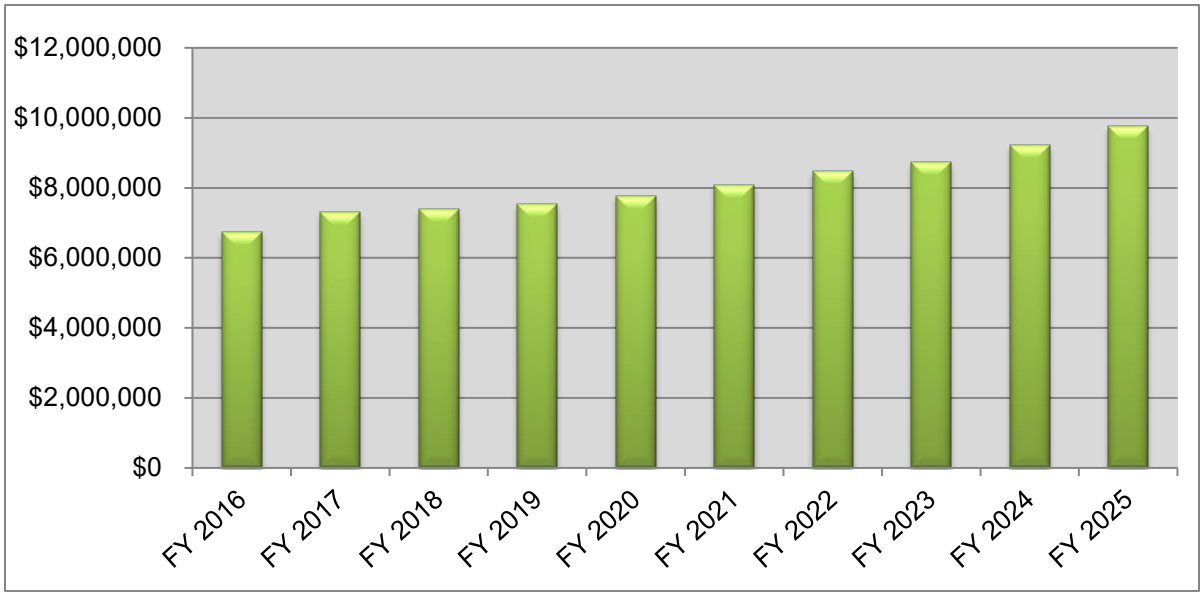
Fiscal Year	Rate Change	Revenue Amount	Percent Change	Equivalent Residential Units	Annual ERU Percent Change
FY 2016	4%	$ 9,069,465	5.62%	21,511	1.93%
FY 2017	4%	$10,467,321	15.41%	22,114	2.80%
FY 2018		$10,094,997	-3.11%	22,426	1.41%
FY 2019		$10,357,958	2.60%	22,706	1.25%
FY 2020		$11,122,248	7.38%	23,062	1.56%
FY 2021	3.75%	$11,268,159	1.31%	23,374	1.35%
FY 2022	2%	$12,149,441	7.82%	23,929	2.37%
FY 2023	3.75%	$12,851,386	5.78%	24,079	0.63%
FY 2024	3.75%	$12,965,265	0.89%	24,360	1.17%
FY 2025	6%	$13,431,505	3.60%	24,482	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 2020 Utility Rate and Impact Fee Study, annual rate indexing of 3.75% was recommended for future years, however this was to be reviewed during each budget process. Due to the significant increase in the estimated costs affecting operations and capital improvement projects from economic factors such as inflation, material shortages, labor shortages, fuel prices, and significant capital projects added, the increase approved for FY 2025 is 6%. FY 2025 estimates a 0.5% growth rate and a monthly volume based on average history. A new rate study will be conducted during FY 2025 to determine new rates based on current data and updated five year capital improvement plan.

Fiscal Year	Rate Change	Revenue Amount	Percent Change	Equivalent Residential Units	Annual ERU Percent Change
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		$7,539,279	2.05%	17,242	1.81%
FY 2020		$7,769,276	3.05%	17,567	1.88%
FY 2021	3.75%	$8,080,041	4.00%	17,809	1.38%
FY 2022	2%	$8,474,157	4.88%	17,977	0.94%
FY 2023	3.75%	$8,737,026	3.10%	18,397	2.34%
FY 2024	3.75%	$9,204,930	5.36%	18,590	1.05%
FY 2025	6%	$9,751,515	5.94%	18,683	0.50%



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025

UTILITIES O M & R
REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
07-00	UTILITY PERMITS	5,163	43,452	0	99,320	5,000
07-01	FIRE FLOW TESTING FEE	1,350	1,100	300	650	300
07-02	SEPTIC INSPECTION FEE	1,000	300	500	0	500
08-00	DEVELOPER REVIEW FEE	3,150	4,050	600	2,100	600
*	**PERMITS,FEES & SPEC ASSMT**	**10,663**	**48,902**	**1,400**	**102,070**	**6,400**
31-00	WATER BILLING	0	-277	0	0	0
31-36	WATER 1-5 RATE INSIDE	1,855,708	1,843,390	1,840,138	1,862,280	1,896,480
31-37	WATER 1-5 RATE OUTSIDE	829,181	837,132	837,260	806,710	840,560
31-38	FACILITY CHG/ERU WATER IN	2,122,058	2,233,494	2,311,825	2,367,050	2,505,840
31-39	FACILITY CHG/ERU WATER OUT	1,318,622	1,353,383	1,409,100	1,418,670	1,512,410
31-40	WATER 6-10 RATE INSIDE	1,078,526	1,095,336	1,006,662	1,051,430	1,115,415
31-41	WATER 6-10 RATE OUTSIDE	161,615	184,261	161,949	163,025	175,995
31-42	WATER 11-20 RATE INSIDE	1,284,443	1,380,010	1,222,045	1,294,260	1,369,060
31-43	WATER 11-20 RATE OUTSIDE	102,699	129,734	108,770	112,700	119,360
31-44	WATER 21-40 RATE INSIDE	643,187	802,341	678,622	725,435	750,790
31-45	WATER 21-40 RATE OUTSIDE	37,615	62,840	44,849	55,960	54,095
31-46	WATER 41-80 RATE INSIDE	193,416	330,951	204,610	326,600	294,290
31-47	WATER 41-80 RATE OUTSIDE	16,676	57,603	14,379	25,160	34,390
31-50	CUSTOMER BILLING CHG IN	560,238	584,756	591,685	611,635	647,450
31-51	CUSTOMER BILLING CHG OUT	326,826	339,826	342,570	355,260	377,785
31-62	IRRIGATION 1-10 INSIDE	192,360	154,747	165,031	154,360	173,425
31-63	IRRIGATION 1-10 OUTSIDE	14,982	14,280	14,662	15,105	15,345
31-64	IRRIGATION 11-30 INSIDE	183,785	166,322	165,498	181,225	183,755
31-65	IRRIGATION 11-30 OUTSIDE	11,788	8,014	7,473	9,230	10,040
31-68	IRRIGATION >30 INSIDE	140,310	180,728	149,357	231,090	190,945
31-69	IRRIGATION >30 OUTSIDE	11,107	36,795	10,139	18,940	23,115
31-74	COMMERCIAL USAGE INSIDE	545,715	508,537	547,864	586,190	567,320
31-75	COMMERCIAL USAGE OUTSIDE	518,584	547,183	534,427	592,950	573,640
33-00	PENALTIES	129,742	128,670	50,000	111,530	50,000
34-00	SERVICE CHARGES	39,291	51,652	33,000	65,490	33,000
35-00	WATER SVC INSTALLATIONS	187,185	119,105	100,000	102,365	100,000
51-62	SEWER CONSUMPTION INSIDE	1,602,359	1,584,285	1,642,695	1,642,695	1,712,810
51-63	SEWER CONSUMPTION OUTSIDE	352,728	366,485	359,245	362,000	377,450
51-64	WASTEWATER PRTS INSIDE	4,956,630	5,212,369	5,396,715	5,557,805	5,914,800
51-65	WASTEWATER PRTS OUTSIDE	1,562,440	1,573,887	1,632,905	1,642,430	1,746,455
55-00	SEWER TAP FEES	8,213	4,512	5,000	3,385	5,000
91-00	LIEN INTEREST	4,028	28,958	6,000	6,750	6,000
04-00	SANITATION BILLING	25,750	26,780	27,585	27,585	28,690
20-01	FLEET CHGS - GENERAL FUND	1,430	845	0	1,040	0
20-04	FLEET CHGS - P G I CANAL	65	0	0	0	0
20-26	FLEET - UTILITY EQUIPMENT	1,075	790	0	295	0
20-50	FLEET - SANIT/REFUSE COLL	0	0	0	0	0
*	**CHARGES FOR SERVICES**	**21,020,377**	**21,949,724**	**21,622,060**	**22,488,635**	**23,405,710**
10-00	INTEREST ON INVESTMENTS	189,386	1,301,195	400,000	1,142,200	400,000
12-00	LEASE INTEREST GASB 87	8,176	8,376	0	0	0
00-00	RENTAL INCOME	0	0	37,385	37,390	38,505
04-00	RENTS & LEASES GASB 87	36,619	36,619	0	0	0
41-00	SURPLUS FURN, FIXT, EQPT	17,531	0	0	0	0
30-02	SALE OF SOD	29,359	12,678	0	0	0
90-00	OTHER SCRAP OR SURPLUS	0	0	1,000	0	1,000
21-00	CONTRIB FROM PRIVATE SRCS	25,020	263,303	0	0	0
30-00	REFUND OF PRIOR YR EXPEND	1,177	1,704	0	0	0
70-18	INSURANCE RECOVERY	12,938	16,884	0	28,960	0
70-25	STATE CLASS ACTION LAWSUIT	23,867	0	0	0	0
70-50	DEFINED CONTRIB REFUNDS	13,650	12,052	0	4,390	0
90-00	MISCELLANEOUS REVENUE	16,280	9,667	10,000	8,000	10,000
91-10	CASH OVER/(SHORT)	0	0	0	-10	0
*	**MISCELLANEOUS REVENUE**	**374,003**	**1,662,478**	**448,385**	**1,220,930**	**449,505**

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025

UTILITIES O M & R
REVENUES

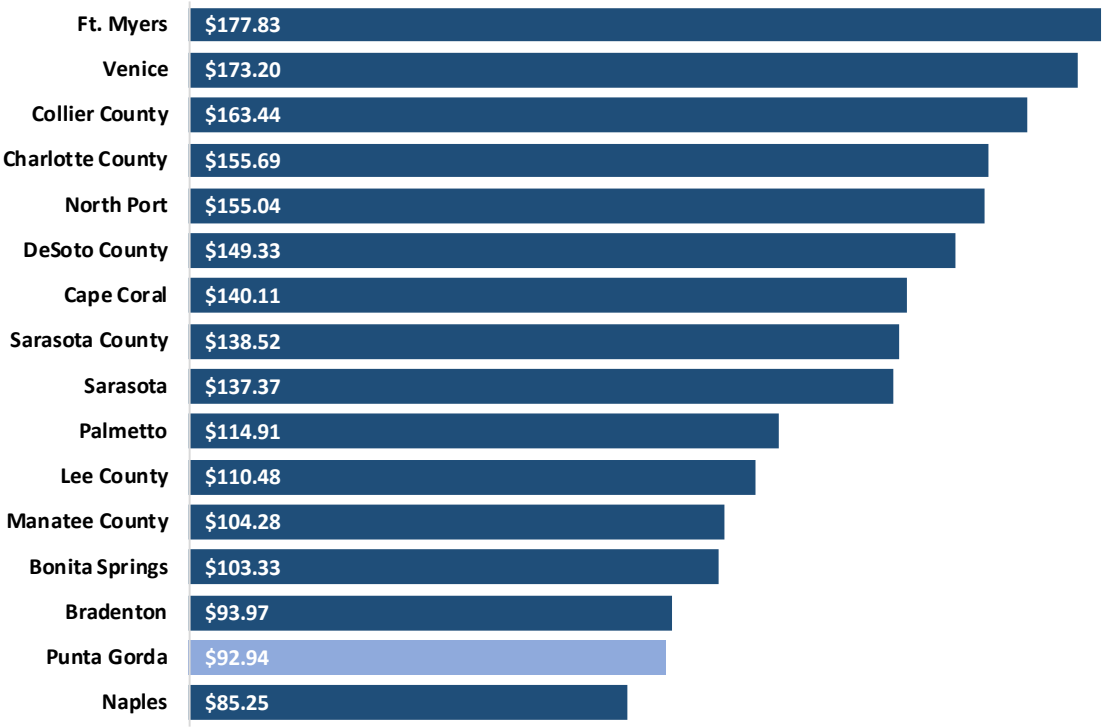
	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
31-00	UTILITIES CONSTRUCTION	1,609,486	1,721,046	0	0	0
35-00	WATER SYS CAPACITY ESCROW	499,800	499,800	499,800	499,800	499,800
*	**TRANSFER FROM OTHER FUNDS**	**2,109,286**	**2,220,846**	**499,800**	**499,800**	**499,800**
90-01	PROJ CARRYOVER-BEGINNING	0	0	11,064,046	14,367,775	10,649,467
90-02	PRIOR YEAR ENCUMBRANCES	0	0	0	364,770	0
90-05	PRIOR YR RE-APPROPRIATION	0	0	0	195,537	0
*	**BEGINNING RESERVES**	**0**	**0**	**11,064,046**	**14,928,082**	**10,649,467**
		23,514,329	**25,881,950**	**33,635,691**	**39,239,517**	**35,010,882**

The Actual FY 2022 and Actual FY 2023 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, defined benefit pension plan and other post employment benefit accruals, insurance recovery for assets, leases and subscription-based IT arrangement accruals.

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 projected FY 2025 rates.

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



The City is proposing a 6.00% rate increase for FY 2025. Due to the significant changes in operating costs over the last several years and the significant newly added capital improvement projects beginning in FY 2025, a rate sufficiency study will be conducted in FY 2025. It is anticipated that the City will need to raise rates to cover the associated debt service that will be needed for these projects. The City continues to look for grant funding for these projects.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
UTILITIES OM&R FUND SUMMARY

Operating Budget

Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	6,179,720	7,005,998	7,908,475	7,261,665	8,427,100
Operating	12,702,687	13,317,979	9,631,835	9,825,510	10,603,280
Capital Outlay	0	0	700,000	868,230	1,253,825
Debt Service	207,915	197,858	0	0	0
Contingency	0	0	50,000	45,050	50,000
Operating Transfers	6,620,002	2,805,002	10,589,595	10,589,595	10,769,595
Projected Carryover-End	0	0	4,755,786	1,649,467	3,907,082
Total	**25,710,324**	**23,326,837**	**33,635,691**	**30,239,517**	**35,010,882**

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Position Summary

DEPARTMENT	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
Utilities Administration	7	7	8	8	8
Billing & Collections	6	7	7	7	7
Water Treatment	18	18	18	18	18
Water Distribution	17	17	17	17	19
Wastewater Collection	15	17	17	17	17
Wastewater Treatment	15.75	15.75	15.75	15.75	15.75
Fleet/Equip Maint	1.5	1.5	1.5	1.5	1.5
	80.25	83.25	84.25	84.25	86.25

UTILITIES OM&R FUND
VEHICLE & EQUIPMENT REPLACEMENT DETAIL
FY 2025 - FY 2029
(All figures in thousands of dollars)

Capital Outlay	TOTAL PROJECT COST	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Utilities Administration (1620):						
New EMS Tape Locator	5	5	0	0	0	0
Water Treatment Plant (1621):						
Replace 2009 Electric Car/Golf Cart (6855)	18	18	0	0	0	0
Replace 2016 Tractor (5516)	90	90	0	0	0	0
Replace 2015 All Terrain Vehicle (6968)	15	0	15	0	0	0
Replace 2015 All Terrain Vehicle (6967)	15	0	15	0	0	0
Replace 2016 4 x 4 Pickup Truck (6971)	35	0	35	0	0	0
Replace 2007 Articulated Loader (6834)	110	0	110	0	0	0
Replace 2014 Lift (6922)	39	0	39	0	0	0
Replace 2007 generator (6837)	35	0	35	0	0	0
Replace 2020 All Terrain Vehicle (7817)	17	0	0	0	17	0
Replace 2019 Pickup Truck (7786)	35	0	0	0	35	0
Other Small equipment	41	41	0	0	0	0
Pumps, Motors & VFD's	556	156	100	100	100	100
Water Distribution (1626):						
New 1 1/2 ton dually service truck	99	99	0	0	0	0
(2) new small 4x4 regular cab trucks for AMI	54	54	0	0	0	0
New Vacuum trailer	150	150	0	0	0	0
Wastewater Collection (1622):						
2024 Trailer - New Request	14	14	0	0	0	0
Compact Track Loader- New Request	86	86	0	0	0	0
Angle Broom Attachement - New Request	10	10	0	0	0	0
Replace 2014 Utility Van (6933)	65	65	0	0	0	0
Replace 2013 Low Profile Dump Trailer (6909)	16	16	0	0	0	0
Replace 150 KW 2-Axle Generator (4427)	100	0	100	0	0	0
Replace 2000 Suction Pump on Trailer (6845)	130	0	0	130	0	0
Replace 2018 Pickup with Crane (7795)	150	0	0	150	0	0
Replace Combination Vac/Jetter Truck (no tag #?)	850	0	0	0	850	0
Replace 2019 1 1/2 ton Service truck W/ Crane (7820)	250	0	0	0	0	250
Wastewater Treatment Plant (1625):						
New Dump Truck to haul sludge	300	300	0	0	0	0
Pumps, Motors, Mixers, Blowers, Effluent Pumps	550	150	100	100	100	100
Unspecified Equipment Needs	621	0	151	220	0	250
TOTAL		1,254	700	700	1,102	700

FY 2025 - Per Departmental request; FY 2026-2029 Average annual funding is targeted at $700,000 where possible
FY 2025-2029 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.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
UTILITIES ADMINISTRATION – DEPT/DIV 1620

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:

Successfully completed Well remediations WTP Production Wells #4 and #5
Requested change order to Remediation Project at WTP to include Production Wells #3 and #6
Completed Water Supply Plan and SWFWMD Water Audit
Henry Street 16" Force Main project completed
Wastewater Treatment Plant Expansion Work continued – bioreactor and clarifiers stood up
Repair of Utilities Building located at 3132 Cooper completed
Repair of screening around filter building at WTP completed
Scope of work for Acid, Alum, and Ammonia projects at WTP 90% complete
Amended FDEP Grant allowing purchase of generators for Lift Stations
Scope of Work to replace pumps at WW Master Pumping Facility submitted
Hired Utilities GIS Coordinator
Construction Administration of Developer constructed utility improvements
Project reviews of 123 projects submitted for Utility Plan Approval

BUDGET NARRATIVE:

The Utilities Capital Improvement Plan budget includes funding for:

- Riverside Dr Force Main Extension
- Wastewater Booster Pumping
- Wastewater Master Pump Facility Pumps Upgrade
- Water Treatment Plant Hydrobiological Monitoring Plan (HBMP)
- Shell Creek Reverse Osmosis Expansion
- Burnt Store Rd Booster Station Pipe Riser Repair & Pumps
- Engineering design of Surface Water Treatment Plant SCU Rehab and Filter Replacement
- Watermain upgrade and replacement projects
- Acid, Alum, and Ammonia upgrades and replacement projects
- Carbon Slurry System Replacement
- RO Brine Disposal Well / Mechanical Integrity Test
- AMI Water Meter Study

The FY 2025 budget is consistent with prior year. Capital outlay includes funding for the purchase of an EMS tape locator.

Non-departmental included the payment for the wastewater treatment plant land lease and a rate sufficiency study is to be undertaken.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
UTILITIES ADMINISTRATION – DEPT/DIV 1620
Key Performance Measures

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 five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis

PRIORITY: QUALITY OF LIFE
- Goal: Meet all water quality standards (primary and secondary)

MISSION AND OBJECTIVES

To provide secure, safe, and reliable public water and wastewater utility services to the City of Punta Gorda and all service area customers.

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 2022	Actuals FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
No. of Project Reviews	81	154	123	123
Utility Relocation Projects - Thousand $	$0	$0	$60	$20
Capital Projects - Million $	$4.5	$8.4	$101.5	$42.3
Efficiency:				
Annual Cost of Administration per Customer Account (Budget Basis)	$47.79	$48.67	$54.42	$60.65
Service Quality:				
Strategic Plan Projects accomplished on schedule	Yes	Yes	Yes	Yes
Outcome:				
Water Customer Accounts	14,014	14,179	14,330	14,450
Wastewater Customer Accounts	10,252	10,405	10,557	10,650
Water ERUs	23,929	24,079	24,360	24,482
Wastewater ERUs	17,977	18,397	18,590	18,683

* ERUs (Equivalent Residential Units)

RESULTS

Increase in annual cost per customer reflects increases in labor costs including a new position in FY 2024.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
UTILITIES ADMINISTRATION SUMMARY

Operating Budget

Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	807,706	1,018,881	1,089,790	957,470	1,090,835
Operating	353,800	277,726	346,480	351,820	376,320
Capital Outlay	0	0	0	0	5,070
Operating Contingency	0	0	50,000	45,050	50,000
Total	**1,161,506**	**1,296,607**	**1,486,270**	**1,354,340**	**1,522,225**

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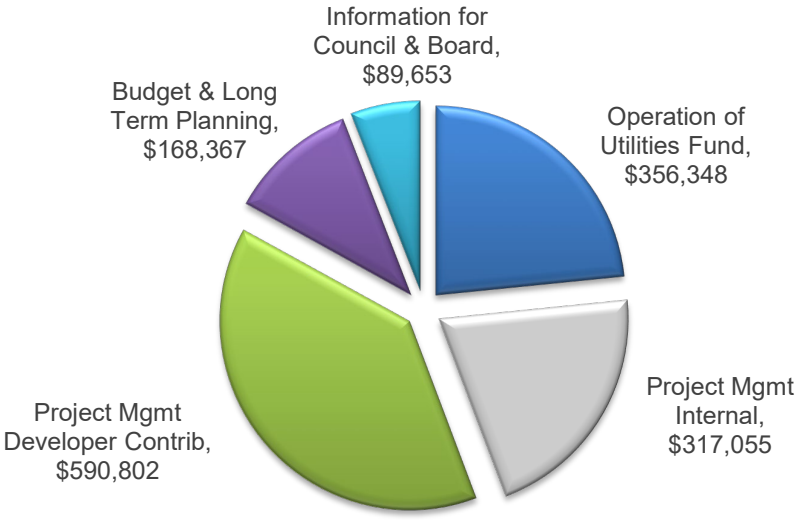
Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
Utilities Director	1	1	1	1	1
Utilities Engineering Mgr	1	1	1	1	1
Manager Regulatory Compliance	1	1	1	1	1
Utilities Project Manager	1	1	1	1	1
Utility Engineer	0	0	1	1	1
Utilities GIS Coordinator	1	1	1	1	1
Utilities Op Coordinator	1	1	1	1	1
Executive Assistant	1	1	1	1	1
Total	7	7	8	8	8

Service Costs



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
BILLING AND COLLECTIONS – DEPT/DIV 0423

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:

Billing and Collections staff focused intently on providing relief to rate payers whose bills were adversely affected by estimated readings during FY 2024. Tiered rate adjustments before and after billings, along with payment plans, future average review and the monitoring of bank drafts were options provided. Staff worked closely with the City's IT department in the development and implementation of a meter reading application to accommodate collection of data by Olameter, the meter services company that was contracted in March 2024. The contracted reading program has not yet provided a high rate of read completion, which has resulted in an overwhelming number of calls, emails and in person visits being handled by the Billing and Collections team on a daily basis.

BUDGET NARRATIVE:

The FY 2025 budget reflects continued outsourcing of bill printing and mailing services for utility bills, along with contracted billing assistance. The customer portal is being discontinued due to AMI system failures. The water distribution division has hired a contractor to manually read meters to help in providing accurate monthly reads for billing.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
BILLING AND COLLECTIONS – DEPT/DIV 0423
Key Performance Measures

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
Goal: Identify sustainable spending policies and appropriate technologies to support business operations through operational audits and investments in new technology that connect the City with the community
PRIORITY: PARTNERSHIPS, COMMUNICATION AND COLLABORATION
Goal: Emphasize transparency in City operations, reporting, and activities

MISSION AND OBJECTIVES

Bill all accounts in an accurate and timely manner while providing high-level service to all customers. Increase participation in e-billing and bill auto payment by consistently offering services during customer interaction and web site promotion.

INITIATIVES AND ACTION ITEMS

- Monitor off-cycle billing and final accounts to insure monthly processing.
- Encourage participation in e-billing and auto payment to decrease billing and payment processing costs.

Indicator	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
Number of Cycle bills	167,832	167,549	168,518	170,918
Number of Final bills	933	748	996	1,050
Utility rates in relation to SWFL communities	2nd lowest	2nd lowest	2nd lowest	2nd lowest
Efficiency:				
Annual cost per bill (Budget Basis)	$44.73	$52.67	$61.14	$61.48
Service Quality:				
Number of corrected bills	11	24	9	12
Outcome:				
% of bills in regular cycle	99%	99%	98%	98%
% of Finals done monthly	60%	85%	82%	85%

RESULTS

Water and wastewater rates remain the second lowest of fifteen (15) surrounding utilities, according to rate surveys conducted annually. Ongoing deficiencies in the AMI equipment have resulted in an unprecedented number of bills being produced in off-cycle, bringing the percentage of bills in regular cycle below 99% for the first time ever. The number of meters requiring manual reading also had a negative impact on the percentage of final bills done monthly. With the hiring of an outside vendor to perform meter reading services, an improvement in both dimensions is expected.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
BILLING & COLLECTIONS SUMMARY

Operating Budget

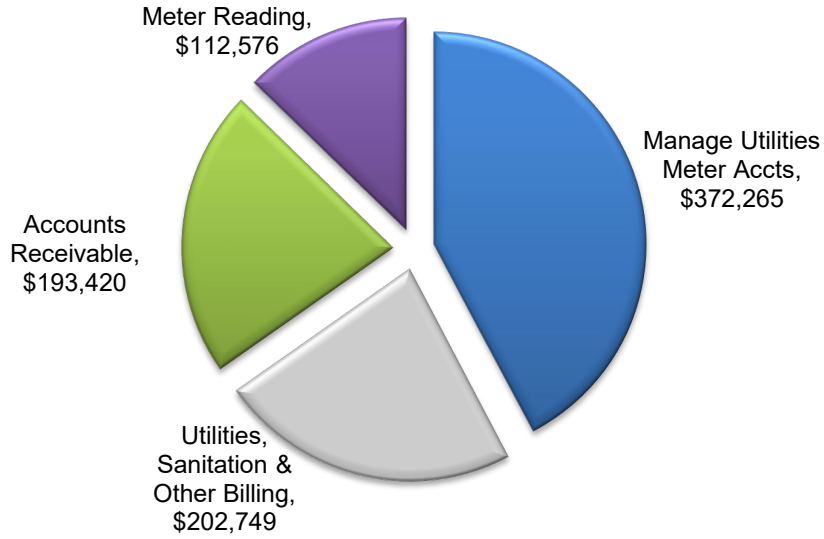
Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	402,160	494,815	493,230	516,950	569,240
Operating	249,234	293,893	287,410	346,710	311,770
Capital Outlay	0	0	0	0	0
Total	**651,394**	**788,708**	**780,640**	**863,660**	**881,010**

The Actual FY 2022 and Actual FY 2023 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, insurance recovery for assets, leases ans subscription-based IT arrangement accruals..

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
Billing & Collections Supervisor	1	1	1	1	1
Billing & Customer Service Coordinator	1	1	1	1	1
Senior Customer Service Representative	1	1	1	1	1
Customer Service Representative	3	4	4	4	4
Total	6	7	7	7	7

Service Costs



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
WATER TREATMENT DIVISION – DEPT/DIV 1621

FUNCTION:

The Water Treatment Division operates and maintains the Shell Creek Water Treatment Facility which includes the surface water and new reverse osmosis (R.O.) plant, which supplies potable water to City and County residents. The facility 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, and the Punta Gorda Isles Ground Storage Tank and Booster Pump Station. The water treatment division continues 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 2024 consist of obtaining a new bush hog, the last portable generator for the well field, hand held instruments for testing equipment, and the contracted assistance to set up new requirements regarding the Lead and Copper rule that will have the City ready for the first deadline in October to be met.

BUDGET NARRATIVE:

Budget requests reflect funding to achieve permit compliance, normal plant operations (including the additional RO facility), and maintenance of the existing facilities.

The operating budget for FY 2025 has a slight increase to cover increases in chemical costs.

The FY 2025 budget for capital outlay includes a replacement tractor to pull the sludge trailers, replacement utility vehicle, replacement control panel for the save all return, small equipment such as probes and meters, and funding for pumps, motors, valves and variable frequency drive replacements.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
WATER TREATMENT DIVISION – DEPT/DIV 1621
Key Performance Measures

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 and systems in infrastructure maintenance
- Goal: Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis

PRIORITY: QUALITY OF LIFE
- Goal: Meet all water quality standards (primary and secondary)

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	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
Billion gallons potable water produced – Surface Water	1.00	1.38	1.00	1.10
Billion gallons potable water produced – R. O. Water	1.00	1.02	1.30	1.20
Efficiency:				
Cost per 1000 gallons potable water (Budget Basis)	$1.83	$1.74	$2.13	$2.30
Service Quality:				
Deviation from regulatory standards	0	0	0	0
Outcome:				
% Meeting Drinking Water Standards	100%	100%	100%	100%

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RESULTS

This past year the Water Treatment Plant met all water demands with 100% compliance of State and Federal Regulations. Average annual demand was 6.6 Million Gallons per Day (MGD), average peak day demand was 8.39, and maximum peak day demand was 11.01 MGD.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
WATER TREATMENT SUMMARY

Operating Budget

Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	1,327,677	1,412,225	1,680,850	1,465,515	1,743,755
Operating	2,422,120	2,795,237	3,035,690	3,123,205	3,234,555
Capital Outlay	0	0	168,000	304,755	304,755
Total	**3,749,797**	**4,207,462**	**4,884,540**	**4,893,475**	**5,283,065**

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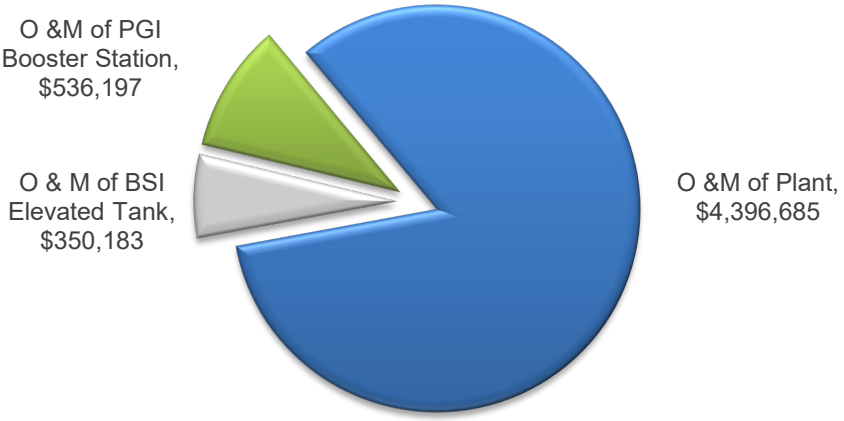
Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
Utilities Supervisor	1	1	1	1	1
Treatmt Plant Chief Op	1	1	1	1	1
SCADA Analyst	1	1	1	1	1
Laboratory Technician	1	1	1	1	1
Treatmt Plant Mnt Chief	1	1	1	1	1
Operator A	5	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	18	18	18	18	18

Service Costs



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1621	Asset Tag	6855	Purchase Price (if known)			$11,469		
Make	Chrysler	Model	GEMe2		Year	2009	Age	15	
Current Mileage		Life to Date Maintenance Cost				$4,556			
Description	Electric car-golf cart								
Recent Major Repairs to Extend Life: None				**Known Problems:** On board charger Parts obsolete					
Description of Requested Replacement: Maintenance 4x4 UTV				Estimated Cost of Replacement			$18,000		
				If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	1	Efficiency	2	Estimated End of Life Fiscal Year					2025
				Requested Fiscal Year for Replacement					2025
Provide explanation for requested fiscal year of replacement: Past end of life and cannot get parts				**If not replaced, what is alternative?** We would have to use a truck.					

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1621	Asset Tag	5516	Purchase Price (if known)			$42,556		
Make	John Deere	Model	6415		Year	2006	Age	18	
Current Mileage	114 hrs	Life to Date Maintenance Cost				$7,575			
Description	4 X 4 Tractor								
Recent Major Repairs to Extend Life: Replaced dashboard				**Known Problems:** None at this time					
Description of Requested Replacement: Upsize to the next size 4 X 4 Tractor				Estimated Cost of Replacement			$90,000		
				If vehicle or equipment is replaced will it be auctioned? No **If no, requested use?** The sludge trailers will require two tractors					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	4	Efficiency	4	Estimated End of Life Fiscal Year					2025
				Requested Fiscal Year for Replacement					2025
Provide explanation for requested fiscal year of replacement: Still in decent shape. Need to keep this tractor at this time				**If not replaced, what is alternative?** The plant needs 3 tractors. 2 for sludge trailers and 1 for the bush hog. Delay of processes if adequate equipment is not utilized.					

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City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1621	Asset Tag	6968	Purchase Price (if known)			$7,825		
Make	John Deere	Model	Gator TX 4X2	Year	2015	Age	9		
Current Mileage		1038 hrs	Life to Date Maintenance Cost			$1,021			
Description		All Terrain Vehicle							
Recent Major Repairs to Extend Life: None			**Known Problems:** Needs tires and starter						
Description of Requested Replacement: Same or similar ATV			Estimated Cost of Replacement				$15,000		
			If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	5	Efficiency	5	Estimated End of Life Fiscal Year			2026		
				Requested Fiscal Year for Replacement			2026		
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			**If not replaced, what is alternative?** We would have to use a truck.						

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1621	Asset Tag	6967	Purchase Price (if known)			$7,825		
Make	John Deere	Model	Gator TX	Year	2015	Age	9		
Current Mileage		1,103 hrs	Life to Date Maintenance Cost			$1,816			
Description		JOHN DEERE GATOR TX UTV							
Recent Major Repairs to Extend Life: None			**Known Problems:** None at this time						
Description of Requested Replacement: Same or similar ATV			Estimated Cost of Replacement				$15,000		
			If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	4	Efficiency	4	Estimated End of Life Fiscal Year			2026		
				Requested Fiscal Year for Replacement			2026		
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			**If not replaced, what is alternative?** We would have to use a truck.						

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City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1621	Asset Tag	6971	Purchase Price (if known)		$21,927		
Make	Ford	Model	F150XL	Year	2016	Age	8	
Current Mileage	38,585	Life to Date Maintenance Cost			$5,275			
Description	Ford 150 XL 4 X 4 Pickup Truck							
Recent Major Repairs to Extend Life: None				**Known Problems:** None at this time				
Description of Requested Replacement: Same or similar 4 X 4 Pickup Truck				Estimated Cost of Replacement		$35,000		
				If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	4	Efficiency	4	Estimated End of Life Fiscal Year			2026	
				Requested Fiscal Year for Replacement			2026	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				**If not replaced, what is alternative?** We would have to use other equipment.				

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1621	Asset Tag	6834	Purchase Price (if known)		$91,687		
Make	JCB	Model	426ZX	Year	2007	Age	17	
Current Mileage	1545 hrs	Life to Date Maintenance Cost			$14,050			
Description	Rubber Tire Articulated Loader- 2.6 Yard Bucket							
Recent Major Repairs to Extend Life: None				**Known Problems:** None at this time				
Description of Requested Replacement: Same or similar Rubber Tire Articulated Loader- 2.6 Yard Bucket				Estimated Cost of Replacement		$110,000		
				If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	4	Efficiency	3	Estimated End of Life Fiscal Year			2026	
				Requested Fiscal Year for Replacement			2026	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				**If not replaced, what is alternative?** We would have to rent a loader.				

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1621	Asset Tag	6922	Purchase Price (if known)			$21,630		
Make	Haulotte	Model	3522A	Year	2013	Age	11		
Current Mileage		N/A	Life to Date Maintenance Cost			$2,701			
Description		Bil-jax Trailer Mounted Boom Lift							
Recent Major Repairs to Extend Life: None			**Known Problems:** None at this time						
Description of Requested Replacement: Same or similar Trailer Mounted Boom Lift			Estimated Cost of Replacement				$39,000		
			If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	4	Efficiency	4	Estimated End of Life Fiscal Year				2026	
				Requested Fiscal Year for Replacement				2026	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			**If not replaced, what is alternative?** We would have to rent a boom lift.						

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1621	Asset Tag	6837	Purchase Price (if known)			$20,050		
Make	Magnum	Model	50 KW	Year	2007	Age	17		
Current Mileage		N/A	Life to Date Maintenance Cost			$2,123			
Description		Portable Diesel Powered Generator							
Recent Major Repairs to Extend Life: None			**Known Problems:** Control board						
Description of Requested Replacement: Upgrade to 130 KW Portable Generator			Estimated Cost of Replacement				$35,000		
			If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	1	Efficiency	2	Estimated End of Life Fiscal Year				2026	
				Requested Fiscal Year for Replacement				2026	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			**If not replaced, what is alternative?** We would need to rent a generator.						

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City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1621	Asset Tag	7817	Purchase Price (if known)			$12,797		
Make	Intimidator	Model	Crew 4x4	Year	2020	Age	4		
Current Mileage	1244 mi	Life to Date Maintenance Cost			$756				
Description	All Terrain Vehicle								
Recent Major Repairs to Extend Life: None		**Known Problems:** Tires							
Description of Requested Replacement: Same or similar All Terrain Vehicle		Estimated Cost of Replacement			$17,000				
		If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**							
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	5	Efficiency	5	Estimated End of Life Fiscal Year			2028		
				Requested Fiscal Year for Replacement			2028		
Provide explanation for requested fiscal year of replacement: Anticipated end of service life		**If not replaced, what is alternative?** We would have to use a truck.							

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1621	Asset Tag	7786	Purchase Price (if known)			$27,342		
Make	Dodge	Model	Ram 1500 Classic	Year	2019	Age	5		
Current Mileage	80,874	Life to Date Maintenance Cost			$8,406				
Description	Conventional 4 Door Pickup Truck								
Recent Major Repairs to Extend Life: None		**Known Problems:** Damage to the rear of the truck							
Description of Requested Replacement: Same or similar 4 Door Pickup Truck		Estimated Cost of Replacement			$35,000				
		If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**							
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	4	Efficiency	4	Estimated End of Life Fiscal Year			2028		
				Requested Fiscal Year for Replacement			2028		
Provide explanation for requested fiscal year of replacement: Anticipated end of service life		**If not replaced, what is alternative?** We would have to use other equipment.							

Dept/Div:	Water Treatment
Contact:	Brian Fuller
Project Title:	Pumps, Motors, Variable Frequency Drives (VFDs), etc.
Project Code:	N/A
Account #:	402-1621-533-6403
Description/ Justification:	FY 2025 – FY 2029: Equipment to be replaced as needed. Annual program to replace equipment as needed if repair is not cost effective.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of technology in applicable areas. Apply best management practices & systems in infrastructure maintenance.
Community Impact:	Maintaining equipment that allows the plant to run efficiently is integral to producing water and distributing through the system for customers of the utility system.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	$556,000	$0	$156,000	$100,000	$100,000	$100,000	$100,000
Total	$556,000	$0	$156,000	$100,000	$100,000	$100,000	$100,000
Funding Sources							
Local-UF	$556,000	$0	$156,000	$100,000	$100,000	$100,000	$100,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
WATER DISTRIBUTION DIVISION – DEPT/DIV 1626

FUNCTION:

The Water Distribution Division is responsible for the maintenance of the water distribution system which consists of 269 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 269 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 1,322 fire hydrants.
- The repair of approximately 35 fire hydrants per year and replacement of 10-15 fire hydrants found broken or damaged from accidents.
- 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 200 new water meters per year.
- The repair of approximately 195 water leaks per year from service breaks and water mains.
- 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 195 locations annually, using staff to sod and install small road patches wherever possible.
- The location and marking of City water & wastewater lines at nearly 4,750 sites annually for contractors working in the right-of-way to prevent damage to City utilities.
- Utilization of contractor to install EZ Valves to improve water distribution system capabilities to isolate smaller, more specific areas during water outages.
- Utilize two AMI techs to trouble shoot AMI system.

FY 2025 personnel budget includes increases for overtime due to after hour calls and equipment repairs and the addition of two AMI technician positions.

FY 2025 operating budget includes $225,000 for a contracted hydrant program.

FY 2025 capital outlay budget includes the addition of a new 1-1/4 ton service truck, two ¼ ton pickup trucks for the new AMI technicians and a new vacuum trailer for leak repairs.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
WATER DISTRIBUTION DIVISION – DEPT/DIV 1626
Key Performance Measures

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 and systems in infrastructure maintenance
- Goal: Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis

PRIORITY: QUALITY OF LIFE
- Goal: Meet all water quality standards (primary and secondary)

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	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
Repairs	169	244	190	195
Locate Tickets	4,180	4,904	4,500	4,750
Meters Installed	178	195	250	200
Efficiency:				
Cost per ERU (Budget Basis)	$78.44	$79.66	$108.78	$138.07
Service Quality:				
Meters replaced or serviced-10 yr sched.	106	132	100	100
Compliance with required drinking water standards as measured in the distribution system monthly samples	100%	100%	100%	100%
Outcome:				
Water ERUs	23,929	24,079	24,360	24,482

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 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 2025
WATER DISTRIBUTION SUMMARY

Operating Budget

Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	974,123	1,157,215	1,455,110	1,247,000	1,673,535
Operating	719,007	741,516	995,965	1,262,845	1,403,630
Capital Outlay	0	0	140,000	140,000	303,000
Total	**1,693,130**	**1,898,731**	**2,591,075**	**2,649,845**	**3,380,165**

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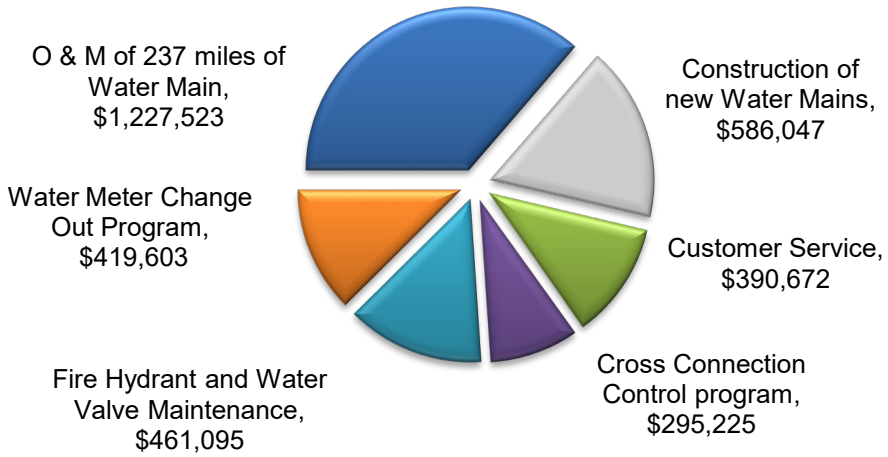
Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
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 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	2	2	2	2	4
Total	17	17	17	17	19

Service Costs



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
WASTEWATER COLLECTION DIVISION – DEPT/DIV 1622

FUNCTION:

The Wastewater Collection division is responsible for the operation and maintenance of 122 sewage pumping stations along with 138 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 17 employees including the division supervisor. Fourteen 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 member's 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:

Liftstation Maintenance: Completed wet well rehabilitation that included discharge pipe replacement, base elbow replacement and coating at liftstation 64. Installed a portion of new discharge piping at station 43, a complete rehab of the station is planed for this up coming fiscal year. Installed 2 heat sheilds to the panels for telementry protection against heat. Installed telemetry at station 55. Replaced 6 VFDs. 60 general maintenance and miscellaneous repairs were made to liftstations. **Gravity Replacement**: Replaced 916LF of 8inch gravity main and 366LF of 12inch gravity main along with setting 2 new manholes as part of the Henry St. project. **Forcemain Work:** Replaced 1421LF of 14inch forcemain as part of the Henry St. project. Installed 5 new air release valves (ARV) and 17 new covers in an attempt to prevent mower damage to the ARVs. **New Sewer Connection Inspections:** As of July 18, 2024 there have been 79 new sewer connection inspections. 21 new service installations. **Pretreatment**: 257 pretreatment inspections. **Gravity System Repairs:** 200 repairs have been made to the gravity system. Overseen and inspected the installation of 2 new grease interceptors and 1 new oil&water seperator. **Cleaning and Televising:** 4,800 ft of gravity main was cleaned and televised. 50 liftstations were cleaned.

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 122 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 122 pump control panels; the cosmetic maintenance on 122 lift stations; and the closed circuit televising of on average 40,000 ft of gravity sewer main.

The FY 2025 capital outlay budget includes the replacements of a utility van and a dump trailer and new equipment purchases of a trailer and loader with angle boom attachment.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
WASTEWATER COLLECTION DIVISION – DEPT/DIV 1622
Key Performance Measures

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 five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis

PRIORITY: QUALITY OF LIFE
- Goal: Meet all water quality standards (primary and secondary)

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 2022	Actuals FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
# Lift Station upgrades	4 stations discharge piping replacement and valves	Installed 4 new 15hp pumps	Complete rehabilitation of station 64	Rehabilitation of Stations 25, 40, 43 and 62
Inflow abatement treatment – LS Area	Coat 14 corrosive manholes in the system	Coated 12 manholes Made structural repairs to 3 liftstations	No Inflow abatement measures were performed	Rehabilitation of 20 manholes. Smoke test problem areas
Gravity Main Installation	230 LF	2,800 LF	800 LF	600 LF
Force Main Installation	0	0	1,500 LF	0
Pretreatment compliance	100%	100%	100%	100%
Efficiency:				
Cost per Wastewater ERU (Budget Basis)	$109.91	$163.81	$148.53	$169.32

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
WASTEWATER COLLECTION DIVISION – DEPT/DIV 1622
Key Performance Measures

(continued)

Indicator	Actuals FY 2022	Actuals FY 2023	Projected FY 2024	Proposed FY 2025
Service Quality:				
Feet of lines video inspected and cleaned	20,000	10,000	5,500 (Vac Truck Issues)	30,000
Outcome:				
Collection Repairs	60	56	220	60
Force Main Repairs	3	2	2	2
Station Repairs	120	102	83	80
Sectional Liner Repairs	0	0	0	300ft
Preventative Maintenance Work Orders Completed	1,200	1,123	183	500

RESULTS

Liftstation Maintenance: Completed wet well rehabilitation that included discharge pipe replacement, base elbow replacement and coating at liftstation 64. Installed a portion of new discharge piping at station 43, a complete rehab of the station is planed for this up coming fiscal year. Installed 2 heat sheilds to the panels for telementry protection against heat. Installed telemetry at station 55. Replaced 6 VFDs. 60 general maintenance and miscellaneous repairs were made to liftstations. **Gravity Replacement**: Replaced 916LF of 8inch gravity main and 366LF of 12inch gravity main along with setting 2 new manholes as part of the Henry St. project. **Forcemain Work:** Replaced 1421LF of 14inch forcemain as part of the Henry St. project. Installed 5 new air release valves (ARV) and 17 new covers in an attempt to prevent mower damage to the ARVs. **New Sewer Connection Inspections:** As of July 18, 2024 there have been 79 new sewer connection inspections. 21 new service installations. **Pretreatment**: 257 pretreatment inspections. **Gravity System Repairs:** 200 repairs have been made to the gravity system. Overseen and inspected the installation of 2 new grease interceptors and 1 new oil&water seperator. **Cleaning and Televising:** 4,800 ft of gravity main was cleaned and televised. 50 liftstations were cleaned.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
WASTEWATER COLLECTION SUMMARY

Operating Budget

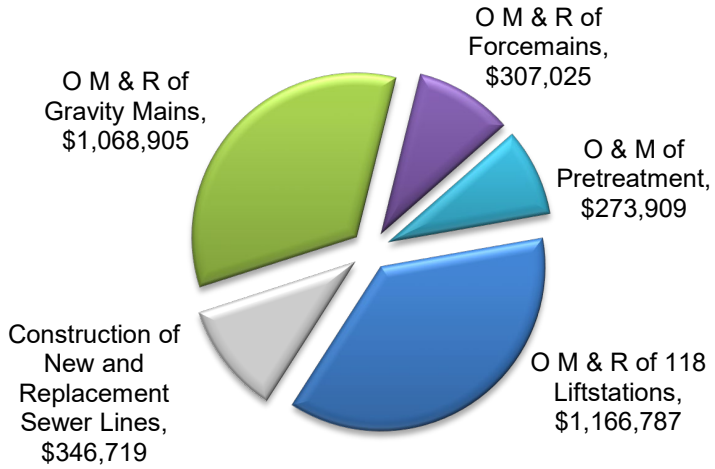
Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	1,218,306	1,395,937	1,501,295	1,467,745	1,694,470
Operating	1,004,342	980,079	1,133,370	1,153,415	1,277,875
Capital Outlay	0	0	140,000	140,000	191,000
Total	**2,222,648**	**2,376,016**	**2,774,665**	**2,761,160**	**3,163,345**

The Actual FY 2022 and Actual FY 2023 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, defined benefit pension plan and other post employment benefit accruals, insurance recovery for assets, leases and subscription-based IT arrangement accruals.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
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 Shop Foreman	1	1	1	1	1
Utilities Crew Chief	3	3	3	3	3
Utilities Mntce Worker III	3	3	3	3	3
Utilities Mntce Worker II	3	3	3	3	3
Utilities Mntce Worker I	1	3	3	3	3
Total	15	17	17	17	17

Service Costs



City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1622	Asset Tag	5461	Purchase Price (if known)		$45,846.39		
Make	John Deere	Model	310 SG	Year	2004	Age	20	
Current Mileage		877 Hrs	Life to Date Maintenance Cost			$11,696		
Description		2x4 Backhoe						

Recent Major Repairs to Extend Life:	**Known Problems:** None At This Time		
Description of Requested Replacement: Mini Trac Loader with angle broom attachment and trailer	Estimated Cost of Replacement	$80,000	
	If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**		
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate			
Safety 3 Efficiency 3	Estimated End of Life Fiscal Year	2025	
	Requested Fiscal Year for Replacement	2025	
Provide explanation for requested fiscal year of replacement: Equipment no longer meets division needs	**If not replaced, what is alternative?** Inefficient work processes. Rent equipment as needed		

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1622	Asset Tag	6933	Purchase Price (if known)		$36,941		
Make	Ford	Model	E350	Year	2014	Age	10	
Current Mileage			Life to Date Maintenance Cost			$13,365		
Description		Cargo Van						

Recent Major Repairs to Extend Life:	**Known Problems:** Rust, cab leaking		
Description of Requested Replacement: Same of similar Utility van	Estimated Cost of Replacement	$65,000	
	If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**		
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate			
Safety 3 Efficiency 3	Estimated End of Life Fiscal Year	2025	
	Requested Fiscal Year for Replacement	2025	
Provide explanation for requested fiscal year of replacement: Overall Condition, maintenance.	**If not replaced, what is alternative?** Would delay work, increase repair and maintenance costs, or use other vehicles without the compartments causing inefficiency.		

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1622	Asset Tag	6909	Purchase Price (if known)			$7,700		
Make	Big Tex	Model	Dump Trailer		Year	2013	Age	11	
Current Mileage			Life to Date Maintenance Cost				$3,529		
Description	Low Profile Dump Trailer								
Recent Major Repairs to Extend Life:			**Known Problems:** None at this time						
Description of Requested Replacement: Equal			Estimated Cost of Replacement				$16,000		
			If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year				2025	
				Requested Fiscal Year for Replacement				2025	
Provide explanation for requested fiscal year of replacement: Overall Condition, maintenance. Anticipated end of service life				**If not replaced, what is alternative?** It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or use other trailer from another crew, causing delays in infrastructure repairs.					

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1622	Asset Tag	4427	Purchase Price (if known)			$50,822		
Make	Coleman Eng	Model	Super Quite Pac		Year	2000	Age	24	
Current Mileage			Life to Date Maintenance Cost				$7541		
Description	150KW Portable Generator								
Recent Major Repairs to Extend Life:			**Known Problems:** None At This Time						
Description of Requested Replacement: Same or similar 150 KW 2-Axle Portable Generator			Estimated Cost of Replacement				$100,000		
			If vehicle or equipment is replaced will it be auctioned? No **If no, requested use?** Will keep unit as spare until next major repair.						
Scoring Criteria – Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year				2026	
				Requested Fiscal Year for Replacement				2026	
Provide explanation for requested fiscal year of replacement: Age and dependability. Anticipated end of service life				**If not replaced, what is alternative?** It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent equipment.					

Table of Contents

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1622	Asset Tag	6845	Purchase Price (if known)			$31,081		
Make	Godwin	Model	Suction Pump	Year	2000	Age	24		
Current Mileage		N/A	Life to Date Maintenance Cost			$2,689			
Description	6 inch Suction Pump								
Recent Major Repairs to Extend Life:			**Known Problems:** None At This Time						
Description of Requested Replacement: By-Pass Pump w/ Telemetry Capability			Estimated Cost of Replacement				$130,000		
			If vehicle or equipment is replaced will it be auctioned? No **If no, requested use?** Will keep unit as spare until next major repair.						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2027		
				Requested Fiscal Year for Replacement			2027		
Provide explanation for requested fiscal year of replacement: Age and dependability. No longer meets departmental needs fully			**If not replaced, what is alternative?** It would be necessary to rent equipments						

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1622	Asset Tag	7795	Purchase Price (if known)			$95289.48		
Make	Ford	Model	F350 w/ Crane Body	Year	2018	Age	6		
Current Mileage			Life to Date Maintenance Cost			$3,529			
Description	Service Truck w/ Crane Body								
Recent Major Repairs to Extend Life:			**Known Problems:** None at this time						
Description of Requested Replacement: Same or similar 2 Ton service Truck w/ Crane Body			Estimated Cost of Replacement				$150,000		
			If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	3	Efficiency	2	Estimated End of Life Fiscal Year			2027		
				Requested Fiscal Year for Replacement			2027		
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			**If not replaced, what is alternative?** It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.						

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1622	Asset Tag	N/A	Purchase Price (if known)			$590,000		
Make	Aqua Tech	Model			Year	2023	Age	5	
Current Mileage			Life to Date Maintenance Cost				$		
Description	Combination Vac/ Jetter Truck								
Recent Major Repairs to Extend Life:				**Known Problems:**					
Description of Requested Replacement: Same or similar vactor/jetter truck				Estimated Cost of Replacement			$850,000		
				If vehicle or equipment is replaced will it be auctioned? No **If no, requested use?** Will keep unit as spare until next major repair.					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2028		
				Requested Fiscal Year for Replacement			2028		
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				**If not replaced, what is alternative?** It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.					

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	1622	Asset Tag	7820	Purchase Price (if known)			$125,626		
Make	Ford	Model	F550		Year	2019	Age	5	
Current Mileage	65,737		Life to Date Maintenance Cost				$7,541		
Description	1-1/2 Ton Service Truck w/ Crane								
Recent Major Repairs to Extend Life:				**Known Problems:** None At This Time					
Description of Requested Replacement: Same of similar 1-1/2 ton service truck with crane				Estimated Cost of Replacement			$250,000		
				If vehicle or equipment is replaced will it be auctioned? yes **If no, requested use?**					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2029		
				Requested Fiscal Year for Replacement			2029		
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				**If not replaced, what is alternative?** It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.					

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
WASTEWATER TREATMENT DIVISION - Dept/Div 1625

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 983 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 2.70 million gallons per day and resulted in 659 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.

Booster pumping station tank coating is scheduled for bidding.

Boom lift has been received. Kubota has been received.

Completed mowing perimeter ditch 8 miles.

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. Operating increases include significant increases in chemical costs and disposal of Biosolids.

The FY 2025 capital outlay budget includes a new dump truck to haul sludge and the replacement of pumps, motors, and mixers for the plant.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
WASTEWATER TREATMENT DIVISION – DEPT/DIV 1625
Key Performance Measures

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 and systems in infrastructure maintenance
Goal: Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis
PRIORITY: QUALITY OF LIFE
Goal: Meet all water quality standards (primary and secondary)

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 2022	Actuals FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
Million Gallons wastewater treated	986	1,006	1,001	1,018
Tons of Bio-Solids Treated	502	659	620	660
Efficiency:				
Cost per 1000 gallons of treated wastewater (Budget Basis)	$3.16	$3.34	$4.47	$4.81
Service Quality:				
Deviation from regulatory standards	None	None	None	None
Outcome:				
Wastewater ERUs	17,977	18,397	18,590	18,683

RESULTS

Treated wastewater met all required permit conditions. There were no operating permit violations. The cost per 1,000 gallons of treated wastewater is projected to continue to increase due to increases in labor costs, property insurance and chemical costs, information technology costs, disposal of biosolids, and the wastewater treatment plant improvement project.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
WASTEWATER TREATMENT SUMMARY

Operating Budget

Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	1,290,056	1,359,546	1,500,135	1,419,565	1,478,055
Operating	1,764,497	1,961,346	3,135,365	2,875,370	2,964,970
Capital Outlay	0	0	150,000	181,475	450,000
Total	**3,054,553**	**3,320,892**	**4,785,500**	**4,476,410**	**4,893,025**

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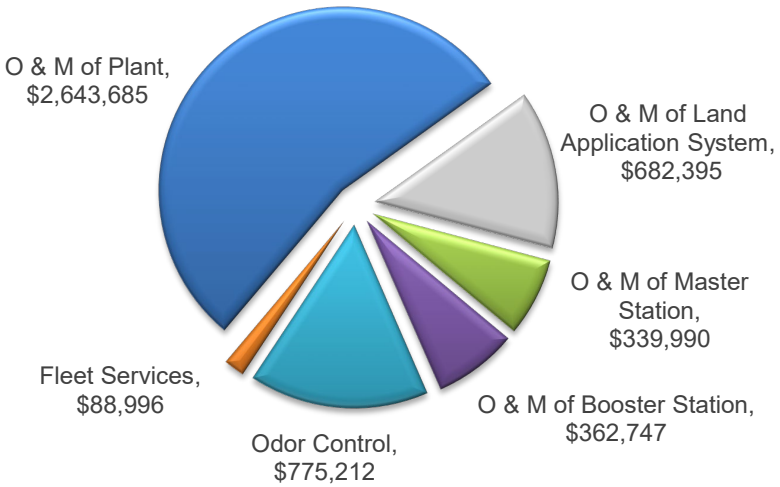
Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
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	0.75	0.75	0.75	0.75	0.75
Total	15.75	15.75	15.75	15.75	15.75

Service Costs



Dept/Div:	Wastewater Treatment
Contact:	Dave Brooks
Project Title:	Pumps, Motors, Mixers, Blowers, Effluent Pumps, etc.
Project Code:	N/A
Account #:	402-1625-535-6403
Description/ Justification:	FY 2025 – FY 2029: Equipment to be replaced as needed. Annual program to replace equipment as needed if repair is not cost effective.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of technology in applicable areas. Apply best management practices & systems in infrastructure maintenance.
Community Impact:	Replacement of parts for wastewater plant are needed to make sure that plant is capable of processing wastewater based on customer flows without violating any permit requirements.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Construction							
Equipment	$550,000	$0	$150,000	$100,000	$100,000	$100,000	$100,000
Total	$550,000	$0	$150,000	$100,000	$100,000	$100,000	$100,000
Funding Sources							
Local-UF	$550,000	$0	$150,000	$100,000	$100,000	$100,000	$100,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
FLEET MAINTENANCE DIVISION – DEPT/DIV 1650

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, and appearance and extending the life span of the 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.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
FLEET MAINTENANCE DIVISION – DEPT/DIV 1650
Key Performance Measures

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 and systems in infrastructure maintenance
- Goal: Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis

PRIORITY: QUALITY OF LIFE
- Goal: Maintain the City's high safety rating, emergency response, and storm preparedness

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 2022	Actuals FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
Total # of job orders	1,445	1,621	1,781	1,800
Efficiency:				
Average cost per job order (Budget Basis)	$133	$121	$134	$118
Service Quality:				
Average time per job order (in hours)	3.5	3.5	3.6	4.0
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.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
FLEET MAINTENANCE SUMMARY

Operating Budget

Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	159,692	167,379	168,065	167,420	152,210
Operating	41,181	39,761	55,710	71,985	59,395
Capital Outlay	0		0	0	0
Total	**200,873**	**207,140**	**223,775**	**239,405**	**211,605**

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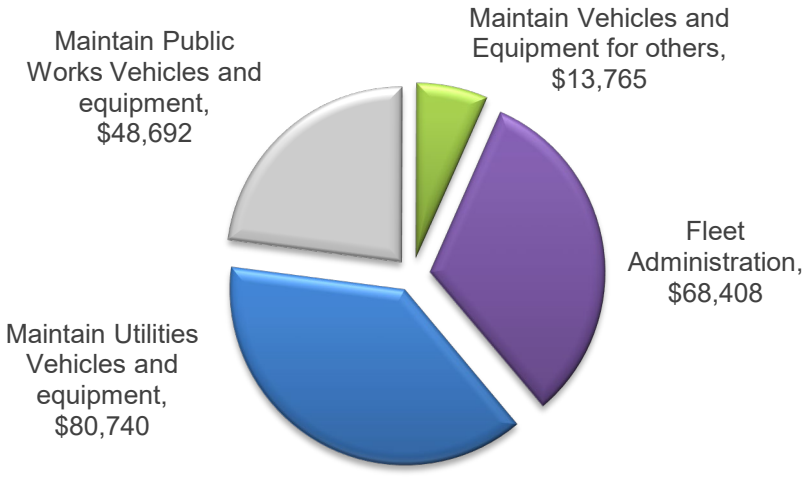
Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
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 2025
NON DEPARTMENTAL SUMMARY

Operating Budget

Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	0	0	20,000	20,000	25,000
Operating	6,148,506	6,228,421	641,845	640,160	974,765
Capital Outlay	0	0	102,000	102,000	0
Debt Service	207,915	197,858	0	0	0
Transfers for Debt Service (net)	2	2	2,499,595	2,499,595	2,499,595
Transfers for Capital	6,620,000	2,805,000	8,090,000	8,090,000	8,270,000
Projected Carryover-End	0	0	4,755,786	10,649,467	3,907,082
Total	**12,976,423**	**9,231,281**	**16,109,226**	**22,001,222**	**15,676,442**

DETAIL

ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
12-05 SICK ESCROW	0	0	20,000	20,000	25,000
* **PERSONNEL SERVICES**	**0**	**0**	**20,000**	**20,000**	**25,000**
44-09 LAND LEASE WASTEWTR PLANT	0	0	0	0	355,000
31-00 PROFESSIONAL SERVICES	25,245	25,200	26,885	25,200	26,885
31-22 RATE STUDY	0	0	50,000	50,000	0
44-03 EQUIPMENT LEASES GASB 87	0	-905	0	0	0
49-06 ADMINISTRATIVE CHARGES	765,760	742,925	564,960	564,960	592,880
59-00 DEPRECIATION EXPENSE	5,335,168	5,438,013	0	0	0
59-40 RIGHT TO USE-GASB 87	0	855	0	0	0
95-01 AMORTIZED RENT EXPENSE	22,333	22,333	0	0	0
* **OPERATING EXPENSES**	**6,148,506**	**6,228,421**	**641,845**	**640,160**	**974,765**
64-03 EQUIPMENT	0	0	102,000	102,000	0
* **CAPITAL OUTLAY**	**0**	**0**	**102,000**	**102,000**	**0**
72-40 LEASE FINANCING-GASB 87	0	50	0	0	0
72-07 INT DEBT REDUCT-ST REVOLV	207,915	197,808	0	0	0
* **DEBT SERVICE**	**207,915**	**197,858**	**0**	**0**	**0**
91-31 UTILITIES CONSTRUCTION	6,620,000	2,805,000	8,090,000	8,090,000	8,270,000
91-39 STATE REVOLVING LOAN FUND	2	2	2,499,595	2,499,595	2,499,595
* **TRANSFERS**	**6,620,002**	**2,805,002**	**10,589,595**	**10,589,595**	**10,769,595**
99-03 PROJECTED CARRYOVER - END	0	0	4,755,786	10,649,467	3,907,082
* **ENDING RESERVES**	**0**	**0**	**4,755,786**	**10,649,467**	**3,907,082**
	12,976,423	**9,231,281**	**16,109,226**	**22,001,222**	**15,676,442**

The Actual FY 2022 and Actual FY 2023 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, defined benefit pension plan and other post employment benefit accruals, insurance recovery for assets, leases and subscription-based IT arrangement accruals.

City of Punta Gorda, FL
Water Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2022 through FY 2029

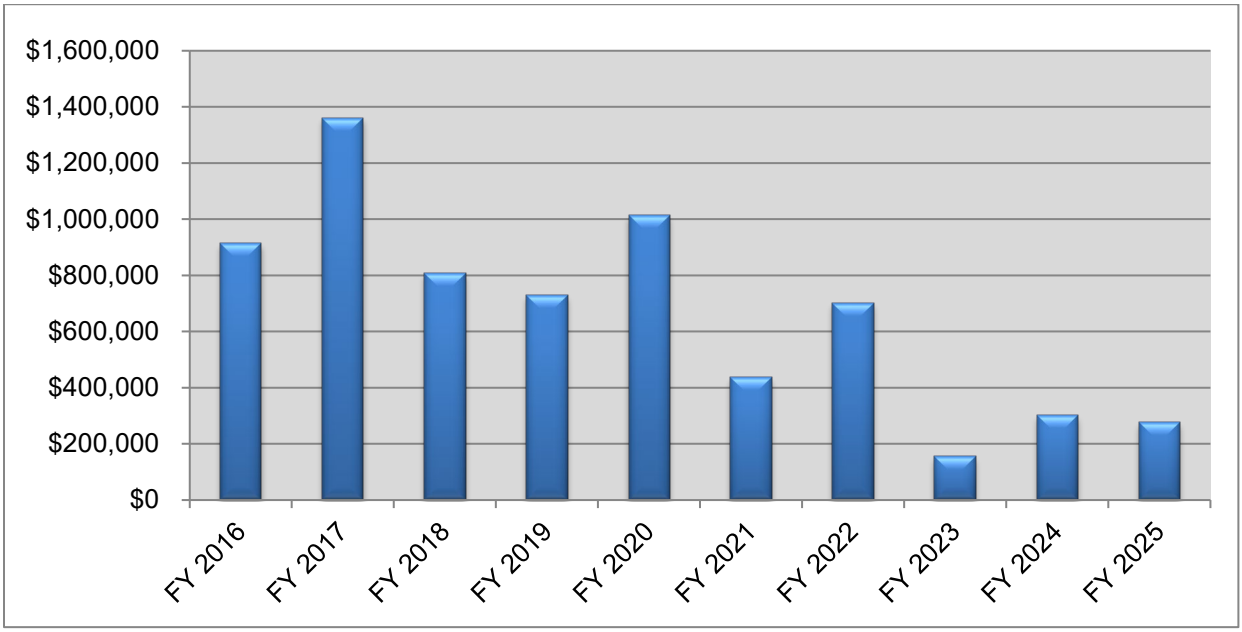
WATER SYSTEM IMPACT FEES and RELATED PROJECTS	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues									
Residential	$ 654,700	$ 118,920	$ 208,245	$ 252,650	$ 253,915	$ 256,455	$ 259,020	$ 261,610	$ 264,225
Commercial	47,271	35,928	23,000	47,905	23,000	23,230	23,460	23,695	23,930
Interest on Investments	25,041	113,716	51,000	92,010	48,000	42,000	37,500	30,000	24,000
Total Revenues	727,012	268,564	282,245	392,565	324,915	321,685	319,980	315,305	312,155
Projects									
RO DIW & Plant Construction (1/2 debt svc)	499,800	499,800	499,800	499,800	499,800	499,800	499,800	499,800	499,800
Subtotal Transfers to Util. OM&R	499,800	499,800	499,800	499,800	499,800	499,800	499,800	499,800	499,800
Taylor Rd Watermain repl (incr. capacity up to 50%)	602,250	222,855	0	0	0	0	0	0	0
Tea & Grean Water Main (100% new)	25,134	356,652	0	0	0	0	0	0	0
Subtotal Transfers to Util. Construction	627,384	579,507	0	0	0	0	0	0	0
Total Expenditures	1,127,184	1,079,307	499,800	499,800	499,800	499,800	499,800	499,800	499,800
Revenues over (under) expenditures	(400,172)	(810,743)	(217,555)	(107,235)	(174,885)	(178,115)	(179,820)	(184,495)	(187,645)
Projected Carryover - Beginning	3,153,648	2,753,476	1,899,786	1,942,733	1,835,498	1,660,613	1,482,498	1,302,678	1,118,183
Projected Carryover - End	$ 2,753,476	$ 1,942,733	$ 1,682,231	$ 1,835,498	$ 1,660,613	$ 1,482,498	$ 1,302,678	$ 1,118,183	$ 930,538

The actual FY 2022 and FY 2023 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 2020 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 2020 Utility Rate & Impact Study, the water impact fee rate decreased 43% or $1,497 in FY 2021. Impact fees can vary due to quantity of single family residential (sfr) units and inclusion of large development projects. FY 2025 estimates an average quantity of sfr units and excludes any large developments.

Fiscal Year	Revenue Amount	Percent Change
FY 2016	$914,335	39.7%
FY 2017	$1,361,272	48.9%
FY 2018	$805,960	-40.8%
FY 2019	$727,546	-9.7%
FY 2020	$1,012,263	39.1%
FY 2021	$437,334	-56.8%
FY 2022	$701,971	60.5%
FY 2023	$154,848	-77.9%
FY 2024	$300,555	94.1%
FY 2025	$276,915	-7.9%



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
WATER SYSTEM CAPACITY ESCROW

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
21-35	WATER IMPACT FEES RESID	654,700	118,920	208,245	252,650	253,915
22-35	WATER IMPACT FEES COMM	47,271	35,928	23,000	47,905	23,000
*	**PERMITS,FEES & SPEC ASSMT**	**701,971**	**154,848**	**231,245**	**300,555**	**276,915**
10-00	INTEREST ON INVESTMENTS	25,041	113,716	51,000	92,010	48,000
*	**MISCELLANEOUS REVENUE**	**25,041**	**113,716**	**51,000**	**92,010**	**48,000**
90-01	PROJ CARRYOVER-BEGINNING	0	0	1,899,786	1,942,733	1,835,498
*	**OTHER REVENUE SOURCES**	**0**	**0**	**1,899,786**	**1,942,733**	**1,835,498**
		727,012	**268,564**	**2,182,031**	**2,335,298**	**2,160,413**

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
WATER SYSTEM CAPACITY ESCROW

EXPENDITURES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
91-26	UTILITIES O M & R	499,800	499,800	499,800	499,800	499,800
91-31	UTILITIES CONSTRUCTION	627,384	579,507	0	0	0
*	**TRANSFERS**	**1,127,184**	**1,079,307**	**499,800**	**499,800**	**499,800**
99-03	PROJECTED CARRYOVER - END	0	0	1,682,231	1,835,498	1,660,613
*	**ENDING RESERVES**	**0**	**0**	**1,682,231**	**1,835,498**	**1,660,613**
		1,127,184	**1,079,307**	**2,182,031**	**2,335,298**	**2,160,413**

The Actual FY 2022 and Actual FY 2023 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, defined benefit pension plan and other post employment benefit accruals, insurance recovery for assets, leases and subscription-based IT arrangement accruals.

City of Punta Gorda, FL
Wastewater Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2022 through FY 2029

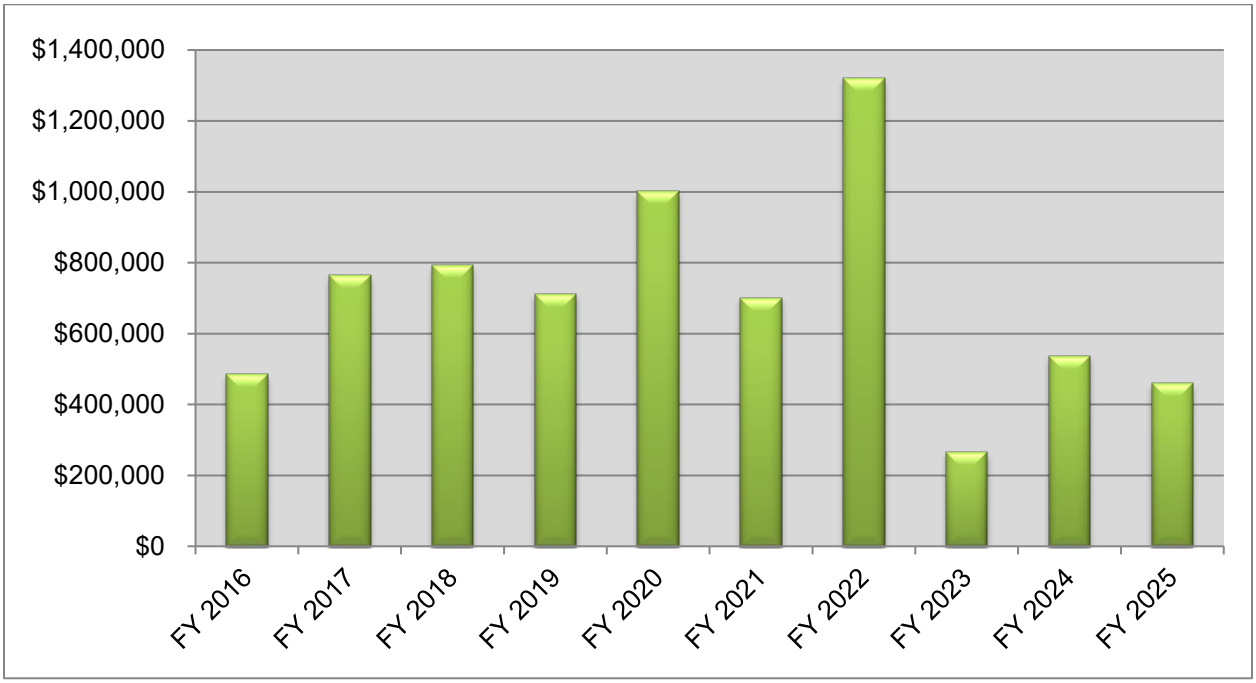
WASTEWATER SYSTEM IMPACT FEES and RELATED PROJECTS	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues									
Residential	$ 1,214,511	$ 230,562	$ 276,000	$ 442,340	$ 444,550	$ 446,770	$ 449,005	$ 451,249	$ 453,505
Commercial	104,944	35,880	10,000	93,840	15,000	15,000	15,000	15,000	15,000
Interest on Investments	18,343	101,802	52,500	90,285	72,000	81,000	75,000	60,000	45,000
Total Revenues	1,337,798	368,244	338,500	626,465	531,550	542,770	539,005	526,249	513,505
Projects									
For Debt Svc (WWTP Exp up to 50%)	0	0	0	0	0	515,000	1,030,000	1,030,000	1,030,000
Subtotal Transfer to Util OM&R		0	0	0	0	515,000	1,030,000	1,030,000	1,030,000
Jones Loop ForceMain 100%	350,000	350,000	0	0	0	0	0	0	0
WWTP Expansion Improvements up to 50%	500,000	500,000	0	0	0	0	0	0	0
Subtotal Transfer to Util Construction	850,000	850,000	0	0	0	0	0	0	0
Total Expenditures	850,000	850,000	0	0	0	515,000	1,030,000	1,030,000	1,030,000
Revenues over (under) expenditures	487,798	(481,756)	338,500	626,465	531,550	27,770	(490,995)	(503,751)	(516,495)
Projected Carryover - Beginning	1,608,247	2,096,045	1,558,805	1,614,289	2,240,754	2,772,304	2,800,074	2,309,079	1,805,329
Projected Carryover - End	$ 2,096,045	$ 1,614,289	$ 1,897,305	$ 2,240,754	$ 2,772,304	$ 2,800,074	$ 2,309,079	$ 1,805,329	$ 1,288,833

The actual FY 2022 and FY 2023 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 2020 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 2020 Utility Rate & Impact Study, the wastewater impact fee rate was increased 4% or $93 in FY 2021. Impact fees can vary due to quantity of single family residential (sfr) units and inclusion of large development projects. FY 2025 estimates an average quantity of sfr units and excludes any large developments.

Fiscal Year	Revenue Amount	Percent Change
FY 2016	$888,680	50.2%
FY 2017	$763,327	-14.1%
FY 2018	$793,219	3.9%
FY 2019	$711,438	-10.3%
FY 2020	$1,001,756	42.2%
FY 2021	$700,760	-30.0%
FY 2022	$1,319,455	88.3%
FY 2023	$266,442	-79.8%
FY 2024	$536,180	101.2%
FY 2025	$459,550	-14.3%



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
WASTEWATER SYSTEM CAPACITY ESCROW

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
21-36	WASTEWATER IMPACTS RESID	1,214,511	230,562	276,000	442,340	444,550
22-36	WASTEWATER IMPACTS COMM	104,944	35,880	10,000	93,840	15,000
*	**PERMITS,FEES & SPEC ASSMT**	**1,319,455**	**266,442**	**286,000**	**536,180**	**459,550**
10-00	INTEREST ON INVESTMENTS	18,343	101,802	52,500	90,285	72,000
*	**MISCELLANEOUS REVENUE**	**18,343**	**101,802**	**52,500**	**90,285**	**72,000**
90-01	PROJ CARRYOVER-BEGINNING	0	0	1,558,805	1,614,289	2,240,754
*	**OTHER REVENUE SOURCES**	**0**	**0**	**1,558,805**	**1,614,289**	**2,240,754**
		1,337,798	**368,244**	**1,897,305**	**2,240,754**	**2,772,304**

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
WASTEWATER SYSTEM CAPACITY ESCROW

EXPENDITURES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
91-26	UTILITIES O M & R	0	0	0	0	0
91-31	UTILITIES CONSTRUCTION	850,000	850,000	0	0	0
*	**TRANSFERS**	**850,000**	**850,000**	**0**	**0**	**0**
99-03	PROJECTED CARRYOVER - END	0	0	1,897,305	2,240,754	2,772,304
*	**ENDING RESERVES**	**0**	**0**	**1,897,305**	**2,240,754**	**2,772,304**
		850,000	**850,000**	**1,897,305**	**2,240,754**	**2,772,304**

The Actual FY 2022 and Actual FY 2023 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, defined benefit pension pland and other post employment benefit accruals, insurance recovery for assets, leases and subscription-based IT arrangement accruals.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
UTILITIES R & R RESERVE

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
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 2025
UTILITIES R & R RESERVE

EXPENDITURES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
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**

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CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
SPECIAL ASSESSMENT DISTRICT #4

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
10-00	INTEREST ON INVESTMENTS	336	2,173	1,590	2,575	1,680
*	**MISCELLANEOUS REVENUE**	**336**	**2,173**	**1,590**	**2,575**	**1,680**
90-01	PROJ CARRYOVER-BEGINNING	0	0	53,459	53,562	56,137
*	**OTHER REVENUE SOURCES**	**0**	**0**	**53,459**	**53,562**	**56,137**
		336	**2,173**	**55,049**	**56,137**	**57,817**

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
SPECIAL ASSESSMENT DISTRICT #4

EXPENDITURES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
99-03	PROJECTED CARRYOVER - END	0	0	55,049	56,137	57,817
*	**ENDING RESERVES**	**0**	**0**	**55,049**	**56,137**	**57,817**
		0	**0**	**55,049**	**56,137**	**57,817**

The Actual FY 2022 and Actual FY 2023 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, defined benefit pension plan and other post employment benefit accruals, insurance recovery for assets, leases and subscription-based IT arrangement accruals.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
STATE REVOLVING LOAN FUND

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
10-00	INTEREST ON INVESTMENTS	7,777	48,434	90,000	42,610	105,000
*	**MISCELLANEOUS REVENUE**	**7,777**	**48,434**	**90,000**	**42,610**	**105,000**
26-00	UTILITIES O M & R	2	2	2,499,595	2,499,595	2,499,595
36-00	SEWER SYS CAPACITY ESCROW	0	0	0	0	0
*	**TRANSFER FROM OTHER FUNDS**	**2**	**2**	**2,499,595**	**2,499,595**	**2,499,595**
90-01	PROJ CARRYOVER-BEGINNING	0	0	2,662,044	1,161,205	2,703,815
*	**OTHER REVENUE SOURCES**	**0**	**0**	**2,662,044**	**1,161,205**	**2,703,815**
		7,779	**48,436**	**5,251,639**	**3,703,410**	**5,308,410**

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
STATE REVOLVING LOAN FUND

EXPENDITURES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
71-07	STATE REVOLVING LOAN	0	0	808,165	808,165	818,485
72-07	STATE REVOLVING LOAN	0	0	191,430	191,430	181,110
*	**DEBT SERVICE**	**0**	**0**	**999,595**	**999,595**	**999,595**
99-03	PROJECTED CARRYOVER - END	0	0	4,252,044	2,703,815	4,308,815
*	**ENDING RESERVES**	**0**	**0**	**4,252,044**	**2,703,815**	**4,308,815**
		0	**0**	**5,251,639**	**3,703,410**	**5,308,410**

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City of Punta Gorda
Utility Construction Fund
Revenue and Expense Comparison
Actual FY 2022 through Budget FY 2025

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Revenues:					
Transfer from Utility OM&R	$ 6,620,000	$ 2,805,000	$ 8,090,000	$ 8,090,000	$ 8,270,000
Transfer from Water System Capacity Fees	627,384	579,507	0	0	0
Transfer from Sewer System Capacity Fees	850,000	850,000	0	0	0
FDEP Grant	0	0	0	6,618,348	0
Miscellaneous Revenue	388	193	0	0	0
Financing and/or SRF Loan/Grant	0	0	0	72,192,000	34,000,000
Project Carryover - Beginning	11,081,209	13,094,476	0	12,920,978	0
Prior Year Encumbrances/Reappropriation	4,129,128	5,688,260	0	1,707,707	0
Total Revenues	$ 23,308,109	$ 23,017,436	$ 8,090,000	$ 101,529,033	$ 42,270,000
Expenses:					
Reserve for Contingencies/Project Carryovers	$ 18,782,736	$ 14,628,685	$ 0	$ 0	$ 0
Non-Departmental	111,680	809	0	208,420	0
Water Treatment Plant Improvements	702,545	995,093	3,650,000	9,913,348	36,450,000
Water Distribution System	688,725	2,183,487	1,020,000	2,501,630	2,220,000
Wastewater Collection System	204,608	667,742	1,700,000	14,892,286	2,000,000
Wastewater Treatment Plant Improvements	2,817,815	4,541,620	1,720,000	74,013,349	1,600,000
Total Expenses	$ 23,308,109	$ 23,017,436	$ 8,090,000	$ 101,529,033	$ 42,270,000

All utility funds are consolidated for annual financial reporting.

Projected FY 2024 column includes not only anticipated completed projects, but all current budgeted projects that may be carried over to FY 2025 for completion including possible use of contingency budget.

The Actual FY 2022 and Actual FY 2023 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 2022 through FY 2029

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues									
GRANT-FDEP (Generators and SCADA)	$ 0	$ 0	$ 0	$ 1,118,348	$ 0	$ 0	$ 0	$ 0	$ 0
GRANT-FDEP (Septic to Sewer Engineering	0	0	0	5,500,000	0	0	0	0	0
UTILITIES O M & R	6,620,000	2,805,000	8,090,000	8,090,000	8,270,000	5,405,000	5,920,000	1,205,000	1,320,000
WATER SYS CAPACITY ESCROW	627,384	579,507	0	0	0	0	0	0	0
SEWER SYS CAPACITY ESCROW	850,000	850,000	0	0	0	0	0	0	0
MISCELLANEOUS REVENUE	388	193	0	0	0	0	0	0	0
ESTIMATED GRANT for S2S (25%)	0	0	0	0	0	0	0	2,750,000	0
FINANCING S2S	0	0	0	0	0	0	1,000,000	10,286,400	0
FINANCING/GRANT WWTP PLANT (SRF)	0	0	0	72,192,000	0	0	0	0	0
FINANCING WTP FILTRATION & RO EXP	0	0	0	0	34,000,000	20,000,000	6,000,000	0	0
Subtotal	8,097,772	4,234,700	8,090,000	86,900,348	42,270,000	25,405,000	12,920,000	14,241,400	1,320,000
PROJ CARRYOVER-BEGINNING	11,081,209	13,094,476	0	12,920,978	0	0	0	0	0
PRIOR YEAR ENCUMBRANCES	4,129,128	5,688,260	0	1,707,707	0	0	0	0	0
Total Revenues	$ 23,308,109	$ 23,017,436	$ 8,090,000	$ 101,529,033	$ 42,270,000	$ 25,405,000	$ 12,920,000	$ 14,241,400	$ 1,320,000
Expenses									
Utilities Counstruction									
CONTINGENCY/PROJ CARRYOVER	$ 18,782,736	$ 14,628,685	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
PROFESSIONAL SERVICES	23,331	0	0	161,884	0	0	0	0	0
BUILDING IMPROVEMENTS	88,349	809	0	46,536	0	0	0	0	0
Total Non-Departmental	18,894,416	14,629,494	0	208,420	0	0	0	0	0
Water Treatment Plant Improvements									
ENGINEER CONSULTING	29,008	0	0	237,616	300,000	285,000	0	0	0
HENDRICKSON DAM IMPROVEMT	0	0	0	90,186	0	0	0	0	0
WTP CARBON SILO	0	0	0	0	300,000	2,000,000	0	0	0
EQUIPMENT	39,786	0	0	0	0	0	0	0	0
WTP BELT PRESS	0	516,877	0	0	0	0	0	0	0
MOD/EXPAND WATER PLANT	633,751	478,216	350,000	6,265,546	35,200,000	20,000,000	6,500,000	0	0
ELEVATED TANK	0	0	3,300,000	3,320,000	650,000	0	0	0	0
Total WTP Improvements	702,545	995,093	3,650,000	9,913,348	36,450,000	22,285,000	6,500,000	0	0
Water Distribution System									
ENGINEER CONSULTING	10,831	137,592	0	28,530	0	0	0	0	0
EQUIPMENT (AMI)	0	0	0	17,398	0	0	0	0	0
MISC UTILITY RELOCATION	0	0	20,000	60,000	20,000	20,000	20,000	20,000	20,000
WATER MAIN UPGRADES	677,894	2,045,895	1,000,000	2,395,702	2,200,000	200,000	3,500,000	200,000	200,000
Total Water Distribution System	688,725	2,183,487	1,020,000	2,501,630	2,220,000	220,000	3,520,000	220,000	220,000
Wastewater Collection System									
ENGINEER CONSULTING	0	0	0	46,000	0	0	0	0	0
GRAVITY SEWER REPLACEMENT	40,566	108,767	950,000	1,861,233	750,000	150,000	150,000	150,000	150,000
LIFT STATION PROJECTS	94,807	89,717	200,000	342,000	200,000	200,000	200,000	200,000	200,000
WW COLLECTION SYS IMPROVE	0	82,379	200,000	100,000	200,000	200,000	200,000	200,000	200,000
FORCE MAIN PROJECTS	69,235	386,879	350,000	5,822,715	850,000	350,000	350,000	350,000	350,000
EQUIPMENT	0	0	0	1,118,348	0	0	0	0	0
SEPTIC TO SEWER PROJECTS	0	0	0	5,601,990	0	0	1,000,000	13,036,400	0
Total Wastewater Collection System	204,608	667,742	1,700,000	14,892,286	2,000,000	900,000	1,900,000	13,936,400	900,000
Wastewater Treatment Plant Improvements									
ENGINEER CONSULTING	0	0	0	0	0	0	0	85,000	200,000
BUILDING IMPROVEMENTS	0	0	350,000	425,000	0	0	0	0	0
WWTP IMPROVEMENTS	2,817,815	4,541,620	170,000	71,788,349	500,000	2,000,000	1,000,000	0	0
WWTP BOOSTER PUMP FACIL	0	0	500,000	500,000	400,000	0	0	0	0
MASTER PUMP STATION UPGRA	0	0	200,000	800,000	200,000	0	0	0	0
WW HOLDING POND REHABILITATION	0	0	500,000	500,000	500,000	0	0	0	0
Total WWTP Improvements	2,817,815	4,541,620	1,720,000	74,013,349	1,600,000	2,000,000	1,000,000	85,000	200,000
Total Expenses	$ 23,308,109	$ 23,017,436	$ 8,090,000	$ 101,529,033	$ 42,270,000	$ 25,405,000	$ 12,920,000	$ 14,241,400	$ 1,320,000

Footnotes in Utilities OM&R profoma are relevant to Utilities Construction fund.

The Actual FY 2022 & FY 2023 columns are based on comparison to budget (non-GAAP) and therefore includes capital asset acquisitions and does not include asset transfers.

All utility funds are consolidated for annual financial reporting.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
UTILITIES CONSTRUCTION

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
35-10	DEPT ENVIRONMENTAL PROTECT	0	0	0	6,618,348	0
*	**INTERGOVERNMENTAL REVENUE**	**0**	**0**	**0**	**6,618,348**	**0**
90-00	MISCELLANEOUS REVENUE	388	193	0	0	0
*	**MISCELLANEOUS REVENUE**	**388**	**193**	**0**	**0**	**0**
26-00	UTILITIES O M & R	6,620,000	2,805,000	8,090,000	8,090,000	8,270,000
35-00	WATER SYS CAPACITY ESCROW	627,384	579,507	0	0	0
36-00	SEWER SYS CAPACITY ESCROW	850,000	850,000	0	0	0
*	**TRANSFER FROM OTHER FUNDS**	**8,097,384**	**4,234,507**	**8,090,000**	**8,090,000**	**8,270,000**
11-01	OTHER FINANCING	0	0	0	72,192,000	34,000,000
*	**DEBT PROCEEDS**	**0**	**0**	**0**	**72,192,000**	**34,000,000**
90-01	PROJ CARRYOVER-BEGINNING	0	0	0	12,920,978	0
90-02	PRIOR YEAR ENCUMBRANCES	0	0	0	1,707,707	0
*	**BEGINNING RESERVES**	**0**	**0**	**0**	**14,628,685**	**0**
		8,097,772	**4,234,700**	**8,090,000**	**101,529,033**	**42,270,000**

The Actual FY 2022 and Actual FY 2023 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, financing proceeds, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, insurance recovery for assets, leases and subscription-based IT arrangement accruals.

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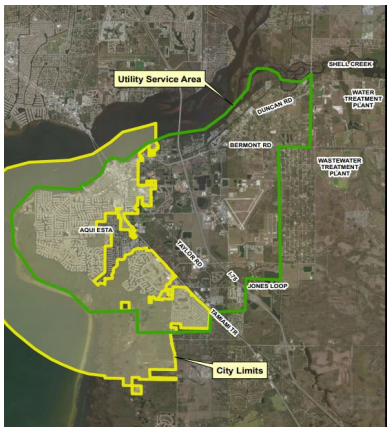
UTILITIES
CAPITAL IMPROVEMENTS PROGRAM
FY 2025 - FY 2029
(All figures in thousands of dollars)

PROJECT IDENTIFICATION	Page #	TOTAL PROJECT COST	Prior Years' Funding	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
FUNDING SOURCE: Utilities Fund current revenue of $1.12M per policy for R&R Projects								
Water System Utility Relocation Misc. Projects	480	100	Annual	20	20	20	20	20
Watermain Renewal/Replacement Projects	481	500	Annual	100	100	100	100	100
Watermain Valve Projects	482	500	Annual	100	100	100	100	100
Wastewater Gravity Sewer Replacement Projects	483	750	Annual	150	150	150	150	150
Wastewater Lift Station Renewal/Replacement Projects	484	1,000	Annual	200	200	200	200	200
Wastewater Inflow Abatement - Rehabilitation Structures	485	1,000	Annual	200	200	200	200	200
Wastewater Force Main Renewal/Replacement Projects	486	1,750	Annual	350	350	350	350	350
R&R Projects Total		5,600	0	1,120	1,120	1,120	1,120	1,120
FUNDING SOURCE: Utilities Fund current revenues and Reserves, Grants, Impact Fees, and Financing								
Administration								
Septic to Sewer (Areas 1)	487	19,836	5,800	0	0	1,000	13,036	0
Wastewater Projects								
Lift Station 30 Gravity Rehab	488	1,850	1,250	600	0	0	0	0
Henry St 14" Force Main Replacement	489	2,508	2,508	0	0	0	0	0
Riverside Dr Force Main Extension	490	1,600	1,100	500	0	0	0	0
Henry St 20" Force Main crossing I-75	491	2,040	2,040	0	0	0	0	0
US41 Northbound Sewer Relocation (FDOT)	492	260	260	0	0	0	0	0
Wastewater Nutrient Management Plan (Bio Solids) Land App	493	224	224	0	0	0	0	0
Wastewater Treatment Plant Improvement	494	78,200	78,200	0	0	0	0	0
Wastewater Treatment Plant Tank Coating	495	1,800	600	200	0	1,000	0	0
Wastewater Treatment Plant Permit Renewal (FDEP)	496	170	85	0	0	0	85	0
Wastewater Deep Injection Well Mechanical Integrity Test (MIT)	497	185	85		0	0	0	100
Wastewater Deep Injection Well Permit Renewal	498	185	85		0	0	0	100
Wastewater Master Pump Facility Pumps Upgrade	499	1,000	800	200	0	0	0	0
Wastewater Generator Replacement @BPF	500	900	500	400	0	0	0	0
Wastewater Pond Liner Replacement	501	1,000	500	500	0	0	0	0
Wastewater Treatment Plant AC Replacement	502	425	425	0	0	0	0	0
Wastewater Bio-solid processing	503	2,300	0	300	2,000	0	0	0
Wastewater Projects Total		114,483	94,462	2,700	2,000	2,000	13,121	200
Water Projects								
WTP - Hydrobiological Monitoring Plan (HBMP)	504	150	0	150	0	0	0	0
WTP - R.O Water Use Permit	505	200	0	0	200	0	0	0
WTP - Carbon Slurry System Replacement	506	2,300	0	300	2,000	0	0	0
WTP - Hendrickson Dam Inspection Program & maintenance	507	90	90	0	0	0	0	0
WTP - Well Remediation	508	1,684	1,184	0	0	500	0	0
WTP - Rehabilitation (Filters,SCU)	509	33,623	3,623	30,000	0	0	0	0
WTP - Alum Tank	510	1,300	1,000	300	0	0	0	0
WTP - Ammonia Conversion	511	1,000	1,000	0	0	0	0	0
WTP - Burnt Store Rd Booster Station Pipe Riser Repair & Pumps	512	3,970	3,320	650	0	0	0	0
WTP - RO Brine Disposal Well / Mechanical Integrity Test (MIT)	513	150	0	150	0	0	0	0
WTP - RO Brine Disposal Well (DIW) Permit Renewal	514	85	0	0	85	0	0	0
WTP - Shell Creek Reverse Osmosis Expansion	515	30,000	0	4,000	20,000	6,000	0	0
WTP - RO Repair/Restoration of acid injection quill, static mixer, and acid feed piping system	516	1,100	200	900	0	0	0	0
Water - Solona Watermain Replacement Upgrade	517	3,500	200	0	0	3,300	0	0
Water - Bal Harbor Water Main Replacement	518	1,000	1,000	0	0	0	0	0
Water - Airport Rd Water Main Replacement	519	1,000	0	1,000	0	0	0	0
Water - Via Tripoli Water Main Replacement	520	1,000	0	1,000	0	0	0	0
Water Projects Total		82,152	11,617	38,450	22,285	9,800	0	0
UTILITIES CONSTRUCTION FUND TOTAL		202,235	106,079	42,270	25,405	12,920	14,241	1,320

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Utility Relocation Project To Be Determined
Project Code:	TBD
Account #:	411-8423-533-63-09
Description/ Justification:	FY 2025 – 2029 Annual funds programmed to relocate water and wastewater lines to accommodate no-programmed projects and/or work performed by FDOT, Charlotte County Public Works and Punta Gorda Public Works. FDOT programs roadway improvements in a 5 year CIP and also performs non-programmed projects. Charlotte County Public Works and Punta Gorda Public Works also perform non-programmed projects on an as needed basis. Funds in TBD are for non-programmed projects, once a project is identified a project code and cost will be identified.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.
Community Impact:	Quality of life and safety



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$20,000	$0	$4,000	$4,000	$4,000	$4,000	$4,000
Land							
Construction	$80,000	$0	$16,000	$16,000	$16,000	$16,000	$16,000
Equipment							
Total	$100,000	$0	$20,000	$20,000	$20,000	$20,000	$20,000
Funding Sources							
Local-UF	$100,000	$0	$20,000	$20,000	$20,000	$20,000	$20,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Water Main Renewal/Replacement Project To Be Determined
Project Code:	TBD
Account #:	411-8423-533-63-21
Description/ Justification:	FY 2025 – 2029 TBD funds provide renewal and 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 Works 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. 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.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$200,000	$0	$40,000	$40,000	$40,000	$40,000	$40,000
Land							
Construction	$300,000	$0	$60,000	$60,000	$60,000	$60,000	$60,000
Equipment							
Total	$500,000	$0	$100,000	$100,000	$100,000	$100,000	$100,000
Funding Sources							
Local-UF	$500,000	$0	$100,000	$100,000	$100,000	$100,000	$100,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Water Main Valve Installation
Project Code:	WMVALV
Account #:	411-8423-533-63-21
Description/ Justification:	FY 2025 – 2029 Project will install EZ valves on existing water main to assist in isolation of shut off during a main break to limit amount of customers affected. During a water main break, water shut off is needed to make repairs. Installation of Insert-a-valve will limit the amount of customers affected by isolating only the area needed for repair. Valves installed will list location and size to identify.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	$500,000	$0	$100,000	$100,000	$100,000	$100,000	$100,000
Total	$500,000	$0	$100,000	$100,000	$100,000	$100,000	$100,000
Funding Sources							
Local-UF	$500,000	$0	$100,000	$100,000	$100,000	$100,000	$100,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

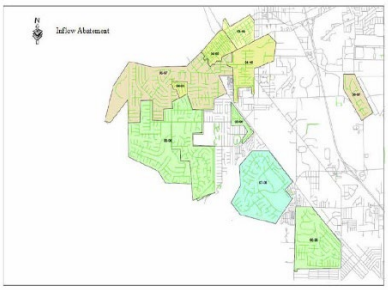
Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Gravity Sewer Renewal/Replacement Project TBD
Project Code:	TBD
Account #:	411-8536-535-63-28
Description/ Justification:	FY 2025 – 2029 Funds in TBD provide renewal and replacement of existing gravity sewer lines and restore asphalt pavement associated with sewer replacement. Old clay pipe gravity lines are candidate projects for replacement with PVC sewer pipe. Gravity Sewer relocation is coordinated with Public Works resurfacing and paving projects. Renewal and/or 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 will be transferred from TBD to the identified project.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$150,000	$0	$30,000	$30,000	$30,000	$30,000	$30,000
Land							
Construction	$600,000	$0	$120,000	$120,000	$120,000	$120,000	$120,000
Equipment							
Total	$750,000	$0	$150,000	$150,000	$150,000	$150,000	$150,000
Funding Sources							
Local-UF	$750,000	$0	$150,000	$150,000	$150,000	$150,000	$150,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Lift Station Renewal/Replacement Project To Be Determined
Project Code:	TBD
Account #:	411-8536-535-63-29
Description/ Justification:	FY 2025 – 2029 Annual project funds will design and construct wastewater lift station rehabilitation or improvements on an as needed basis to maintain service. The City operates 118 Lift Stations. Funds are programmed to provide improved wastewater transmission capacity identified by wastewater master plan or other studies. Project may result from immediate need to maintain level of service to customers or reduce cost responding to multiple repairs. Renewal/Replacement of equipment to lift stations is performed by staff on an as needed basis with available funding typically for components rather than complete rehabilitation/replacement of equipment of an individual lift station. Once a project is identified a project code will be created and funds will be transferred from TBD to the identified project.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.
Community Impact:	

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$200,000	$0	$40,000	$40,000	$40,000	$40,000	$40,000
Land							
Construction	$800,000	$0	$160,000	$160,000	$160,000	$160,000	$160,000
Equipment							
Total	$1,000,000	$0	$200,000	$200,000	$200,000	$200,000	$200,000
Funding Sources							
Local-UF	$1,000,000	$0	$200,000	$200,000	$200,000	$200,000	$200,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Inflow Abatement Rehab Structures To Be Determined
Project Code:	TBD
Account #:	411-8536-535-63-56
Description/ Justification:	FY 2025 – 2029 Annual funds programmed for rehabilitation/replacement includes interior coating to 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. Inspection, replacement and renewal of the City's collection system will reduce infiltration and inflow, reduce collection system defects, maintain 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 from TBD to the identified project.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.
Community Impact:	Quality of Life and Safety

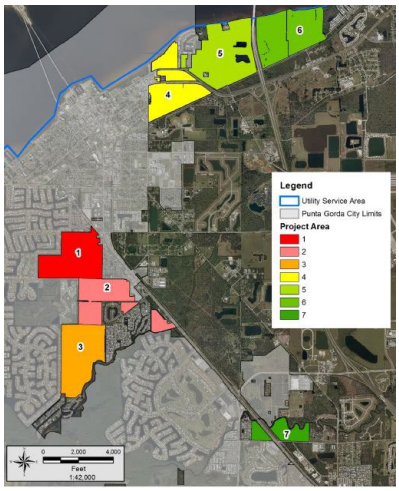


Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$200,000	$0	$40,000	$40,000	$40,000	$40,000	$40,000
Land							
Construction	$800,000	$0	$160,000	$160,000	$160,000	$160,000	$160,000
Equipment							
Total	$1,000,000	$0	$200,000	$200,000	$200,000	$200,000	$200,000
Funding Sources							
Local-UF	$1,000,000	$0	$200,000	$200,000	$200,000	$200,000	$200,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Force Main Renewal/Replacement Project To Be Determined
Project Code:	TBD
Account #:	411-8536-535-63-67
Description/ Justification:	FY 2025 – 2029 Annual projects may be determined by operating staff to meet immediate needs. Projects will replace existing Ductile Iron Pipe (DIP) with PVC pipe. 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 from TBD to the identified project.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.
Community Impact:	Quality of Life and Safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$350,000	$0	$70,000	$70,000	$70,000	$70,000	$70,000
Land							
Construction	$1,400,000	$0	$280,000	$280,000	$280,000	$280,000	$280,000
Equipment							
Total	$1,750,000	$0	$350,000	$350,000	$350,000	$350,000	$350,000
Funding Sources							
Local-UF	$1,750,000	$0	$350,000	$350,000	$350,000	$350,000	$350,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Septic to Sewer (Area 1)
Project Code:	S2SA1/S2S674
Account #:	411-8536-535-65-03
Description/ Justification:	Jones Edmunds completed Septic to Sewer Master Plan June 2018. Possible funding plan was developed for gravity sewer system. Preliminary Design Report for Area 1 to evaluate alternative sewer systems and complete PDR for preferred method was issued FY21. FY 2024 $5,500,000 grant for engineering septic to sewer in Charlotte Park area FY 2027 Construction – Update of cost estimate will come from engineering of the project Collection System = $11,028,00 Transmission System = $3,008,400 Project will need to be financed and estimates grant revenue of 25% of collection system.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas through capital budgeting procedures and invedstment in learning opportunities for staff.
Community Impact:	Quality of Life and Safety



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$5,800,000	$5,800,000	$0	$0	$0	$0	$0
Land							
Construction	$14,036,400	$0	$0	$0	$1,000,000	$13,036,400	$0
Equipment							
Total	$19,836,400	$5,800,000	$0	$0	$1,000,000	$13,036,400	$0
Funding Sources							
Grants (est.) - G	$8,250,000	$5,500,000	$0	$0	$0	$2,750,000	$0
Finance (est.) -RF	$11,286,400	$0	$0	$0	$1,000,000	$10,286,400	$0
Local (est.) - UF	$300,000	$300,000	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Electric, R&M	$0	$0	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Assessments	$536,000	$0	$0	$0	$0	$268,000	$268,000
WW Impacts	$164,000	$0	$0	$0	$0	$82,000	$82,000
WW Revenue	$0	$0	$0	$0	$0	$0	$0

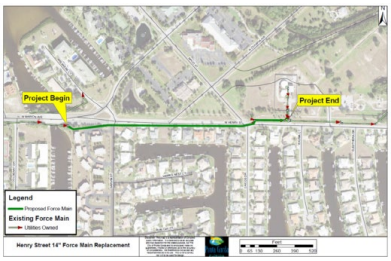
Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Lift Station 30 Gravity Rehab
Project Code:	LS30GS
Account #:	411-8536-535-63-28
Description/ Justification:	FY 2023-FY 2025 The gravity collection lines are allowing excessive storm water into the sewer. LS 30 has excessive run times during wet weather. Inspection has determined the gravity lines should be replaced. Replace approx. 2,005 lf of existing gravity sewer main and 9 lateral service lines with new SDR26 PVC piping.
Priority:	Infrastructure Sustainability
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.
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$370,000	$370,000	$0	$0	$0	$0	$0
Land							
Construction	$1,480,000	$880,000	$600,000	$0	$0	$0	$0
Equipment							
Total	$1,850,000	$1,250,000	$600,000	$0	$0	$0	$0
Funding Sources							
Local-UF	$1,850,000	$1,250,000	$600,000	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Henry Street 14” Force Main
Project Code:	HS-FM
Account #:	411-8536-535-63-67
Description/ Justification:	FY 2022 - 2024 Replace 1700 LF of 14” cast iron force main to PVC on Henry St and gravity manhole replacement at LS25 at Maud St. Existing 14” force main is cast iron and at the end of the expected useful life. The manhole at LS25 is sinking and must be replaced as part of this project due to the alignment of the 14” force main. Replacement update to PVC will increase reliability of wastewater transmission in the Henry St alignment. All force main on Henry/Marion alignment between Bal Harbor and Bass Inlet has been upgraded to PVC.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City’s infrastructure to ensure effiient and effective service delivery and quality aesthetic appeal. Maimize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Quality of Life and Safety

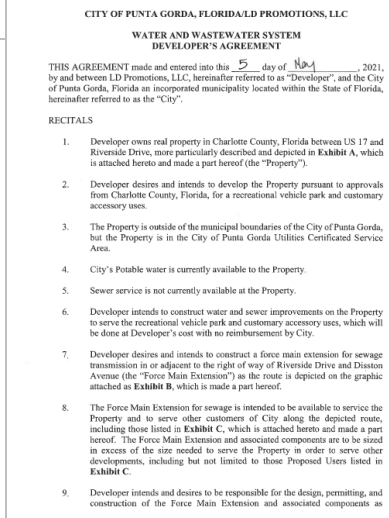


Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$200,000	$200,000	$0	$0	$0	$0	$0
Land							
Construction	$2,307,820	$2,307,820	$0	$0	$0	$0	$0
Equipment							
Total	$2,507,820	$2,507,820	$0	$0	$0	$0	$0
Funding Sources							
Local-UF	$2,507,820	$2,507,820	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Riverside Drive Force Main Extension
Project Code:	RIVFM
Account #:	411-8536-535-63-67
Description/ Justification:	LP Promotions, LLC intends to develop property located within the Punta Gorda utility service area into a recreational vehicle park. The developer has proposed to design, permit, and construct a wastewater force main extension along Riverside Dr. to serve the subject property as well as other developments within direct proximity. The City approved a developer's agreement May 5, 2021 to fund 75% of the project cost. Engineers estimate is $1,443,369. Project is under construction. Funding in FY 25 provides funding for up to 1.6M for actual costs since engineer's estimate. Extending a new wastewater force main along Riverside Dr. will provide wastewater services to the proposed project and will facilitate wastewater services to 4 existing communities using on-site wastewater treatment and disposal facilities. The existing communities can hook up to the City sewer and decommission the on-site facilities, at a future date.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure effiient and effective service delivery and quality aesthetic appeal. Maimize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Quality of Life and Safety



CITY OF PUNTA GORDA, FLORIDA/LD PROMOTIONS, LLC

WATER AND WASTEWATER SYSTEM
DEVELOPER'S AGREEMENT

THIS AGREEMENT made and entered into this 5 day of May, 2021, by and between LD Promotions, LLC, hereinafter referred to as "Developer", and the City of Punta Gorda, Florida an incorporated municipality located within the State of Florida, hereinafter referred to as the "City".

RECITALS

1. Developer owns real property in Charlotte County, Florida between US 17 and Riverside Drive, more particularly described and depicted in **Exhibit A**, which is attached hereto and made a part hereof (the "Property").
2. Developer desires and intends to develop the Property pursuant to approvals from Charlotte County, Florida, for a recreational vehicle park and customary accessory uses.
3. The Property is outside of the municipal boundaries of the City of Punta Gorda, but the Property is in the City of Punta Gorda Utilities Certificated Service Area.
4. City's Potable water is currently available to the Property.
5. Sewer service is not currently available at the Property.
6. Developer intends to construct water and sewer improvements on the Property to serve the recreational vehicle park and customary accessory uses, which will be done at Developer's cost with no reimbursement by City.
7. Developer desires and intends to construct a force main extension for sewage transmission in or adjacent to the right of way of Riverside Drive and Disston Avenue (the "Force Main Extension") as the route is depicted on the graphic attached as **Exhibit B**, which is made a part hereof.
8. The Force Main Extension for sewage is intended to be available to service the Property and to serve other customers of City along the depicted route, including those listed in **Exhibit C**, which is attached hereto and made a part hereof. The Force Main Extension and associated components are to be sized in excess of the size needed to serve the Property in order to serve other developments, including but not limited to those Proposed Users listed in **Exhibit C**.
9. Developer intends and desires to be responsible for the design, permitting, and construction of the Force Main Extension and associated components as

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Construction	$1,600,000	$1,100,000	$500,000	$0	$0	$0	$0
Total	$1,600,000	$1,100,000	$500,000	$0	$0	$0	$0
Funding Sources							
Local-UF	$1,600,000	$1,100,000	$500,000	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
R&M and processing costs	TBD		TBD	TBD	TBD	TBD	TBD
Impacts on Revenue (negative entry indicates revenue reduction)							
WW Impacts and monthly revenue TBD when communities are built or hook up	TBD		TBD	TBD	TBD	TBD	TBD

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY2024

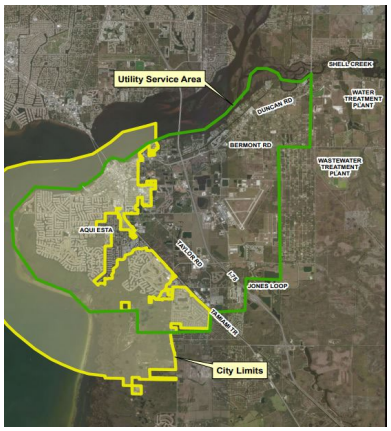
Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Henry Street 20" Force Main Replacement Crossing at I-75
Project Code:	I75RFM
Account #:	411-8536-535-63-67
Description/ Justification:	Replace approximately 400-500 feet 18" DIP wastewater force main which crosses under I-75 with 20" PVC force main. The facility was constructed in 1981 as part of I-75 initial construction. The existing condition of the pipe is unknown. Replacing the DIP pipe with PVC pipe will improve pipe reliability.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficienat and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.
Community Impact:	Quality of Life and Safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$408,000	$408,000	$0	$0	$0	$0	$0
Land							
Construction	$1,632,000	$1,632,000	$0	$0	$0	$0	$0
Equipment							
Total	$2,040,000	$2,040,000	$0	$0	$0	$0	$0
Funding Sources							
Local – UF	$2,040,000	$2,040,000	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
R&M and processing costs due to increased capacity	$4,000	$0	$0	$1,000	$1,000	$1,000	$1,000

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	US41 North Bound Utility Relocation (FDOT)
Project Code:	US41NB
Account #:	411-8536-535-63-28
Description/ Justification:	FY 2024-2025 FDOT has scheduled roadway improvements to US 41 northbound from Willian Street to Peace River Bridge. The City is required to provide utility mapping, utility coordination, utility design, and utility relocation. FDOT has issued plans to construct a traffic circle at the intersection of US 41 and Carmalita Street. The City has evaluated utility facilities and determined that 180 LF of gravity sewer will need repair and lining.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.
Community Impact:	Quality of life and safety

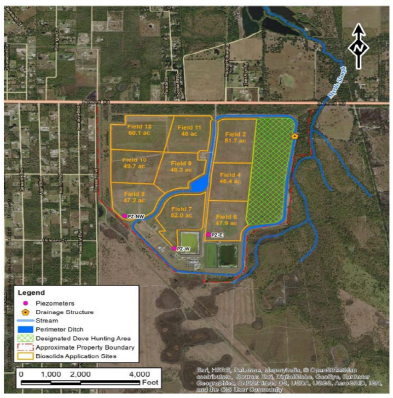


Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$60,000	$60,000	$0	$0	$0	$0	$0
Land							
Construction	$200,000	$200,000	$0	$0	$0	$0	$0
Equipment							
Total	$260,000	$260,000	$0	$0	$0	$0	$0
Funding Sources							
Local-UF	$260,000	$260,000	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

City of Punta Gorda, Florida — Capital Improvement Program FY 2025 – FY 2029

Carryover from FY 2024

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Wastewater Treatment Plant Nutrient Management Plan (Biosolids) Land Application
Project Code:	LANDAP
Account #:	411-8711-535-63-31
Description/ Justification:	FY 2023 – 2025 Funds are needed for engineering services to prepare DEP permit application materials to renew permit FLA804746 and authorize land application of biosolids at the City biosolids application site 30999 Bermont Rd. Renewal of permit is required in 5 year intervals. The City has a 447 acre Class B biosolids Land Application site, at 30999 Bermont Road, that has been operated as biosolids application site since 1984, authorized by DEP rules and permitting. DEP bio-solids regulations provided in FAC 62-640 were revised June 21, 2021. Under current rules the permit application must provide a numeric nutrient management plan (NMP) with the application materials.
Priority:	Partnerships, Communication and Collaboration
Goal:	Emphasize transparency in City operations, reporting and activities.
Community Impact:	Quality of Life and Safety



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$223,810	$223,810	$0	$0	$0	$0	$0
Land							
Construction							
Equipment							
Total	$223,810	$223,810	$0	$0	$0	$0	$0
Funding Sources							
Local-UF	$223,810	$223,810	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Wastewater Treatment Plant Improvement/Expansion
Project Code:	WWPEXP
Account #:	411-8711-535-63-31
Description/ Justification:	The City completed an evaluation and recommendation for WWTP Improvements in 2020, negotiated FWC lease agreement extension, and engineering design and permitting in 2022. FY 2024 – 2027: Construction Improvements Funding sources will include wastewater impact fees and financing. Debt service will be repaid through wastewater impact fees and user fees. A planned approach for WWTP capacity and expansion is required by FDEP rule when the capacity of the WWTP reaches 75% of permitted capacity.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficienat and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.
Community Impact:	Quality of Life and Safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/ Engineering	$7,200,000	$7,200,000	$0	$0	$0	$0	$0
Land							
Construction	$71,000,000	$71,000,000	$0				
Equipment/ Planning	$0	$0	$0	$0	$0	$0	$0
Total	$78,200,000	$78,200,000	$0	$0	$0	$0	$0
Funding Sources							
Grant (est)	$19,000,000	$19,000,000					
Finance (est.) – RF	$54,192,000	$54,192,000	$0	$0	$0	$0	$0
WW Impacts – UIF	$1,200,000	$1,200,000	$0	$0	$0	$0	$0
Local – UF	$3,808,000	$3,808,000	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Debt Svc	$10,675,000	$0	$0	$1,525,000	$3,050,000	$3,050,000	$3,050,000
Land Lease	($56,000)	$0	$0	($14,000)	($14,000)	($14,000)	($14,000)

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Wastewater Treatment Plant Tank Coating
Project Code:	WWP-TC
Account #:	411-8711-535-63-31
Description/ Justification:	Replace interior coating system in our wastewater equalization tank. There are two tanks at the Master Pumping Facility and two tanks at the Booster Pumping Facility. Coating replacement is on a rotational schedule based on need every 5 years. FY 2024-2025 Coating of 2 tanks at the BPF. FY 2027 Coating of 2 tanks at the MPF.

Priority:	Infrastructure Sustainability
Goal:	Apply best management practices and systems in infrastructure maintenance.
Community Impact:	Quality of Life and Safety

Financial Information

5 Year Plan	Total	Prior	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	$1,800,000	$600,000	$200,000	$0	$1,000,000	$0	$0
Total	$1,800,000	$600,000	$200,000	$0	$1,000,000	$0	$0
Funding Sources							
Local-UF	$1,800,000	$600,000	$200,000	$0	$1,000,000	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Wastewater Treatment Plant Operating Permit Renewal (FDEP)
Project Code:	WWPERM
Account #:	411-8711-535-31-14
Description/ Justification:	FY 2028 Funds are needed for engineering services to prepare permit application materials for the renewal of the WWTP. Operating Permit required and issued by Florida Department of Environmental Protection. FY 2024 Florida Department of Environmental Protection requires the WWTP to acquire an operating permit. Current operating permit (FLA118371) is valid from September 22, 2019 – September 21, 2024. Renewal of operating permit is required in 5 year intervals. Next permit renewal is due September 21, 2024.
Priority:	Partneships, Communication and Collaboration
Goal:	Emphasize transparency in City operations, reporting, and activities.
Community Impact:	Quality of life and safety

Wastewater Treatment Plant Facility

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$170,000	$85,000	$0	$0	$0	$85,000	$0
Land							
Construction							
Equipment							
Total	$170,000	$85,000	$0	$0	$0	$85,000	$0
Funding Sources							
Local-UF	$170,000	$85,000	$0	$0	$0	$85,000	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Wastewater Treatment Plant – Deep Injection Well Mechanical Integrity Testing (MIT)
Project Code:	DWMIT
Account #:	411-8711-535-31-14
Description/ Justification:	FY 2025 The WWTP effluent disposal well is regulated by an Underground Injection Well (UIC) permit. Permit at 5 year intervals. Project will perform MIT for the required period. MIT must be performed by May 2025 prior to DIW permit renewal. MIT is required by UIC permit on or before May 27, 2025.
Priority:	Partnerships, Communication and Collaboration
Goal:	Emphasize transparency in City operations, reporting and activities.
Community Impact:	Quality of Life and Safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$185,000	$85,000	$0	$0	$0	$0	$100,000
Land							
Construction							
Equipment							
Total	$185,000	$85,000	$0	$0	$0	$0	$100,000
Funding Sources							
Local-UF	$185,000	$85,000	$0	$0	$0	$0	$100,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Wastewater Treatment Plant – Deep Injection Well Permit Renewal (FDEP)
Project Code:	DWPERM
Account #:	411-8711-535-31-14
Description/ Justification:	FY 2024-2025 Funds are needed for engineering services to prepare permit application materials for the renewal of the Wastewater Treatment Plant deep Injection Well (DIW) regulated by Underground Injection Control (UIC) permit required and issued by Florida Department of Environmental Protection (FDEP). UIC/DIW permit was issued January 7, 2021 and is due to expire January 7, 2026. FDEP requires the Wastewater Treatment Plant to renew its' UIC permit for DIW; the next permit renewal is due prior to January 7, 2026.
Priority:	Partnerships, Communication and Collaboration
Goal:	Emphasize transparency in City operations, reporting and activities.
Community Impact:	Quality of Life and Safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$185,000	$85,000	$0	$0	$0	$0	$100,000
Land							
Construction							
Equipment							
Total	$185,000	$85,000	$0	$0	$0	$0	$100,000
Funding Sources							
Local-UF	$185,000	$85,000	$0	$0	$0	$0	$100,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Wastewater Treatment Plant – Master Pump Facility Upgrade
Project Code:	MPFUPG
Account #:	411-8711-535-63-33
Description/ Justification:	Upgrade and replace three wastewater pumps, piping, and electrical VFD and motor controls at the Master Pumping Facility (MPF) located at 900 Henry Street. The existing pups and controls were installed in 2000 and have reached end of service life. Newer pump designs will provide improved reliability and performance.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the Citys infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.
Community Impact:	Quality of Life and Safety

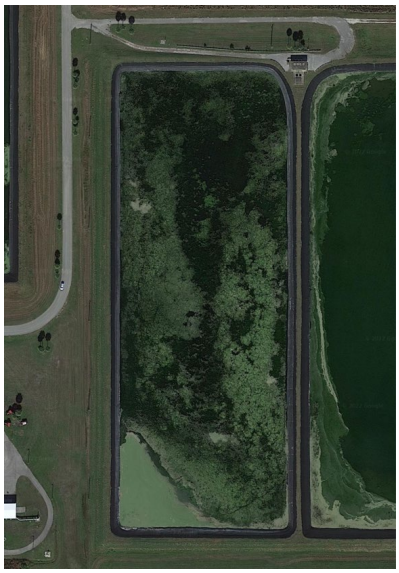
Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$200,000	$200,000	$0	$0	$0	$0	$0
Land							
Construction	$800,000	$600,000	$200,000	$0	$0	$0	$0
Equipment	$0	$0	$0	$0	$0	$0	$0
Total	$1,000,000	$800,000	$200,000	$0	$0	$0	$0
Funding Sources							
Local-UF	$1,000,000	$800,000	$200,000	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Wastewater Treatment Plant Generator Replacement at Booster Pump Facility (BPF)
Project Code:	WWGEN
Account #:	411-8711-535-63-39
Description/ Justification:	FY 2024 - 2025 The wastewater transmission system uses a Booster Pump Station located at 4300 Henry Street. The pump station has (3) 250 HP pumps with capacity of 6,700 GPM. The facility requires an emergency generator. The existing generator is scheduled for replacement.

Priority:	Infrastructure Sustainability
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.
Community Impact:	Quality of Life and Safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	$900,000	$500,000	$400,000	$0	$0	$0	$0
Total	$900,000	$500,000	$400,000	$0	$0	$0	$0
Funding Sources							
Local-UF	$900,000	$500,000	$400,000	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Wastewater Treatment Plant Pond Liner Replacement
Project Code:	WWPOND
Account #:	411-8711-535-63-43
Description/ Justification:	FY 2024 & 2025 The Wastewater Treatment Plant uses 3 lined ponds for temporary storage of wastewater effluent during peak flow periods. The interior pond liner should be repaired or replaced when inspections indicate excessive wear or damage.



Priority:	Infrastructure Sustainability
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.
Community Impact:	Quality of Life and Safety

Financial Information

5 Year Plan	Total	Prior	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Project Costs							
Design/Engineering							
Land							
Construction	$1,000,000	$500,000	$500,000	$0	$0	$0	$0
Equipment							
Total	$1,000,000	$500,000	$500,000	$0	$0	$0	$0
Funding Sources							
Local-UF	$1,000,000	$500,000	$500,000	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

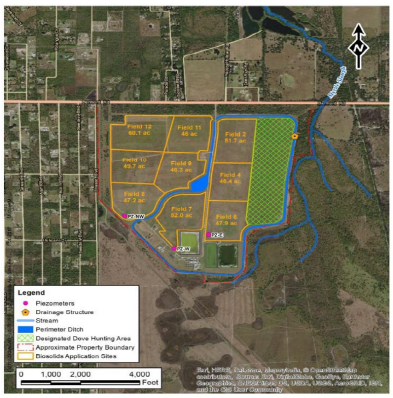
City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Wastewater Treatment Plant Air Conditioning (AC) Replacement
Project Code:	WWBUIL
Account #:	411-8711-535-62-10
Description/ Justification:	FY 2024-2025 Replace air-conditioning unit at the wastewater treatment plant
Priority:	Infrastructure Sustainability
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.
Community Impact:	Quality of Life and Safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	$425,000	$425,000	$0	$0	$0	$0	$0
Total	$425,000	$425,000	$0	$0	$0	$0	$0
Funding Sources							
Local-UF	$425,000	$425,000	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Wastewater Treatment Plant Bio-solids Off-site Disposal
Project Code:	OS-DIS
Account #:	411-8711-535-63-31
Description/ Justification:	FY 2025 DEP bio-solids regulations provided in FAC 62-640 were revised June 21, 2021. Application to renew the land application permit was submitted to DEP Dec 2023. DEP is indicating strong headwinds against a land application permit approval. This project will identify a cost effective method to de-water bio-solids, and dispose of bio-solids off-site. Project will require a preliminary design report, final plans, permitting, and construction of the drying and handling facilities.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance th City's insfrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.
Community Impact:	Quality of Life and Safety



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$300,000	$0	$300,000	$0	$0	$0	$0
Land							
Construction	$2,000,000		$0	$2,000,000	$0	$0	$0
Equipment							
Total	$2,300,000	$0	$300,000	$2,000,000	$0	$0	$0
Funding Sources							
Local-UF	$2,300,000	$0	$300,000	$2,000,000	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Water Treatment Plant – Hydro Biological Monitoring Plan (HBMP)
Project Code:	WPHBMP
Account #:	411-8422-533-31-14
Description/ Justification:	FY 2025 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 on a 5 year recurring cycle. Last report was completed in 2020 and the next is due in FY 2025. 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 the regulatory standards of SWFWMD's WUP. The composite activities consists of water sampling, testing, data analysis and preparation of a 5 year technical summary report are assigned the term Hydro Biological Monitoring Plan (HBMP)
Priority:	Quality of Life
Goal:	Meet all water quality standards (primary and secondary).
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/ Engineering	$150,000	$0	$150,000	$0	$0	$0	$0
Land							
Construction							
Equipment							
Total	$150,000	$0	$150,000	$0	$0	$0	$0
Funding Sources							
Local - UF	$150,000	$0	$150,000	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Water Treatment Plant Water Use Permit (SWFWMD)
Project Code:	RO-WUP
Account #:	411-8422-533-31-14
Description/ Justification:	FY 2026 Project will create a data review of permitting requirements and dates, close out the Aquifer Storage and Recover (ASR) Underground Injection Control (UIC), create a ground water model, develop a Well Field Management Plan, and implement a continuous well field data monitoring program. WUP application renewal will be 2026. The City obtained a Water Use Permit (WUP) from SWFWMD as a necessary part of the RO WTP project. Permit modification was issued January 2018. Special condition 6 of the WUP requires the City to implement a Wellfield Management Plan WMP). The WMP will require 2 years to implement. A monitoring plan will be implemented after the WMP adoption.
Priority:	Partnerships, Communication and Collaboration
Goal:	Emphasize transparency in City operations, reporting and activities.
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$200,000	$0	$0	$200,000	$0	$0	$0
Land							
Construction							
Equipment							
Total	$200,000	$0	$0	$200,000	$0	$0	$0
Funding Sources							
Local-UF	$200,000	$0	$0	$200,000	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Water Treatment Plant – Carbon Slurry System Replacement
Project Code:	CARBON
Account #:	411-8422-533-63-04
Description/ Justification:	FY 2025 Engineering services to evaluate the scope of improvements work necessary to restore Carbon Silo Tank FY 2026 Design and construct replacement for existing Carbon Silo Tank for Powder Activated Carbon (PAC). A new tank is proposed as an improved method of storing and feeding PAC. The existing Carbon Silo System is programmed for replacement with an improved system.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$300,000	$0	$300,000	$0	$0	$0	$0
Land							
Construction	$2,000,000	$0	$0	$2,000,000	$0	$0	$0
Equipment							
Total	$2,300,000	$0	$300,000	$2,000,000	$0	$0	$0
Funding Sources							
Local-UF	$2,300,000	$0	$300,000	$2,000,000	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

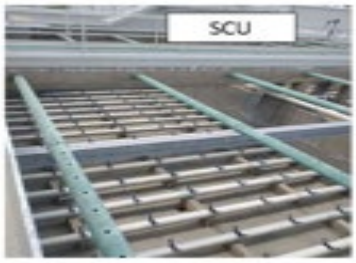
Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	WTP Hendrickson Dam Inspection Program and Management
Project Code:	DAMINS
Account #:	411-8422-533-63-30
Description/ Justification:	Engineering services from a specialized engineering firm to perform dam inspection and provide inspection report documenting the condition of the dam components and recommending maintenance and rehabilitation. Staff recommends inspection of the dam in 2024. Carry over funds programmed for dam inspections will be utilized. 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 2010 and a Dam Inspection and repair of leaky joints was completed in 2017.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficienat and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.
Community Impact:	Quality of Life and Safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$90,186	$90,186	$0	$0	$0	$0	$0
Land							
Construction							
Equipment							
Total	$90,186	$90,186	$0	$0	$0	$0	$0
Funding Sources							
Local – UF	$90,186	$90,186	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Water Treatment Plant Well Remediation
Project Code:	RO-WELL
Account #:	411-8422-533-65-02
Description/ Justification:	FY 2023-2025 The project will make improvements to groundwater Wells 3, 4, and 5. Well 3 and 5 are exhibiting reduced production. Acid treatment is proposed to increase well production. Well 4 is exhibiting increased TDS. Well backplug is proposed to block elevated TDS flow zone. FY 2027 Program funds for well services in the event of reduced well production. If a well exhibits reduced production, the well will be evaluated for rehabilitation.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Establish a 5 year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis.
Community Impact:	Quality of Life and Safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/ Engineering	$223,488	$123,488	$0	$0	$100,000	$0	$0
Land							
Construction/ Improvement	$1,460,941	$1,060,941	$0	$0	$400,000	$0	$0
Equipment							
Total	$1,684,429	$1,184,429	$0	$0	$500,000	$0	$0
Funding Sources							
Local - UF	$1,684,429	$1,184,429	$0	$0	$500,000	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

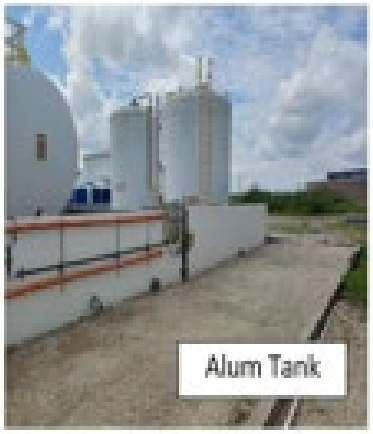
Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Shell Creek Water Treatment Plant Rehabilitation (Filters, SCU)
Project Code:	WTP-EV
Account #:	411-8422-533-65-02
Description/ Justification:	The City of Punta Gorda desires to obtain Design-Build Services for rehabilitation and construction of surface water treatment facilities at the Shell Creek Water Treatment Plant located at 38100 Washington Loop Road Punta Gorda Fl 33982. The scope of the design-build contract will include the rehabilitation of existing facilities/buildings and construction of new facilities identified in the design criteria package.



Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Establish a 5 year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis.
Community Impact:	Quality of Life and Safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/ Engineering	$664,600	$664,600	$0	$0	$0	$0	$0
Land							
Construction	$32,958,400	$2,958,400	$30,000,000	$0	$0	$0	$0
Equipment							
Total	$33,623,000	$3,623,000	$30,000,000	$0	$0	$0	$0
Funding Sources							
Local - UF	$3,623,000	$3,623,000	$0	$0	$0	$0	$0
Finance (est.) -RF	$30,000,000	$0	$30,000,000	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
TBD from PDR	TBD			TBD	TBD	TBD	TBD

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	WTP Alum Tank Storage Replacement
Project Code:	ALMTNK
Account #:	411-8422-533-65-02
Description/ Justification:	The project will replace two existing Alum Bulk Storage Tanks with new in-kind replacement Alum Bulk Storage Tanks. The existing tanks have reached end of reliable service life. Alum is a liquid chemical used at the WTP for the surface water treatment process. Expected service life is 30 years.



Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Establish a 5 year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis.
Community Impact:	Quality of Life and Safety

Financial Information

5 Year Plan	Total	Prior	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Project Costs							
Design/ Engineering	$200,000	$200,000	$0	$0	$0	$0	$0
Land							
Construction	$1,100,000	$800,000	$300,000	$0	$0	$0	$0
Equipment							
Total	$1,300,000	$1,000,000	$300,000	$0	$0	$0	$0
Funding Sources							
Local - UF	$1,300,000	$1,000,000	$300,000	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

Carryover from FY 2024

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	WTP Ammonia Conversion
Project Code:	WPAMMO
Account #:	411-8422-533-65-02
Description/ Justification:	FY 2023-2025 This project will replace the existing ammonia storage and dosing equipment with a new ammonia system. The existing equipment has reached the end of service life. The new system will be a liquid ammonia process with new storage tanks and new dosing equipment. The water treatment plant uses ammonia with chlorine as a disinfection technique for water treatment.

Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Establish a 5 year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis.
Community Impact:	Quality of Life and Safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/ Engineering	$200,000	$200,000	$0	$0	$0	$0	$0
Land							
Construction	$800,000	$800,000	$0	$0	$0	$0	$0
Equipment							
Total	$1,000,000	$1,000,000	$0	$0	$0	$0	$0
Funding Sources							
Local - UF	$1,000,000	$1,000,000	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Water Treatment Plant Booster Station (Burnt Store Rd)
Project Code:	BOOST
Account #:	411-8422-533-65-06
Description/ Justification:	FY 2023 Engineering services to evaluate the scope of improvements to repair riser pipe at Booster Station and high service pump(s) necessary for improvement to Burnt Store Rd Booster Station. FY 2024-2025 Add high service pump station to Burnt Store Road elevated tank and repair pipe riser. Improve water storage and pressure to water distribution lines in Burnt Store zone.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Establish a 5 year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis.
Community Impact:	Quality of Life and Safety

Financial Information

5 Year Plan	Total	Prior	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Project Costs							
Design/ Engineering	$250,000	$250,000	$0	$0	$0	$0	$0
Land							
Construction	$3,720,000	$3,070,000	$650,000	$0	$0	$0	$0
Equipment							
Total	$3,970,000	$3,320,000	$650,000	$0	$0	$0	$0
Funding Sources							
Local – UF	$3,970,000	$3,320,000	$650,000	$0	$0	$0	$0
Local - UIF	$0	$0	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel	$0	$0	$0	$0	$0	$0	$0
Contractual							
Equipment							
Electric and maintenance	$12,000	$0	$0	$3,000	$3,000	$3,000	$3,000

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Water Treatment Plant – RO Brine Disposal Well Mechanical Integrity Testing (MIT)
Project Code:	WP-MIT
Account #:	411-8422-533-31-14
Description/ Justification:	FY 2025 Project will perform Mechanical Integrity Testing (MIT) for the required period regulated by an Underground Injection (UIC) permit. 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.
Priority:	Partnerships, Communication and Collaboration
Goal:	Emphasize transparency in City operations, reporting and activities
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/ Engineering	$150,000	$0	$150,000	$0	$0	$0	$0
Land							
Construction							
Equipment							
Total	$150,000	$0	$150,000	$0	$0	$0	$0
Funding Sources							
Local - UF	$150,000	$0	$150,000	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

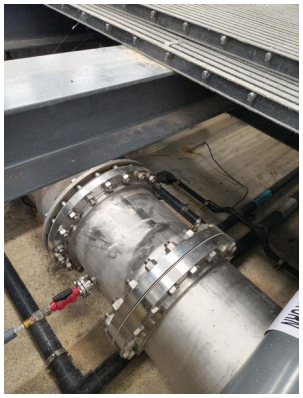
Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Water Treatment Plant RO – Brine Disposal Well (DIW) Permit Renewal
Project Code:	WPDIWP
Account #:	411-8422-533-31-14
Description/ Justification:	FY 2026 Engineering services to prepare and submit permit application materials for the renewal of Water Treatment Plant RO Brine Disposal Well (DIW) Permit regulated by Underground Injection Control (UIC) permit required by Florida Department of Environmental Protection (FDEP) prior to expiration. FDEP requires the Water Treatment Plant to renew its Underground Injection Control (UIC) permit for Deep Injection Well (DIW) every 5 years. City applied for operating permit October 2021. Next permit renewal is due October 2026.
Priority:	Partneships, Communication and Collaboration
Goal:	Emphasize transparency in City operations, reporting, and activities.
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 202**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$85,000	$0	$0	$85,000	$0	$0	$0
Land							
Construction							
Equipment							
Total	$85,000	$0	$0	$85,000	$0	$0	$0
Funding Sources							
Local-UF	$85,000	$0	$0	$85,000	$00	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration
Contact:	Neil Peters
Project Title:	Shell Creek Water Treatment Plant Reverse Osmosis Expansion
Project Code:	WTPROX
Account #:	411-8422-533-65-02
Description/ Justification:	The Shell Creek Water Treatment Plant reverse osmosis water treatment facility was originally constructed in 2020. The groundwater well field and the reverse osmosis treatment was completed for 4 MGD operation. The initial design was intended to accommodate a 4 MGD expansion. This project will construct additional water supply ground water supply and add 4 MGD RO process equipment. The completed project will provide a 4 MGD expansion to the existing 4 MGD facility. The project is intended to use Design Build Delivery. Utilities is looking for grant opportunities for this project. Currently this project would have to be financed. New estimates were provided that bring the project up to $37.5 million. This will be addressed in FY 2025 and as part of rate study.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Establish a 5 year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis.
Community Impact:	Quality of Life and Safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/ Engineering	$3,000,000	$0	3,000,000	$0	$0	$0	$0
Land							
Construction	$27,000,000	$0	$1,000,000	$20,000,000	$6,000,000	$0	$0
Equipment							
Total	$30,000,000	$0	$4,000,000	$20,000,000	$6,000,000	$0	$0
Funding Sources							
Local (est.) - UF	TBD	$0	TBD	TBD	TBD	$0	$0
Grant (est.)	TBD	$0	TBD	TBD	TBD	$0	$0
Finance (est.) -RF	TBD	$0	TBD	TBD	TBD	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
TBD from PDR	TBD			TBD	TBD	TBD	TBD

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	WTP RO Repair and restoration of acid injection quill, static mixer, and acid feed piping system
Project Code:	ROACID
Account #:	411-8422-533-65-02
Description/ Justification:	The injection quill and static mixer for acid injection of the post treatment water has failed and staff has replaced it with a spool piece. Plant staff has also identified a problem with the CPVC transport piping for the 92% sulfuric acid. If the piping in the acid metering room were to fail, there is no ability to feed acid to the source water to the RO membranes. 1. Evaluate and provide recommendations for improvements to the acid system. 2. Provide plans and specifications suitable for the City to bid the restoration work to a contractor. 3. Construction services as needed to provide shop drawing reviews, construction observation and inspections, and acceptance of final work by the contractor. 4. Construct improvements



Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Establish a 5 year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis.
Community Impact:	Quality of Life and Safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/ Engineering	$200,000	$200,000	$0	$0	$0	$0	$0
Land							
Construction	$900,000	$0	$900,000	$0	$0	$0	$0
Equipment							
Total	$1,100,000	$200,000	$900,000	$0	$0	$0	$0
Funding Sources							
Local - UF	$1,100,000	$200,000	$900,000	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							

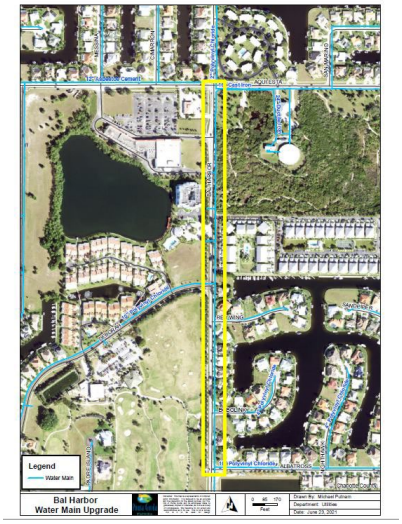
Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Solona Water Main Replacement Upgrade
Project Code:	SOLWMU
Account #:	411-8423-533-63-21
Description/ Justification:	FY 2027 Replace existing 8" Cast Iron (CI) water main in Marion Avenue from Cooper Street to Florida Street. The existing water main is over 50 years old and is functionally obsolete. This could be subject to end of life pipe condition resulting in repairs and interruption of service to customers.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.
Community Impact:	Quality of life and safety

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$200,000	$200,000	$0	$0	$0	$0	$0
Land							
Construction	$3,300,000	$0	$0	$0	$3,300,000	$0	$0
Equipment							
Total	$3,500,000	$200,000	$0	$0	$3,300,000	$0	$0
Funding Sources							
Local-UF	$3,500,000	$200,000	$0	$0	$3,300,000	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

City of Punta Gorda, Florida **Capital Improvement Program FY 2025 – FY 2029**

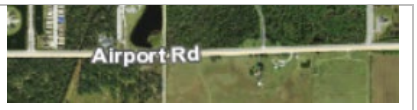
Carryover from FY 2024

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Bal Harbor Water Main Replacement
Project Code:	BALHWM
Account #:	411-8423-533-63-21
Description/ Justification:	FY 2024 - 2025 Water Distribution has investigated low pressure calls from PGI Section 12 and 14. The water main between Aqui Esta and Albatross is 10". The City completed a hydraulic model study August 2023. The study recommended up size the water main from Aqui Esta to Albatross.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.
Community Impact:	Quality of life and safety



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$200,000	$200,000	$0	$0	$0	$0	$0
Land							
Construction	$800,000	$800,000	$0	$0	$0	$0	$0
Equipment							
Total	$1,000,000	$1,000,000	$0	$0	$0	$0	$0
Funding Sources							
Local-UF	$1,000,000	$1,000,000	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Airport Road Water Main Replacement
Project Code:	AIRPWM
Account #:	411-8423-533-63-21
Description/ Justification:	FY 2025 The City completed a hydraulic model study August 2023. The study recommended to up size the water main in Airport Road from Waterford Parkway to Florida Street.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.
Community Impact:	Quality of life and safety



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering	$200,000	$0	$200,000	$0	$0	$0	$0
Land							
Construction	$800,000	$0	$800,000	$0	$0	$0	$0
Equipment							
Total	$1,000,000	$0	$1,000,000	$0	$0	$0	$0
Funding Sources							
Local-UF	$1,000,000	$0	$1,000,000	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration
Contact:	Thomas Spencer
Project Title:	Via Tripoli Water Main Replacement
Project Code:	VIATWM
Account #:	411-8423-533-63-21
Description/ Justification:	FY 2025 The City completed a hydraulic model study August 2023. The study recommended to up size the water main in Via Tripoli from Magdalena Spanish Cay.

Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.
Community Impact:	Quality of life and safety

Financial Information

5 Year Plan	Total	Prior	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Project Costs							
Design/Engineering	$200,000	$0	$200,000	$0	$0	$0	$0
Land							
Construction	$800,000	$0	$800,000	$0	$0	$0	$0
Equipment							
Total	$1,000,000	$0	$1,000,000	$0	$0	$0	$0
Funding Sources							
Local-UF	$1,000,000	$0	$1,000,000	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

City of Punta Gorda
Sanitation Fund
Revenue and Expense Comparison
Actual FY 2022 through Budget FY 2025

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Revenues:					
Service Charges	$ 4,007,170	$ 4,351,033	$ 4,547,665	$ 4,599,440	$ 4,881,560
Solid Waste Franchise Fee	44,391	50,201	40,000	55,000	50,000
Interest Income	7,664	51,983	1,500	68,385	22,200
Recycling	9,203	9,112	4,000	6,390	4,000
Miscellaneous	114,101	4,763	100	235,665	100
Subtotal Operating Revenue	4,182,529	4,467,092	4,593,265	4,964,880	4,957,860
Projected Carryover-Beginning	964,986	1,182,178	911,163	1,335,123	822,773
Total Revenues	$ 5,147,515	$ 5,649,270	$ 5,504,428	$ 6,300,003	$ 5,780,633
Expenses:					
Personnel Services	$ 1,422,598	$ 1,652,411	$ 1,769,890	$ 1,665,865	$ 1,896,555
Operating Expenses	2,537,356	2,661,693	2,796,405	2,811,855	3,039,755
Capital Outlay	5,383	43	400,000	999,510	50,000
Subtotal Operations	3,965,337	4,314,147	4,966,295	5,477,230	4,986,310
Reserve-Fleet/Equipment	280,000	280,000	0	0	0
Projected Carryover-End	902,178	1,055,123	538,133	822,773	794,323
Total Expenses	$ 5,147,515	$ 5,649,270	$ 5,504,428	$ 6,300,003	$ 5,780,633

The Actual FY 2022 and Actual FY 2023 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, defind benefit pension plan and other post employment benefit accruals, insurance recovery for assets, leases and subscription-based IT arrangment accruals.

City of Punta Gorda, FL
Sanitation Fund
Proforma Schedule of Revenues and Expenses
FY 2022 through FY 2029

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues:									
Solid Waste Franchise Fee	$ 44,391	$ 50,201	$ 40,000	$ 55,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000
Commercial Refuse	586,614	637,904	620,000	664,195	664,195	664,195	664,195	664,195	664,195
Multi Family Refuse	669,022	717,944	709,960	748,475	752,215	755,975	759,755	763,555	767,370
Single Family Refuse	2,337,244	2,553,724	2,574,395	2,722,275	2,735,885	2,763,245	2,790,875	2,818,785	2,846,970
Refuse/YW rate increase(Cumulative)	0	0	147,540	0	221,310	442,620	663,930	885,240	1,106,550
Yardwaste Collection	71,613	73,502	72,600	76,925	76,925	77,315	77,700	78,085	78,480
Recycling Collection	342,677	367,959	369,790	387,570	389,510	391,455	393,415	395,385	397,360
Recycling Rate Increase (Cumulative)	0	0	53,380	0	41,520	111,210	185,355	259,495	333,635
Miscellaneous	130,968	65,858	5,600	310,440	26,300	5,600	5,600	5,600	5,600
Total Funds Available	4,182,529	4,467,092	4,593,265	4,964,880	4,957,860	5,261,615	5,590,825	5,920,340	6,250,160
Expenses:									
Personnel Expenses	1,422,598	1,652,411	1,769,890	1,665,865	1,896,555	1,989,415	2,086,980	2,189,520	2,297,315
Operating Expenses	2,085,231	2,199,493	2,307,585	2,323,035	2,498,690	2,595,890	2,742,770	2,839,285	2,941,795
Administrative Charges	452,125	462,200	488,820	488,820	541,065	556,435	572,265	588,575	605,370
Capital	5,383	43	400,000	999,510	50,000	400,000	196,000	400,000	400,000
Total Sanitation Expenses	3,965,337	4,314,147	4,966,295	5,477,230	4,986,310	5,541,740	5,598,015	6,017,380	6,244,480
Revenue over(under) expenses	217,192	152,945	(373,030)	(512,350)	(28,450)	(280,125)	(7,190)	(97,040)	5,680
Operating Reserves - Beginning	714,986	902,178	911,163	1,055,123	822,773	794,323	514,198	507,008	409,968
Capital Outlay Reserve Beginning	250,000	280,000	0	280,000	0	0	0	0	0
Capital Outlay Reserve Ending	$ 280,000	$ 280,000	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
Operating Reserves - Ending	$ 902,178	$ 1,055,123	$ 538,133	$ 822,773	$ 794,323	$ 514,198	$ 507,008	$ 409,968	$ 415,648
Operating Reserves-End as a % of Total Exp			10.84%	15.02%	15.93%	9.28%	9.06%	6.81%	6.66%

Assumptions:

Revenues:

FY 2025 - revenues per schedule; $1.50 refuse/yardwaste rate increase and $0.28 rate increase for recycling to cover increased recycling contract costs.

FY 2026-2029 - Solid Waste Franchise fee and commercial refuse flat
Single-family refuse and yardwaste projected with growth of 0.5% each year; multi-family refuse project 0.5% growth
Recycling rate increase estimated 6% increases; Refuse/yardwaste increase estimated $1.50 per year

Personnel Expense:

FY 2025 - Pay plan implemented in FY 2023; Additional pay plan adjustment 4% 7/1/2024, proposed 2% 10/1/2024. Est. 4% merit increase; Add (1) sanitation worker; defined benefit pension per schedule (with re-open Tier 2); defined contribution plan 10% of pensionable wages; health insurance estimate 6.9% increase; workers comp 15% est. increase; overtime per department request.

FY 2026-2029 - 4% merit pool, defined benefit pension est 5%, defined contribution pension 10% of pensionable wages, health ins increase est 6% & workers comp increase est 10%

Operating Expense:

FY 2025 - Per Departmental Request; liability insurance est. increase 15%; Industrial standard study $60,000; Administrative charges estimated increase 3% and computer overhead estimated increase 29%

FY 2026-2029 - 3% est. increase, except for: Fire & Gen Liab Ins 5% and Recylcing estimated at 6%

Capital:

FY 2025-2029 - Capital as per CIP forms

The Actual FY 2022 and Actual FY 2023 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, insurance recovery for assets, leases and subscription-based IT arrangement accruals.

City of Punta Gorda, FL
Sanitation Rate Comparison with Neighboring Communities
Budget FY 2025

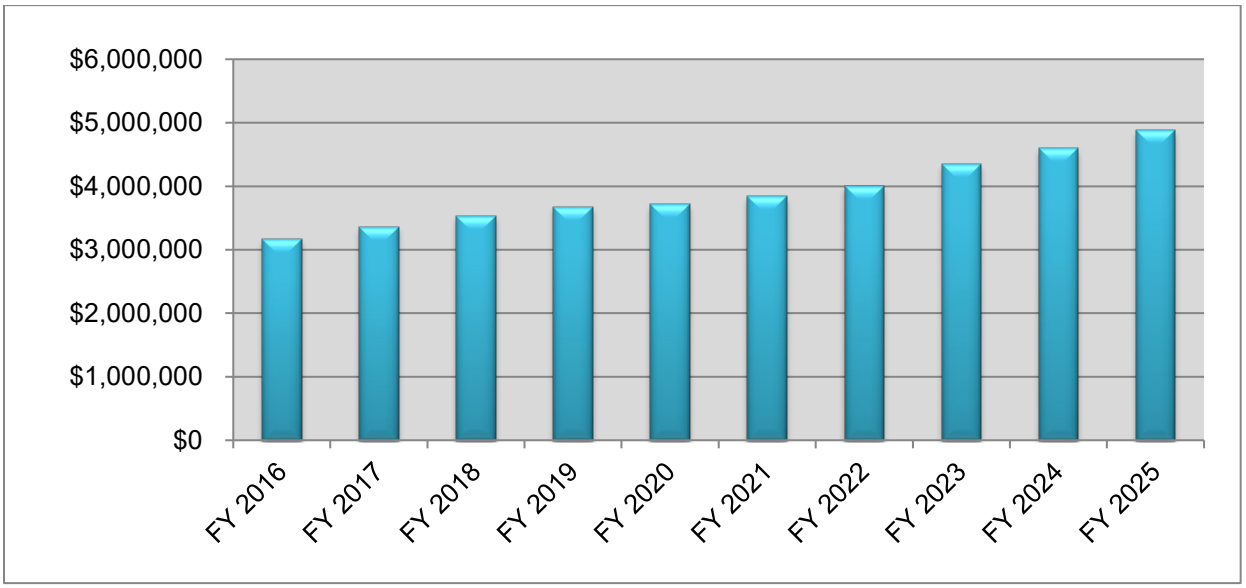
Jurisdiction	Proposed FY 2025 Cost/Year	Frequency of Service per week	Outsourced
Naples	$450.43	2	No
Cape Coral	$374.96	1	Yes
City of Sarasota	$347.64	1	No
Punta Gorda	$344.40	2	No
Lee County (Avg 6 districts)	$318.38	1	Yes
Charlotte County	$312.87	1	Yes
Manatee County	$283.80	2	Yes
North Port	$275.00	1	No
Fort Myers	$273.99	1	No
Sarasota County	$263.96	1	Yes
Venice	$253.08	2	No
Collier County	$249.29	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. Rate increases FY 2016 through FY 2020 have been for recycling only. Beginning in FY 2021 rate increases were also needed in refuse/yardwaste rates due to increasing costs of labor, repair and maintenance services, and landfill fees. FY 2025 includes a $0.28 monthly rate increase for recycling and $1.50 for single family refuse/yardwaste rates and corresponding increases to recycling and refuse/yardwaste rates for multi-family and commercial customers. This equates to a total monthly rate increase of $1.78 (6.6%). Estimated growth is 0.5%. Future rate increases are anticipated due to continued increases in recycling costs and for normal refuse/yardwaste operations due to increases in labor, landfill fees, equipment costs, and repair and maintenance services.

Fiscal Year	Monthly Recycling Rate Change	Monthly Refuse/Yardwaste Rate Change	Revenue Amount	Percent Change
FY 2016	$0.75	$0.00	$3,169,987	5.41%
FY 2017	$0.75	$0.00	$3,357,064	5.90%
FY 2018	$0.90	$0.00	$3,532,148	5.22%
FY 2019	$0.60	$0.00	$3,673,753	4.01%
FY 2020	$0.42	$0.00	$3,718,266	1.21%
FY 2021	$0.50	$0.10	$3,836,704	3.19%
FY 2022	$0.33	$0.50	$4,007,170	4.44%
FY 2023	$0.51	$1.00	$4,351,033	8.58%
FY 2024	$0.36	$1.00	$4,599,440	5.71%
FY 2025	$0.28	$1.50	$4,881,560	6.13%



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
SANITATION FUND

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
70-00	SOLID WASTE FRANCHISE FEE	44,391	50,201	40,000	55,000	50,000
**	**PERMITS,FEES & SPEC ASSMT**	**44,391**	**50,201**	**40,000**	**55,000**	**50,000**
41-01	COMMERCIAL REFUSE	586,614	637,904	620,000	664,195	664,195
41-02	MULTI FAMILY REFUSE	669,022	717,944	709,960	748,475	752,215
41-03	SINGLE FAMILY REFUSE	2,337,244	2,553,724	2,721,935	2,722,275	2,957,195
41-04	YARDWASTE	71,613	73,502	72,600	76,925	76,925
41-05	RECYCLING	342,677	367,959	423,170	387,570	431,030
**	**CHARGES FOR SERVICES**	**4,007,170**	**4,351,033**	**4,547,665**	**4,599,440**	**4,881,560**
10-00	INTEREST ON INVESTMENTS	7,664	51,983	1,500	68,385	22,200
41-00	SURPLUS FURN, FIXT, EQPT	104,392	0	0	0	0
91-03	RECYCLING	9,203	9,112	4,000	6,390	4,000
70-18	INSURANCE RECOVERY	0	0	0	235,565	0
90-00	MISCELLANEOUS REVENUE	5,402	4,763	100	100	100
**	**MISCELLANEOUS REVENUE**	**126,661**	**65,858**	**5,600**	**310,440**	**26,300**
90-01	PROJ CARRYOVER-BEGINNING	0	0	911,163	673,106	822,773
90-02	PRIOR YR ENCUMBRANCES	0	0	0	55,516	0
90-05	PRIOR YR RE-APPROPRIATION	0	0	0	326,501	0
90-13	BEG RESERVE-FLEET/EQPT	0	0	0	280,000	0
*	**BEGINNING RESERVES**	**0**	**0**	**911,163**	**1,335,123**	**822,773**
		4,178,222	**4,467,092**	**5,504,428**	**6,300,003**	**5,780,633**

The Actual FY 2022 and Actual FY 2023 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, defined benefit pension plan and other post employment benefit accruals, insurance recovery for assets, leases and subscription-based IT arrangement accruals.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
SANITATION DIVISION – DEPT/DIV 0930

FUNCTION:

The Sanitation/Refuse Collection Division collects refuse and yard waste from approximately 12,549 residential accounts and performs approximately 920 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 7,717 tons of recyclables from the waste stream annually. These reductions enable the City to work towards the State Solid Waste Management guidelines. Approximately 12,242 tons of refuse was transported to the Charlotte County Landfill.

The recycling contract is currently with 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 and using 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 TVs, computers, VCRs, 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 has been provided to both the major recycling companies in the area, stressing the objective of increasing commercial recycling.

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 $0.28 per month is proposed to cover the cost of the increased recycling contract. The recycling rate fee will be charged at $7.60 per household, effective October 1.

The FY 2025 budget adds an additional sanitation worker position to help with all routes when other staff is out.

The operating budget continues to include funds for temporary labor needs when multiple employees are out. Repair and maintenance costs of equipment continues to rise and is budgeted with a 15% increase. An Industrial Standard Study is budget to review routes, rates for services, current practices, etc. It will also provide suggestions for improvements, future needs and rates at an estimated cost of $60,000.

Capital outlay budgeted is for a new pole barn to use for equipment repairs and housing some of the packers.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
SANITATION DIVISION – DEPT/DIV 0930
Key Performance Measures

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 through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.

MISSION AND OBJECTIVES

The Sanitation/Refuse Collection Division collects refuse and yardwaste from approximately 12,549 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 2023 diversion of approximately 7,717 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 2025 efforts to increase the percentage of diverted materials will focus on commercial recycling.

Indicator	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
# of tons of recycled material diverted from landfill	7,214	7,717	7,340	7,560
Efficiency:				
# of tons to landfill	13,066	12,242	11,697	12,047
# of tons recycled	7,214	7,717	7,340	7,560
Service Quality:				
Accomplishment of greater than 30% diverted tonnage from landfill	Yes	Yes	Yes	Yes
Outcome:				
% of tons diverted from landfill	36%	38%	38%	38%

RESULTS

The Sanitation Division has again met its goal of diverting more than 30% of its waste stream from the landfill. Approximately 7,717 tons were diverted from the landfill and recycled in FY 2023. This resulted in a 38% projected recycling rate for FY 2024, meeting our 30% goal. Our projection for 2025 is to continue this recycling rate by our residents.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
SANITATION SUMMARY

Operating Budget

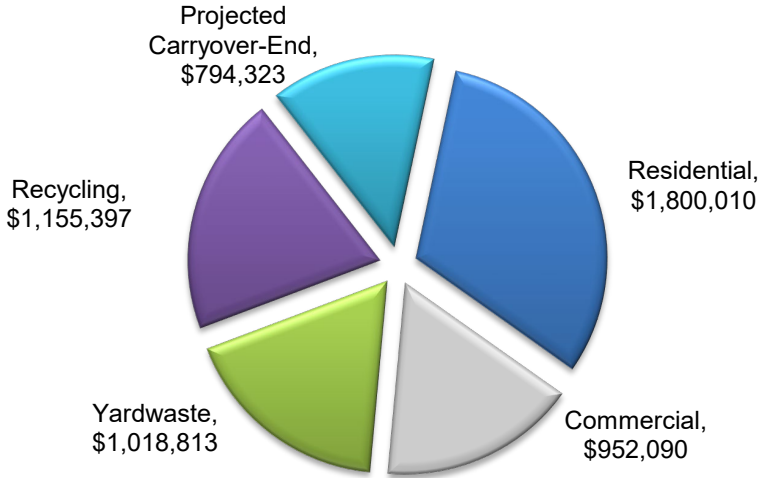
Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	1,468,336	1,723,218	1,769,890	1,665,865	1,896,555
Operating	2,947,489	3,022,572	2,796,405	2,811,855	3,039,755
Capital Outlay	0	0	400,000	999,510	50,000
Projected Carryover	0	0	538,133	822,773	794,323
Total	**4,415,825**	**4,745,790**	**5,504,428**	**6,300,003**	**5,780,633**

The Actual FY 2022 and Actual FY 2023 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, defined benefit pension plan and other post employment benefit accruals, insurance recovery for assets, leases and subscription-based IT arrangement accruals.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
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	12	13	13	13	14
Sanitation Worker I	2	2	2	2	2
Total	19	20	20	20	21

Service Costs



SANITATION FUND
VEHICLE AND EQUIPMENT REPLACEMENT PROGRAM
FY 2025 - FY 2029
(All figures in thousands of dollars)

PROJECT IDENTIFICATION	TOTAL PROJECT COST	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
EQUIPMENT:						
New pole barn	50	50	0	0	0	0
2018 Packer replacement (7015)	400	0	400	0	0	0
2012 Clamshell loader replacement (6891)	196	0	0	196	0	0
2018 Packer replacement (7016)	400	0	0	0	400	0
2018 Packer replacement (7013)	400	0	0	0	0	400
TOTAL		50	400	196	400	400

Dept/Div:	Public Works/Sanitation
Contact:	Rick Keeney
Project Title:	Sanitation Pole Barn
Project Code:	N/A
Account #:	430-0930-534-6300
Description/ Justification:	Install aluminum/steel pole barn estimated cost $50,000. Pole barn measurements 40'long x 30'wide x 20' high. Bore and pull wire conduits for electrical lines. Install electrical outlets and overhead light fixtures. Pole barn will be used to store DEF fluid and other material. Provide shade structure for drivers while performing vehicle condition reports and installing fluids/DEF fuel. Sanitation trucks that are undergoing repairs would also be kept under the pole barn.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City's capital infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.
Community Impact:	Provide safe storage and maintenance of refuse trucks.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Land							
Construction	$50,000	$0	$50,000	$0	$0	$0	$0
Equipment							
Total	$50,000	$0	$50,000	$0	$0	$0	$0
Funding Sources							
Local-OF	$50,000	$0	$50,000	$0	$0	$0	$0
UNFUNDED							
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0930	Asset Tag	7015	Purchase Price (if known)			$243,431		
Make	McNeilus	Model	LR613/2816		Year	2018	Age	6	
Current Mileage		54,209	Life to Date Maintenance Cost				$110,333		
Description		McNeilus LR613/2816 Truck Refuse Compactor Rear Loader 25 Yard							
Recent Major Repairs to Extend Life: Unit out of service since March 2023			**Known Problems:** The camshaft is pitted and needs to be replaced. Cam followers and Injectors need to be replaced. The unit has no power at this time						
Description of Requested Replacement: Same or similar Truck Refuse Compactor Rear Loader 25 – 28 Yard			Estimated Cost of Replacement				$400,000		
			If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	3	Efficiency	1	Estimated End of Life Fiscal Year				2026	
				Requested Fiscal Year for Replacement				2026	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			**If not replaced, what is alternative?** It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.						

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	12	
Current Mileage		101,383	Life to Date Maintenance Cost				$91,362		
Description		Freightliner Clamshell Loader M2 Truck Crane 2 Axle							
Recent Major Repairs to Extend Life: Replace worn drive shaft straps, rebuild RH out rigger cylinder, replace a/c compressor and alternator, repair air conditioning			**Known Problems:** No Known problems						
Description of Requested Replacement: Same or similar Clamshell Loader Truck 2 Axle			Estimated Cost of Replacement				$196,000		
			If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year				2026	
				Requested Fiscal Year for Replacement				2027	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			**If not replaced, what is alternative?** It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.						

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0930	Asset Tag	7016	Purchase Price (if known)			$243,431		
Make	McNeilus	Model	LR613/2816		Year	2018	Age	6	
Current Mileage	60,034	Life to Date Maintenance Cost				$146,682			
Description	McNeilus LR613/2816 Truck Refuse Compactor Rear Loader 25 Yard								
Recent Major Repairs to Extend Life: Replaced front bumper due to damage.		**Known Problems:** No Known Problems							
Description of Requested Replacement: Same or similar Truck Refuse Compactor Rear Loader 25 – 28 Yard		Estimated Cost of Replacement					$400,000		
		If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**							
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	3	Efficiency	2	Estimated End of Life Fiscal Year				2026	
		Requested Fiscal Year for Replacement						2028	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life		**If not replaced, what is alternative?** It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.							

City of Punta Gorda
Fleet/Equipment Replacement Review

Dept/Div	0930	Asset Tag	7013	Purchase Price (if known)			$243,431		
Make	McNeilus	Model	LR613/2816		Year	2018	Age	6	
Current Mileage	60,632	Life to Date Maintenance Cost				$85,488			
Description	McNeilus LR613/2816 Truck Refuse Compactor Rear Loader 25 Yard								
Recent Major Repairs to Extend Life: Replaced cab prop rod/pn, installed air tank drain valve, replaced drive axle studs/nut brake shoes and drums		**Known Problems:** No Known Problems							
Description of Requested Replacement: Same or similar Truck Refuse Compactor Rear Loader 25 – 28 Yard		Estimated Cost of Replacement					$400,000		
		If vehicle or equipment is replaced will it be auctioned? Yes **If no, requested use?**							
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year				2026	
		Requested Fiscal Year for Replacement						2029	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life		**If not replaced, what is alternative?** It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.							

City of Punta Gorda
Building Fund
Revenue and Expense Comparison
Actual FY 2022 through Budget FY 2025

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 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Revenues:					
Permits, Fees & Spec Assmt	$ 1,560,998	$ 3,030,942	$ 1,742,000	$ 1,739,620	$ 1,542,000
Charges for Services	84,929	188,625	64,000	130,685	110,000
Miscellaneous Revenues	30,348	166,939	167,000	190,290	111,000
	1,676,275	3,386,506	1,973,000	2,060,595	1,763,000
Projected Carryover-Beginning	1,757,736	2,098,443	3,144,688	3,789,354	3,665,044
Total Revenues	$ 3,434,011	$ 5,484,949	$ 5,117,688	$ 5,849,949	$ 5,428,044
Expenses:					
Personnel Services	$ 844,981	$ 987,512	$ 1,376,520	$ 1,140,750	$ 1,319,910
Operating Expenses	427,993	634,044	642,825	925,450	950,045
Capital Outlay	62,594	74,039	40,000	118,705	45,000
	1,335,568	1,695,595	2,059,345	2,184,905	2,314,955
Projected Carryover-End	2,098,443	3,789,354	3,058,343	3,665,044	3,113,089
Total Expenses	$ 3,434,011	$ 5,484,949	$ 5,117,688	$ 5,849,949	$ 5,428,044

The Actual FY 2022 and Actual FY 2023 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, defined benefit pension plan and other post employment benefit accruals, insurance recovery for assets, leases and subscription-based IT arrangement accruals.

City of Punta Gorda, FL
Building Fund
Proforma Schedule of Revenues and Expenses
FY 2022 through FY 2029

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues:									
Permits, Fees, & Spec Assmt	$ 1,560,998	$ 3,030,942	$ 1,742,000	$ 1,739,620	$ 1,542,000	$ 1,542,000	$ 1,542,000	$ 1,542,000	$ 1,542,000
Charges for Services	84,929	188,625	64,000	130,685	110,000	64,000	64,000	64,000	64,000
Miscellaneous Revenues	30,348	166,939	167,000	190,290	111,000	99,000	87,000	66,000	48,000
Total Revenues	1,676,275	3,386,506	1,973,000	2,060,595	1,763,000	1,705,000	1,693,000	1,672,000	1,654,000
Expenses:									
Personnel Services	844,981	987,512	1,376,520	1,140,750	1,319,910	1,378,010	1,438,815	1,502,460	1,569,085
Operating Expenses	427,993	634,044	642,825	925,450	950,045	731,330	753,265	775,870	799,175
Capital Outlay	62,594	74,039	40,000	118,705	45,000	0	45,000	0	45,000
Total Expenses	1,335,568	1,695,595	2,059,345	2,184,905	2,314,955	2,109,340	2,237,080	2,278,330	2,413,260
Revenues less Expenses	340,707	1,690,911	(86,345)	(124,310)	(551,955)	(404,340)	(544,080)	(606,330)	(759,260)
Operating Reserves - Beg	1,757,736	2,098,443	3,144,688	3,789,354	3,665,044	3,113,089	2,708,749	2,164,669	1,558,339
Operating Reserves - End	$ 2,098,443	$ 3,789,354	$ 3,058,343	$ 3,665,044	$ 3,113,089	$ 2,708,749	$ 2,164,669	$ 1,558,339	$ 799,079

Assumptions:

Revenues:

FY 2025-2029 - Estimated Permit revenues $1,500,000 per year; Certificate of Competencies $27,000 per year; Charges for Services FY 2025 $110,000, then $64,000 per year; Miscellaneous revenue $12,000 per year; and interest revenue based on average reserves at 3% interest rate

Personnel Expense:

FY 2025 - Pay plan adjustment 4% 7/1/2024, proposed 2% increase 10/1/2024, 4% merit increase; defined benefit pension per schedule (with re-open teir 2); Defined contribution plan 10% of pensionable wages with 40% one-time election; health insurance 6.9% rate increase; Workers comp per schedule, 15% est. increase

FY 2026-2029 - 4% merit increase, defined benefit pension 5% increase, defined contribution pension 10% of pensionable wages, health ins increase est 6% & workers comp increase est 10%

Operating Expense:

FY 2025 - Per Departmental request, inlcudes contractual services for specific discipline needs $80,000, for scanning documents $40,000 and for new software for web transaction $200,000; computer overhead increase 31%; est. 15% increase fire/general liability insurance

FY 2026-2029 - annual maintenance for new software; 3% est. increase for all other operating, except for fire/general liability insurance 5% est increase.

Capital Outlay:

FY 2025-2029 Per Departmental request: replacement vehicles FY 2025, FY 2027 and FY 2029

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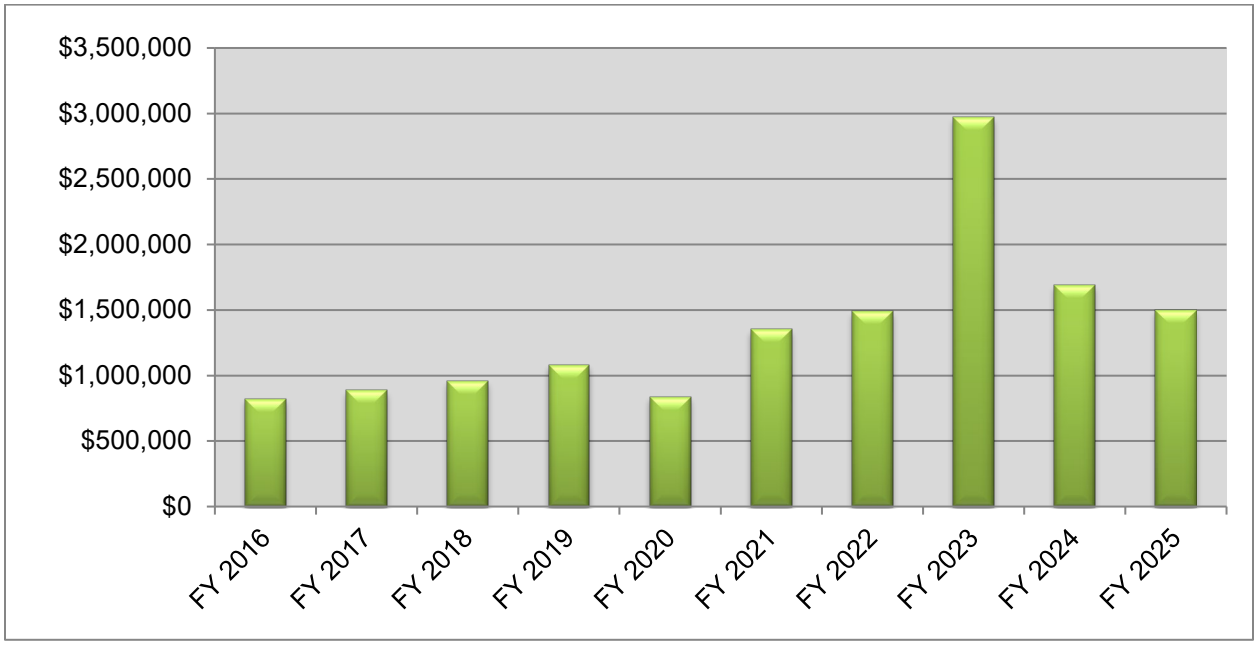
City of Punta Gorda
Building Fund
Building Permits
440-0000-322-0000

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. Under a directive from the City Manager during a declaration of emergency concerning the COVID pandemic, all building permit fees were temporarily reduced 25% during FY 2020. Fees returned to normal in FY 2021. FY 2023 permit revenue is a result of Hurricane Ian that made landfall late September 2022 and the resulting permits for repairs needed throughout the City. The chart below provides a ten-year schedule of actual building permit fees received and the actual value of new construction including FY 2024 projected and FY 2025 budgeted permit revenue.

Fiscal Year	Revenue	Percentage Change	Value of Building Permits	Percentage Change
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	$1,081,360	13.06%	$99,409,341	13.00%
FY 2020	$ 837,534	-22.55%	$75,753,504	-23.80%
FY 2021	$1,351,071	61.32%	$97,802,750	29.11%
FY 2022	$1,489,598	10.25%	$170,773,826	74.61%
FY 2023	$2,968,042	99.25%	$342,369,575	100.48%
FY 2024	$1,685,800	-43.20%	$173,174,669 thru July	
FY 2025	$1,500,000	-11.02%		



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
BUILDING FUND

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
00-00	BUILDING PERMITS	1,489,598	2,968,042	1,700,000	1,685,800	1,500,000
02-00	RIGHTS OF WAY PERMITS	32,300	19,600	15,000	20,200	15,000
03-00	DOCK PERMITS	0	0	0	40	0
09-00	CERTIFICATE OF COMPETENCY	39,100	43,300	27,000	33,580	27,000
*	**PERMITS,FEES & SPEC ASSMT**	**1,560,998**	**3,030,942**	**1,742,000**	**1,739,620**	**1,542,000**
50-01	REINSP,REVW & CHANGE FEES	84,929	188,625	64,000	130,685	110,000
*	**CHARGES FOR SERVICES**	**84,929**	**188,625**	**64,000**	**130,685**	**110,000**
10-00	INTEREST ON INVESTMENTS	18,931	151,560	155,000	178,290	99,000
90-00	MISCELLANEOUS REVENUE	11,417	15,379	12,000	12,000	12,000
*	**MISCELLANEOUS REVENUE**	**30,348**	**166,939**	**167,000**	**190,290**	**111,000**
90-01	PROJ CARRYOVER-BEGINNING	0	0	3,144,688	3,667,899	3,665,044
90-02	PRIOR YEAR ENCUMBRANCES	0	0	0	28,705	0
90-05	PRIOR YEAR RE-APPROPRIATION	0	0	0	92,750	0
*	**BEGINNING RESERVES**	**0**	**0**	**3,144,688**	**3,789,354**	**3,665,044**
		1,676,275	**3,386,506**	**5,117,688**	**5,849,949**	**5,428,044**

The Actual FY 2022 and Actual FY 2023 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, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
BUILDING FUND – DEPT. 1514

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:

Temporary staff continued to be used to support the division due to increased permitting in FY 2024 as a result of Hurricane Ian in September 2022.

The Building Division hired a company to scan all closed permitting files. This will eliminate the need for a multitude of storage boxes, currently in several different locations as well as speed up the process for public record requests.

It is estimated that 16,784 inspections will be completed and approximately 9,750 permits will be issued in the fiscal year. The estimated number of residential permits for new construction is 110.

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 continues to grow requiring additions to staff.

The Chief Building Official will continue to perform plan reviews and inspections as needed.

The Division is also currently being held responsible for canal permits for docks and boatlift, structural fire inspections and fire plans review, as well as Right-of Way permitting. The Building Division currently acts as the permitting hub for the entire city.

The FY 2025 personnel budget did not make any changes to authorized positions from the previous year. If temporary positions will be needed beyond FY 2024, a supplemental appropriation will be needed in FY 2025.

The operating budget includes costs for contractual services for the use of plan review of certain disciplines and inspections and a scanning project. New software for community development for the web to enhance on-line permits and other functions has also been added

The capital budget includes replacement of a 2014 pickup truck.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
BUILDING FUND – DEPT. 1514
Key Performance Measures

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
Goal: Ensure the competitiveness of Punta Gorda's business climate through continuous participation in the Economic Development Partnership, Punta Gorda Chamber of Commerce and conducting studies as needed
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 7 days of residential and commercial requests.

Indicator	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
# Inspections	10,775	18,796	16,296	16,784
# Residential new const. permits issued	140	86	83	89
# Commercial new const. permits issued (*includes new business build-outs)	4	5	6	10
# Other building permits issued	3,053	7,674	4,605	4,743
# Elect/Plumb/A-C permits issued	2,173	2,078	2,732	2,787
# Contractor Licenses	1,885	2,596	2,732	2,500
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%)	97%	97%	98%	98%
% Commercial permits meeting service quality target. (90%)	97%	97%	98%	98%

RESULTS

The Division's Performance Measures continue to reflect an upward trend of the market and recovery impacts from Hurricanes Ian. The Division brought on contract and temporary employees in an effort to meet its objectives of service turn-around times and same-day inspections. Additionally, Florida State Statute changes implemented in 2024 will reduce the amount of contractors that will require local operating licenses. With these new state requirements, the city expects the number of local license contractors to be reduced.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
BUILDING SUMMARY

Operating Budget

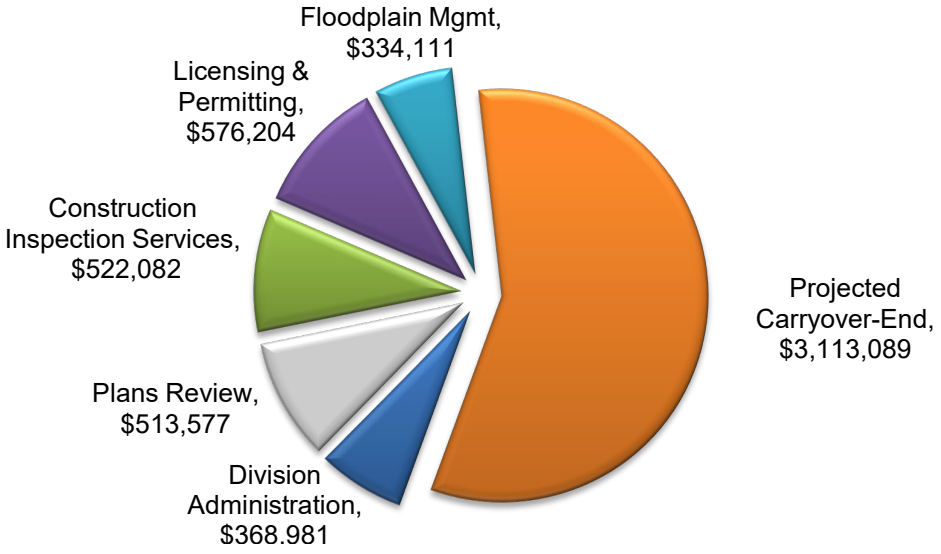
Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	830,834	1,131,436	1,376,520	1,140,750	1,319,910
Operating	445,479	682,459	642,825	925,450	950,045
Capital Outlay	0	0	40,000	118,705	45,000
Projected Carryover	0	0	3,058,343	3,665,044	3,113,089
Total	**1,276,313**	**1,813,895**	**5,117,688**	**5,849,949**	**5,428,044**

The Actual FY 2022 and Actual FY 2023 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, defined benefit pension plan and other post employment benefit accruals, insurance recovery for assets, leases and subscription-based IT arrangement accruals.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
Chief Building Official	1	1	1	1	1
Senior Building Inspector	1	1	1	1	1
Plans Examiner/Inspector	2	2	2	2	2
Building Insp Multi Lic	2	2	2	2	2
Building Insp Single Lic	1	1	1	1	1
License/Permit Supervisor	1	1	1	1	1
Engineering Tech II (line & grades)	1	1	1	1	1
Permit Technician	2	3	4	4	4
Total	11	12	13	13	13

Service Costs



BUILDING FUND
VEHICLE AND EQUIPMENT REPLACEMENT PROGRAM
FY 2025 - FY 2029
(All figures in thousands of dollars)

PROJECT IDENTIFICATION	TOTAL PROJECT COST	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
EQUIPMENT:						
2014 Pickup Truck, 1/4 ton (Replacement)	45	45	0	0	0	0
2016 Pickup Truck, 1/4 ton (Replacement)	45	0	0	45	0	0
2017 Pickup Truck, 1/4 ton (Replacement)	45	0	0	0	0	45
TOTAL		45	0	45	0	45

City of Punta Gorda
Laishley Park Marina
Revenue and Expense Comparison
Actual FY 2022 through Budget FY 2025

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 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Revenues:					
Slip & Mooring Rentals and Pump Out Svcs	$ 443,008	330,401	530,915	334,470	367,565
Intergovernmental Revenue	13,304	10,528	12,000	12,000	12,000
Miscellaneous Revenue	32,142	45,350	34,045	45,415	34,470
	488,454	386,279	576,960	391,885	414,035
Projected Carryover - Beg.	461,650	413,445	281,167	340,672	170,467
Prior Yr Encumbrances/Re-Appropriations	260,220	372,557	0	329,815	0
Total Revenues	$ 1,210,324	$1,172,281	$858,127	$1,062,372	$584,502
Expenses:					
Operating Expenses-Marina	$ 193,624	$ 216,077	$ 262,435	$ 438,125	$ 225,100
Operating Expenses-Marina Park Contract	225,698	285,717	335,720	331,695	297,860
Capital Outlay	5,000	0	19,000	122,085	19,000
	424,322	501,794	617,155	891,905	541,960
Projected Carryover-End	786,002	670,487	240,972	170,467	42,542
Total Expenses	$ 1,210,324	$ 1,172,281	$ 858,127	$ 1,062,372	$ 584,502

The Actual FY 2022 and Actual FY 2023 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, defined benefit pension plan and other post employment benefit accruals, insurance recovery for assets, leases and subscription-based IT arrangement accruals.

City of Punta Gorda, FL
Laishley Park Marina
Proforma Schedule of Revenues and Expenditures
FY 2022 through FY 2029

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues:									
Slip Rentals	$ 415,843	$ 323,691	$ 514,915	$ 332,220	$ 365,315	$ 516,915	$ 516,915	$ 516,915	$ 516,915
Mooring Field Revenue	27,165	6,710	16,000	2,250	2,250	25,000	25,000	25,000	25,000
Intergovernmental Revenues	13,304	10,528	12,000	12,000	12,000	12,000	12,000	12,000	12,000
Miscellaneous Revenue	32,142	45,350	34,045	45,415	34,470	24,690	24,910	25,140	25,370
Total Revenues	488,454	386,279	576,960	391,885	414,035	578,605	578,825	579,055	579,285
Expenses:									
Laishley Park Marina Expenses	193,624	216,077	262,435	541,210	225,100	292,365	299,875	307,650	315,695
Marina Park Contract Expenses	225,698	285,717	335,720	331,695	297,860	306,645	315,695	325,020	334,620
Capital Outlay	5,000	0	19,000	19,000	19,000	6,000	6,000	6,000	6,000
Total Expenses	424,322	501,794	617,155	891,905	541,960	605,010	621,570	638,670	656,315
Revenues less Expenses	64,132	(115,515)	(40,195)	(500,020)	(127,925)	(26,405)	(42,745)	(59,615)	(77,030)
Operating Reserves - Beg	721,870	786,002	281,167	670,487	170,467	42,542	16,137	(26,608)	(86,223)
Operating Reserves - End	$ 786,002	$ 670,487	$ 240,972	$ 170,467	$ 42,542	$ 16,137	$ (26,608)	$ (86,223)	$ (163,253)

Assumptions:

Revenue:

FY 2025 - Slip and Mooring Field rentals estimated with FY 2024 rates with some docks and mooring balls out of service from Hurricane Ian
Intergovernmental revenue - Grant revenues estimated to cover 90% of pump out boat operating costs
FY 2026-2029 - All revenues est. 0-1% increase. Grant revenues estimated to cover a portion of pump out boat operating costs

Operating Expenses:

FY 2025 - Operating expenses per City estimates and Management Company requests
FY 2026-2029 - Est. 0-3% increases

Capital Outlay:

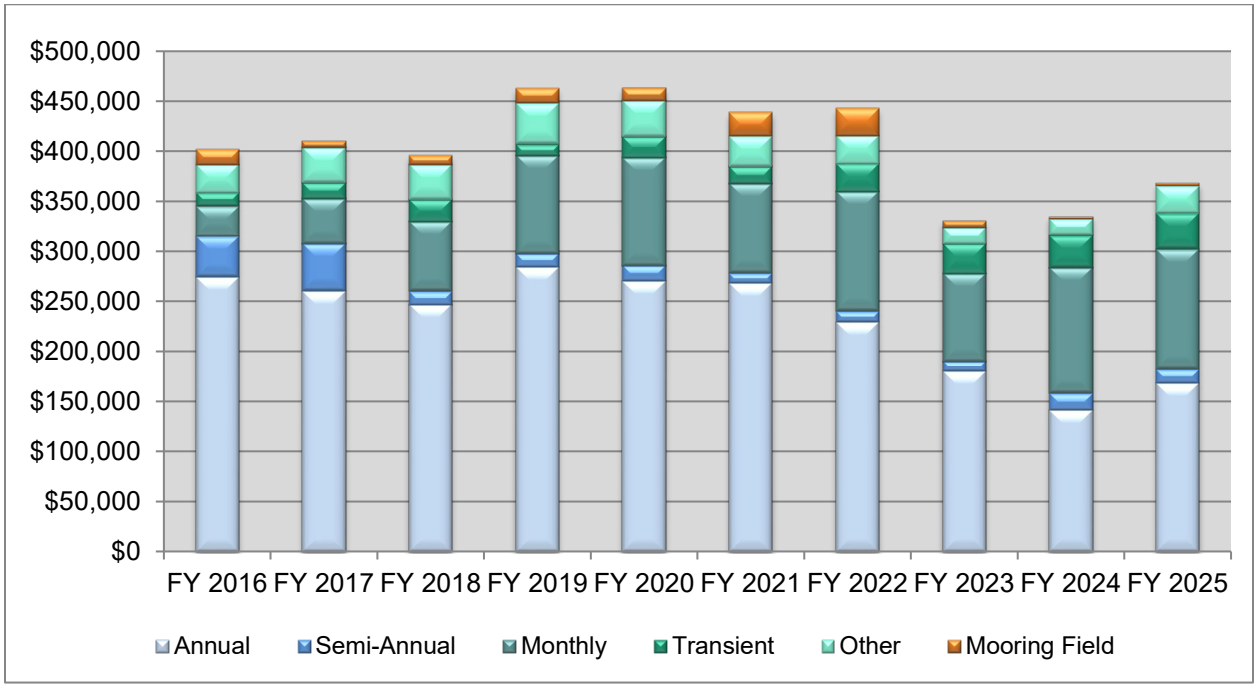
FY 2024 and FY 2025 - Replacement of golf carts from gas powered to lithium powered (one each year)
FY 2026-2029 - General marina small equipment or upgrades

The Actual FY 2022 and Actual FY 2023 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, insurance recovery for assets, leases and subscription-based IT arrangement accruals.

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 2023 and projected FY 2024 and 2025 with a decrease due to damages caused by Hurricane Ian and using new rates adopted beginning FY 2024. Rates will be reviewed again in FY 2025.

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 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	$284,223	$13,403	$98,150	$11,516	$40,897	$14,821	$463,010	17.07%
FY 2020	$270,386	$15,845	$107,483	$20,903	$36,294	$12,556	$463,467	0.10%
FY 2021	$268,243	$10,281	$89,421	$16,915	$30,534	$23,392	$438,786	-5.33%
FY 2022	$229,646	$10,650	$119,419	$27,755	$28,373	$27,165	$443,008	0.96%
FY 2023	$180,250	$9,800	$87,782	$29,714	$16,145	$6,710	$330,401	-25.42%
FY 2024	$141,180	$17,360	$124,900	$32,935	$15,845	$2,250	$334,470	1.23%
FY 2025	$168,460	$14,050	$120,000	$35,805	$27,000	$2,250	$367,565	9.89%



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
LAISHLEY PARK MARINA FUND

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
49-06	FISH & WILDLIFE SVC	8,304	5,528	7,000	7,000	7,000
22-00	MARINA ADV BD BOATER IMPR	5,000	5,000	5,000	5,000	5,000
*	**INTERGOVERNMENTAL REVENUE**	**13,304**	**10,528**	**12,000**	**12,000**	**12,000**
10-10	SLIP RENTAL ELECTR REIMB	20,923	15,795	23,000	10,520	25,000
95-00	LIVE ABOARD MARINA FEE	7,450	350	2,000	5,325	2,000
04-09	SLIP RENTAL COMMERCIAL	74,496	62,080	88,460	84,780	88,460
04-10	SLIP RENTAL ANNUAL	155,150	118,170	200,000	56,400	80,000
04-11	SLIP RENTAL SEMI-ANNUAL	10,650	9,800	14,050	17,360	14,050
04-12	SLIP RENTAL MONTHLY	119,419	87,782	151,600	124,900	120,000
04-13	SLIP RENTAL TRANSIENT	27,755	29,714	35,805	32,935	35,805
04-21	MOORING FLD EAST	27,165	6,710	16,000	2,250	2,250
*	**CHARGES FOR SERVICES**	**443,008**	**330,401**	**530,915**	**334,470**	**367,565**
10-00	INTEREST ON INVESTMENTS	5,124	30,644	10,000	30,645	10,000
04-15	MARINA SHIP STORE RENT	12,724	13,191	12,845	13,270	13,270
04-50	MARINA COMMUNITY ROOM RNT	10,575	0	9,000	0	9,000
90-00	MISCELLANEOUS REVENUE	3,719	1,515	2,200	1,500	2,200
*	**MISCELLANEOUS REVENUE**	**32,142**	**45,350**	**34,045**	**45,415**	**34,470**
90-01	PROJ CARRYOVER-BEGINNING	0	0	281,167	340,672	170,467
90-02	PRIOR YR ENCUMBRANCES	0	0	0	67,021	0
90-05	PRIOR YR RE-APPROPRIATION	0	0	0	262,794	0
*	**BEGINNING RESERVES**	**0**	**0**	**281,167**	**670,487**	**170,467**
		488,454	**386,279**	**858,127**	**1,062,372**	**584,502**

The Actual FY 2022 and Actual FY 2023 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, defined benefit pension plan and other post employment benefit accruals, insurance recovery for assets, leases and subscription-based IT arrangement accruals.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
LAISHLEY PARK MARINA – DEPT/DIV 0945

FUNCTION:

The major functions of the Marina are to provide boat slips, boat dockage, a boat ramp, boat ramp parking, s 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. 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 spend time by the water 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. The East Mooring Field currently provides 21 mooring balls which are available for rent (half of the 42 mooring balls were lost during Hurricane Ian, with just the anchors remaining). The Marina generally hosts several events throughout the course of the year, which boost transient slip rental income. Some of the events are 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's 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. The Community Room is not available to rent in FY 2023 or FY 2024, as it is currently being used to relocate City offices due to Hurricane Ian damage.

Repairs to dock damage sustained during Hurricane Ian are still in progress. This may cause a need in the future years for subsidy from the general fund or city leased property fund until such time as all docks and mooring field balls are repaired and back in use.

BUDGET NARRATIVE:

Laishley Park Marina is operated as an enterprise fund to include the Marina and park amenities. The City continues to outsource management of the Marina to Marina Park Management Group, but retains the authority to set boat slip and pavilion rental rates. Staffing coverage is provided seven days per week, 365 days per year.

Rates were increased for FY 2024. Current rates are $16.00 per ft. for annual rate, $16.50 per ft. for semi-annual rate, and $17.00 per ft. for monthly rate. The live aboard flat fee is $100.00 per month. These rates enable the Marina to remain competitive with other marinas in the area.
There are a limited number of slips available at any one point in time, and the vacancies that become available are quickly filled. There are a number of slips damaged from Hurricane Ian that are still out of service. These slips cannot be rented and is causing a decrease in revenue, while expenses remain steady. Rates will be reviewed during FY 2025 for additional increase.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
LAISHLEY PARK MARINA – DEPT/DIV 0945

BUDGET NARRATIVE (continued):

Although funding for dredging and for repair of the mooring field and docks is usually budgeted annually and unused funds are accumulated for larger repairs, due to damaged docks from Hurricane Ian that are out of service, the fund is unable to budget for this in FY 2025. The FY 2025 budget includes $19,000 to replace/upgrade to a lithium battery powered golf cart.

A current tenant continues to lease the ship store space. ”Downtown Bait & Tackle” offers fresh and frozen bait, a variety of fishing rods, reels, tackle, snacks, beverages, ice and manages the free bicycle rental program.

Boating and Marina events have brought tourists and future customers into the downtown area. The interactive fountain (construction is underway to expand the facility and expected to be completed by end of FY 2024) continues to provide 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 2025 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.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
LAISHLEY PARK MARINA DIVISION – DEPT/DIV 0945
Key Performance Measures

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
- Goal: Ensure the competitiveness of Punta Gorda's business climate through continuous participation in the Economic Development Partnership, Punta Gorda Chamber of Commerce and conducting studies as needed

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 through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years

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 2022	Actuals FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
# of slips available for rent	80	68	68	68
Efficiency:				
Revenue from slip & mooring rentals	$443,008	$330,401	$334,470	$367,565
Service Quality:				
Profitably managed by contract	Yes	Yes	TBD	TBD
Outcome:				
% of occupancy-long term of rentable slips	81%	75%	76%	76%
% of occupancy-transient of rentable slips	6.3%	8.0%	15.0%	10.0%

RESULTS

FY 2023 and continuing through FY 2025 saw a decline in overall rentals due to slips and mooring balls that are out of service due to Hurricane Ian and awaiting repairs. FEMA obligations have not yet been approved. With the reduced revenue, subsidies may be required from other revenue sources.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
LAISHLEY PARK MARINA SUMMARY
Operating Budget

Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	*	*	*	*	*
Operating	430,652	490,232	598,155	769,820	522,960
Capital Outlay	0	0	19,000	122,085	19,000
Projected Carryover	0	0	240,972	170,467	42,542
Total	**430,652**	**490,232**	**858,127**	**1,062,372**	**584,502**

The Actual FY 2022 and Actual FY 2023 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, defined benefit pension plan and other post employment benefit accruals, insurance recovery for assets, leases and subscription-based IT arrangement accruals.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Budget FY 2024	Amended Authorized FY 2024	Budget FY 2025
Under Contract Management	yes	yes	yes	yes	yes

* The City privatized the operations of the Marina.

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.

City of Punta Gorda, FL
Information Technology Fund
Revenue and Expense Comparison
Actual FY 2022 through Budget FY 2025

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 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Revenues:					
Charges for Services	$ 2,118,015	$ 2,213,284	$ 2,966,945	$ 2,997,235	$ 3,816,960
Miscellaneous Revenue	1,361	590	500	670	500
	2,119,376	2,213,874	2,967,445	2,997,905	3,817,460
Projected Carryover-Beg	280,009	412,214	67,280	170,842	104,065
Prior Year Encumbrances	48,279	36,566	0	24,383	0
Prior Yr Re-Appropriation	233,910	229,500	0	384,300	0
Total Revenues	$ 2,681,574	$ 2,892,154	$ 3,034,725	$ 3,577,430	$ 3,921,525
Expenses:					
Personnel Services	$ 689,500	$ 846,941	$ 970,165	$ 976,540	$ 1,111,575
Operating Expenses	1,233,991	1,168,876	1,596,660	1,659,910	1,992,790
Capital Outlay	79,803	296,812	460,000	836,915	760,425
	2,003,294	2,312,629	3,026,825	3,473,365	3,864,790
Projected Carryover-End	678,280	579,525	7,900	104,065	56,735
Total Expenses	$ 2,681,574	$ 2,892,154	$ 3,034,725	$ 3,577,430	$ 3,921,525

The Actual FY 2022 and Actual FY 2023 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, defined benefit pension plan and other post employment benefit accruals, insurance recovery for assets, leases and subscription-based IT arrangement accruals.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
INFORMATION TECHNOLOGY

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	PROJECTED FY 2024	BUDGET FY 2025
20-01	GENERAL FUND	1,460,104	1,523,212	2,007,915	2,034,545	2,564,115
20-04	PUNTA GORDA ISL CANAL DST	20,710	28,980	55,590	55,590	84,165
20-16	COSTL HRTLD NATL EST PRG	28,760	0	0	0	0
20-26	UTILITIES O M & R	472,469	521,490	672,675	673,790	870,040
20-50	SANITATION/REFUSE COLLECT	29,415	26,640	34,225	34,225	40,455
20-51	BUILDING FUND	102,557	108,962	192,420	192,420	252,885
20-53	LAISHLEY PARK MARINA	4,000	4,000	4,120	6,665	5,300
*	**GENERAL GOVERNMENT**	**2,118,015**	**2,213,284**	**2,966,945**	**2,997,235**	**3,816,960**
41-00	SURPLUS FURN, FIXT, EQPT	15	0	0	370	0
90-03	COMPUTER EQUIPMENT	179	115	0	0	0
90-00	MISCELLANEOUS REVENUE	1,167	475	500	300	500
	MISCELLANEOUS REVENUE	**1,361**	**590**	**500**	**670**	**500**
90-01	PROJ CARRYOVER-BEGINNING	0	0	67,280	170,842	104,065
90-02	PRIOR YEAR ENCUMBRANCES	0	0	0	24,383	0
90-05	PRIOR YR RE-APPROPRIATION	0	0	0	384,300	0
*	**BEGINNING RESERVES**	**0**	**0**	**67,280**	**579,525**	**104,065**
		2,119,376	**2,213,874**	**3,034,725**	**3,577,430**	**3,921,525**

The Actual FY 2022 and Actual FY 2023 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, defined benefit pension plan and other post employment benefit accruals, insurance recovery for assets, leases and subscription-based IT arrangement accruals.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
INFORMATION TECHNOLOGY – DEPT. 0251

FUNCTION:

Information Technology (IT) supports the use of technology in all City Departments to streamline processes improving the efficiency and timeliness of the various needs of 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 ensure continuous improvement in making data easier to retrieve and use, facilitating the decision-making process.

ACCOMPLISHMENTS: (FY 2024 Planned: 12 defined projects)

Projects currently in progress from FY 2023 (pushed forward into FY2024):

- Office 365 Implementation
- Upgrade Building use of Click2Gov
- Implement Park Rental Management software to automate processes
- Filebound/Upland migration (OptiView replacement - Data Conversion in final review)

Projects Completed/Will be completed:

- Implement Online Code of Ordinances
- City Computer Replacement program
- Refresh outdated computer monitors (anything older than 6 years)
- Replace aged out VMWare Host Server
- Implement PowerBI Analytic reporting tool
- Upgrade Server Operating Systems from MS Server 2012 to 2022

On average, IT received 147 helpdesk requests per month in FY 2024.

BUDGET NARRATIVE:

Goals for the coming year include:

- Network Core Switch upgrade/replacement
- Security Camera systems centralization, repair and upgrades, (Herald Court Garage, Marina)
- Digital Signage and smart conference rooms
- Continue to strengthen our cybersecurity infrastructure
- Contract Template Builder
- Web Site redesign
- HR software for onboarding, performance reviews and learning management
- Install Digital Plans Review hardware for Fire and Building

Continue to improve city services in the following areas:

- Continue work with other community agencies enhancing the City's Internet presence
- Improve data sharing with the public
- Ensure efficient response to user technical issues and requests
- Provide project management services for IT project implementation and development
- Maintain high availability of application, internet, network and telecommunication services

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
INFORMATION TECHNOLOGY – DEPT. 0251
Key Performance Measures

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY
- Goal: Identify sustainable spending policies and appropriate technologies to support business operations through operational audits and investments in new technology that connect the City with the community

PRIORITY: INFRASTRUCTURE SUSTAINABILITY
- Goal: Maximize use of technology in applicable areas through capital budgeting procedures and investments in learning opportunities for staff
- Goal: Apply best management practices and systems in infrastructure maintenance
- Goal: Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis

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, Economic Development Partnership, 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; by promoting electronic (green) initiatives and mobile computing; and by supporting transparency in government through providing the citizens of Punta Gorda opportunities to access City services and information via the Internet.

INITIATIVES AND ACTION ITEMS

Initiatives to pursue:
- Continue work with other community agencies enhancing the City's Internet presence
- Improve data sharing with the public
- Ensure efficient response to user technical issues and requests
- Provide project management services for IT project implementation and development
- Maintain high availability of application, internet, network and telecommunication services

Action Items:
- Network Core Switch upgrade/replacement
- Security Camera systems centralization, repair and upgrades, (Herald Court Garage, Marina)
- Digital Signage and smart conference rooms
- Continue to strengthen our cybersecurity infrastructure
- Contract Template Builder
- Web Site redesign
- HR software for onboarding, performance Reviews and Learning Management
- Install Digital Plans Review hardware for Fire and Building

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2025
INFORMATION TECHNOLOGY – DEPT. 0251
Key Performance Measures

Indicator	Actual FY 2022	Actual FY 2023	Projected FY 2024	Proposed FY 2025
Output:				
# of Users	290	295	310	325
# of Applications	198	200	215	230
# of Projects	12	12	12	9
# of Work Orders Open per month (avg)	248	182	189	200
Efficiency:				
% System Availability				
Network	99.9%	99.9%	99.9%	99.9%
Telecommunications	99.9%	99.9%	99.9%	99.9%
Service Quality:				
% Work Orders Closed	99%	99%	95%	97%
Avg days response to Urgent Requests	.5	.5	.5	.5
Outcome:				
% projects completed	89%	50%	85%	95%
Improve use of training credits available through our enterprise license	YES	YES	YES	YES
Establish regular meetings of internal GIS user group to guide City's use of GIS	YES	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)	YES	YES	YES	YES

RESULTS

IT has a total of 12 projects; 4 are complete, 8 are in progress. Hurricane Ian impacted our FY 2023 projects and delayed some of them into FY 2024. The total number of Work Orders opened from October 1, 2022 – September 30, 2023, was 2,180; total number of Work Orders Closed was 2,124. Thus far in this year, 1,555 work orders have been opened, and 1,406 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 cyber 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 2025
INFORMATION TECHNOLOGY SUMMARY

Operating Budget

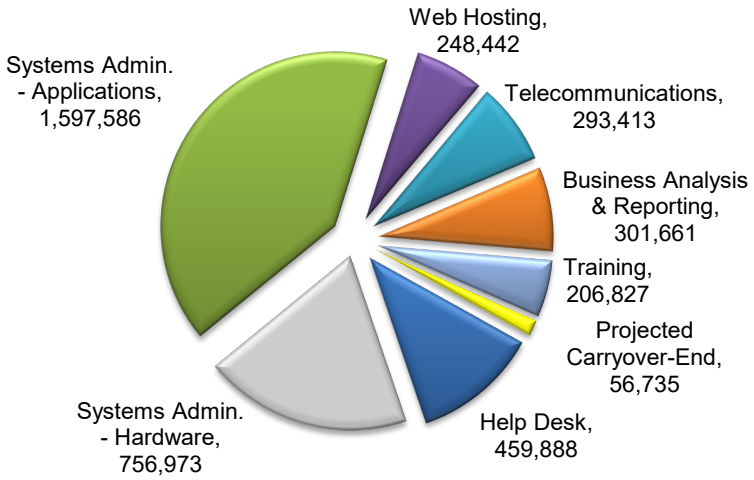
Expenditure Category Summary	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025
Personnel Services	766,773	883,057	970,165	976,540	1,111,575
Operating	1,379,818	1,069,385	1,596,660	1,659,910	1,992,790
Capital Outlay	0	0	460,000	836,915	760,425
Debt Service	0	35,096	0	0	0
Transfers	0	0	0	0	0
Other	7,720	1,981	0	0	0
Projected Carryover	0	0	7,900	104,065	56,735
Total	**2,154,311**	**1,989,519**	**3,034,725**	**3,577,430**	**3,921,525**

The Actual FY 2022 and Actual FY 2023 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, defined benefit pension plan and other post employment benefit accruals, insurance recovery for assets, leases and subscription-based IT arrangement accruals.

Position Summary

Job Title	Amended Authorized FY 2022	Amended Authorized FY 2023	Authorized FY 2024	Amended Authorized FY 2024	Budget FY 2025
IT Manager	1	1	1	1	1
Systems Analyst	1	1	1	1	1
Network Analyst	1	1	1	1	1
Network Security/Cloud Systems Admin	0	1	1	1	1
GIS Analyst	1	1	1	1	1
IT Analyst II	1	1	1	1	1
Operations Analyst	1	1	1	1	1
Computer Support Specialist	2	2	2	2	2
Total	8	9	9	9	9

Service Costs



INFORMATION TECHNOLOGY FUND
NEW PROJECTS AND EQUIPMENT DETAIL
FY 2025 - FY 2029
(All figures in thousands of dollars)

Capital Outlay Replacement Plan	Project Code	TOTAL PROJECT COST	Prior Years	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Computer Desktops, laptops, tablets replacements	ITCOMP	699	0	169	125	130	135	140
GIS Tools and Equipment	ITGIS	145	45	20	20	20	20	20
Monitor Upgrade	ITMONI	30	0	10	10	10	0	0
Network Switches	ITNWSW	53	0	3	25	0	25	0
Enterprise Security Camera Network	ITSECC	255	75	60	30	30	30	30
Starlink Equipment (3)	ITSTAR	17	0	17	0	0	0	0
Server Room UPS Replacement	ITSUPS	25	0	25	0	0	0	0
Virtual Host Server replacements	ITVIRT	130	0	26	26	26	26	26
Pure Storage Upgrade to nVME	ITPURE	57	0	57	0	0	0	0
New Projects - Annual Subscriptions								
Backup and Disaster Recovery for O365	ITBKDR	150	0	30	30	30	30	30
CIP Software	ITCIPM	75	0	15	15	15	15	15
Cyber Security Tools	ITCYB	417	0	25	98	98	98	98
Data Loss Prevention Software	ITDLPS	150	0	30	30	30	30	30
FortiManager	ITFMGR	25	0	5	5	5	5	5
HR Software Tools	ITHRLM	210	0	70	35	35	35	35
IP Address Management	ITIPAM	20	0	4	4	4	4	4
Office 365 Migration to Cloud	ITO365	326	118	30	40	43	46	49
PowerDMS Citywide	ITPDMS	114	0	26	22	22	22	22
Cybersecurity Penetration Testing Services	ITPENT	275	0	55	55	55	55	55
E-Procurement Software	ITPROC	150	0	30	30	30	30	30
Patch Management System for City Servers	ITPTCH	125	0	25	25	25	25	25
Replace Optispool (report storage)	ITSPLR	90	0	18	18	18	18	18
Web Site Redesign	WEBRED	110	60	10	10	10	10	10
TOTAL			**298**	**760**	**653**	**636**	**659**	**642**

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	Computer/Laptop Replacements
Project Code:	ITCOMP
Account #:	502-0251-590-6420
Description/ Justification:	Replace all desktops, laptops, or tablets that are over four years old. 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. FY 2025 includes $4,000 for training room needs, $11,000 for additional computers for Fire department, $10,800 for nine replacement computers that have WIN OS 1909, $16,000 for computers CARE, and $6,000 for old temporary computers in finance.
Priority:	Infrastructure Sustainability
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design							
Construction							
Equipment	$699,075	$0	$169,075	$125,000	$130,000	$135,000	$140,000
Total	$699,075	$0	$169,075	$125,000	$130,000	$135,000	$140,000
Funding Sources							
Local-OF	$699,075	$0	$169,075	$125,000	$130,000	$135,000	$140,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	GIS Tools and Equipment
Project Code:	ITGIS
Account #:	502-0251-590-6420
Description/ Justification:	Purchase of equipment such as digital receivers, cameras, antennas, drones, etc. that will further our goals for use of GIS throughout the City. The expansion of the use of GIS throughout the City has led to the need for additional equipment to support multiple projects at one time. This is currently limited by existing tools (or lack thereof).
Priority:	Infrastructure Sustainability
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design							
Construction							
Equipment	$145,000	$45,000	$20,000	$20,000	$20,000	$20,000	$20,000
Total	$145,000	$45,000	$20,000	$20,000	$20,000	$20,000	$20,000
Funding Sources							
Local-OF	$145,000	$45,000	$20,000	$20,000	$20,000	$20,000	$20,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	Replace monitors older than 6 years old
Project Code:	ITMONI
Account #:	502-0251-590-6420
Description/ Justification:	Replace City monitors that were purchased prior to 2016. Over 170 of the monitors in use in the city will be over 6 years old in FY 2022. Their connections are obsolete, and they are starting to fail at increasing rates. Being proactive and replacing a portion of them each year will help replace them as they can fail and leave City workstations unusable.
Priority:	Infrastructure Sustainability
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design							
Construction							
Equipment	$31,500	$0	$10,500	$10,500	$10,500	$0	$0
Total	$31,500	$0	$10,500	$10,500	$10,500	$0	$0
Funding Sources							
Local-OF	$31,500	$0	$10,500	$10,500	$10,500	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	Network Switches
Project Code:	ITSWCH
Account #:	502-0251-590-6420
Description/ Justification:	Expansion and additional staff require several new switches to be added to the network. FY 2025 – ISP Agreggation Switch
Priority:	Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Construction							
Equipment	$53,000	$0	$3,000	$25,000	$0	$25,000	$0
Total	$53,000	$0	$3,000	$25,000	$0	$25,000	$0
Funding Sources							
Local-OF	$53,000	$0	$3,000	$25,000	$0	$25,000	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	Upgrade Herald Court Parking Garage and Public Safety Security Camera Systems
Project Code:	ITSECC
Account #:	502-0251-590-6420
Description/ Justification:	Replace and update security cameras to bring them up to the City standard. Expand their coverage as required by the city.
Priority:	Infrastructure Sustainability
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Construction							
Equipment	$255,000	$75,000	$60,000	$30,000	$30,000	$30,000	$30,000
Total	$255,000	$75,000	$60,000	$30,000	$30,000	$30,000	$30,000
Funding Sources							
Local-OF	$255,000	$75,000	$60,000	$30,000	$30,000	$30,000	$30,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual	$15,000	$0	$3,000	$3,000	$3,000	$3,000	$3,000
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	Starlink Equipment
Project Code:	ITSTAR
Account #:	502-0251-590-6420
Description/ Justification:	Purchase of three additional starlink units for use when network connectivity is down for some reason. Starlink has been tested and shown to be effective for providing internet accessibility in the event of a catastrophic network event. Therefore, purchasing three more units would allow for strategic distribution during such an event to maximize access to essential functions.
Priority:	Infrastructure Sustainability
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Construction							
Equipment	$16,500	$0	$16,500	$0	$0	$0	$0
Total	$16,500	$0	$16,500	$0	$0	$0	$0
Funding Sources							
Local-OF	$16,500	$0	$16,500	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual	$12,000	$0	$0	$3,000	$3,000	$3,000	$3,000
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	Server Room UPS Replacement
Project Code:	ITSUPS
Account #:	502-0251-590-6420
Description/ Justification:	The UPS in the main server room is extremely old (20 years) and although still working should be replaced in the next 12 months to ensure availability or time to shutdown properly during any kind of incident.
Priority:	Infrastructure Sustainability
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Construction							
Equipment	$25,000	$0	$25,000	$0	$0	$0	$0
Total	$25,000	$0	$25,000	$0	$0	$0	$0
Funding Sources							
Local-OF	$25,000	$0	$25,000	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	Virtual Host Server
Project Code:	ITVIRT
Account #:	502-0251-590-6420
Description/ Justification:	Replace one aged out virtual host server. Will replace one per year. As servers reach 5 years old we need to replace the old aged out server with a new one to maintain the performance of our virtual servers.
Priority:	Infrastructure Sustainability
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design							
Construction							
Equipment	$131,250	$0	$26,250	$26,250	$26,250	$26,250	$26,250
Total	$131,250	$0	$26,250	$26,250	$26,250	$26,250	$26,250
Funding Sources							
Local-OF	$131,250	$0	$26,250	$26,250	$26,250	$26,250	$26,250
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

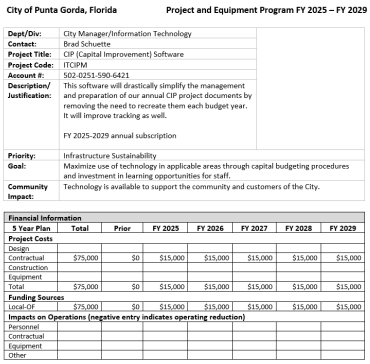
Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	Pure Storage Upgrade to nVME
Project Code:	ITPURE
Account #:	502-0251-590-6421
Description/ Justification:	This upgrade will move our Pure Storage arrays from older spinning disks to nVME (nonvolatile memory express) digital storage. This will improve the performance of the array and reduce the possibility of malfunction.
Priority:	Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Construction							
Equipment	$57,000	$0	$57,000	$0	$0	$0	$0
Total	$57,000	$0	$57,000	$0	$0	$0	$0
Funding Sources							
Local-OF	$57,000	$0	$57,000	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	Backup and Disaster Recovery for O365 Environment
Project Code:	ITBKDR
Account #:	502-0251-590-6421
Description/ Justification:	In moving our email and productivity suite to the cloud, we will require the ability to backup that cloud data separately from our network data backups. A separate tool is required. FY 2025-2029 annual subscription
Priority:	Infrastructure Sustainability
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design							
Contractual	$150,000	$0	$30,000	$30,000	$30,000	$30,000	$30,000
Construction							
Equipment							
Total	$150,000	$0	$30,000	$30,000	$30,000	$30,000	$30,000
Funding Sources							
Local-OF	$150,000	$0	$30,000	$30,000	$30,000	$30,000	$30,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	CIP (Capital Improvement) Software
Project Code:	ITCIPM
Account #:	502-0251-590-6421
Description/ Justification:	This software will drastically simplify the management and preparation of our annual CIP project documents by removing the need to recreate them each budget year. It will improve tracking as well. FY 2025-2029 annual subscription
Priority:	Infrastructure Sustainability
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

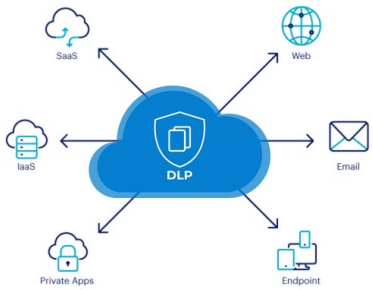


Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design							
Contractual	$75,000	$0	$15,000	$15,000	$15,000	$15,000	$15,000
Construction							
Equipment							
Total	$75,000	$0	$15,000	$15,000	$15,000	$15,000	$15,000
Funding Sources							
Local-OF	$75,000	$0	$15,000	$15,000	$15,000	$15,000	$15,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	Cybersecurity Tools
Project Code:	ITCYB
Account #:	502-0251-590-6421
Description/ Justification:	Cybersecurity tools (Tenable ATM, Tenable Enterprise, and Proofpoint) currently covered by the State of Florida Cybersecurity grant. If the grant is not funded in mid-fiscal year 2025 we would have to cover the cost beginning July 1, 2025. If the grant is funded these funds will not be needed. These tools provide endpoint intrusion protection, vulnerability management and Identity exposure protection. Proofpoint provides email security and scanning. FY 2025-2029 annual subscriptions
Priority:	Infrastructure Sustainability
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design							
Contractual	$416,500	$0	$24,500	$98,000	$98,000	$98,000	$98,000
Construction							
Equipment							
Total	$416,500	$0	$24,500	$98,000	$98,000	$98,000	$98,000
Funding Sources							
Local-OF	$416,500	$0	$24,500	$98,000	$98,000	$98,000	$98,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	Data Loss Prevention Software
Project Code:	ITDLPS
Account #:	502-0251-590-6421
Description/ Justification:	The data loss prevention software is the next piece of our cybersecurity strategic plan by mitigating the amount of data lost to any type of cybersecurity attack. This software working with other elements of our cybersecurity defense will isolate and lock down breached data, quickly and effectively stopping the spread of malicious attacks with minimized impact. FY 2025-2029 annual subscriptions
Priority:	Infrastructure Sustainability
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design							
Contractual	$150,000	$0	$30,000	$30,000	$30,000	$30,000	$30,000
Construction							
Equipment							
Total	$150,000	$0	$30,000	$30,000	$30,000	$30,000	$30,000
Funding Sources							
Local-OF	$150,000	$0	$30,000	$30,000	$30,000	$30,000	$30,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

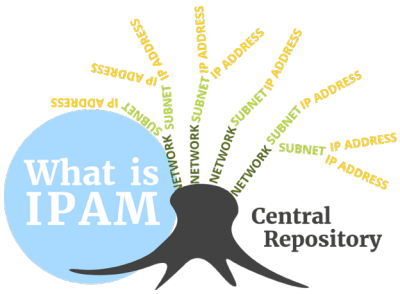
Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	FortiManager
Project Code:	ITFMGR
Account #:	502-0251-590-6421
Description/ Justification:	FortiManager integrates with IT Service Management to seamlessly mitigate security incidents and events, apply configuration changes, and update policies. Integration with FortiAnalyzer module provides in-depth discovery, analysis, prioritization, and reporting of network security events. FY 2025-2029 annual subscriptions
Priority:	Infrastructure Sustainability
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design							
Contractual	$25,000	$0	$5,000	$5,000	$5,000	$5,000	$5,000
Construction							
Equipment							
Total	$25,000	$0	$5,000	$5,000	$5,000	$5,000	$5,000
Funding Sources							
Local-OF	$25,000	$0	$5,000	$5,000	$5,000	$5,000	$5,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	HR Software Tools
Project Code:	ITHRLM
Account #:	502-0251-590-6421
Description/ Justification:	Software tools for human resources to include onboarding, annual performance evaluations, and learning management. FY 2025 – FY 2029 Annual subscriptions
Priority:	Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Construction							
Equipment	$210,000	$0	$70,000	$35,000	$35,000	$35,000	$35,000
Total	$210,000	$0	$70,000	$35,000	$35,000	$35,000	$35,000
Funding Sources							
Local-OF	$210,000	$0	$70,000	$35,000	$35,000	$35,000	$35,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	IP Address Management (IPAM)
Project Code:	ITIPAM
Account #:	502-0251-590-6421
Description/ Justification:	IPAM is a means of planning, tracking, and managing the Internet Protocol address space used in a network. FY 2025 – FY 2029 Annual subscriptions
Priority:	Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Construction							
Equipment	$23,000	$0	$4,600	$4,600	$4,600	$4,600	$4,600
Total	$23,000	$0	$4,600	$4,600	$4,600	$4,600	$4,600
Funding Sources							
Local-OF	$23,000	$0	$4,600	$4,600	$4,600	$4,600	$4,600
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	O365 migration for Office/Email/Analytics/Communications
Project Code:	ITO365
Account #:	502-0251-590-6421
Description/ Justification:	Move to Office 365 in the cloud for productivity suite software. Government E3 license provides subscription to a number of Microsoft tools, among them the Office Suite, Teams, Cloud storage, Outlook Email, etc. Would replace $58,000 in current annual expenditures for various programs being used. It makes multiple productivity, collaboration and analytics tools available to staff. FY 2025 for consulting services. FY 2025-2029 annual subscription costs net of current annual expenditures
Priority:	Infrastructure Sustainability
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design							
Contractual	$148,000	$118,000	$30,000	$0	$0	$0	$0
Construction							
Equipment							
Total	$148,000	$118,000	$30,000	$0	$0	$0	$0
Funding Sources							
Local-OF	$148,000	$118,000	$30,000	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual (net)	$178,000	$0	$0	$40,000	$43,000	$46,000	$49,000
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	PowerDMS Citywide
Project Code:	ITPDMS
Account #:	502-0251-590-6421
Description/ Justification:	PowerDMS is currently used in the Police Department to manage documentation, to make sure that official documents are available and that retention and distribution of those documents is done. There are numerous places throughout the city where this needs to be done and rather than use a different tool in each department it would be better to expand the use of something that has already been used successfully. FY 2025 – FY 2029 Annual subscriptions
Priority:	Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Construction							
Equipment	$114,000	$0	$26,000	$22,000	$22,000	$22,000	$22,000
Total	$114,000	$0	$26,000	$22,000	$22,000	$22,000	$22,000
Funding Sources							
Local-OF	$114,000	$0	$26,000	$22,000	$22,000	$22,000	$22,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

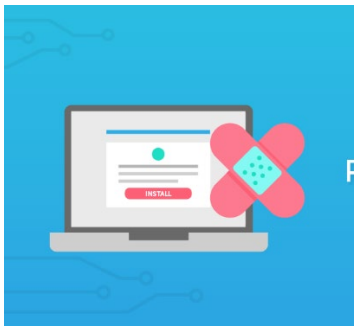
Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	Cybersecurity Penetration Testing Services
Project Code:	ITPENT
Account #:	502-0251-590-6420 / 502-0251-590-6421
Description/ Justification:	A requirement for most cybersecurity insurance providers, external entity penetration tests on our network gives us independent view of weaknesses, if they exist, in our network and can pinpoint the type of solution required to close the gap. This includes a criminal information systems intrusion detection system for the police department who has more stringent requirements. 502-0251-590-6420 $30,000 502-0251-590-6421 $25,000
Priority:	Infrastructure Sustainability
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design							
Construction							
Equipment	$275,000	$0	$55,000	$55,000	$55,000	$55,000	$55,000
Total	$275,000	$0	$55,000	$55,000	$55,000	$55,000	$55,000
Funding Sources							
Local-OF	$275,000	$0	$55,000	$55,000	$55,000	$55,000	$55,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	E-Procurement Software
Project Code:	ITPROC
Account #:	502-0251-590-6421
Description/ Justification:	Purchase procurement software to upgrade the current Ionwave software to a product that is more effective and easier to use for staff and vendors. FY 2025 – FY 2029 Annual subscriptions
Priority:	Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Construction							
Equipment	$150,000	$0	$30,000	$30,000	$30,000	$30,000	$30,000
Total	$150,000	$0	$30,000	$30,000	$30,000	$30,000	$30,000
Funding Sources							
Local-OF	$150,000	$0	$30,000	$30,000	$30,000	$30,000	$30,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	Patch Management System for City Servers
Project Code:	ITPTCH
Account #:	502-0251-590-6421
Description/ Justification:	The city's servers are on a different update cycle than our endpoint computers and have to be updated with a little more planning and preparation. Currently the server patching is tracked and performed manually. Automating this process will save manhours and make sure that our servers are patched as scheduled rather than as resources are available to perform it manually. It will keep servers performing better and allow this patching to be done during times when there will be no impact on productivity. FY 2025 – FY 2029 Annual subscription
Priority:	Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

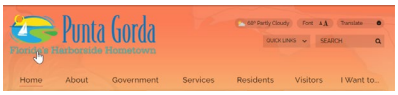


Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Construction							
Equipment	$125,000	$0	$25,000	$25,000	$25,000	$25,000	$25,000
Total	$125,000	$0	$25,000	$25,000	$25,000	$25,000	$25,000
Funding Sources							
Local-OF	$125,000	$0	$25,000	$25,000	$25,000	$25,000	$25,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	Replace Optispool (report storage)
Project Code:	ITSPLR
Account #:	502-0251-590-6421
Description/ Justification:	Optispool is at end of life due to the vendor not being in business anymore. Upland, who purchased the company is phasing out Optispool for their own product. This a report saving tool that allows reports to be stored for use and retention rather than printing paper copies. FY 2025 – FY 2029 Annual subscription
Priority:	Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Construction							
Equipment	$90,000	$0	$18,000	$18,000	$18,000	$18,000	$18,000
Total	$90,000	$0	$18,000	$18,000	$18,000	$18,000	$18,000
Funding Sources							
Local-OF	$90,000	$0	$18,000	$18,000	$18,000	$18,000	$18,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	Web Site Redesign
Project Code:	WEBRED
Account #:	502-0251-590-6421
Description/ Justification:	Our current website is 7 years old and is scheduled for redesign in FY 2024 and FY 2025. Annual costs for website hosting.
Priority:	Infrastructure Sustainability – Maintain and enhance the City's capital assets and quality municipal services
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.



Financial Information							
5 Year Plan	**Total**	**Prior**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Project Costs							
Design/Engineering							
Construction							
Equipment	$60,000	$60,000	$0	$0	$0	$0	$0
Total	$60,000	$60,000	$0	$0	$0	$0	$0
Funding Sources							
Local-OF	$60,000	$60,000	$0	$0	$0	$0	$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual	$50,000	$0	$10,000	$10,000	$10,000	$10,000	$10,000
Equipment							
Other							

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, 2023 Outstanding Debt
As of September 30, 2024

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, 2024 the City will have $14.4 million in revenue notes. The detail of projected current outstanding debt is provided below.
New financing pending in FY 2024 is not included in schedules on this page. It is included in schedule on the following page and in the individual funds under budgeted or proposed new financing.

		Principal Outstanding - Omits FY 2024 Pending Financing
Debt Service Fund		
	Total Debt Service Fund Principal Outstanding	**0**
Utilites Fund		
Note 14	2017 $17,588,970 State Revolving Fund Note for Injection Wells and RO Water Treatment Plant	14,428,060
	Total Utility Funds Principal Outstanding	**14,428,060**
Grand Total All Funds		**$ 14,428,060**

Principal and Interest Payment Schedule of Oct.1, 2023 Outstanding Debt

Fiscal Yr Ending	Debt Service Fund		Utilities Fund		
September 30	Principal	Interest	Principal	Interest	Total
2025	0	0	818,484	181,111	999,595
2026	0	0	828,934	170,661	999,595
2027	0	0	839,518	160,077	999,595
2028	0	0	850,239	149,356	999,595
2029	0	0	861,097	138,498	999,595
2030-2040	0	0	10,229,788	765,721	10,995,509
Total	$ 0	$ 0	$ 14,428,060	$ 1,565,424	$ 15,993,484

City of Punta Gorda, FL
Summary Schedule of October 1, 2023 Oustanding and FY 2024 Pending Debt
Projected as of September 30, 2024

		Principal Outstanding ACFR 9/30/2023	Pending Principal Paid FY 2024	Additional or Pending Financing FY 2024	Principal Outstanding Est. 9/30/24
Debt Service Fund					
Note 16	2020 Revenue Note	8,179,000	8,179,000	0	0
Note 18*	2023 Line of Credit Note	25,000,000	51,236,470	26,236,470	0
	Total Debt Service Fund	**33,179,000**	**59,415,470**	**26,236,470**	**0**
Utilites Fund					
Note 14	2017 SRF Revenue Note	15,236,224	808,164	0	14,428,060
Note 17*	2023 SRF Revenue Note	0	0	72,192,000	72,192,000
	Total Utility Funds	**15,236,224**	**808,164**	**72,192,000**	**86,620,060**
Grand Total All Funds		**$ 48,415,224**	**$ 60,223,634**	**$ 98,428,470**	**$ 86,620,060**

* Note 18 includes Hurricane Irma mitigation and Hurricane Ian seawall and mitigation. May be reappropriated to FY 2025 if project is not complete.

City of Punta Gorda, FL
Debt Service Fund
FY 2025 through FY 2029

The debt service fund estimated current outstanding principal at 9/30/24 is $0.
The 2023 line of credit note for $50 million incorporates the remaining Hurricane Irma hazard mitigation and Hurricane Ian seawall and hazard mitigation projects. The PGI and BSI Canal Maintenance Assessment Funds will provide the debt service requirements as per the expected loan agreement from FEMA and State reimbursements and Fund assessments. Financing and repayments may be delayed dependent upon needs and schedule of repairs.

Debt Service Fund	Account Number	Principal Outstanding 9/30/2024	FY 2025 DUE	FY 2026 DUE	FY 2027 DUE	FY 2028 DUE	FY 2028 DUE
2023 Note 18 Line of Credit Note	201-0000-583-7106	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
	201-0000-583-7206	Hurricanes Irma and Ian seawall and mitigation projects	$ 0	$ 0	$ 0	$ 0	$ 0
Subtotal Revenue Note Principal		$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
Subtotal Revenue Note Interest			$ 0	$ 0	$ 0	$ 0	$ 0

Remaining draws and repayments for the above note are budgeted in FY 2024. If project is not complete and reimbursements from FEMA not received, the draws and repayments will be re-appropriated to FY 2025

City of Punta Gorda, FL
Debt Service Fund
Proforma Schedule of Revenues and Expenditures
FY 2022 through FY 2029

	Actual FY 2022	Actual FY 2023	Budget FY 2024	Projected FY 2024	Budget FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028	Proforma FY 2029
Revenues:									
Transfer from PGI Canal Maintenance	$ 0	$ 0	$42,426,305	$50,407,965	$ 0	$ 0	$ 0	$ 0	$ 0
Transfer from BSI Canal Maintenance	0	0	3,155,580	3,155,580	0	0	0	0	0
Lease Payment from CRA - Div 0949	1,544,082	1,584,278	8,251,794	8,250,984	0	0	0	0	0
Total Revenues	1,544,082	1,584,278	53,833,679	61,814,529	0	0	0	0	0
Expenditures:									
CRA Revenue Note-Series 2020 Principal	1,361,000	1,426,000	8,179,000	8,179,000	0	0	0	0	0
CRA Revenue Note-Series 2020 Interest	183,082	158,278	72,794	71,984	0	0	0	0	0
PGI/BSI CMAD Non-Revolving LOC 2023 Pr	0	0	43,411,320	51,236,470	0	0	0	0	0
PGI/BSI CMAD Non-Revolving LOC 2023 Int	0	0	2,170,565	2,327,075	0	0	0	0	0
Subtotal Debt Service	1,544,082	1,584,278	53,833,679	61,814,529	0	0	0	0	0
Total Expenditures	1,544,082	1,584,278	53,833,679	61,814,529	0	0	0	0	0
Projected Carryover - Ending	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0

The CRA debt was retired in FY 2024.

The 2023 estimated Non-Revolving Line of Credit is for the financing of the PGI & BSI Canal Maintenance Distsrict seawall repairs/replacements and hazard mitigation projects as a result of Hurricanes Irma and Ian. The repayments will be provided by the PGI and BSI Canal Maintenance Funds that are estimated based on the timing of FEMA and State reimbursements and district assessments. Debt may be reappropriated in FY 2025 if needed.

City of Punta Gorda, FL
Utilities Fund Debt Service
FY 2025 through FY 2029

The Utilities fund currently has outstanding debt at 9/30/2024 of $14.4 million.
Multi-year construction projects beginning in FY 2023 with scheduled draws until completion of projects are identified below under new financing. Identification of debt impact on increased user rates is shown in the Utilities proforma in section 9.

Utility Funds	Account Number	Principal Outstanding 9/30/2024	FY 2025 DUE	FY 2026 DUE	FY 2027 DUE	FY 2028 DUE	FY 2029 DUE
2017-Note 14 State Revolving	419-0000-535.71-07	$ 14,428,060	$ 818,484	$ 828,934	$ 839,518	$ 850,239	$ 861,097
	419-0000-535.72-07	RO Plant	$ 181,111	$ 170,661	$ 160,077	$ 149,356	$ 138,498
Subtotal Existing Principal		$ 14,428,060	$ 818,484	$ 828,934	$ 839,518	$ 850,239	$ 861,097
Subtotal Existing Interest			$ 181,111	$ 170,661	$ 160,077	$ 149,356	$ 138,498
FY 2023-FY 2026 Proposed New Financing WW Treatment Plant Expansion (payments beginning mid FY 2026)							
2023-2026 Financing, WWTP improvement project & financing costs. Estimated $72,192,000 draws FY 2023-FY 2026, 1.02% interest, 20 year amortization, semi-annual payments and assumes grant for $19,000,000 loan forgiveness							
Estimated principal and interest payments			$ 0	$ 1,525,000	$ 3,050,000	$ 3,050,000	$ 3,050,000
FY 2025 Proposed New Financing Water Plant Filtration project (payments beginning late in FY 2027)							
2025-2026 Financing, Water Plant Filtration project & financing costs. Estimated $34,000,000 draws FY 2025-FY 2026, 4% interest, 15 year amortization, semi-annual							
Estimated principal and interest payments			$ 0	$ 0	$ 3,037,000	$ 3,037,000	$ 3,037,000
FY 2025-2027 Proposed New Financing Water Plant Reverse Osmosis expansion (payments beginning mid FY 2028)							
2025-2027 Financing, Water Plant Reverse Osmosis expansion & financing costs. Estimated $26,000,000 draws FY 2025-FY 2027, 4% interest, 15 year amortization, semi-							
Estimated principal and interest payments			$ 0	$ 0	$ 0	$ 1,161,000	$ 2,322,000
FY 2027-FY 2029 Proposed New Financing Septic to Sewer Area 1 (payments beginning late in FY 2029)							
2027-2029 Financing, Septic to Sewer project & financing costs. Estimated $11,286,400 draws FY 2027-FY 2029, 2% interest, 20 year amortization, semi-annual payments							
Estimated principal and interest payments			$ 0	$ 0	$ 0	$ 0	$ 344,000
Subtotal Estimated New Debt Service			$ 0	$ 1,525,000	$ 6,087,000	$ 7,248,000	$ 8,753,000
Total Debt Service Requirement			$ 999,595	$ 2,524,595	$ 7,086,595	$ 8,247,595	$ 9,752,595

APPENDIX

- Long Range Financial Plan
  Fiscal Years 2024-2028
- Operating Indicators
- Capital Asset Statistics
- Demographic and Economic Statistics
- Principal Property Taxpayers

City of Punta Gorda

LONG RANGE FINANCIAL PLAN

Fiscal Years 2024-2028

Punta Gorda
FLORIDA

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 2024-2028 Long Range Financial Plan presents multi-year fiscal forecasts for the City's major fund groups. In addition, the Plan discusses an examination of current policies for enhanced efficiencies, any changes proposed to financial policies, and budget issues or items currently known for the upcoming budget year. The current strategic planning process results in a current year management plan, and also strategically on a longer-term vision for the upcoming needs of the City.

On September 28, 2022, Hurricane Ian, a category 4 hurricane, impacted much of Florida. The City of Punta Gorda received major damage as did Lee and Charlotte Counties. The City continues to focus on recovery efforts while moving forward with planned projects and normal operations. This has created a challenge for many of the departments and divisions of the City.

This sets the stage for a starting point of discussion and direction in developing the FY 2025 budget while providing a context of how it might affect the future years' forecasts. The Plan is shown in the following format:

Section 1: Major Fund Five-Year Fiscal Forecasts

Section 2: Strategic Planning Process Update

Section 3: 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 February 2024. 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 annual water/sewer bill at estimated 7 thousand gallons per month usage.

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 $250,000	Naples	Mills	Bonita Springs	Mills	Punta Gorda	Mills	Sarasota*	Mills	Venice	Mills	North Port	Mills	Cape Coral	Mills	Fort Myers	Mills
Property Taxes	$ 292.50	1.1700	$ 204.33	.8173	$ 987.50	3.9500	$ 750.00	3.0000	$ 976.03	3.9041	$ 941.68	3.7667	$ 1,342.35	5.3694	$ 1,674.98	6.6999
Water & Sewer (Avg Monthly annualized)	$ 978.84		$ 1,194.48		$ 1,051.92		$ 1,648.44		$ 2,015.28		$ 1,860.48		$ 1,681.32		$ 2,133.96	
Sanitation (Solid Waste)	$ 431.04		$ 302.38		$ 323.04		$ 347.64		$ 253.08		$ 275.00		$ 337.81		$ 273.99	
Fire Service	$ 0		$ 486.65	1.9466	$ 0		$ 145.00		$ 0		$ 282.70		$ 315.00		$ 203.00	
Roads/Drainage/Stormwater	$ 207.84		$ 50.00		$ 0		$ 120.00		$ 0		$ 266.13		$ 142.00		$ 141.00	
Debt Service	$ 0		$ 0		$ 0		$ 39.53	.1581	$ 101.53	.4061	$ 0		$ 41.88	.1675	$ 0	
TOTAL	$ 1,910.22		$ 2,237.84		$ 2,362.46		$ 3,050.61		$ 3,345.92		$ 3,625.99		$ 3,860.36		$ 4,426.93	

Based on taxable value of $500,000	Naples	Mills	Bonita Springs	Mills	Punta Gorda	Mills	Sarasota*	Mills	Venice	Mills	North Port	Mills	Cape Coral	Mills	Fort Myers	Mills
Property Taxes	$ 585.00	1.1700	$ 408.65	.8173	$ 1,975.00	3.9500	$ 1,500.00	3.0000	$ 1,952.05	3.9041	$ 1,883.35	3.7667	$ 2,684.70	5.3694	$ 3,349.95	6.6999
Water & Sewer (Avg Monthly annualized)	$ 978.84		$ 1,194.48		$ 1,051.92		$ 1,648.44		$ 2,015.28		$ 1,860.48		$ 1,681.32		$ 2,133.96	
Sanitation (Solid Waste)	$ 431.04		$ 302.38		$ 323.04		$ 347.64		$ 253.08		$ 275.00		$ 337.81		$ 273.99	
Fire Service	$ 0		$ 973.30	1.9466	$ 0		$ 200.00		$ 0		$ 523.50		$ 400.00		$ 203.00	
Roads/Drainage/Stormwater	$ 207.84		$ 50.00		$ 0		$ 120.00		$ 0		$ 266.13		$ 142.00		$ 282.00	
Debt Service	$ 0		$ 0		$ 0		$ 79.05	.1581	$ 203.05	.4061	$ 0		$ 83.75	.1675	$ 0	
TOTAL	$ 2,202.72		$ 2,928.81		$ 3,349.96		$ 3,895.13		$ 4,423.46		$ 4,808.46		$ 5,329.58		$ 6,242.90	

*City of Sarasota Fire Rescue and Stormwater is provided as a non-advalorem assessment by the County.

General Fund

Some of the additional expenditures approved by City Council for FY 2024 included the following:

- Inflationary costs of commodities and contracted services due to scarcity of resources and higher labor costs.
- Finance – accountant position. Software to support new required standards for leases and subscription-based information technology arrangements.
- Public Works – a playground and fountain maintenance technician added mid FY 2023 and a maintenance worker to support parks and grounds. Increases were approved for supplies and communication services in right of way and additional janitorial services in facilities.
- Public Safety – a school resource officer mid FY 2023, an administrative support supervisor, four officers (dependent on the COPS award), a fire prevention clerk/PIO, and six firefighter/EMTs with associated equipment (dependent upon SAFER grant award). Police department increased maintenance for autos, boats, and various specialty equipment, legal reviews, and derelict vessel removals (funded by grant).
- Urban Design – an urban design manager position added mid FY 2023.
- Information Technology – overall increase of 33% for city-wide projects.
- Non-departmental – increase for paving, infrastructure needs, and other considerations.

The FY 2024 budget five year fiscal forecast includes the following assumptions: a millage rate of 3.9500 through FY 2028, modest anticipated increases of 5% in taxable property valuations, 1% to 2% increases in shared state revenues and other general fund revenues, estimated grant revenue through FY 2026 for officers and firefighters, 4% merit wage increases, 6% increases for health insurance, 10% increase for workers compensation, 5% increases for pensions and general liability insurance, 3% increases for all other operating expenditures, capital outlay average of $892,000, and the sunsetting of the Community Redevelopment Agency in FY 2024. The financial plan also includes anticipated personnel/service level enhancements through FY 2026 and projects funding that can be used for infrastructure needs, for other personnel/service level enhancements, or other considerations. The fiscal forecast projects deficits in the range of approximately $400,000 to $700,000 FY 2025 through FY 2028. In most fiscal years, due to conservative estimating by the City, some additional funds are added at the end of the fiscal year due to additional revenues collected or divisions not fully expending their budget. It also shows that the City is able to maintain the minimum reserve of 16.7% in the proforma period.

General Fund
Proforma Schedule of Revenues and Expenditures
Budget FY 2024 through Proforma FY 2028

	Budget FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028
Change in Taxable Value of Property	11%	5%	5%	5%	5%
Revenues:					
Ad Valorem Tax	$17,352,105	$18,219,710	$19,130,695	$20,087,230	$21,091,590
Other Revenue	14,406,480	14,555,620	14,706,805	14,860,060	15,015,430
Estimated Grants	485,000	485,000	485,000	0	0
Total Revenues	32,243,585	33,260,330	34,322,500	34,947,290	36,107,020
Expenditures:					
Personnel Expenditures	21,162,015	22,352,070	23,671,910	24,715,160	25,808,235
Operating Expenditures	7,050,200	7,173,635	7,236,895	7,453,320	7,677,050
Capital Outlay	1,554,225	1,370,000	904,000	740,000	740,000
Transfers to other Funds	254,000	187,000	0	0	0
Transfers for Tax Increment Financing	1,306,520	0	0	0	0
Transfers for Capital Projects	2,254,000	1,805,000	1,880,000	1,555,000	1,555,000
Transfers for Roads	709,000	709,000	709,000	709,000	709,000
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	34,604,960	33,911,705	34,716,805	35,487,480	36,804,285
Estimated Beginning Reserves	$11,165,118	$8,803,743	$8,152,368	$7,758,063	$7,217,873
Estimated Ending Reserves	$8,803,743	$8,152,368	$7,758,063	$7,217,873	$6,520,608
Minimum Reserve 16.7%	$5,779,100	$5,663,300	$5,797,800	$5,926,500	$6,146,400

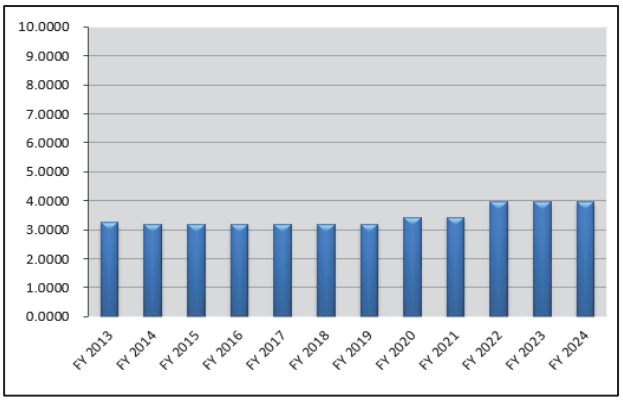
Millage and Taxable Assessed Value

The FY 2024 millage rate is 3.9500 mills. Included in the millage rate is $709,000 earmarked for the road resurfacing program and $300,000 for the city-wide drainage improvement program. The current millage rate is necessitated by continued outstanding infrastructure needs, the need to maintain and enhance current service levels over the coming years, while maintaining 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 2013 - Proposed 2024

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.

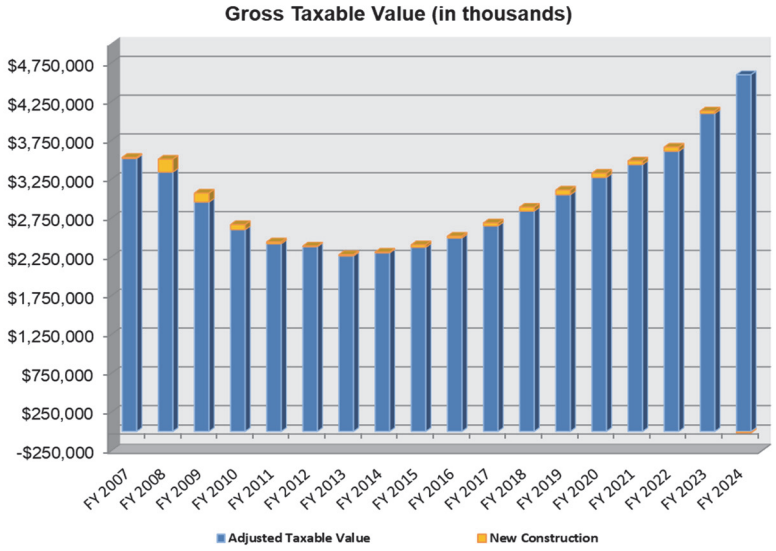
Fiscal Year	Millage Rate
2013	3.2462
2014	3.1969
2015	3.1969
2016	3.1969
2017	3.1969
2018	3.1969
2019	3.1969
2020	3.4337
2021	3.4337
2022	3.9500
2023	3.9500
2024	3.9500



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
2007	$3,515,560,986			$13,851,000	
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	$3,325,350,916	$216,672,537	7.0%	$54,169,154	1.7%
2021	$3,483,430,722	$158,079,806	4.8%	$46,759,746	1.4%
2022	$3,661,713,042	$178,282,320	5.1%	$52,590,453	1.5%
2023	$4,125,070,957	$463,357,915	12.7%	$31,518,237	0.9%
2024	$4,575,977,149	$450,906,192	10.9%	-$18,143,289	-0.4%

*Includes New Construction



The Charlotte County Appraiser's July 1st certification shows a 10.9% overall increase for properties on the books from the prior year with a negative 0.4% provided by new construction, annexations and changes in exemption for calendar year 2022 due to Hurricane Ian. This is the eleventh 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 sixteen years is a cumulative 30.9% increase in taxable values. Protection of Save Our Homes has resulted in a majority of homestead property taxable values being below just values in the current housing market.

Fund Balance

City Council approved reserve objectives to the comprehensive set of financial management policies are below. FY 2024 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 16.7% of total fund expenditures.*
- The City will continue to progress towards achieving a balanced budget, without relying on reserves, excluding one-time expenditures.
- 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.

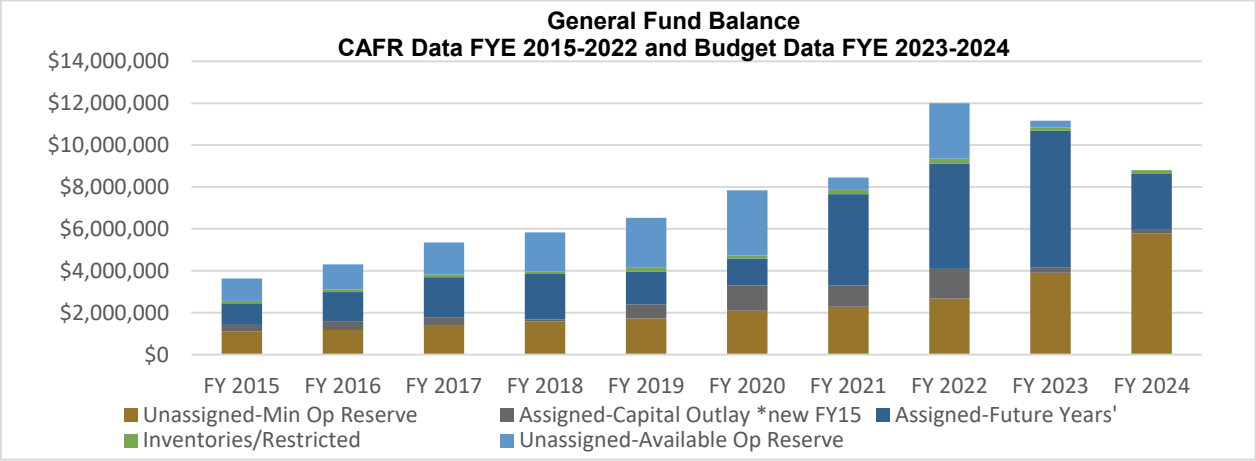
Beginning in FY 2007, the City earmarked a portion of reserves over the minimum policy to assist in paying for ongoing levels of service. Beginning in FY 2022 this practice is continued as part of the five year plan.

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

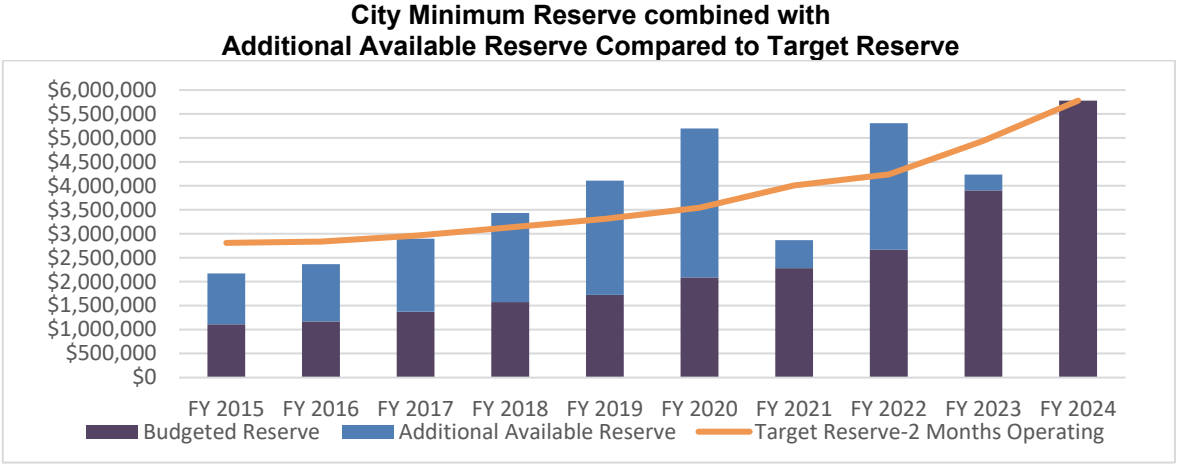
Fund Balance Category	FY 2021 Amount	% of Exp.	FY 2022 Amount	% of Exp.	Projected FY 2023 Amount	% of Exp.	Budget FY 2024 Amount	% of Exp.
Inventories/Restricted	$ 205,492	0.9%	$ 244,488	1.0%	$ 150,000	0.5%	$ 150,000	0.4%
Assigned-Future Years' Use of Op. Reserve	4,362,299	18.2%	5,016,543	19.8%	6,518,310	22.0%	2,695,643	7.8%
Assigned-Capital Outlay Reserve	1,017,328	4.2%	1,424,506	5.6%	260,000	0.9%	179,000	0.5%
Unassigned-Minimum Op. Reserve (Orig)	2,280,000	9.5%	2,667,000	10.5%	3,905,300	13.2%	5,779,100	16.7%
Unassigned-Available Op. Reserve	586,710	2.4%	2,641,987	10.4%	331,508	1.1%	0	0.0%
Total Fund Balance	$ 8,451,829	35.2%	$ 11,994,524	47.3%	$ 11,165,118	37.7%	$ 8,803,743	25.4%
General Fund Orig Budgeted Expenditures	$ 23,994,850 *		$ 25,377,445		$ 29,585,140		$ 34,604,960	

* FY 2021 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, it is set at 16.7% of the total expenditure appropriations which calculates to $5,779,100. The second block of the reserves is a funding mechanism for capital outlay that provides a smoothed amount to be funded annually, based on the five year capital outlay plan which is currently an average of $892,000. Those amounts unused will be carried in the reserve until the year scheduled for use. In FY 2024, $179,000 is reserved. The third block of the reserves is the amount identified as needed to balance the subsequent years' budgets in the proforma. Because of the five-year plan increasing personnel/service levels, addressing increased costs and addressing needs of infrastructure maintenance, all funds would be needed in this five year proforma. The fourth block is the small amount of funds identified in the Annual Comprehensive Financial Report (ACFR) as inventories or restricted. The final and fifth block is the remaining amount of reserves that are available for use. The City has not appropriated or assigned them for expenditures, and as such, are considered as part of the current operating reserve for purposes of stabilizing the general fund or for Council approved uses. For FY 2024, all funds are currently assigned to balance future years' budgets so this segment is $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 following graph shows the best practice level as a line and setting it as the minimum standard for FY 2024. Due to assignment of additional available reserves to future years' budgets for the reasons enumerated above, only the minimum budgeted reserve is showing in FY 2024.

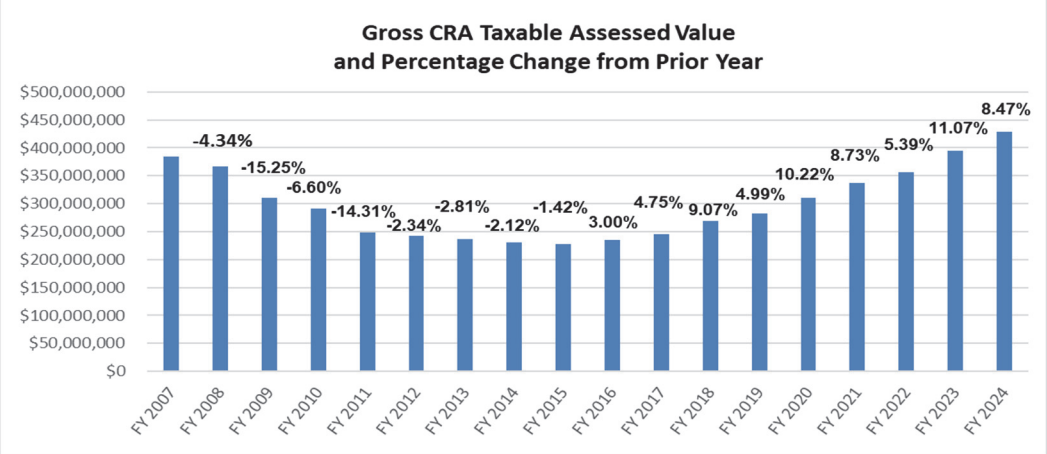


Community Redevelopment Agency

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 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, 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 table and corresponding graph below provide a history of taxable assessed value and revenue generated from TIF since FY 2007, the height prior to the last economic recession and the ensuing recovery period.

Fiscal Year	Gross CRA Taxable Assessed Value	Perctange Change from Prior	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	-4.34%	$591,466	$1,236,559	$1,828,025
FY 2009	$311,130,098	-15.25%	$562,664	$1,250,570	$1,813,234
FY 2010	$290,592,852	-6.60%	$538,621	$1,139,173	$1,677,794
FY 2011	$249,005,996	-14.31%	$436,047	$974,342	$1,410,389
FY 2012	$243,188,559	-2.34%	$424,246	$970,103	$1,394,349
FY 2013	$236,361,169	-2.81%	$480,644	$929,373	$1,410,017
FY 2014	$231,340,961	-2.12%	$458,101	$902,447	$1,360,548
FY 2015	$228,049,842	-1.42%	$448,578	$884,092	$1,332,670
FY 2016	$234,899,693	3.00%	$470,728	$927,748	$1,398,476
FY 2017	$246,050,943	4.75%	$502,566	$988,358	$1,490,924
FY 2018	$268,367,069	9.07%	$570,342	$1,124,073	$1,694,415
FY 2019	$281,762,265	4.99%	$611,027	$1,204,258	$1,815,285
FY 2020	$310,556,021	10.22%	$750,208	$1,376,602	$2,126,810
FY 2021	$337,662,011	8.73%	$838,628	$1,538,849	$2,377,477
FY 2022	$355,859,612	5.39%	$1,033,013	$1,647,774	$2,680,787
FY 2023	$395,254,824	11.07%	$1,180,845	$1,844,119	$3,024,964
FY 2024	$428,746,570	8.47%	$1,306,520	$2,040,390	$3,346,910



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 and completed refinancing to better match income flow and eliminated projected deficits. The FY 2024 TIF revenue is based on 8.5% increase in taxable value in the district, County millage rate 6.1687 and City rate at 3.9500. Funds accumulated from prior years and TIF revenue for FY 2024 allows the CRA to pay off the remaining debt and sunset the District in FY 2024. Funds that would have transferred to CRA will stay with the General Fund for maintaining the infrastructure.

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 reflect this trend. If funds are not needed in the current fiscal year, they will carry over 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 $397,260 at end of FY 2024 and reduces to $3,855 by FY 2028. This division will be transferred to the General Fund upon the sunsetting of the CRA in FY 2024.

The Herald Court lease revenue for FY 2026 through FY 2028 projects one vacant unit as leases are coming up for renewal so as not to over project revenues. The City will be using the units previously occupied by Florida Gulf Coast University for FY 2022-2025 to house staff from City Hall as the rehabilitation of that building required that employees be relocated. Although this will reduce lease revenues, the City will continue to cover the common area maintenance costs that would be contributed by those units. Based on these projections, the reserve for the Herald Court Centre shows a balance of $158,764 in FY 2024 and reducing to $65,934 at end of FY 2028. 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. This division will also be transferred to the General Fund or a new fund upon the sunsetting of the CRA in FY 2024.

Community Redevelopment Agency Fund
Proforma Schedule of Revenues and Expenditures
Budget FY 2024 through Proforma FY 2028

	Budget FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028
Debt Service Division					
Assessed Property Valuation change	**8.5%**	**N/A**	**N/A**	**N/A**	**N/A**
Tax Increment Financing (TIF) Revenue	$3,346,910	$0	$0	$0	$0
CRA Lease Payments (Debt Service)	8,251,794	0	0	0	0
Revenues in Excess (Shortfall) of Debt Svc	(4,904,884)	0	0	0	0
Reserve - TIF for Debt Svc (Beg)	5,005,603	100,719	100,719	100,719	100,719
Reserve - TIF for Debt Svc (End)	**$100,719**	**$100,719**	**$100,719**	**$100,719**	**$100,719**
Herald Court Operations Division					
Herald Court Revenues	$262,185	$267,975	$290,875	$297,850	$304,730
Herald Court Operating Expenditures	285,295	296,000	307,395	319,260	331,605
Revenues in Excess (Shortfall) of Herald Ct Operations	(23,110)	(28,025)	(16,520)	(21,410)	(26,875)

	Budget FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028
CRA Operations Division					
Other CRA Revenues	$136,335	$139,120	$141,115	$140,220	$139,140
Other CRA Operating Expenditures	111,000	104,000	122,000	104,000	623,000
Revenues in Excess (Shortfall) of Other Operations	25,335	35,120	19,115	36,220	(483,860)
Reserve - Other Operations (Beg)	371,925	397,260	432,380	451,495	487,715
Reserve - Other Operations (End)	**$397,260**	**$432,380**	**$451,495**	**$487,715**	**$3,855**

Utilities

The current five-year financial forecast is based on 2-day per week watering; average rainfall; 3.75% rate increases annually; new financing based on the FY 2024-2028 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. A 2020 Rate Sufficiency Study by Stantec that recommended annual water and wastewater rate increases of 3.75% was approved by City Council. FY 2022 was reduced to 2% but due to increases in operating costs, personnel increases, and the significant increase in the wastewater treatment plant improvement/expansion project causing increased debt service requirements, 3.75% rate increases were implemented for FY 2023 and projected for future years in the plan. The FY 2024 rate increase remains at 3.75% with a rate study included in the budget to review future years. The Septic to Sewer financial plan for properties in the Utilities service area that are outside the City limits has been pushed back in the 2024-2028 capital improvement plan pending obtaining grants for the project. The City will continue to look for ways to reduce expenses, explore alternative financing on the wastewater treatment plant project, and opportunities for grants. If these items are not accomplished additional rate increases will be needed beginning in FY 2027.

Utilities OM&R Fund
Proforma Schedule of Revenues and Expenses
Budget FY 2024 through Proforma FY 2028

	Budget FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028
Revenues:					
Chg for Serv - Water	$12,368,915	$12,894,595	$13,440,295	$14,006,770	$14,594,800
Chg for Serv - Sewer	9,031,560	9,415,400	9,813,865	10,227,495	10,656,865
Other Revenue	1,171,170	1,172,290	1,688,445	2,204,635	2,555,860
Total Revenues	22,571,645	23,482,285	24,942,605	26,438,900	27,807,525
Expenses:					
Operations	18,290,310	18,887,730	19,561,350	20,262,340	20,991,920
Renewal & Replacement of Infrastructure	1,120,000	1,120,000	1,120,000	1,120,000	1,120,000
Transfer for Capital Improvement Projects	6,970,000	1,050,000	2,485,000	4,100,000	85,000
Existing Debt Service - RO SRF Loan	999,595	999,595	999,595	999,595	999,595
Transfer to SRF Fund-reserve incr(decr)	1,500,000	1,120,000	0	0	0
Est. new debt service WWTP	0	0	1,670,000	3,967,000	3,967,000
Est. new debt service WTP Filtration Rehab	0	0	773,000	1,546,000	1,546,000
Total Expenses	28,879,905	23,177,325	26,608,945	31,994,935	28,709,515
Revenues in Excess (Shortfall) of Expenses	(6,308,260)	304,960	(1,666,340)	(5,556,035)	(901,990)
Operating Reserves-Beg	11,064,046	4,755,786	5,060,746	3,394,406	(2,161,629)
Operating Reserves-End	$4,755,786	$5,060,746	$3,394,406	($2,161,629)	($3,063,619)

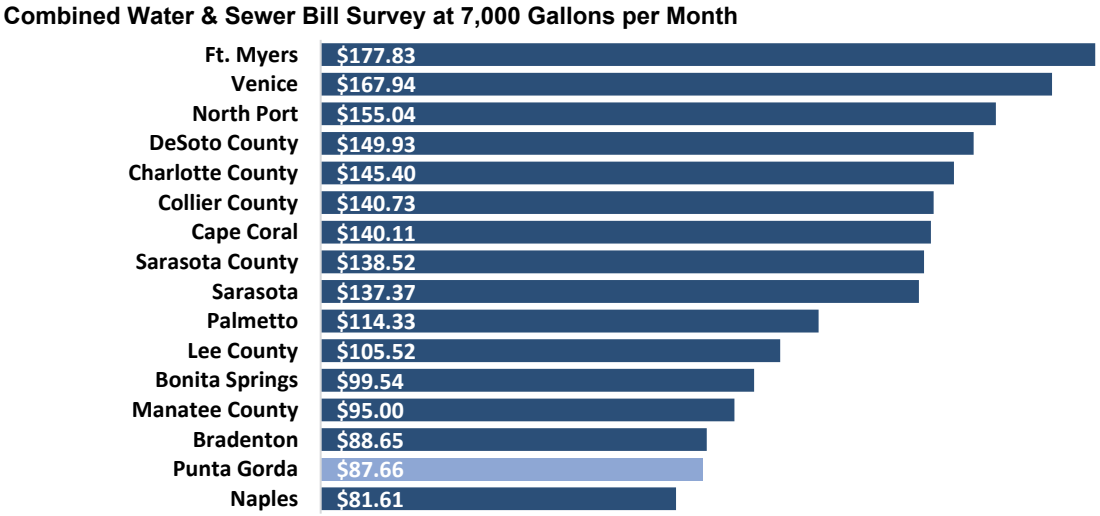
Utilities Reserves

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 $700,000 funding level over the five year plan for FY 2024 through FY 2028. 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 shows an increase of $1,500,000 projected in FY 2024 in anticipation of SRF loan funding requirements based on amounts drawn for the wastewater treatment plant improvement/expansion.
- The water and sewer impacts have restricted use and are kept in a reserve for growth related capital projects, such as the Groundwater Reverse Osmosis (RO) Water Treatment Plant, Taylor Rd water main upgrade, new water main at Tee & Green, wastewater force mains on Jones Loop Road and Riverside Drive, septic to sewer project areas, and planned expansion of the wastewater plant.

Utilities Rate Comparison

The City's utility rates are 2nd lowest among Southwest Florida utilities surveyed at FY 2024 rates.



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 12,295 residential accounts. For the 660 commercial accounts collection

is available 6 days per week. 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 City's recycling program provides a 48 gallon rolling cart to each household, which is collected one day per week by an outside vendor. The program continues in FY 2024 with a rate increase of $0.36 per month or $4.32 per year, due to a contract increase. A $1.00 per month rate increase ($12.00 per year) in refuse/yardwaste rates was due to costs increasing in all areas due to inflation, labor increases, insurance increases, equipment (packers) increases, etc. that have been ranging from 3% to 100%.

The five year plan reflects the capital replacements needed which will be reviewed each year to analyze repair costs to determine if a replacement could be delayed. Capital financing and debt service is shown in later years for packer replacements. The increased expenses has necessitated projected rate increases each year through FY 2028 which will be reviewed each budget cycle.

Sanitation Fund
Proforma Schedule of Revenues and Expenses
Budget FY 2024 through Proforma FY 2028

	Budget FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028
Revenues:					
Chg for Serv - Refuse Collection	$4,547,665	$4,791,955	$5,040,985	$5,294,750	$5,548,805
Other Revenue	45,600	45,600	45,600	45,600	45,600
Capital Financing	0	0	0	400,000	800,000
Total Revenues	4,593,265	4,837,555	5,086,585	5,740,350	6,394,405
Expenses:					
Operations	4,566,295	4,796,925	4,986,025	5,241,015	5,450,880
Capital	400,000	244,000	0	400,000	800,000
Debt Service	0	0	0	34,000	136,000
Total Expenses	4,966,295	5,040,925	4,986,025	5,675,015	6,386,880
Revenues in Excess (Shortfall) of Expenses	(373,030)	(203,370)	100,560	65,335	7,525
Operating Reserves-Beg	911,163	538,133	334,763	435,323	500,658
Operating Reserves-End	$538,133	$334,763	$435,323	$500,658	$508,183

To compare the City's rates with surrounding jurisdictions, a survey was taken during February 2024. All rates include once per week service for yard waste and recycling and either once or twice per week refuse pickup, as noted.

Jurisdiction	FY 2024 Cost/Year	Frequency of Service per Week	Outsourced
Naples	$431.04	2	No
City of Sarasota	$347.64	1	No
Cape Coral	$337.81	1	Yes
Punta Gorda	$323.04	2	No
Charlotte County	$303.97	1	Yes
Lee Co. (Avg 6 districts)	$289.81	1	Yes
North Port	$275.00	1	No
Fort Myers	$273.99	1	No
Venice	$253.08	2	No
Collier County	$249.29	2	Yes
Sarasota County	$233.59	1	Yes
Manatee County	$171.96	2	Yes

Canal Maintenance Districts Funds

Punta Gorda Isles Canal Maintenance District

The budget for the Punta Gorda Isles (PGI) canal maintenance assessment district reflects City Council approval to increase the operating assessment from $950 to $1,100. Continued increases to the program are expected based on the seawall study completed in FY 2021 as well as increased costs currently being realized in the current economic environment and the district's portion for Hurricane Ian seawall repairs and hazard mitigation. This will be reviewed annually.

The City continues to work closely with FEMA and the State regarding the rip rap mitigation portion of the Hurricane Irma project. Project permitting has been received and awaiting FEMA approval to proceed, therefore the budget for the expenditures and loan draws had been moved to FY 2023 along with expected FEMA and State reimbursements and loan repayments and will carry over to future year since not completed in fiscal year. The City is working with FEMA to obligate the Hurricane Ian seawall repairs and rip rap mitigation. A general fund line of credit was obtained in FY 2023 to fund the projects and will be transferred to the district to be repaid from district assessments (12.5%) and FEMA and State reimbursements (87.5%) through a transfer to the debt service fund.

The five-year proforma proposes increasing assessments through FY 2028. A reserve for contingency is budgeted in each year to be used for an emergency repair not scheduled in the program and can be authorized for use by City Manager. Contracted seawall inspections for condition assessment are included in two phases with estimated cost of $30,000 and $20,000 in every other year respectively. Channel construction to access spoil site project is scheduled in the five-year program.

PGI Canal Maintenance Fund
Proforma Schedule of Revenues and Expenditures
Budget FY 2024 through Proforma FY 2028

	Budget FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028
Assessment Rate	**$1,100**	**$1,250**	**$1,400**	**$1,550**	**$1,700**
Revenues:					
Operating Assessment	$5,721,060	$6,500,675	$7,280,290	$8,059,905	$8,839,520
FEMA & State-Hurricane Reimb.	35,355,255	0	0	0	0
Other Revenue	150,500	80,000	59,000	45,500	45,500
Total Revenues	41,226,815	6,580,675	7,339,290	8,105,405	8,885,020
Expenditures:					
Operations	1,438,390	1,425,840	1,470,095	1,537,080	1,606,925
Inlet Dredging	85,000	85,000	85,000	85,000	85,000
Seawalls and Stabilization	250,000	5,378,390	6,054,030	6,749,940	7,466,730
Capital Outlay & Special Projects	231,500	255,000	225,000	225,000	0
Reserve for Contingencies	50,000	50,000	50,000	50,000	50,000
Trnsfr to Debt Svc-Repay Seawall Loan	42,426,305	0	0	0	0
Total Expenditures	44,481,195	7,194,230	7,884,125	8,647,020	9,208,655
Revenues in Excess (Shortfall) of Expenditures	(3,254,380)	(613,555)	(544,835)	(541,615)	(323,635)
Operating Reserves-Beg	6,110,451	3,081,071	2,692,516	2,372,681	2,056,066
Reserve Seawall Replacement-Beg	900,000	675,000	450,000	225,000	0
Reserve Seawall Replacement-End	$675,000	$450,000	$225,000	$0	$0
Operating Reserves-End	$3,081,071	$2,692,516	$2,372,681	$2,056,066	$1,732,431

Burnt Store Isles Canal Maintenance District

The budget for the Burnt Store Isles (BSI) canal maintenance assessment district reflects the Advisory Committee recommendation and City Council approval to increase the assessment from $760 to $985. This represents an operating assessment rate of $760, an additional assessment rate of $100 per year to build the reserves for purchase of land for staging, and $125 for the lock removal project. Continued increases to the program are expected based on the seawall study completed in FY 2021 as well as increased costs currently being realized in the current economic environment. This will be reviewed annually. Operating expenditures continue to increase including labor and commodity costs. A feasibility study for the channel corner widening project that would allow barge access to some areas of the district is included in the FY 2024 budget.

The City continues to work closely with FEMA and the State regarding the rip rap mitigation portion of the Hurricane Irma project. Project permitting has been received and awaiting FEMA approval to proceed; funding would carry over to future year if not completed in fiscal year. The City is working with FEMA to obligate the Hurricane Ian seawall repairs and rip rap mitigation. A general fund line of credit is in process during FY 2023 to fund the projects and would be transferred to the district to be repaid from district assessments (12.5%) and FEMA and State reimbursements (87.5%) through a transfer to the debt service fund.

The five-year proforma proposes increasing assessments for inflationary costs, $25 increases annually, $90 annually for repayment of interfund loan for the lock removal project, and $100 annually for accumulation of funds for staging site through FY 2028. Additional assessments are expected and will be reviewed each year in order to address the findings of the seawall study. A reserve for contingencies is budgeted in each year to be used for an emergency repair not scheduled in the program and can be authorized for use by City Manager. Contracted seawall inspections for condition assessment are included with estimated cost of $10,000 every other year. Engineering and construction of the channel corner widening project are not budgeted and funding sources would need to be determined if approved at a later date. 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
Budget FY 2024 through Proforma FY 2028

	Budget FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028
Operating Rate	**$760**	**$785**	**$810**	**$835**	**$860**
Special Project Rate	**$125**	**$90**	**$90**	**$90**	**$90**
Reserve Rate	**$100**	**$100**	**$100**	**$100**	**$100**
Revenues:					
Operating and Reserve Assessment	$887,220	$912,470	$938,245	$964,025	$989,800
Special Project Assessment	128,880	92,795	92,795	92,795	92,795
Miscellaneous Revenue	21,000	21,000	21,000	21,000	21,000
Federal and State Assistance	3,089,025	0	0	0	0
Total Revenues	4,126,125	1,026,265	1,052,040	1,077,820	1,103,595
Expenditures:					
Operations	150,900	165,235	159,730	174,395	169,235
Seawalls and Stabilization	62,500	721,770	743,550	765,985	789,100
Barge Access/Lock Removal Proj Debt Service	0	91,200	91,200	91,200	91,200
Barge Access/Lock Removal Construction	400,000	0	0	0	0
Channel Corner Widening (Feasibility Study)	100,000	0	0	0	0
Transfer for Hurricane Ian Debt Service	3,155,580	0	0	0	0
Reserve for Contingencies	50,000	50,000	50,000	50,000	50,000
Total Expenditures	3,918,980	1,028,205	1,044,480	1,081,580	1,099,535
Revenues in Excess (Shortfall) of Expenditures	207,145	(1,940)	7,560	(3,760)	4,060
Operating Reserves-Beg	656,160	763,305	661,365	568,925	465,165
Reserve Seawall Repl & Spec.Proj-Beg	0	100,000	200,000	300,000	400,000
Reserve Seawall Repl & Spec.Proj-End	$100,000	$200,000	$300,000	$400,000	$500,000
Operating Reserves-End	$763,305	$661,365	$568,925	$465,165	$369,225
Projects Requiring Approval & Funding:					
Channel Corner Widening Proj	100,000	100,000	200,000	325,000	0
BSI Land Acquisition for Staging	100,000	100,000	100,000	100,000	100,000
Est. Beg. Reserves with projects	656,160	663,305	461,365	168,925	(259,835)
Est. End. Reserves with projects	$663,305	$461,365	$168,925	($259,835)	($355,775)

Laishley Park Marina

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 2024 budget incorporates an updated fee schedule for the marina and mooring field fees as approved by City Council July 2023. 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 2024 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 annually and unused funds are accumulated for larger repairs. Engineering for the replacement of concrete sidewalk by storage building has not been completed. If cost for the project exceeds the $100,000 budget, a supplemental appropriation will be required. The FY 2024 budget includes marina management increases for costs of labor and operations due to inflation and the addition of one full-time position to their staff for mangrove trimming, pressure washing, and other maintenance activities. It also includes adding an on-line

reservation system, adding to the security system, replacements of golf carts in FY 2024 and FY 2025 and replacements of various light equipment FY 2026-2028.

The five-year proforma maintains the July 2023 rate schedules but will need to be reviewed each year for possible increases due to continued inflation, aging infrastructure needs, and to eliminate shortfalls in later years.

Laishley Park Marina Fund
Proforma Schedule of Revenues and Expenses
Budget FY 2024 through Proforma FY 2028

	Budget FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028
Revenues:					
Slip & Mooring Rentals	$530,915	$541,915	$541,915	$541,915	$541,915
Intergovernmental Revenue	12,000	12,000	12,000	12,000	12,000
Other Revenue	34,045	34,265	34,485	34,705	34,930
Total Revenues	576,960	588,180	588,400	588,620	588,845
Expenses:					
Laishley Park Marina Expenses	262,435	268,810	275,390	282,190	289,220
Marina Park Contract Expenses	335,720	345,645	355,860	366,385	377,225
Capital Outlay	19,000	19,000	6,000	6,000	6,000
Total Expenses	617,155	633,455	637,250	654,575	672,445
Revenues in Excess (Shortfall) of Expenses	(40,195)	(45,275)	(48,850)	(65,955)	(83,600)
Operating Reserves-Beg	281,167	240,972	195,697	146,847	80,892
Operating Reserves-End	$240,972	$195,697	$146,847	$80,892	($2,708)

Building

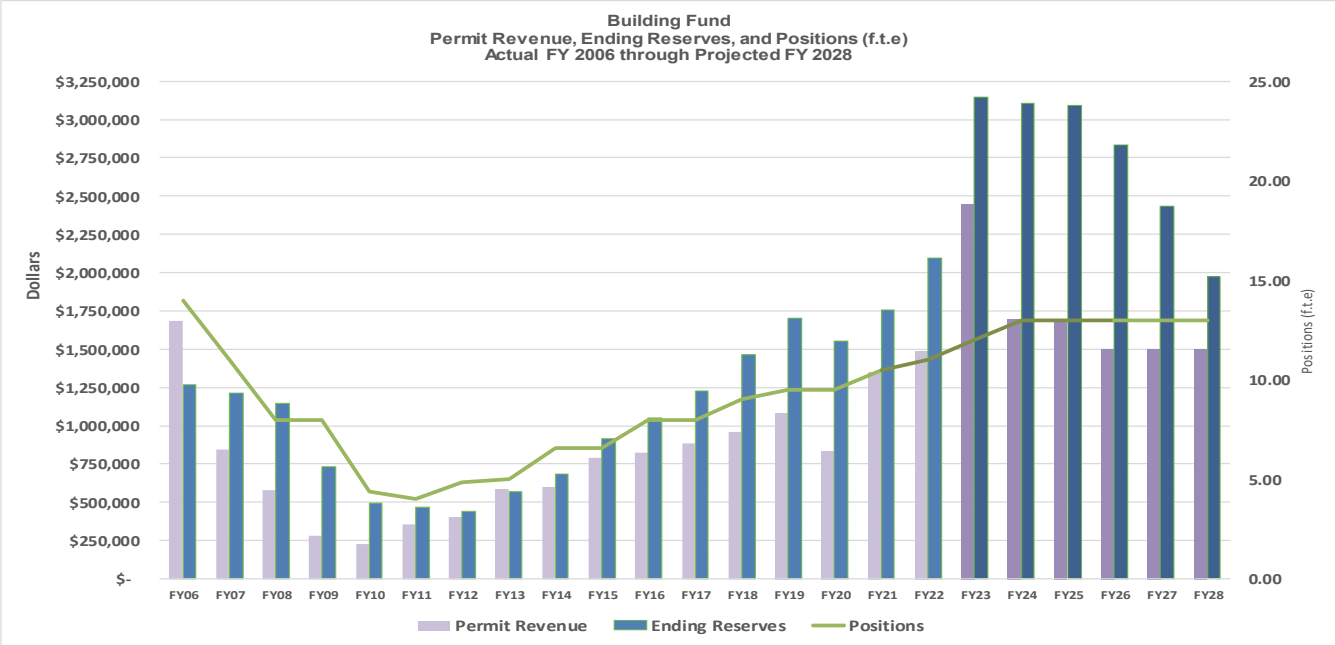
The Building fund is operated as an enterprise fund and includes all aspects of permitting, inspections, plans review and licensing of contractors to support the State and City building codes. The City has established various permit fees to pay for services provided. Staffing had been reduced from thirteen 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 and staff has increased to 12.0 f.t.e through FY 2023. For FY 2024 another full-time permit technician position is added due to high-volume of building permits requiring additional support staff for permitting intake and issuance, record requests, filing, scanning, inspection scheduling, and general phone inquiries. Also, 1.5 f.t.e. temporary employees are budgeted for scanning and filing projects. Capital outlay of $40,000 for FY 2024 includes computer equipment for the new position, a new plotter/scanner and an automated voice response system for inspection scheduling.

The five-year proforma projects permit revenues at $1.7 million for FY 2024 and FY 2025 and dropping to $1.5 million in the latter years. Staffing and contractual services will be monitored for needs based on permit volume and complexity.

Building Fund
Proforma Schedule of Revenues and Expenses
Budget FY 2024 through Proforma FY 2028

	Budget FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028
Revenues:					
Permits, Fees & Spec.Assessments	$1,742,000	$1,742,000	$1,542,000	$1,542,000	$1,542,000
Other Revenue	231,000	231,000	221,000	201,000	176,000
Total Revenues	1,973,000	1,973,000	1,763,000	1,743,000	1,718,000
Expenses:					
Operations	2,019,345	1,990,235	2,068,490	2,150,075	2,235,155
Capital	40,000	45,000	0	45,000	0
Total Expenses	2,059,345	2,035,235	2,068,490	2,195,075	2,235,155
Revenues in Excess (Shortfall) of Expenses	(86,345)	(62,235)	(305,490)	(452,075)	(517,155)
Operating Reserves-Beg	3,144,688	3,058,343	2,996,108	2,690,618	2,238,543
Operating Reserves-End	$3,058,343	$2,996,108	$2,690,618	$2,238,543	$1,721,388

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 2022 and projected FY 2023 through FY 2028.



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 increased from 10.34% to 10.98% beginning July 1, 2020, and the next five cents remains at 6.74%. The distribution allocation is determined by the five-year average transportation expenditures or interlocal agreement. A history of revenue received since FY 2015 is displayed below.

Fiscal Year	6 Cents	5 Cents	Total
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	$ 598,700	$ 272,800	$ 871,500
2020	$ 564,900	$ 259,600	$ 824,500
2021	$ 612,600	$ 280,300	$ 892,900
2022	$ 673,000	$ 295,300	$ 968,300
2023	$ 685,700	$ 287,700	$ 973,400
2024	$ 699,400	$ 293,400	$ 992,800

The effect of elasticity of gas consumption (the tax is charged on gallons not dollars) can be seen in years of increased gas prices resulting in a decline of revenue and in years of decreased gas prices resulting in an increase of revenue. During FY 2020, the City experienced a decrease in revenues as compared to FY 2019 due to the COVID pandemic that resulted in statewide and local shutdowns and reduced travel. Revenues rebounded in the following years despite the increase in gas prices due to continued business and consumer spending. Projections continue with that trend.

The Six Cent Gas Tax Fund five-year proforma projects gas tax revenue with growth of 2% per year FY 2024 through FY 2028. A transfer from general fund in FY 2024 and FY 2025 are for County projects for bridge LED lighting and traffic signal upgrades. The use of reserves covers shortfalls through FY 2025. It is hoped that some expenditures that have seen high increases over the past year will come down, such as gas prices and commodities.

Six Cent Gas Tax Fund
Proforma Schedule of Revenues and Expenditures
Budget FY 2024 through Proforma FY 2028

	Budget FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028
Revenues:					
Local Option Gas Tax	$699,395	$713,380	$727,645	$742,195	$757,040
Other Revenue	337,870	338,150	340,785	343,990	350,315
Transfer from General Fund	254,000	187,000	0	0	0
Total Revenues	1,291,265	1,238,530	1,068,430	1,086,185	1,107,355
Expenditures:					
Operating Expenditures	1,441,615	1,402,955	1,245,145	1,275,200	1,306,160
Total Expenditures	1,441,615	1,402,955	1,245,145	1,275,200	1,306,160
Revenues in Excess (Shortfall) of Expenditures	(150,350)	(164,425)	(176,715)	(189,015)	(198,805)
Operating Reserves-Beg	483,415	333,065	168,640	(8,075)	(197,090)
Operating Reserves-End	$333,065	$168,640	($8,075)	($197,090)	($395,895)

The Additional Five Cent Gas Tax Fund five-year proforma projects 2% increases FY 2024 through FY 2028, 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 as an ongoing subsidy. The subsidy increased from $459,000 to $709,000, the first increase since FY 2016, to address the rising costs that have reduced the amount of pavement that could be replaced.

Additional Five Cent Gas Tax Fund
Proforma Schedule of Revenues and Expenditures
Budget FY 2024 through Proforma FY 2028

	Budget FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027	Proforma FY 2028
Revenues:					
Local Option Gas Tax	$293,415	$299,285	$305,270	$311,375	$317,600
Transfer from General Fund Ad Valorem	709,000	709,000	709,000	709,000	709,000
Other Revenues	1,800	1,200	810	300	135
Total Revenues	1,004,215	1,009,485	1,015,080	1,020,675	1,026,735
Expenditures:					
Paving	1,030,000	1,030,000	1,030,000	1,030,000	1,030,000
Total Expenditures	1,030,000	1,030,000	1,030,000	1,030,000	1,030,000
Revenues in Excess (Shortfall) of Expenditures	(25,785)	(20,515)	(14,920)	(9,325)	(3,265)
Operating Reserves-Beg	76,978	51,193	30,678	15,758	6,433
Operating Reserves-End	$51,193	$30,678	$15,758	$6,433	$3,168

Section 2: Strategic Planning

The Strategic 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 offers a realistic view of the organization's and community's expectations. The plan provides a tool for more effective and economical operations. It demonstrates to the public that careful consideration has been given to future development and direction of the organization.

City Council has spent considerable time developing and approving a framework that reflected a shift to an outcomes based annual plan. The framework continues to serve as the operational, strategic yearly plan and provides an overview of future action items. The missions, vision and values reflect the learning acquired through citizen engagement.

The City Manager challenges each department and division leader to forecast their needs to meet the goals and objectives of long-term plans. The plan includes developing a clear understanding of operating impact of each Capital Improvement Project, staffing needs, and equipment needs. The results are utilized to create a business plan that communicates to the City Council how Council's vision for the City will be delivered over the next three years. The internal strategic planning process positions the City to better understand the revenue needs over time to maintain the assets of the City and enhance programming provided to the community. It provides residents with a clear picture of how City services will be improved over time.

The Capital Improvement Projects program delineates the projects worked on in a given fiscal year. It includes strategic objectives, periodic status reports highlighting progress to date, funding and timelines for completion. The 1% Sales Tax projects are prioritized by City Council and scheduled over a six-year plan. Studies such as those focusing on Septic to Sewer, Seawall Methods, and the Wastewater Treatment Plant are also critical drivers of planning.

In the fiscal year of 2024, each department and division will examine accountability and structure as part of the planning process. Accountability fosters introspection and growth through acknowledging mistakes and actively seeking improvement. Additionally, it stimulates goal-oriented behavior and facilitates problem-solving. Structure looks at the methodical arrangement of tasks, activities, and time allocation to establish the pathway to realize objectives. Focus on structure will enhance efficiency, promote effective time utilization, ensure consistency, and facilitate goal accomplishment. By prioritizing structure and accountability, we will effectively confront challenges, make well-informed decisions, and successfully reach our objectives.

Section 3: Budget Issues

Items that are currently not in the projected budget but will need to be considered as the FY 2025 budget is developed are:

General Fund/Citywide

Legislative Proposals – WMC1 and WMC3 are proposed constitutional amendments that would increase the homestead exemption from $50,000 to $75,000. The estimated impact based on the last valuation is approximately $637,000 in reduced ad valorem revenue. WMC2 would apply an annual increase in exemption values by the Consumer Price Index percentages further reducing the ad valorem revenue.

Hurricane Ian Recovery (Citywide) – On September 28, 2022, Hurricane Ian made landfall in southwestern Florida as a Category 4 hurricane. The City had substantial damage and debris to clean up. Recovery efforts are on-going. The City continues to work with its insurance carrier and FEMA to cover as much of the damage as possible. The current FEMA reimbusement percentage for permanent work has been increased from 75% to 90%. The State will fund 5% and the City will need to fund the remaining 5%. The City will use reserves as needed for its share.

Inflation (Citywide) – The nation, and in particular Southwest Florida, has continued to see inflation increases (although at a slowing percentage) resulting in higher costs of labor, products, and services. Many vendors continue to request increases and the City works with vendors to request lower increases and provide documentation to support the requests. These type of increases are monitored in case the need turns around and supports moving pricing back to original or lower cost. Inflation is affecting all aspects of operations and capital planning. The City continues to look for grants to supplement increased project costs, review projects for timing based on cost increases, and look for alternative funding sources.

Scarcity of Resources (Citywide) – As with the above inflation requests, some commodities are still seeing a shortage of product or resources that are causing delays in projects and/or causing even higher costs to the vendor who then passes those costs to the City. These types of cost increases are also monitored for turn around in the commodity environment. The City continues to look for additonal vendors who may be able to provide the product or resource sooner.

Attraction and Retention of Employees (Citywide):
Reopen Defined Benefit Pension Plan for General Employees – Legal and actuarial review has been on-going to determine the fiscal impact and the requirements of such an undertaking. The reopening would be reviewed for the appropriate multiplier and employee contribution for general employees. This might involve a one-time election for employees to stay in the defined contribution plan or move to the defined benefit plan.
Health Insurance Rates – The City projects in the proforma a 6% increase per year. FY 2024 rate increase was 10% and the City may see a similar increase for FY 2025.
New Hire Orientation/On-Site Training/Gift Program for Longevity Milestones – Items suggested to help with retention include a more extensive new hire orientation to include tour of all city departments and introductions, more on-site training offerings, and a gift program to recognize longevity milestones such as five year, ten year, etc.
Current Employment Market – The current job market, exacerbated by Hurricane Ian locally, continues to reduce the job pool of qualified candidates and the retention of new employees. Compounding the issue is the recognized need to minimize compression and not provide offers that may exceed other current employees with similar experience who have length of service with the City. Pay plan will be reviewed for possible solutions to be recommended.

Public Safety Bargaining Unit Contracts – Bargaining unit contract negotiations are to begin mid FY 2024. The fiscal impact that may be generated are not included in the proforma.

Cost of Living Adjustment for Retirees (Citywide) – The police pension board has requested a cost of living adjustment for retirees. Impact studies were requested from the actuary for all three defined benefit plans to look at a cost of living adjustment that may be proposed. The last cost of living adjustment was October of 2003 for 2.1% for all three plans.

Information Technology (Citywide) – Costs in this area continue to rise for several reasons. Additional security enhancements are a necessity in the public sector due to increased cyber attacks on governmental entities and safety of staff and visitors to government buildings. Increased storage capacity needs and use of cloud technology have increased operating costs. Upgrade of technology and conversion of documents posted to website for emergency management, legal requirements, transparency to the public, and other general information for accessibility continues to be a priority. Additionally, technology that could improve the City operations as well as prepare for future needs must be considered. The need to balance costs with security and operational efficiencies will need to be analyzed in the decision making process.

Departmental Restructuring, Service Levels, and/or Staffing Levels (Citywide) – While staffing levels are addressed through FY 2026 as approved in FY 2022, additional staffing requests continue to be received for consideration. Those requests will be reviewed by the City Manager for presentation to City Council and inclusion in upcoming proformas.

Downtown Drainage – A study to determine possible solutions to flooding being experienced in the downtown/historic area during storm or rain events.

Infrastructure Maintenance – Development of an annual funding plan to accumulate funds for large rehabilitation and/or replacement projects of aging infrastructure.

Punta Gorda Isles Canal Maintenance Fund

The rip rap mitigation project from Hurricane Irma is awaiting FEMA approval to move forward.

As a result of Hurricane Ian, there was approximately 6.5 miles of seawall damaged. The City is working closely with FEMA to obligate the seawall projects and associated mitigation such as the rip rap. A line of credit was obtained so that seawall replacements could be completed while awaiting FEMA obligations and reimbursements.

Proposed rate assessment changes will be reviewed and presented during the budget process.

Burnt Store Isles Canal Maintenance Fund

The rip rap mitigation project from Hurricane Irma is awaiting FEMA approval to move forward.

As a result of Hurricane Ian, there was approximately 0.5 miles of seawall damaged. The City is working closely with FEMA to obligate the seawall projects and associated mitigation such as the rip rap. A line of credit was obtained so that seawall replacements could be completed while awaiting FEMA obligations and reimbursements.

Proposed rate assessment changes will be reviewed and presented during the budget process.

Additionally, the projects (channel corner widening and staging lot purchase) that have not been approved should also be reviewed to determine if they will move forward and the impact that may have on the assessment rate.

Utilities Fund

Florida Legislature Bill Proposal CS/HB 1277 – If adopted, imposes additional requirements for properties within the service area but outside the City limits and eliminates current law authorization for the automatic surcharge of up to 25% for the extraterritorial water and sewer service. This would reduce revenues approximately $1.0 to $1.1 million.

Wastewater Treatment Plant Expansion – Although SRF funding has been obtained, the City has applied for a grant to fund a portion of the project. City will continue to explore other grant opportunities and other financing alternatives to extend financing beyond 20 years allowed by SRF. Funding sources were developed that included user rate increases, impact fees, and financing as part of the 2020 rate study. User rates will be evaluated each year for sufficiency of funding this debt service.

Water Quality/Septic to Sewer – Previously, the County has indicated they would support the septic to sewer plan for Charlotte Park. An updated preliminary design report from Giffels-Webster was presented recommending vacuum and some gravity sewer in this area. The City was successful in obtaining $5.5 million from the state legislature for this project. Additional grant funding is still being sought due to the inflationary increases since the estimates were provided. Next steps would include an outreach compaign and community meetings with the affected properties, assessment process, grant applications and/or loan applications.

Automated Meter Infrastructure – The automated meter infrastructure equipment has been experiencing failures at a higher rate than anticipated when the project was developed. This is causing a backlog of estimated and zero consumption reads. Procurement released a bid to hire a meter reading company so that staff may focus on the automated reading equipment. Utilities is researching alternatives to help resolve these issues.

Marina Fund

Due to lost revenues from damaged docks and mooring field from Hurricane Ian, dock and mooring field infrastructure repairs may require supplement funding from the other sources. The Marina was funded in part from the CRA and as that sunsets some of those funds that will become part of the general fund may be needed.

Building Fund

The division continues to focus on efforts to provide on-line review of plans and expanding on-line payment for more types of permits. The division will review staffing needs for the upcoming fiscal year.

Sanitation Fund

Recycling costs and land fill fees continue to increase. Additional staffing is also needed due to growth seen in the City. Projections show rates are not adequate to fund the future needs of replacement of equipment and currently show the need for continued rate increases. During the budget process this will be reviewed and options presented.

Capital Projects

Due to labor shortages, supply chain issues causing material shortages, and high demand for infrastructure projects caused by funding provided by the American Rescue Plan and Hurricane Ian, many agencies are experiencing bid responses that are higher than their budgets and also reduced number of responses to bid solicitations.

City of Punta Gorda, Florida
Operating Indicators by Function/Program
Last Ten Fiscal Years

	Function/Program	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014
	Police										
	Calls for Service	18,041	17,305	18,053	17,012	15,513	14,229	12,597	12,894	13,151	11,858
	Citations Issued	2,901	2,595	3,523	5,197	5,839	7,007	4,435	7,194	7,901	10,567
	Traffic crashes	877	703	707	633	710	676	604	595	582	493
	Narcotics arrests	49	62	64	44	210	293	160	200	244	190
	Fire Department										
	Fires	90	83	71	57	63	61	70	58	78	68
	EMS and Police assistance calls	2,953	2,830	2,539	2,362	2,658	2,762	2,688	2,640	2,573	2,323
	Building										
1	Building permits issued	7,760	3,348	3,104	2,740	2,820	2,473	2,001	1,932	1,804	1,580
1	Building inspections conducted	15,037	6,475	5,376	4,850	6,288	5,885	5,969	6,316	5,279	4,139
	Dwelling units permitted	127	443	312	113	142	164	128	246	120	100
	Streets and Highways										
	Streets resurfaced *(miles)*	4.8	4.8	6.0	4.5	4.5	4.0	4.6	5.0	5.0	1.5
	New sidewalks (linear feet)	300	0	0	2,670	220	425	0	0	1,090	350
	Water										
	New connections	124	161	312	344	283	227	227	316	278	148
	Average daily consumption *(thousands of gallons)*	6,586	5,414	5,480	5,365	4,842	5,085	5,165	4,687	4,442	4,364
	Peak daily consumption *(thousands of gallons)*	11,017	8,460	8,386	9,904	8,002	7,328	7,072	6,969	6,481	5,318
	Water equivalent residential units (ERU)	24,079	23,929	23,374	23,062	22,706	22,426	22,114	21,511	21,103	20,870
	Wastewater										
	Average daily sewage treatment *(thousands of gallons)*	2,757	2,761	2,680	2,522	2,523	2,540	2,451	2,618	2,409	2,507
	Sewer equivalent residential units (ERU)	18,397	17,977	17,809	17,567	17,242	16,935	16,602	16,228	15,904	15,694
	Solid waste collection										
	Solid waste collected *(tons per day)*	32.1	30.6	30.4	33.8	30.5	32.0	28.5	27.8	24.8	23.9
2	Recyclables collected *(tons per day) includes yardwaste*	12.4	16.0	16.4	18.8	19.3	26.6	17.3	16.9	13.5	13.3
	Punta Gorda Isles Canal										
	Seawall replacement (feet)	3,868	5,899	5,057	4,916	24,965	28,445	8,173	7,164	6,984	7,398
	Seawall cap replacement (feet)	0	0	0	0	0	404	916	1,062	559	929
	Total miles of seawall	92.0	92.0	92.0	91.0	91.0	91.0	91.0	91.0	91.0	91.0
	Total miles of canals	46.0	46.0	46.0	45.5	45.5	45.5	45.5	45.5	45.5	45.5
	Burnt Store Isles Canal										
	Seawall replacement (feet)	195	1,369	1,026	987	2,161	0	1,114	1,206	1,284	1,484
	Seawall cap replacement (feet)	0	0	0	0	0	103	331	118	51	0
	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.

1 Increased permits and inspections in FY 2023 due to Hurricane Ian, a category 4 storm, that caused major damage in September 2022.
2 Reduction in recyclables including yardwaste in FY 2023 due to Hurricane Ian debris removal in the first quarter of FY 2023 which which is tracked in cubic yards rather than tonnage. Total cubic yards of vegetative debris was 166,267.

City of Punta Gorda, Florida
Capital Assets Statistics by Function/Program
Last Ten Fiscal Years

Function/Program	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014
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	42	40	38	38	37	37	34	34	34	34
Fire										
Stations	3	3	3	3	3	3	3	3	3	3
Number of Firefighters Authorized	30	29	27	27	26	26	26	26	26	26
Streets and Highways										
Streets *(miles)*	120	120	120	120	116	116	116	116	116	116
Unpaved streets *(miles)*	1	1	1	1	2	2	2	2	2	2
1 Streetlights	1,840	1,850	1,850	1,850	800	800	720	720	720	720
Traffic signal intersections	19	19	19	19	19	19	19	19	19	19
Water										
Water mains *(miles)*	269	269	269	267	240	240	238	238	238	237
Storage capacity *(thousands of gallons)*	8,870	8,870	8,870	8,870	6,870	6,870	6,870	6,870	6,870	6,870
Fire hydrants	1,322	1,304	1,304	1,319	1,243	1,242	1,230	1,230	1,230	1,253
Wastewater										
Sanitary sewers *(miles)*	138	138	138	138	129	129	129	130	130	130
Treatment capacity *(millions)*	4	4	4	4	4	4	4	4	4	4
Solid waste collection										
Collection trucks	10	11	10	10	10	10	10	10	10	10
Parks and recreation										
Acreage	120.0	120.0	120.0	120.0	120.0	120.0	120.0	120.0	110.8	104.0
Number of Parks	22	22	22	22	22	22	22	22	20	19

1 Beginning in Fiscal Year 2020, includes Streetlights and Highmast lights and excludes decorator lights.

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)
2023	20,389	204,126	$ 54,606	$ 1,113,362	3.9%
2022	20,157	196,742	49,469	997,147	3.0%
2021	19,637	190,570	46,684	916,734	4.3%
2020*	19,471	186,847	47,303	921,037	5.4%
2019	19,961	181,770	45,839	914,992	3.5%
2018	18,811	177,987	41,310	777,082	3.9%
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%

Note: Information presented is the most current available.

[a] **Source:** Bureau of Economic and Business Research (BEBR) of the University of Florida
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 2016 through FY 2018, U.S. Department of Labor, Bureau of Statistics.
FY 2019 through FY 2023 U.S. Census Bureau Quick Facts.

[c] **Source:** U.S. Department of Labor, Bureau of Statistics

*Fiscal year 2020 polulation data have been updated to reflect the 2020 US Census.

City of Punta Gorda, Florida
Principal Property Taxpayers
Last Ten Fiscal Years
(in millions)

Rank	Taxpayer/Type of Business	Taxable Assessed Value (in millions) 2023	2022	2021	2020	2019	2018	2017	2016	2015	2014
1	Florida Power & Light Co. Electric Utility	$ 113.9	$ 103.6	$ 88.2	$ 68.0	$ 67.3	$ 59.8	$ 59.8	$ 49.2	$ 43.4	$ 43.0
2	Punta Gorda Medical Center/Shorepoint prev. Bayfront Health Punta Gorda Hospital	20.0	21.0	23.7	24.7	23.6	23.2	23.2	25.4	26.1	26.4
3	Wal-Mart Stores East LP	18.0	16.6	16.2	15.8	15.5	-	-	-	-	-
4	Smartstop Self Storage REIT Inc	15.9	14.5	14.1	-	-	-	-	-	-	-
5	JB Fishville Retail Land LLC/ATA Fishville, LLC Shopping Center Fishermen's Village	13.7	12.3	11.1	11.3	8.3	7.5	7.5	8.9	8.4	7.2
6	Luxury Senior Living I LLC (dba Hampton Manor)	11.5	-	-	-	-	-	-	-	-	-
7	Branch Burnt Store LP (dba Burnt Store Marketplace)	11.1	8.0	7.3	-	-	-	-	-	-	-
8	NM Imperial LLC (dba Buttonwood Village) Leasing	10.5	9.6	8.7	7.2	-	-	-	-	-	-
9	Punta Gorda Resl Est Invest LLC/ Life Care Center	10.3	9.4	8.7	-	-	-	-	-	-	-
10	Gettel PG-T (dba Gettel Toyota) Dealership	10.0	9.2	8.5	10.0	8.0	6.2	6.2	5.4	5.3	-
	Gettel PG-CDJR Inc (dba Gettel Chrysler Jeep Dodge Ram) Dealership	-	7.9	-	-	-	-	-	-	-	-
	AAA Innovation LLC	-	-	7.4	-	-	-	-	-	-	-
	Punta Gorda Hotel Partners LLC/ Springhill Suites	-	-	-	8.5	-	-	-	-	-	-
	Embarq Sprint-United Telephone Co. of FL Telephone Utility	-	-	-	7.6	8.6	9.4	9.5	10.3	10.6	11.4
	Punta Gorda AA Hotel, LLC PG Waterfront Hotel	-	-	-	7.6	7.2	7.0	7.0	7.0	7.6	8.2
	Punta Gorda Leased Housing Assoc. Seven Palms Apartments	-	-	-	7.3	-	-	-	-	-	-
	Wyvern Hospitality, LLC	-	-	-	-	6.8	7.2	7.2	7.4	7.3	6.8
	Home Depot USA, Inc	-	-	-	-	6.1	6.1	6.2	6.5	6.5	6.9
	Isles Yacht Club Inc.	-	-	-	-	6.0	5.9	5.9	5.7	5.7	5.7
	Harbor Resort Hotel, LLC Four Points by Sheraton	-	-	-	-	5.8	5.9	5.0	-	-	7.6
	Colonial Realty, Limited-shopping center Shopping Center Burnt Store	-	-	-	-	-	-	-	5.9	6.0	6.1
	Total	**$ 234.9**	**$ 212.1**	**$ 193.9**	**$ 168.0**	**$ 163.2**	**$ 138.2**	**$ 137.5**	**$ 131.7**	**$ 126.9**	**$ 129.3**
	City Total Taxable Assessed Value	**$ 4,575.0**	**$ 4,127.5**	**$ 3,326.4**	**$ 3,326.4**	**$ 3,108.7**	**$ 2,890.0**	**$ 2,685.3**	**$ 2,513.8**	**$ 2,398.2**	**$ 2,308.2**
	Principal Taxpayer's Percentage of total	**5.13%**	**5.14%**	**5.83%**	**5.05%**	**5.25%**	**4.78%**	**5.12%**	**5.24%**	**5.29%**	**5.60%**

Source: Charlotte County Property Appraiser