

**THE CITY OF
PUNTA GORDA, FLORIDA**



**ADOPTED BUDGET
FISCAL YEAR 2018**

CITY OF PUNTA GORDA, FLORIDA

CITY COUNCIL

Rachel Keesling
Mayor

Gary Wein
Vice Mayor

Jaha Cummings
Council Member

Lynne Matthews
Council Member

Nancy Prafke
Council Member

CITY ADMINISTRATION

Howard Kunik
City Manager

David Levin
City Attorney

Karen Smith
City Clerk

DEPARTMENT DIRECTORS

Finance
Fire
Police
Public Works
Utilities

Dave Drury
Raymond A. Briggs
Jason Ciaschini
Rick Keeney
Tom Jackson





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Punta Gorda
Florida**

For the Fiscal Year Beginning

October 1, 2016

Christopher P. Morrill

Executive Director

**CITY OF PUNTA GORDA, FLORIDA
FY 2018 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.



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 2018 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.

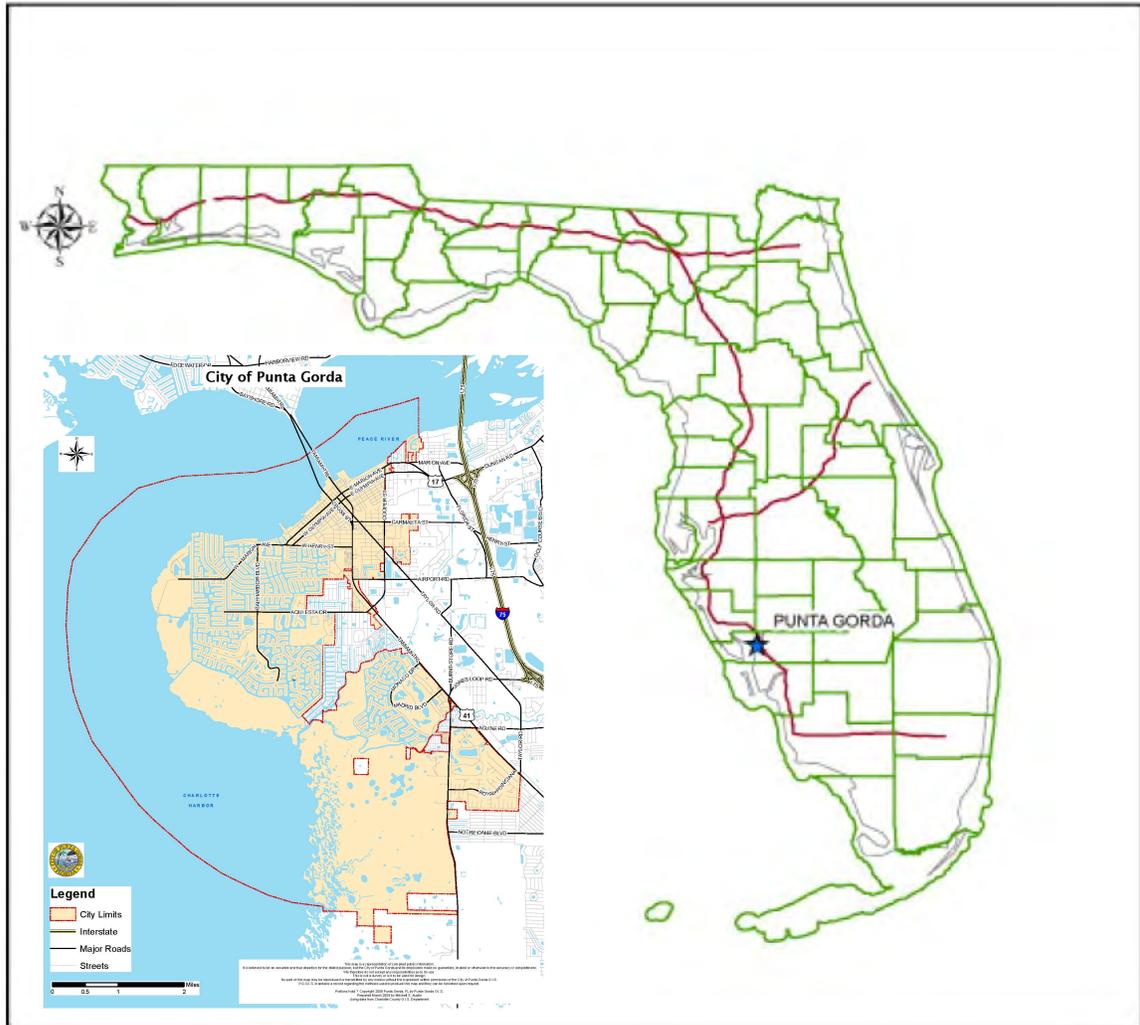
Debt

The debt section provides a concise summary of all outstanding debt as of September 30, 2017 and a summary, by operating fund, of debt service requirements in the next five years. For additional details of debt obligations the reader is directed to the City's Comprehensive Annual Financial Report, which is also located on the City's web site.

Appendix

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

THE CITY OF PUNTA GORDA, FLORIDA



The City of Punta Gorda, located on the Southwest coast of Florida in Charlotte County, encompasses approximately 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 18,811, Punta Gorda boasts a small town atmosphere with many of the pleasures of a larger city and amenities of a boating community. The City of Punta Gorda is approximately 32 square miles including water. It is located on the southwestern coast of Florida about 100 miles south of Tampa. With all the sunshine and local events, we are among the few who truly do live in paradise!

History

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

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

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

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



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

City Services

Administration

City Hall and City Hall Annex
326 West Marion Avenue and 126 Harvey St, Punta Gorda
(941) 575-3302 – www.ci.punta-gorda.fl.us

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

Utilities and Customer Service (941) 575-5088 – 3130 Cooper Street

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

Billing and Collection Division (941) 639-2528 – 126 Harvey Street

In the City's "Going Green" efforts, customers may now choose to receive bills via e-mail and may pay bills through a variety of methods such as automatic bank draft, recurring credit card payments, or online payments. For more information, visit www.aGREENERpg.net.

Public Works (941) 575-5050 – 3130 Cooper Street

The Public Works Department encompasses the following divisions: Canal Maintenance, Engineering, Facilities Maintenance, Parks and Grounds, Right-of-Way Maintenance and Sanitation.

Sanitation (941) 575-5069 – 3130 Cooper Street

The City collects refuse, yardwaste and white goods from residential and commercial customers. In addition, weekly curbside recycling is provided to residential customers.

Public Safety - 1410 South Tamiami Trail

The City provides for the security and safety of citizens through the delivery of law enforcement services of the City Police. The City Fire Department helps citizens to prevent and survive fires, renders emergency fire, rescue and medical assistance and provides assistance during other emergencies

Police – (941) 639-4111 – police@ci.punta-gorda.fl.us

Fire – (941) 575-5529 – pgfire@ci.punta-gorda.fl.us

Charlotte Harbor National Estuary Program(CHNEP) (941) 575-5090 – 326 West Marion Ave

The City is the host agency for CHNEP which is a partnership of citizens, elected officials, resource managers and commercial and recreational resource users who are working to protect the greater Charlotte Harbor estuarine system from Venice in Sarasota County to Bonita Springs in Lee County to Winter Haven in Polk County. www.chnep.org

Schools/Colleges/Universities

Good Shepherd Day (941) 575-2139 – 1800 Shreve St

Baker/Head Start (941) 575-5470 – 311 E Charlotte Ave

Sallie Jones Elementary School (941) 575-5440 – 1230 Narranja St

Punta Gorda Middle School (941) 575-5485 – 825 Carmalita St

Charlotte High School (941) 575-5450 – 1250 Cooper St

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

Florida Gulf Coast University (941) 505-0130 – 117 Herald Court, Suite 211

Hospital – Charlotte Regional Medical Center (941) 637-2451 – 809 E. Marion Ave

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

Arts/Culture

Charlotte Performing Arts Center (941) 625-5996 – 701 Carmalita St

Visual Arts Center (941) 639-8810 – 210 Maud St

Punta Gorda Historical Mural Society (941) 639-6959 – 1530 Suzi St

Recreation

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

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

Fisherman's Village (800) 639-0020 – 1200 W. Retta Esplanade

YMCA (941) 637-0797 – 750 W. Retta Esplanade

Peace River Wildlife Center (941) 637-3830 – 3400 Ponce de Leon Parkway

Charlotte Harbor Event & Conference Center (941) 833-5444 – 75 Taylor St



City of Punta Gorda, Florida

Climate

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

(US Climate Data)

Population

Population – 2010 Census 16,641

Age Composition

19 & under	8%
20-34	8%
35-54	15%
55-64	18%
65 & over	51%

Racial Composition

Caucasian	92%
Non-Caucasian	8%

Households

Owner occupied	6,802
Renter occupied	1,827

(U.S. Census Bureau, 2010 U.S. Census and QuickFacts)

Education

School	2017-18 Enrollment
East Elementary	731
Sallie Jones Elementary	648
Punta Gorda Middle	1,146
Charlotte High	1,957

School	2016-17 Enrollment
Florida Southwestern State College (previously Edison)	1,519
Florida Gulf Coast University	
Herald Court Centre	est. 2,300

Note: Enrollment includes non-City residents (Charlotte Co. Public Schools Demographics, Florida Southwestern State College Fall 2016 Charlotte Campus Profile & FGCU)

Principal Employers (Punta Gorda MSA)

Employer	Employees
Charlotte County School Board	2,140
Bayfront Health Punta Gorda	1,739
Publix Supermarkets	1,361
Wal-Mart	1,300
Charlotte Sheriff/Correctional Inst	1,027
Bayfront Health Port Charlotte	1,000
Charlotte County Board of Commissioners	1,000
Fawcett Memorial Hospital Inc	854
Palm Automall	670
Winn-Dixie Stores, Inc	664

(FY 2016 CAFR)

Principal Taxpayers

Taxpayer	Taxable Assessed Value
Florida Power & Light	\$49.2 m
Punta Gorda Medical Ctr, Inc	\$25.4 m
Embarq Sprint-United Telephone Co of FL	\$10.3 m
Nu-West Florida, Inc	\$ 8.9 m
Punta Gorda Assoc, Ltd	\$ 7.4 m
Punta Gorda AA Hotel, LLC	\$ 7.0 m
Home Depot USA, Inc	\$ 6.5 m
Colonial Realty, Ltd	\$ 5.9 m
Isles Yacht Club, Inc	\$ 5.7 m
2323 Tamiami LLC	\$ 5.4 m

(FY 2016 CAFR)

Unemployment Rate

Fiscal Year Ended 9/30,	Unemployment Rate
2007	6.2%
2008	9.6%
2009	13.0%
2010	12.0%
2011	10.1%
2012	9.1%
2013	6.6%
2014	6.2%
2015	5.5%
2016	5.6%

(FY 2016 CAFR)

Per Capita Income

Fiscal Year Ended 9/30,	Per Capita Income
2007	\$34,978
2008	\$35,837
2009	\$34,978
2010	\$34,587
2011	\$35,858
2012	\$37,424
2013	\$36,694
2014	\$39,457
2015	\$39,997
2016	\$37,745

(FY 2016 CAFR)



**CITY OF PUNTA GORDA
OFFICE OF THE CITY MANAGER**

To: City Council Members
From: Howard Kunik, City Manager
Date: August 4, 2017
Subject: FY 2018 Proposed Budget

MISSION STATEMENT

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

Members of City Council,

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

- The Charlotte County Property Appraiser reported that taxable property values increased Citywide by 7.4%, which is the fifth straight year of increasing property values, reversing a previous trend of six straight decreases in overall value.
- The Community Redevelopment Area (CRA) experienced a 9.7% increase from previous year property values, the third straight year of value increases.
- Increased value from new construction, annexations and other adjustments in the City is \$50.6 million, up from \$38.4 million the previous year.
- The proposed FY 2018 General Fund Budget, net of ending reserve, totals \$21 million, which is \$1.8 million or 9.4% more than the original FY 2017 budget. The cumulative increase in the general fund since FY 2008 is 2.4%.
- Incorporated in the overall budget is a proposed 3% merit increase for employees.
- The State released its final state-shared revenue estimates in July, based on 100% of projected collections. Due to past experience in which the State revised projections at various times during a fiscal year, the budget reflects approximately 92% of State estimates to cushion any further swings in the economy.

- To assist you in measuring our performance, City Council approves an annual Strategic Plan. Action items to be undertaken during FY 2018 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 2018 budget preparation.
- Also included in the Long Range Plan was an assessment of the City’s financial management policies and recommended revisions that would lead toward future compliance with nationally recognized standards. Council recognized the desire to implement these changes during FY 2017, and they are carried forward into the FY 2018 budget development.
- The change in Consumer Price Index (CPI) as reflected in the State “Save Our Homes” Legislation is 2.1%. This means that no matter how high the market value of a homestead property increases, the assessed value can only rise 2.1%.

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

STRATEGIC PLAN

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



On April 27, 2005, City Council approved moving forward with development of its first strategic plan and solicited input from residents, boards and committees, civic groups and staff on priorities to be addressed. Since 2005, the City has now completed eleven strategic plans. Action items accomplished as part of the 2017 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.
- Approved plan to automate sanitation collection to include 32-gallon trash receptacle carts. Effort to increase efficiencies in service delivery and enhance employee safety. Implementation projected for Spring/Summer 2018.
- Approved moving forward with process to automate utility meter reading to enhance accuracy of reads and billing.
- Adopted ordinance to require pre-annexation agreements for new water and/or sewer service with commitment to annex into City once contiguous. Approved voluntary annexation agreement with Walmart/Murphy Oil along Jones Loop Road. Land use, zoning and final annexation projected in 2018. Commercial annexations are important for diversification of the City's tax base since 86% of taxes levied are currently from the residential sector.
- Initiated discussion of revised regulations that allow for increased building height in City Center zoning district in conjunction with pedestrian and architectural amenities.
- Approved use of Special Use Fund to construct four affordable rental housing units in Andrews Building. Construction projected for August 2017 completion.
- Approved variance to allow for construction of Marriott/SpringHill Suites hotel on northeast corner of Marketplace property in City Center. Projected for February 2018 completion.
- Received proceeds from sale of land to Fishermen's Village in amount of \$3.5 million; placed monies in Special Use Fund to be earmarked for yet to be determined one-time investment.
- Conducted Job Fair to inform and attract prospective employees for future City employment.

Infrastructure Sustainability

- Completed annual street resurfacing program. Brick installation on 300 block of Goldstein forthcoming.
- Achieved 90% design for Groundwater Reverse Osmosis (RO) Water Treatment Plant. Well field construction for first two wells complete. Deep injection well complete.
- Presented assessment methodology for Additional Harbor Access (PGI Bird Section Cut Through). Secured contract with economist to evaluate property values. Received Florida Department of Environmental Protection permit.
- Initiated construction of Burnt Store Isles rim canal dredging project.
- Provided periodic status reports on six-year 1% Local Option Sales Tax capital projects plan. Projects completed include reconstruction of seawalls along Harborwalk between Gilchrist Park gazebo and Waterfront Hotel; new pavilions in Gilchrist Park and Harborwalk widening under US 41S bridge. Projects under design include widening stormwater drainage improvements in Boca Grande area, Madrid sidewalk extension to BSI shopping center along US 41, Gilchrist Park playground and restrooms, Harborwalk East Mary Street connection, Ponce Park.
- Initiated design of Jones Loop Road sewer forcemain,
- Developed and presented FY 2018-2022 Capital Improvements and Capital Outlay Plans for major infrastructure categories.
- Incorporated enhanced stormwater drainage program in General Fund budget in amount of \$500,000.
- Approved interlocal agreement with Charlotte County to use County consulting engineer to develop plan for transition from septic to sewer in City utility service area.

Partnerships, Communication & Collaboration

- Completed seventh Citizen’s Academy, reaching out to over 20 attendees who learned about the City organization: administration, finance, public safety, public works, utilities and urban design.
- Partnered with TEAM Punta Gorda and Habitat for Humanity for fourth Paint Your Heart Out initiative.
- Continued publicity for Facebook initiative, now reaching over 4,000 likes on a regular basis, whereby users can comment on pertinent City issues through “question of the week”, Police Facebook page, and NextDoor site for public safety communication and dissemination of information.
- Held and/or participated in numerous neighborhood meetings to garner input and engage the community to address such issues as Additional Harbor Access in Punta Gorda Isles, bicycle capital improvements plan, Trabue Woods infrastructure improvements, budget development, and land development regulations.
- Continued customer satisfaction surveys regarding doing business with the city and police quality assurance reviews.
- Conducted How to do Business with your City seminar as well as seminars for businesses to inform them of procurement processes.
- Continued emphasis on financial transparency by placing annual budget, budget alternatives, long range financial plan, comprehensive annual financial report, community redevelopment agency annual report, city financial monthly reports, accounts payables, employee salary plan, strategic plan progress reports, paving program and special projects on City’s website for public viewing.
- Provided letters of support for numerous initiatives to include Charlotte County legislative priorities; Andrews House affordable housing; Florida League of Cities call for action on proposed legislative matters, Safe Cities Safe Florida Initiative; New Operation Cooper Street grant request with Selby Foundation; and Charlotte County gateway landscaping.
- Partnered with FPL in its Solar Now program, which will construct solar canopies in Laishley Park, Hector House Plaza, Bailey Brothers Park and City Hall parking area.
- Partnered with Vietnam Wall committee to complete construction of and hold dedication ceremony for Vietnam Memorial Wall in Veterans Park.

Strategic Communications Positioning

- Participated in public/private initiatives to market Vietnam Wall, Founders Week and Downtown Tree Lighting.
- Completed and distributed updated Waterfront Owners Guide.
- Continued partnership with Fishermen’s Village through distribution of Punta Gorda brochures when Village promotes the area throughout the state.
- Participated in Charlotte County Visitor’s Bureau charrettes regarding development of a consistent marketing positioning strategy and message that resulted in new marketing brand – Punta Gorda/Englewood Beach: *Our Best Side is Outside*.
- Secured services of marketing consultant to conduct branding process for City strategic communications positioning. Presented Report of Findings and recommendation to initiate communications position with City organization. Development of brand and communications plan in process.

Quality of Life

- Approved consideration of four pilot bicycle improvement projects on Berry, Nesbit, Elizabeth and West Olympia. Public input process underway.
- Approved bicycle corral parking at corner of West Marion and Sullivan.
- Installed display board at Herald Court Centre to promote downtown events.
- Completed design for fresh market business venture on East Virginia to be managed by neighborhood organization. Rebid process underway.
- Partnered with Charlotte County, Airport Authority, Florida Southwestern State College (FSW) and Western Michigan University (WMU) to initiate aviation program at Airport.

The FY 2017 Strategic Plan Action Items have three distinct elements that help transform the City's vision into reality. They are:

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

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

Financial/Economic Sustainability

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

Infrastructure Sustainability

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

Partnerships, Communication & Collaboration

- Goal: Promote partnership opportunities with public, private and non-profit organizations.
- Goal: Emphasize transparency in City operations, reporting, and activities.

- Goal: Continue to seek community input in decision making process.
- Goal: Support and assist community efforts to address City priorities through recognition and catalytic initiatives.

Strategic Communications Positioning

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

Quality of Life

- Goal: Support, promote & maintain the City's historic character.
- Goal: Maintain the City's high safety rating and emergency response.
- Goal: Improve the City's water quality.
- Goal: Achieve status as a waterfront destination for land and water visitors.
- Goal: Support and promote a pedestrian & bicycle friendly community.
- Goal: Ensure a diversity of housing stock that is attainable for all income levels, racial backgrounds, life stages and abilities.

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

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

ECONOMIC OUTLOOK

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

National Economic Outlook

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

- Federal budget deficits will remain below 3% of the Gross Domestic Product (GDP) through 2019 but would rise to 5% of GDP by 2027, based on projected spending and revenue trends and particularly for social security, medicare and net interest.
- Outlays will remain near 21% of GDP for the next few years, which is higher than the average of 20% over the past 50 years. By 2027, outlays would rise to 23% of GDP.
- Debt held by the public will rise from 77% of GDP (\$15 trillion) by the end of 2017 to 89% of GDP (\$25 trillion) by 2027. This trend will have negative consequences for the federal budget and nation as a whole. Lawmakers will have less flexibility to use tax and spending policies to mitigate this trend.
- GDP will expand at an average annual pace of 2.1% through 2018. Most of the growth in output will be driven by consumer spending, business investment and residential construction. That rate will average 1.9% per year through 2027.
- Unemployment rate is projected to be 4.4% by the end of 2018. This rate will average 4.9% over the latter part of the projection period.
- Inflation will rise at a modest pace over the next few years. This will rise to 1.9% in 2017 and to 2% in 2018. It will remain on average 2% through the 2020.
- As the slack in the economy continues to diminish, the Federal Reserve will continue to reduce its support of economic growth. The federal funds rate is expected to rise gradually over the next few years, reaching 1.1% by the end of 2017, 1.6% by the end of 2018 and 3.1% in the latter part of the projection period.

Florida/Southwest Florida Regional Economic Outlook

The Florida Economic Estimating Conference met on February 21, 2017, to revise the forecast for the state's economy. The latest forecast reveals an economy that is performing well overall, but with a few key sectors that are still not back to normal levels. While most of the headline economic indicators—personal income, employment, light vehicle registrations and total visitors—continue to show solid year-over-year growth, some economic indicators, such as total private housing starts are below expectations. As a result, the Conference modestly lowered near-term growth rates for many of the underlying variables relative to the last forecast.

- One of the main factors used to measure the economic health of an individual state is personal income growth. Using the latest revised series, Florida's personal income growth in the third quarter of 2016 was 1.1 percent over the second quarter of 2016, ranking Florida 22nd in the country among all states. The current rank is lower than previous quarters with a growth rate the same as the nation for that quarter. The forecast expects personal income growth to continue with annual growth rates over the long term ranging between 4.3 percent and 5.1 percent.
- Two key measures of employment are job growth and the unemployment rate. The job market in Florida continues to grow at modest rates, with a 3.1 percent growth rate for nonfarm employment for the fourth quarter of 2016 compared to the same period last year. The forecast expects total non-farm employment to grow 3.0 percent in Fiscal Year 2016-17, with more modest rates of growth throughout the long run.

- The state's unemployment rate shows an overall improvement over the previous year, but was unchanged from the November 2016 rate. The state's actual unemployment rate in December was higher than the nation at 4.9 percent, compared to 4.7 percent in the U.S. The rate was as low as 3.3 percent from January through August 2007 (the lowest unemployment rate in more than thirty years), before peaking at 11.4 percent from December 2009 through March 2010. The forecast expects a downward trend to continue towards a long-term rate of unemployment of around 4.7 percent.
- Overall, the housing market continues to trudge forward, although slowing from the stronger growth over the past few years. For the fourth quarter of 2016, single-family building permits were 8.1 percent higher than the same period last year and multi-family building permits were 17.7 percent lower than the same period last year. Combined, total private housing starts are expected to decrease 1.7 percent in Fiscal Year 2016-17 before growing at a rate of 20.7 percent in Fiscal Year 2017-18. Total private housing starts are still well below the peak Fiscal Year 2004-05 level of 272,000 units. Total construction expenditures (including residential and public) continue to grow throughout the entire forecast period, with 7.4 percent growth in Fiscal Year 2016-17 and 10.2 percent in Fiscal Year 2017-18 before gradually slowing to 3.3 percent growth in the last year of the forecast. With a slow and steady recovery and foreclosures still affecting the marketplace, housing starts do not recover to their previous peak level at any time during the ten-year forecast period. Total construction expenditures return to peak levels by Fiscal Year 2020-21.
- Showing a more positive trend, median prices for existing home sales are growing more than expected, with 10.3 percent growth in median price during the fourth quarter of 2016 over the same period last year. Median prices are expected to increase 9.4 percent in Fiscal Year 2016-17. Similarly, single-family existing home sales continue to grow but at a slower pace than previous years, with a 1.6 percent growth rate forecasted for Fiscal Year 2016-17. Single-family home sales return to their peak annual level in Fiscal Year 2017-18, and median sales prices regain their peak in Fiscal Year 2019-20.
- Florida tourism is a major component of the state's economy. Preliminary estimates indicate that 29.0 million visitors came to Florida during fourth quarter 2016 for an increase of 5.6 percent over the same period in 2015. The forecast for Fiscal Year 2016-17 expects this trend to continue with a projected overall rate of growth of 5.7 percent, in spite of a reduction in the number of Canadian visitors. Over the long run, the expected growth in total visitors is between 4.3 percent 4.5 percent annually.
- Florida's unemployment rate was 4.3% in May 2017, down from 4.9% one year ago.
- The Southwest Florida economy continues its recovery. Seasonally-adjusted taxable sales in the region were \$2.162 billion in March 2017, an increase of 4% over March 2016. Passenger activity for the three Southwest Florida airports amounted to in 1,273,647 in April 2017, an increase of 13% over April 2016.

Charlotte County Economic Highlights

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

- Charlotte County continues to notice solid growth in population, from 168,474 one year ago to 173,115 representing a 3% increase. The County ranks second in the state for its population age 65 and older, according to 2016 population estimates from the University of Florida, Bureau of Economic Business Research. By 2030, it's expected the County's population aged 55 and older will be 57%.

- For the fifth consecutive year, the taxable property value in the County has increased, up 8.5% from the previous year. Of that amount, new construction accounted for 2.5%.
- Unemployment was 4.4% in May 2017, almost mirroring the state’s rate of 4.3%. One year ago, the unemployment rate in the County was 4.9%.
- The Punta Gorda Metropolitan Statistical Area (MSA), which is all of Charlotte County, added 500 construction jobs and another 500 jobs in education and health services during the past year. These types of jobs add value because they offer higher wages and reflect an expanding economy with more houses, schools and health care opportunities.
- The median sales price of an existing single family home in the Punta Gorda MSA was \$216,513 in May 2017, an increase of 12.5% from the previous year. The supply in the single-family home market was 5.1 months, which suggest a market slightly favoring sellers.
- The County’s taxable sales grew by 12%, from \$215.9 million in March 2016 to \$242.6 million in March 2017.
- The Punta Gorda Airport and Enterprise Charlotte Airport Park (ECAP) continues to represent major economic drivers in the area. The Airport Authority’s terminal expansion project, aimed to meet current and future demand primarily from Allegiant Airlines, has been open for business about one year. Allegiant’s service area from Punta Gorda flies to 38 cities. Passenger activity at the airport since calendar year 2010 has risen in significant numbers, as shown below:

Year	Passenger Count	Year	Passenger Count	Year	Passenger Count
2010	182,423	2013	333,611	2016	1,118,303
2011	291,626	2014	628,075	2017	477,620 thru April
2012	219,357	2015	836,472		

Commissioned by the Airport Authority, an economic impact study conducted by Volaire Aviation Consulting indicates that the Punta Gorda Airport has an economic impact of \$208.3 million in Charlotte County and \$353.2 million regionally. The airport is home to 399 aircraft and 18 non-airline aviation entities. It employs 1,699 people full time in the County and 3,618 full-time jobs regionally. The study points out that each new route creates over 50 new jobs and \$1.6 labor income in the County.

- A partnership among the County, City, Airport Authority, Florida Southwestern State College and Western Michigan University (WMU) continues to progress. WMU received approval from the Florida Commission for Independent Education to have a physical presence in the State, clearing the way for its aviation program to start at the Punta Gorda Airport. In March 2017, the WMU Board of Trustees approved an economic development investment agreement with Charlotte County which paves the way for improvements at the Airport to enable the university to deliver aviation flight training at the facility. Up to \$500,000 in capital improvements is underway by the County to an airport hangar complex WMU is leasing for the program. The agreement also calls for:
 - ✓ Establish and begin the flight training program no later than January 2018
 - ✓ Invest no less than \$2 million in building improvements and/or equipment and graining prior to July 1, 2018 to support a bachelor’s degree in aviation flight training
 - ✓ Continuously operate the program at the Airport for no less than five years
 - ✓ Appropriately staff and maintain the an average student enrollment of 150 students per academic year

In addition, WMU plans to offer more than 20 fields of study in a variety of educational areas.

- Babcock Ranch, a planned new town situated on 18,000 acres bordering Charlotte County and Lee County, broke ground in June 2016. When completed the development will house 19,500 residential units with an anticipated 50,000 population; six million square feet of commercial space; 75 mega-watt solar facility; and 50 miles of trails. The development is also planning a partnership with Florida Gulf Coast University to house higher educational programs.
- Murdock Village redevelopment continues to be a future major economic driver in County development opportunities. In November 2016, a Private Equity Group signed a contract with Charlotte County to purchase 452 acres for a mixed-use development consisting of over 2,000 residential units, 200,000 square feet of commercial and a hotel. In addition, Project Hills, a developer of sports and entertainment venues, submitted plans for a phased construction water park, hotels and other amenities on 160 acres. These plans are still in the developmental stage.
- The County’s strategic plan for economic development recommends the following:
 - ✓ Targeting smaller industries and focusing on niche manufacturers
 - ✓ Targeting health care or industries that focus on serving the senior population
 - ✓ Helping local expansion of businesses
 - ✓ Addressing lack of building availability
 - ✓ Promoting existing educational opportunities
 - ✓ Building a county brand
 - ✓ Improving the ease of doing business in the County
 - ✓ Enhancing working relationships among economic development partners

Punta Gorda Economic Highlights

Projections show a FY 2018 population of 18,811, up from the 2010 Census of 16,641.

- Changes in property values continue to contribute major influence on financial planning and budget preparation. Taxable property values (FY 2018) increased Citywide by 7.4% from the final previous fiscal year, including \$50.6 million of new construction, annexation, and changes in exemption. This is the fifth straight year experiencing an increase in values after six straight years of declines in taxable value Citywide.
- New housing unit building permit trends since FY 2005 are shown below. Activity from FY 2010 through July of FY 2017 demonstrates a positive trend in new residential construction from FY 2009.

Year	Units Permitted
FY 2005	467
FY 2006	241
FY 2007	190
FY 2008	98
FY 2009	12
FY 2010	37
FY 2011	30

Year	Units Permitted
FY 2012	56
FY 2013	88
FY 2014	100
FY 2015	125
FY 2016	113
FY 2017	116 (through June)

- Marriott Springhill Suites – A 103-room hotel is under construction at the northeast corner of Marketplace property (US 41 and Harborside). Once completed, the hotel will assist the Charlotte County Event & Conference Center in enhancing attraction for larger conference and event venues.

- LOOP development update - Goodkin Consulting (GC) was hired by the property owner to conduct a market analysis concerning development possibilities for Village Center, a proposed 171-acre mixed-use residential and commercial development. The site is at the intersection of Jones Loop Road and I-75 in Punta Gorda. The report's findings, published in August 2015, are highlighted below:
 - ✓ Residential component – 290 residential units of which 128 are single family detached, 90 single family semi attached and 72 townhome attached.
 - ✓ Retail component – 540,000 square feet of which 300,000 is an outlet mall and 240,000 a village center.
 - ✓ Office component – 150,000 square feet consisting of 80,000 in village center with office over retail, and 70,000 of two or three single users.
 - ✓ Hotel component – dual branded with 200 rooms.

Terracap, the LOOP property owner uses this data in its marketing effort to attract developers to invest in the site. The first such development is a prospective Aldi Market.

- Aqui Esta development – a 100+ acre parcel of undeveloped property along Aqui Esta that is zoned for up to 500 single family homes. Under consideration is a multi-family residential development to include private docking facilities for 49 slips.
- The City's business development strategy to enhance business and economic development was highlighted in the aforementioned Strategic Plan accomplishments and priorities.

THE PROPOSED BUDGET

Submitted herein is the proposed City of Punta Gorda Budget for FY 2018. The total FY 2018 budget including all transfers and carryover fund balance is \$99,685,703 which is \$6,024,550 (6.4%) greater than FY 2017. The major factors causing the net increase are additional general construction projects of \$1.5 million, additional 1% sales tax projects of \$1.3 million, personnel related net costs of \$1.0 million, increased operating expenditures in recycling, community branding services, pay plan study, repair & maintenance, and administrative charges of \$0.9 million, an increase in sanitation of \$0.6 million for the carts to implement the new semi-automated service delivery, increased debt service of \$0.3 million for Utilities reverse osmosis deep injection well, increased operating transfers of \$9.2 million and a \$1.5 million increase to ending reserves. Mitigating these increases are decreased utilities capital construction of \$8.2 million, decreased utilities contribution for regional pipeline of \$1.5 million which is now projected to be budgeted in FY 2019 and decreased BSI Canal maintenance dredging project of \$0.6 million.

The chart on the next page compares previous adopted budgets with the proposed FY 2018 budget. The expenditures are net of transfers to other funds, internal service funds and ending reserves. The FY 2018 net amount of \$63,516,741 is a reduction of \$4,723,531 or 6.9% less than FY 2017. Removing the effect of the \$8.2 million decrease in capital projects for Utilities identifies the remaining net budget increase of \$3.5 million, which is discussed above.

City of Punta Gorda
Comparison of Net Budgeted Expenditures
Budget FY 2012 through Proposed Budget FY 2018
(Net of transfers, internal service funds and ending carryover fund balance)

	Budget FY 2012	Budget FY 2013	Budget FY 2014	Budget FY 2015	Budget FY 2016	Budget FY 2017	Proposed Budget FY 2018
General Fund	\$15,720,634	\$16,077,813	\$16,329,012	\$16,835,086	\$16,980,672	\$17,716,943	\$18,765,827
Special Revenue Funds	7,313,338	7,355,001	7,492,359	8,576,401	9,530,804	10,164,555	10,990,332
General Construction Fund	2,896,725	676,491	637,596	518,000	390,296	685,747	2,164,683
Enterprise Funds	21,662,082	19,558,040	21,339,565	25,036,612	27,568,045	39,682,027	31,595,899
Total Funds	\$47,592,779	\$43,667,345	\$45,798,532	\$50,966,099	\$54,469,817	\$68,249,272	\$63,516,741
\$ Net Increase (Decrease)	\$1,131,502	(\$3,925,434)	\$2,131,187	\$5,167,567	\$3,503,718	\$13,779,455	(\$4,732,531)
% Net Increase (Decrease)	2.44%	-8.25%	4.88%	11.28%	6.87%	25.30%	-6.93%

The 278 funded full time equivalent (f.t.e.) position count has increased by three for FY 2018; one communications manager, one GIS analyst, .5 staff accountant, one SCADA analyst, and .5 clerk. During FY 2017 one additional dispatcher was added to public safety communications. One of the key performance measures identified in the business plan is the ratio of full time employees to population.

Fiscal Year	Population Estimates	Employees	Ratio Employees/ Per 100/Population
2018	18,811	278	1.5
2017	18,588	274	1.5
2016	18,368	271	1.5
2015	17,632	267	1.5
2014	17,556	263	1.5
2013	17,349	265	1.5
2012	17,177	265	1.5
2011	16,907	265	1.6
2010 Census	16,641	270	1.6
2009	16,989	291	1.7
2008	17,651	308	1.7
2007	17,444	313	1.8

BUDGET HIGHLIGHTS BY FUND

General Fund

The proposed FY 2018 General Fund Budget, net of ending reserve, totals \$20,989,827, which is \$1,803,884 or 9.4% more than the original FY 2017 budget. See detail below. Based on an improving economy, with modest anticipated increases of 6% in taxable property valuations and 2% to 3% increases in shared state revenues and other general fund revenues, the current five year fiscal forecast (July 2017) projects deficits in the range of \$.7 million to \$.5 million per year from FY 2019 through FY 2022.

The general fund financial plan includes a five year look forward and then focuses on a two-year decision plan, based on the current assumptions. As a result the financial plan has been developed to eliminate any estimated gap in FY 2018 and FY 2019 and to initiate planning for future years' budgets. As a result of the continued budget reduction measures, previously projected shortfalls, which were as high as \$3.4 million, have been significantly reduced.

**General Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2018 through Proforma FY 2022**

	Proposed FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Change in Taxable Value of Property	7.4%	6%	6%	6%	6%
Revenues:					
Ad Valorem Tax	\$8,847,000	\$9,377,820	\$9,940,490	\$10,536,920	\$11,169,135
Other Revenue	11,231,372	10,987,477	11,136,187	11,287,280	11,440,300
Use of Capital Outlay Reserve	534,505		357,000		228,000
Use of Prior Year's Reserve	376,950	671,695			
Total Revenues	20,989,827	21,036,992	21,433,677	21,824,200	22,837,435
Expenditures:					
Personnel Expenditures	13,681,151	14,177,709	14,698,768	15,242,730	15,810,776
Operating Expenditures	4,249,176	4,376,283	4,542,419	4,637,723	4,742,340
Capital Outlay	820,500	756,000	1,110,000	753,000	974,000
Transfers for Tax Increment Financing	575,000	598,000	621,920	646,797	672,669
Transfers for Capital Projects	690,000	155,000	155,000	155,000	155,000
Transfers for Roads	459,000	459,000	459,000	459,000	459,000
Transfers for Drainage	500,000	500,000	500,000	500,000	500,000
Contingency	15,000	15,000	15,000	15,000	15,000
Total General Expenditures	20,989,827	21,036,992	22,102,107	22,409,250	23,328,785
Expenditures in Excess of Revenue	\$0	\$0	(\$668,430)	(\$585,050)	(\$491,350)
Minimum Reserve (7.5% to 9.5%)	\$1,575,000	\$1,683,000	\$1,849,000	\$2,017,000	\$2,195,000

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

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

The general fund budgeted expenditures comparison on the following page provides the financial overview of the divisions that provide service through the General Fund. Each department/division's stated function, accomplishments, budget narrative, initiatives and action items as they relate to the City's five strategic priorities, and key performance measures for purposes of transparency are provided in Section 6 of the Budget Document along with summaries of expenditure by category, staffing history and service costs.

City of Punta Gorda, FL
General Fund Expenditures Comparison
Original Budget FY 2012 through Proposed Budget FY 2018

	Original Budget FY 2012	Original Budget FY 2013	Original Budget FY 2014	Original Budget FY 2015	Original Budget FY 2016	Original Budget FY 2017	Proposed Budget FY 2018
General Fund Expenditures							
City Council	\$ 111,758	\$ 108,048	\$ 111,891	\$ 107,959	\$ 106,367	\$ 98,442	\$ 129,311
City Manager	223,716	221,771	214,690	237,488	257,720	251,182	474,808
Human Resources	312,042	304,588	316,284	297,940	355,492	304,543	346,560
City Clerk	472,920	486,703	429,018	456,770	457,948	530,987	514,803
Finance	775,367	807,040	853,170	813,123	832,091	880,793	927,959
Procurement	475,693	487,389	465,844	495,169	504,762	592,583	571,939
Legal Counsel	219,287	219,021	192,511	199,201	205,753	203,700	255,794
Public Works Administration	296,557	306,748	317,676	306,715	306,621	312,020	351,303
Engineering	460,393	473,577	471,978	426,781	458,618	435,082	469,099
Right of Way Maintenance	1,044,734	1,041,844	981,427	1,042,761	1,078,783	1,254,571	1,548,578
Parks & Grounds	1,147,248	1,141,312	1,336,443	1,442,580	1,417,403	1,499,740	1,465,069
Police	5,075,548	5,151,300	5,230,086	5,377,523	5,412,144	5,560,536	5,766,363
Fire	3,027,750	3,190,396	3,268,585	3,328,578	3,252,140	3,460,350	3,661,532
Growth Mgmt	152,141	159,014	2				
Urban Design	609,653	639,018	663,805	542,856	551,318	652,304	619,990
Zoning & Code Compliance	265,168	266,846	423,869	469,618	481,509	410,944	500,272
Facilities Maintenance	746,559	776,198	745,735	759,019	757,483	771,601	798,453
Non-Departmental	304,100	297,000	306,000	531,005	544,520	497,565	363,994
Subtotal Operations	15,720,634	16,077,813	16,329,012	16,835,086	16,980,672	17,716,943	18,765,827
Incr (Decr) from prior year	91,853	357,179	251,199	506,074	145,586	736,271	1,048,884
% incr (-) decr from prior year	0.59%	2.27%	1.56%	3.10%	0.86%	4.34%	5.92%
Tax Increment Financing Transfer	459,785	497,689	462,249	454,299	468,678	500,000	575,000
Capital Projects Transfer	105,000	85,000	126,000	85,000	95,000	10,000	690,000
Paving Transfer	355,000	355,000	355,000	609,000	459,000	459,000	459,000
Drainage Transfer						500,000	500,000
1% Local Sales Tax Transfer	1,633,000	1,637,800	1,485,000	201,000	3		
Subtotal Ops and Transfers	18,273,419	18,653,302	18,757,261	18,184,385	18,003,350	19,185,943	20,989,827
Incr (Decr) from prior year	175,682	379,883	103,959	(572,876)	(181,035)	1,182,593	1,803,884
% incr (-) decr from prior year	0.97%	2.08%	0.56%	-3.05%	-1.00%	6.57%	9.40%
Future Years' Budget - Reserve			590,000	103,999	464,000	574,626	671,695
Fleet/Equip - Reserve				312,000	312,000	420,000	
Proj. Carryover - Ending Reserve	915,000	933,000	1,042,170	1,192,000	1,423,922	1,498,937	2,441,868
Reserves as a % of Operations & Transfers	5.01%	5.00%	8.70%	8.84%	12.22%	13.00%	14.83%
Total General Fund Exp.	\$ 19,188,419	\$ 19,586,302	\$ 20,389,431	\$ 19,792,384	\$ 20,203,272	\$ 21,679,506	\$ 24,103,390

¹ Final Adopted FY 2012 operations and transfers budget is \$18,494,919 after ratification of union contracts, changes in updated actuarial pension funding requirements, New Operation Cooper Street electricity funding, revenue loss from Punta Gorda Housing Authority, and building demolition requirements.

² Director position eliminated and staffing merged in FY 2014

³ 1% Local Option Sales Tax is now accounted for in a special revenue fund for the new election period Jan 1, 2015 through Dec 31, 2020. The extension of the 1% Local Option Sales Tax was approved in the November 2014 election.

General Fund Department Highlights

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

City Manager

The City will enhance its strategic communications program by adding a communications manager to staff. The City has engaged the services of a marketing consultant to assist in developing a marketing/branding communications strategy for positioning the City residents, visitors, and commercial and industrial businesses. The FY 2018 budget includes \$219,000 for the estimated program start-up. The first year of full funding is being transferred from the special use fund. In subsequent years the salary and benefits for the manager are included as general fund revenue supported.

City Clerk

Budget includes \$25,000 for a possible primary election in the summer of 2018. There will be no need for a November 2017 election.

Human Resources

On an annual basis, Human Resources reviews the City's Pay and Classification plan to ensure that the pay component of the employee compensation package is within the median range for other agencies and municipalities in Florida. In FY 2018, \$35,000 is budgeted to enable hiring a consulting firm for a comprehensive pay plan review. In order to maintain the median position, the proposed budget includes an annual merit of up to 3% for eligible employees. The budget does not currently provide any changes that may be proposed as a result of the comprehensive pay plan review.

Finance

The accumulated increase in receiving state and federal grants as well as the major changes to the federal requirements for administering and documentation of grants has increased time spent in this area. A half-time accounting intern position will now be increased to a full-time staff accountant, to free up senior accounting staff for complex and proactive grant accounting. Training funds are allocated to ensure knowledge of the federal grant accounting and auditing requirements.

Procurement

An assistant buyer position (1 f.t.e.) was added for FY 2017 to the procurement division to improve service and efficiency in processing purchase requests, cross training of personnel, improve the effectiveness of contract management, increase surplus auctions, and increase management focus on regulatory changes. No capital outlay is budgeted for FY 2018.

Public Works

In the previous year, a pilot program for improving drainage in residential areas was tested. The FY 2018 budget continues to fund this major program. The Public Works engineering staff will continue to develop an annual plan and oversee an outside contract for implementation. In addition to the routine replacement of aging trucks and mowers, there is a large boom mower, an excavator and a dump truck being funded that increase the budget over \$300,000. Due to an increase in gas tax funds, the balance of the repair and maintenance for fleet budget of \$21,000 has been transferred from general fund to gas tax fund.

Urban Design and Zoning & Code Compliance

A restructuring of these two divisions has shifted one f.t.e. from Urban Design to Zoning & Code Compliance. A vacant planner position has been reduced and the zoning official position has been reinstated. This responsibility was previously handled by the recently retired Urban Design manager. In addition, duties and positions have been restructured to improve service levels. A component of the required city comprehensive plan, a climate adaptation study is included for \$30,000.

Public Safety

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

Police

A ninth dispatcher was added in FY 2017 to provide additional depth to alleviate onerous overtime resulting from high turnover and required training time. The situation will be monitored for improvement and a pending request for a tenth dispatch position, currently not funded, may be considered. Level of staffing for senior management, detectives and patrol are not budgeted to change. Overtime increased by \$14,000 and continues to be a significant expenditure for this department. The department continues to replace approximately 4 vehicles annually to prevent the average age of the fleet from rising above 7 years. Historically at that age the repairs and maintenance exceed the value and equipment critical to the daily operations becomes unreliable. A taser replacement funding program was implemented in FY 2017 through the 5 year capital outlay program. Funding continues in FY 2018.

**Florida Municipal Law Enforcement Agencies 15,000-20,000 Service Population
2016 Uniform Crime Reporting Data (Ranked by Index Crime Rate/100,000)**

Agency	Pop.	Total Crime Index	Crime Rate/ 100,000	% Cleared
Marco Island PD	16,930	96	567.0	13.5%
Punta Gorda PD	18,368	224	1,219.5	44.2%
Safety Harbor PD	17,269	264	1,528.8	29.9%
Lake Mary PD	16,119	340	2,109.3	10.9%
Naples PD	19,736	427	2,163.6	32.8%
Tavares PD	15,996	374	2,338.1	21.7%
Maitland PD	17,598	504	2,864.0	16.6%
Seminole PD	18,440	568	3,080.3	41.9%
Pinecrest PD	18,382	596	3,242.3	16.1%
Stuart PD	16,148	632	3,913.8	27.7%
Bartow PD	18,888	990	5,241.4	26.6%
Belle Glade PD	17,274	1,261	7,300.0	18.7%
Opa-Locka PD	17,831	1,456	8,165.6	12.3%
Cocoa PD	18,833	1,579	8,384.2	23.9%

Upon reviewing the comprehensive 2016 UCR data for the City of Punta Gorda, highlights of the preceding report include:

- Punta Gorda's overall crime rate decreased 14.5%. The crime rates for the last five years remain among the lowest in the last decade. This is also the lowest crime rate on record in over two decades (since 1995 when our oldest data was available).
- When compared to municipal police departments throughout Florida with a service population between 15,000 and 20,000, Punta Gorda maintained second place behind Marco Island for lowest crime rate.

- Among the eleven municipal law enforcement agencies in the Southwest Florida region (regardless of size or population), the crime rate in Punta Gorda ranks second only to Marco Island. Punta Gorda ranked third in 2015 behind both Marco Island and Sanibel.
- The clearance rate represents the percentage of index crimes cleared by the Police Department (closed pursuant to UCR guidelines) in a given year. This particular figure is of key importance to leadership as we assess our effectiveness in solving or reclassifying index crimes within the city. The statewide clearance percentage for 2016 was 24.3%. The Punta Gorda Police Department’s 2016 clearance percentage of 44.2% remains above average compared to other similarly sized law enforcement agencies. Of the agencies in the 15,000-20,000 population range, the average clearance rate was 24.1%.

Fire

In FY 2017, a fire inspector was added to improve level of services. A frontline fire-fighting apparatus replacement budgeted in FY 2016 was delivered in April 2017. A second frontline fire-fighting apparatus is budgeted to be replaced in FY 2018. Due to the amount (\$475,000) and the infrequency of replacement, the apparatus is budgeted in the general construction fund and a transfer is shown in the general fund. New additional and replacement equipment that is needed for each apparatus will be funded through the annual capital outlay program for: 1) fire suppression, 2) medical equipment, and 3) protective equipment. The \$30,000 funding for these 3 programs was established in FY 2017 and continues in FY 2018. The FY 2018 budget also includes replacing the Fire Inspector’s vehicle due to age and current condition of the vehicle.

The National Fire Protection Association standard (NFPA 1710) for service response time is five minutes or less, 90% of the time. The average emergency response time during FY 2016 was 4 minutes and 01 seconds.

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

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 (both of which are zero for FY 2018), contributions and reserves are the primary categories in this classification.

The transfers to other funds category includes transfers to the general construction fund for: \$500,000 for the second year of the drainage improvement program, \$475,000 for a frontline fire apparatus, \$60,000 to replace the Cooper St. recreation center roof, \$105,000 for the annual public works capital projects, \$459,000 for the paving program, and \$575,000 for the Community Redevelopment Agency transfer. A new program for the Trabue Woods district, funded at \$50,000 replaces the CDBG grant, which carried heavy administrative costs.

All general fund debt service payments are reported in the debt fund. The payment for the Herald Court Centre loan, which is funded by tax increment financing (TIF) revenue, is paid through a transfer from the CRA fund to the debt fund.

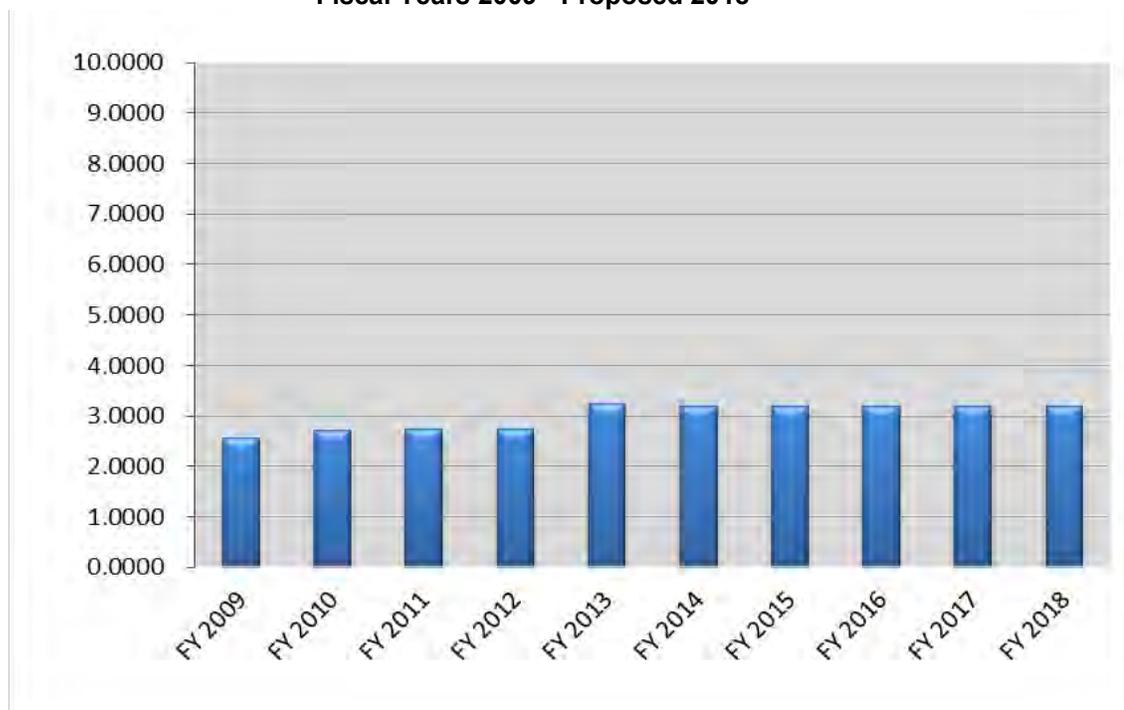
The lot mowing program annual fee is placed on the property tax bill as an annual assessment. The proposed rate of \$165, an increase of \$5 over the current fee, covers the costs of a coordinator, the mowing contract and administration. A public hearing for approval of the assessment will be held at the same date and time as the public hearing for the proposed FY 2018 budget.

There were no changes made to the funding levels of the City’s charter membership contributions to the Charlotte Harbor Environmental Center (CHEC) and Charlotte Harbor National Estuary Program. Contributions to non-profit agencies through the United Way community impact funding process increased 10% to \$27,500. This was the first increase in 8 years. No change to the reserve for general contingencies of \$15,000. Operating reserves are discussed in detail beginning on page 2.20 – General Fund Balance.

Millage and Taxable Assessed Value

The proposed FY 2018 millage rate of 3.1969 mills, maintained since FY 2014, is 4.91% over the rolled back rate of 3.0473. The calculated rolled back rate results in the same property tax revenues, sans new construction, as the previous year. Included in the millage rate is \$459,000 earmarked for the road resurfacing program and \$500,000 for the city-wide drainage improvement program.

**Property Tax Millage Rates
Fiscal Years 2009 - Proposed 2018**



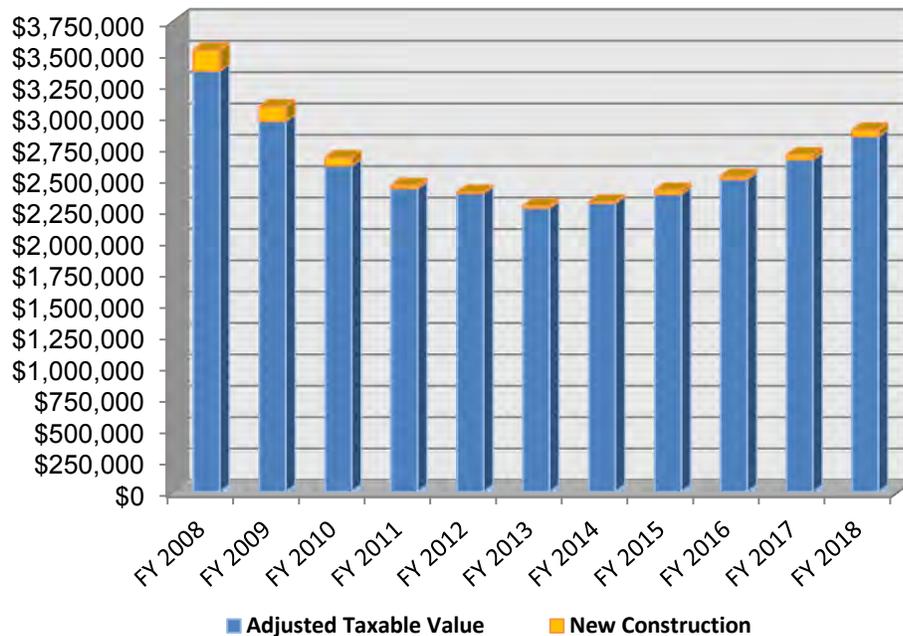
*A mill is equal to one dollar of tax for each \$1,000 of taxable value.
Florida Statutes caps the millage rate at 10 mills.*

History of Taxable Property Values

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	\$2,882,634,481	\$197,331,322	7.4%	\$50,549,762	1.9%

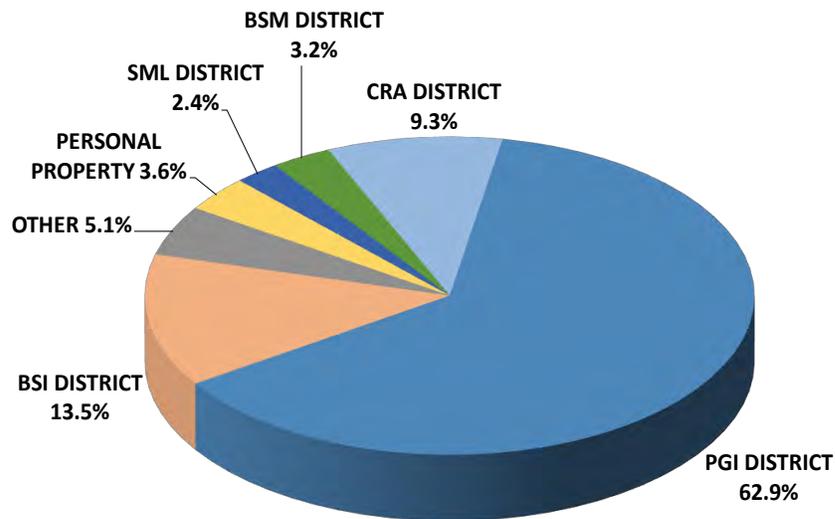
*Includes New Construction

Gross Taxable Value (in thousands)



The Charlotte County Appraiser’s July 1st certification shows a 5.5% overall increase for properties on the books from the prior year, and an additional 1.9% provided by new construction, annexations and changes in exemption for calendar year 2016. This is the fifth straight year that property values increased in the City after 6 consecutive years of declining values (35% decrease from FY 2007 to FY 2013). The net effect of property value changes over the past eleven years is a cumulative 17.5% decrease in taxable values. In previous years, the protection of Save Our Homes resulted in a majority of homestead property taxable values being below just values. Due to increasing property values, the number of homestead properties at parity (market or just value equaling assessed value) decreased from 3,763 parcels in FY 2013 to 152 in FY 2018.

Initial review of taxable value distribution shows the following:



Homestead property owners whose taxable value is still below just value (non-parity) will be limited to a maximum of a 2.1% 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 2.1%), 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		
Fiscal Year 2018		
Assessed Value	\$150,000	\$300,000
Statutory Homestead	(50,000)	(50,000)
Taxable	\$100,000	\$250,000
Millage Rate	3.1969	3.1969
Tax	\$320	\$799

Fund Balance

In January 2016, upon review of Long Range Financial Plan, City Council approved updates to the comprehensive set of financial management policies. The following specifically address fund balance or reserve objectives. 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 GFOA recommendation for a minimum level of unrestricted fund balance for the General Fund. The GFOA states the unrestricted fund balance for the General Fund should be a minimum of 2 months of operating expenditures, or 16.67%.

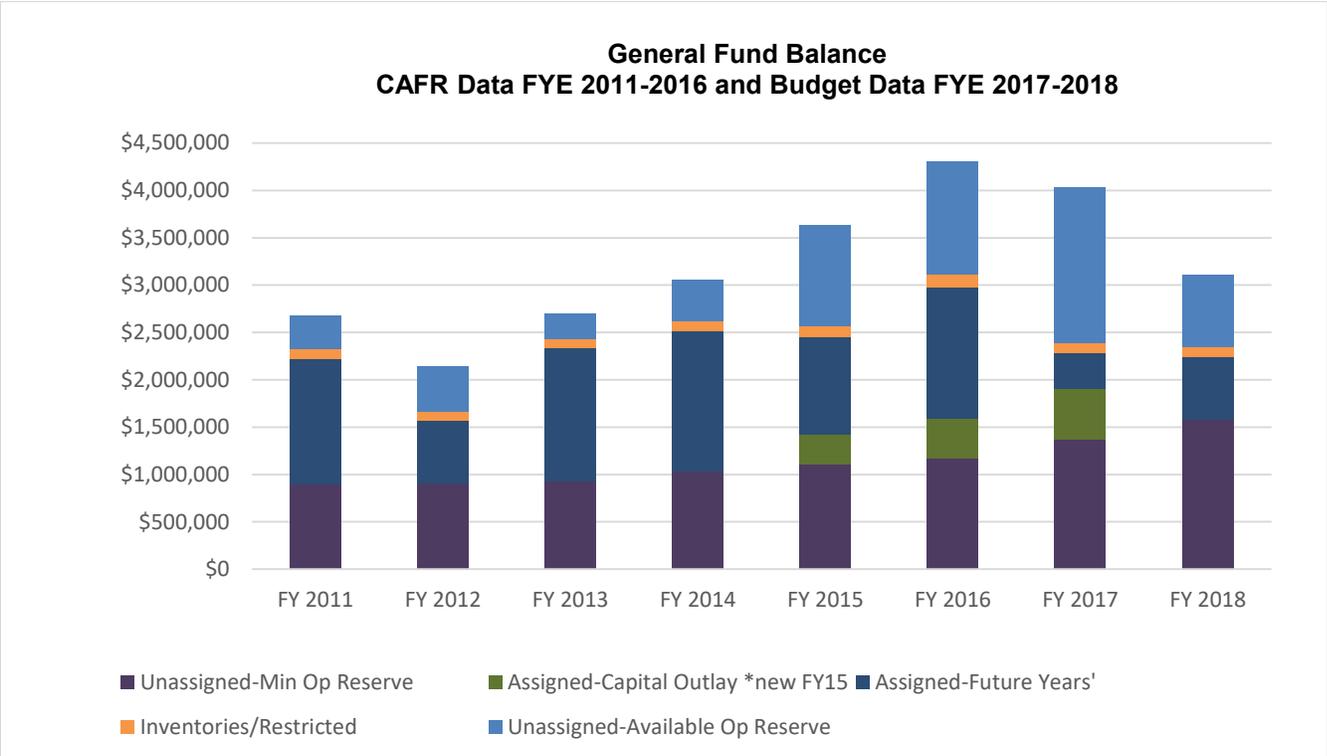
- For the General Fund and all other operating funds, except the Utilities Fund, the City will establish an unassigned fund balance minimum of 7.5% of total fund expenditures. Note: It is intended that this percentage increase each year and eventually attain the GFOA best practice standard.
- The City should have a prudent level of unrestricted fund balance to protect against the need to reduce service levels or raise taxes and fees due to temporary revenue shortfalls or unexpected one time expenditures.
- The City should maintain an adequate level of unrestricted fund balance as working capital to support operations until sufficient current revenues (taxes) are received.
- The City will provide a Capital Outlay Reserve based on the 5 year capital outlay program needs, and will fund the average annualized 5 year need, in order to provide a stabilized funding plan.

During the past ten fiscal years (2007 through 2016), the City earmarked a portion of reserves over the minimum policy to assist in paying for ongoing levels of service until such time as the economy rebounds. FY 2018 continues this practice.

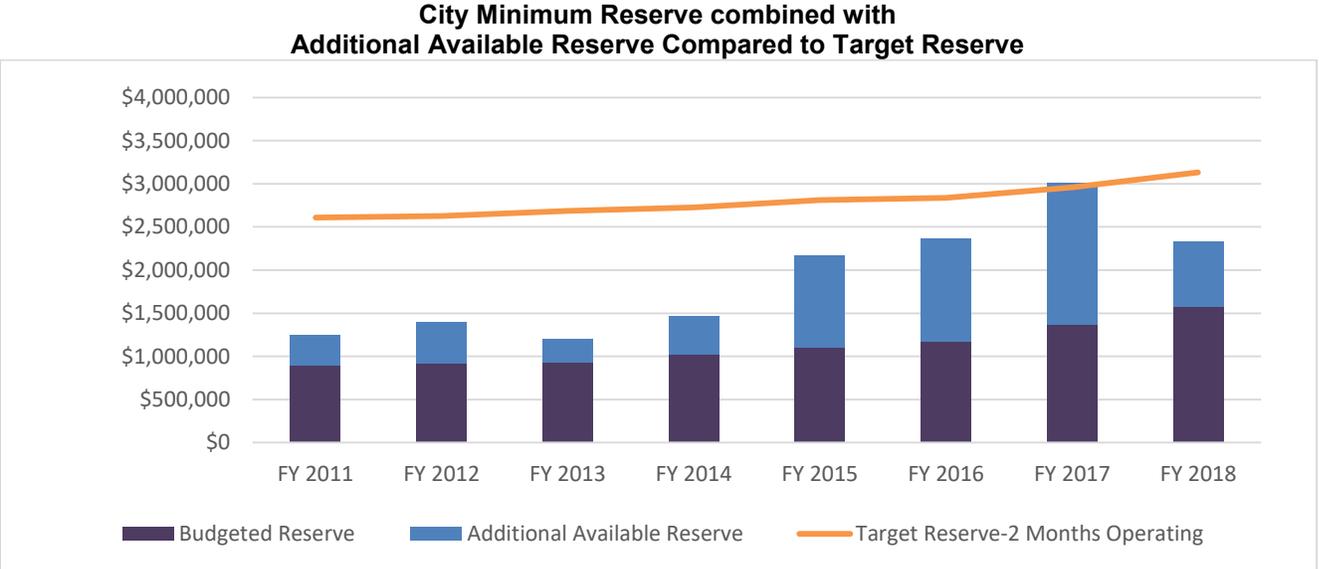
**Analysis of General Fund Balance
as a Percentage of General Fund Expenditures
at Fiscal Year End**

Fund Balance Category	FY 2015	% of	FY 2016	% of	Projected		Proposed	
	Amount	Exp.	Amount	Exp.	FY 2017	% of Exp.	FY 2018	% of Exp.
Inventories/Restricted	\$ 117,899	0.6%	\$ 129,763	0.7%	\$ 104,000	0.5%	\$ 106,000	0.5%
Assigned-Future Years' Use of Op. Reserve	1,027,579	5.7%	1,391,189	7.7%	376,950	2.0%	671,695	3.2%
Assigned-Capital Outlay Reserve	312,000	1.7%	420,000	2.3%	534,505	2.8%		0.0%
Unassigned-Minimum Op. Reserve (Orig)	1,109,000	6.1%	1,171,000	6.5%	1,372,000	7.2%	1,575,000	7.5%
Unassigned-Available Op. Reserve	1,062,940	5.9%	1,194,335	6.6%	1,637,563	8.5%	760,868	3.6%
Total Fund Balance	<u>\$ 3,629,418</u>	20.0%	<u>\$ 4,306,287</u>	23.9%	<u>\$ 4,025,018</u>	21.0%	<u>\$ 3,113,563</u>	14.8%
General Fund Orig Budgeted Expenditures	<u>\$ 18,184,385</u>		<u>\$ 18,003,350</u>		<u>\$ 19,185,943</u>		<u>\$ 20,989,827</u>	

The following graph presents the general fund balance trend information. The minimum operating reserve is regulated by the City's financial policy. For fiscal year 2018 it is set at 7.5% of the total expenditure appropriations for the general fund, which calculates to \$1,575,000. It is the City Council's policy to continue to take steps each year to increase the minimum reserve. The base block of reserves has grown steadily each year. If the economy continues to be positive, the proforma indicates that at end of FY 2022, the minimum reserve will be at 9.5%.



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



The second block of the reserves was new in FY 2015. It is a funding mechanism for capital outlay that provides a smoothed amount to be funded annually, based on the 5 year capital outlay plan. The current annual smoothed level of general revenue funding for capital outlay is \$756,000. Those amounts unused will be carried in the reserve until the year scheduled for use. See 5 year capital outlay summary for details. In the FY 2017 reserve, the amount of \$534,505 is reserved and will be used in FY 2018 to fund a \$1.1 million outlay for capital, without a spike in the operating budget.

The third block of the reserves is the amount identified as needed to balance the subsequent year's budget in the proforma. In this case, FY 2019 as currently projected, would need an additional \$671,695 from reserves to be balanced. It is increasing from the level needed in FY 2017 due to increases in service levels greater than the increase in revenues. The City is pursuing an annual \$500,000 city-wide drainage program, has added staffing as a result of growth needs, and is expending \$219,000 towards developing a strategic communications program. While the latter is expected to improve the City's revenue base, it is not yet reflected in the 5 year proforma. The fourth block is the small amount of funds identified in the CAFR as inventories. The final and fifth block is the remaining amount of reserves that are available for use. The City has not appropriated them for expenditures, and as such, are considered as part of the current operating reserve for purposes of stabilizing the general fund. In future years, as the policy allows the minimum reserve to increase these funds will be shifted from the available reserve to the minimum required reserve.

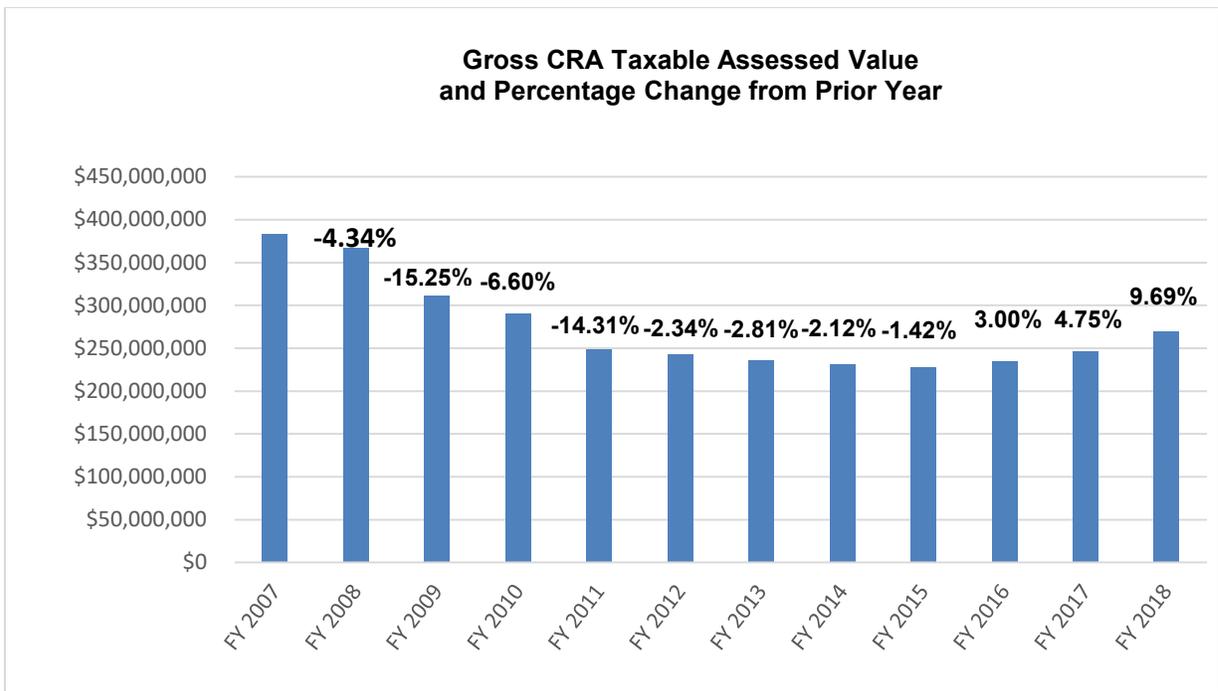
Community Redevelopment Agency

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

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

Fiscal Year	Gross CRA Taxable Assessed Value	City TIF Contribution	County TIF Contribution	Total TIF Contribution
FY 2007	\$383,774,587	\$627,124	\$1,394,380	\$2,021,504
FY 2008	\$367,113,862	\$591,466	\$1,236,559	\$1,828,025
FY 2009	\$311,130,098	\$562,664	\$1,250,570	\$1,813,234
FY 2010	\$290,592,852	\$538,621	\$1,139,173	\$1,677,794
FY 2011	\$249,005,996	\$436,047	\$974,342	\$1,410,389
FY 2012	\$243,188,559	\$424,246	\$970,103	\$1,394,349
FY 2013	\$236,361,169	\$480,644	\$929,373	\$1,410,017
FY 2014	\$231,340,961	\$458,101	\$902,447	\$1,360,548
FY 2015	\$228,049,842	\$448,578	\$884,092	\$1,332,670
FY 2016	\$234,899,693	\$470,728	\$927,748	\$1,398,476
FY 2017	\$246,050,943	\$502,566	\$988,358	\$1,490,924
FY 2018	\$269,900,697	\$575,000	\$1,133,253	\$1,708,253

The graph on the next page depicts the historical trend of assessed values since the height prior to the recent economic recession and current recovery.



In July 2012, the CRA Board and City Council, in partnership with Charlotte County, recognized that declining taxable values could not support the repayment schedule of existing debt. In doing so, the three governing bodies approved the extension of the life of the CRA until December 31, 2030. Subsequently, the City completed refinancing CRA debt to better match income flow and to eliminate projected deficits. The proforma anticipates conservative assessed property value increases of 3% in FY 2018 through FY 2022. The resulting estimated debt service reserve grows from \$697,000 at end of FY 2018 to \$2,022,000 at end of FY 2022, providing a buffer for economic downturns thereby ensuring that annual debt service can be met.

The proforma for the district has been divided into three divisions to better identify the funding sources for the three responsibilities of the district: 1) retirement of the CRA debt through the County and City TIF; 2) operations of Herald Court Centre (HCC); and 3) maintenance of the infrastructure contributed by the district, such as the marina, interactive fountain, restrooms and pavilions adjacent to the marina, mooring field, HCC parking structure and numerous gateway enhancements, intersection treatments, pocket parks and Martin Luther King Boulevard. As the infrastructure ages, the need for repair and maintenance will increase. Projected expenditures for FY 2018 reflect this trend. The proforma below includes an annual placeholder of \$140,000 for repairs. If funds are not needed in the current fiscal year, they will carryover to the next fiscal year, thereby ensuring funds are available to properly maintain the infrastructure. The reserve for other operations in this category shows a balance of \$300,000 at end of FY 2018 and decreasing to \$136,000 at end of FY 2022.

The Herald Court lease revenue for FY 2017 includes the current tenants as well as a projection to fill 1,591 sq. ft. of currently vacant space. Based on these projections, the reserve for the Herald Court Centre shows a balance at end of \$187,000 in FY 2018 and growing to \$472,000 at end of FY 2022. This reserve has two segments, the first is those funds received through the common area maintenance (CAM) fee and prepaid taxes from tenants that must be reserved for such use, and the second is available to cover shortfalls in lease revenue for purposes of ongoing operations and maintenance.

Community Redevelopment Agency Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2018 through Proforma FY 2022

	Proposed FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Debt Service Division					
Assessed Property Valuation change	9.7%	3%	3%	3%	0%
Tax Increment Financing (TIF) Revenue	\$1,708,253	\$1,759,501	\$1,812,286	\$1,866,654	\$1,866,654
CRA Lease Payments (Debt Service)	1,379,440	1,423,924	1,471,648	1,517,548	1,566,566
Revenues in Excess of Debt Svc	328,813	335,577	340,638	349,106	300,088
Reserve - TIF for Debt Svc (Beg)	367,910	696,723	1,032,300	1,372,938	1,722,044
Reserve - TIF for Debt Svc (End)	\$696,723	\$1,032,300	\$1,372,938	\$1,722,044	\$2,022,132
Herald Court Operations Division					
Herald Court Revenues	\$263,158	\$270,988	\$268,502	\$270,016	\$272,089
Herald Court Operating Expenditures	179,610	187,577	195,784	204,247	210,464
Revenues in Excess of Herald Ct					
Operations	83,548	83,411	72,718	65,769	61,625
Reserve - Herald Ct (Beg)	105,089	188,637	272,048	344,766	410,535
Reserve - Herald Ct (End)	\$188,637	\$272,048	\$344,766	\$410,535	\$472,160
CRA Operations Division					
Other CRA Revenues	\$113,204	\$113,147	\$112,898	\$112,858	\$112,726
Other CRA Operating Expenditures	154,000	154,000	154,000	154,000	154,000
Revenues in Excess (Shortfall) of Other					
Operations	(40,796)	(40,853)	(41,102)	(41,142)	(41,274)
Reserve - Other Operations (Beg)	341,064	300,268	259,415	218,313	177,171
Reserve - Other Operations (End)	\$300,268	\$259,415	\$218,313	\$177,171	\$135,897

Utilities

The FY 2018 spending plan for Utilities operations, maintenance and repair (O M & R) is \$21,319,683 which is \$5,345,059 or 33.5% greater than budget FY 2017. The significant increase is an additional \$5,650,000 transferred to the Utilities construction fund. In addition to the reoccurring transfer for infrastructure renewal and replacement of \$1.12 million there is a planned use of cash reserves of \$3.9 million for the reverse osmosis (R.O.) water plant project, \$1.3 million for a replacement generator for the water plant, and \$200,000 for a GIS mapping project. Increases in division operational expenses of \$487,159 are due to 3% employee salary increases, the addition of a Scada Analyst at the water treatment plant and a half-time clerk for the wastewater treatment plant, and an estimated 3% change to operating contracts and materials due to growth and consumer price index adjustments. There is also a \$78,000 increase in capital outlay funding. The contribution to the regional pipeline project of \$1.5 million has been delayed until FY 2019. New debt service of \$415,800 and a related debt reserve of \$415,800 are based on the financing needs for the R.O. water plant project.

Utilities O M & R Fund
Revenue and Expense Comparison
Actual FY 2015 through Budget FY 2018

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Revenues:					
Chg for Serv - Water	\$ 8,587,022	\$ 9,069,465	\$ 9,113,332	\$10,380,615	\$ 9,385,070
Chg for Serv - Sewer	6,402,527	6,743,164	6,894,705	7,288,415	7,100,140
Other	1,128,113	1,505,694	412,600	329,175	451,515
Subtotal	16,117,662	17,318,323	16,420,637	17,998,205	16,936,725
Reserves	3,730,864	4,523,219	6,298,893	7,642,386	7,963,749
Total Revenues	\$19,848,526	\$21,841,542	\$22,719,530	\$25,640,591	\$24,900,474
Expenses:					
Administration	\$ 1,351,488	\$ 1,406,629	\$ 1,531,754	\$ 1,523,112	\$ 1,590,283
Water	5,008,547	4,654,653	5,108,080	5,038,382	5,388,706
Wastewater	4,606,276	4,471,184	5,066,950	5,461,140	5,070,567
Other	529,976	628,735	705,840	783,208	928,527
Debt and Debt Transfers	782,840	782,955	402,000	200,000	1,031,600
Transfer for Capital	3,046,180	1,755,000	1,660,000	4,671,000	7,310,000
Contribution for Pipeline		500,000	1,500,000		
Subtotal	15,325,307	14,199,156	15,974,624	17,676,842	21,319,683
Reserves	4,523,219	7,642,386	6,744,906	7,963,749	3,580,791
Total Expenses	\$19,848,526	\$21,841,542	\$22,719,530	\$25,640,591	\$24,900,474

The current five-year financial forecast is based on 2-day per week watering; average rainfall; and new financing based on the FY 2018-2022 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. Based on the 2015 Rate Sufficiency Study by Burton & Associates with a 50% grant for the RO plant, the current proforma includes the recommendation to eliminate the 4% water and sewer rate increase planned for FY 2018. See unresolved issues at the end of this budget message for additional Utilities projects discussion. Based on the current proforma, the projected revenues and reserves as shown are sufficient to fund the FY 2018-2022 capital improvements plan.

Utilities OM&R Fund
Proforma Schedule of Revenues and Expenses
Proposed FY 2018 through Proforma FY 2022

	Proposed FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues:					
Chg for Serv - Water	\$9,385,070	\$9,478,921	\$9,573,710	\$9,669,447	\$9,766,142
Chg for Serv - Sewer	7,100,140	7,171,142	7,242,853	7,315,282	7,388,435
Other Revenue	451,515	1,059,454	1,070,422	1,086,419	742,445
Total Revenues	16,936,725	17,709,517	17,886,985	18,071,148	17,897,022
Expenses:					
Operations	12,978,083	13,585,926	14,084,220	14,540,417	15,014,091
Renewal & Replacement of Infrastructure	1,120,000	1,120,000	1,120,000	1,120,000	1,120,000
Transfer for Capital Improvement Projects	6,190,000	215,000	170,000	275,000	
Existing Debt Service	200,000	200,000	200,000	200,000	
New Debt Service	415,800	960,000	960,000	960,000	960,000
Transfer to SRF Fund-reserve incr(decr)	415,800	544,200		(375,000)	
Contribution to Pipeline Project		1,500,000			
Total Expenses	21,319,683	18,125,126	16,534,220	16,720,417	17,094,091
Revenues in Excess (Shortfall) of Expenses	(4,382,958)	(415,609)	1,352,765	1,350,731	802,931
Operating Reserves-Beg	7,963,749	3,580,791	3,165,182	4,517,947	5,868,678
Operating Reserves-End	\$3,580,791	\$3,165,182	\$4,517,947	\$5,868,678	\$6,671,609

Utilities Reserves

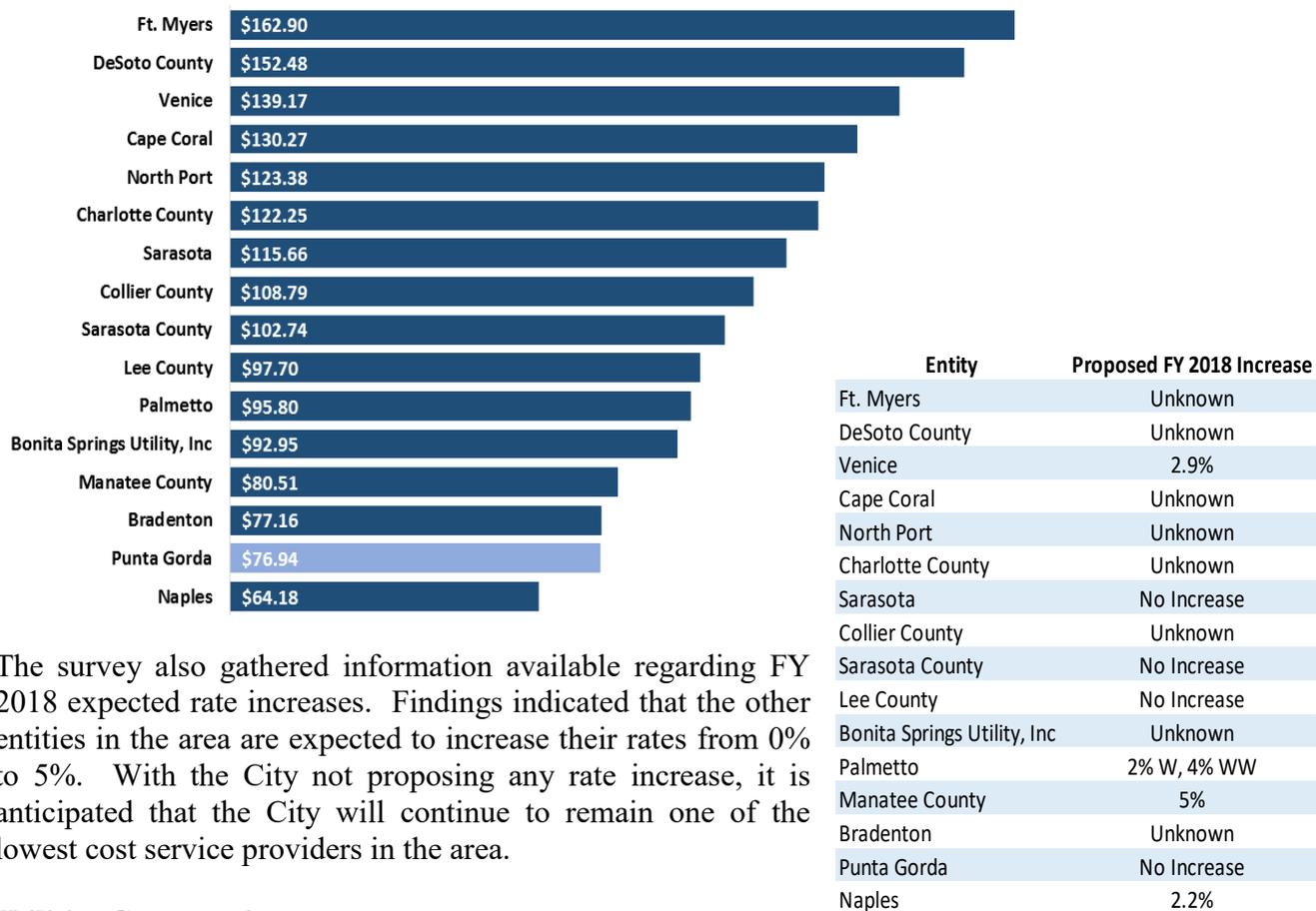
The City has legal and adopted financial policies utilizing reserves for the following purposes:

- 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 \$600,000 funding level in FY 2018; \$650,000 for FY 2019 and for FY 2020 through FY 2022 it is \$700,000. 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 SRF reserve fund maintains one year of debt service payments and proforma shows addition of \$415,800 in FY 2018 and \$960,000 in FY 2019, representing one year of debt service on the new SRF loan.
- The water and sewer impacts have restricted use and are kept in a reserve for growth related capital projects, such as the new R.O. plant and planned wastewater force main on Jones Loop Road.

Utilities Rate Comparison

The City's utility rates are the 2nd lowest among the Southwest Florida utilities surveyed at the current FY 2017 rates.

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



The survey also gathered information available regarding FY 2018 expected rate increases. Findings indicated that the other entities in the area are expected to increase their rates from 0% to 5%. With the City not proposing any rate increase, it is anticipated that the City will continue to remain one of the lowest cost service providers in the area.

Utilities Construction

Significant capital projects currently in progress that will be carried over to FY 2018 are the RO Exploratory wells, the RO Deep Injection Well, the Raw Water Pump Station upgrade, the Automated Meter Reading system installation and the Jones Loop Force Main extension project.

Total FY 2018 capital projects of \$12.6 million are being funded with \$1.4 million from impact fees, \$3.9 million SWFWMD grant (for the RO project), \$1.1 million as identified in the financial policies for ongoing recurring capital replacement and an additional \$6.2 million from user charges and unassigned operating reserves through a transfer to the Utilities Construction Fund.

The Groundwater Reverse Osmosis (RO) Water Treatment Plant project costs are in the 90% engineering estimate phase. The \$6.3 million budgeted between FY 2014 and 2017 are to design, test, and construct the well field, which is an integral component of the RO project and for the engineering firm contracted to oversee all aspects of the RO project, including design of the plant and construction. The \$6.7 million budgeted between FY 2015 and FY 2017 is for the deep injection well design and construction. The \$19.2 million budgeted in FY 2017 and the \$7.8 million budgeted in FY 2018 represent the planning number at the 90% engineering estimate for the RO plant construction. Plans to secure firm bids are slated for Fall 2017.

**Utilities Construction Fund
Proforma Schedule of Revenues and Expenses
Proposed FY 2018 through Proforma FY 2022**

	Proposed FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues:					
Transfer from Utilities OM&R	\$7,310,000	\$1,335,000	\$1,290,000	\$1,395,000	\$1,120,000
Transfer from Sewer System Impacts	750,000	100,000	100,000	100,000	1,000,000
Transfer from Water System Impacts	650,000				
Intergovernmental Revenue	3,900,000				
Total Revenues	12,610,000	1,435,000	1,390,000	1,495,000	2,120,000
Expenses:					
Water/Wastewater Professional Svcs	200,000				
Water Treatment Plant Imprv	9,100,000	25,000	50,000	25,000	
Water Distribution System Imprv	220,000	220,000	220,000	220,000	220,000
Wastewater Collection System Imprv	2,400,000	900,000	900,000	900,000	900,000
Wastewater Treatment Plant Imprv	690,000	290,000	220,000	350,000	1,000,000
Total Expenses	12,610,000	1,435,000	1,390,000	1,495,000	2,120,000
Revenues in Excess of Expenses	\$0	\$0	\$0	\$0	\$0
Beg. Reserve for R&R Projects	\$1,047,019	\$1,047,019	\$1,047,019	\$1,047,019	\$1,047,019
End. Reserve for R&R Projects	\$1,047,019	\$1,047,019	\$1,047,019	\$1,047,019	\$1,047,019

Sanitation

The City operates its sanitation services as an enterprise fund and collects refuse two days per week and horticulture one day per week for 11,700 residential accounts. For the 650 commercial accounts collection is available 6 days per week. The City has improved the recycling program by providing a 48 gallon rolling cart to each household, which is collected one day per week by an outside vendor. The projected diversion of waste stream from the landfill is 37%, which exceeds the 30% mandate. The program continues in FY 2018 with a proposed rate increase of \$0.90 per month or \$10.80 per year, due to a contract increase. The budget also reflects a 10-year fleet replacement program and is being reviewed for further lengthening. The four packers scheduled for replacement in FY 2016 were delayed while staff reviewed options for alternative service delivery. The City has decided to switch from a manual pick up system to semi-automatic trucks and purchase carts for the system. It is expected that this will reduce injuries and yet allow the full-service that Punta Gorda residents appreciate. As with the general and utility fund, City Council has approved funding of a capital outlay reserve in order to stabilize the funding source. However, with the need to purchase the carts in FY 2018, adequate funding cannot be accumulated in time for the FY 2020 purchase of three additional packers or in FY 2022 to purchase one packer and other equipment identified. The need will be analyzed and if possible, the packers in FY 2020 and 2022 will be delayed to avoid financing. The current proforma shows a need of financing all of the equipment replacement in FY 2022, in order to retain a 9.5% operating reserve. At this time, there is an indication that a rate increase may be a needed in FY 2021 or FY 2022 to support the fleet replacement. This will be addressed in the next year's budget process.

Sanitation Fund
Proforma Schedule of Revenues and Expenses
Proposed FY 2018 through Proforma FY 2022

	Proposed FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues:					
Chg for Serv - Refuse Collection	\$3,488,160	\$3,600,294	\$3,712,707	\$3,825,402	\$3,938,380
Other Revenue	24,375	24,375	21,375	21,375	21,375
Capital Lease/Purchase					525,000
Total Revenues	3,512,535	3,624,669	3,734,082	3,846,777	4,484,755
Expenses:					
Operations	3,278,752	3,423,089	3,607,040	3,796,615	3,992,034
Capital	39,000		750,000		525,000
Carts	570,000				
Debt Service					43,750
Total Expenses	3,887,752	3,423,089	4,357,040	3,796,615	4,560,784
Revenues in Excess (Shortfall) of Expenses	(375,217)	201,580	(622,958)	50,162	(76,029)
Operating Reserves-Beg	940,322	465,105	466,685	443,727	493,889
Capital Outlay Reserves-Beg	300,000	400,000	600,000	0	0
Capital Outlay Reserves-End	\$400,000	\$600,000	\$0	\$0	\$0
Operating Reserves-End	\$465,105	\$466,685	\$443,727	\$493,889	\$417,860

To compare the City's rates with surrounding jurisdictions, a survey was taken during July 2016. All rates include once per week service for yard waste and recycling and either once or twice per week refuse pickup, as noted below.

Sanitation Rate Comparison for FY 2018

Jurisdiction	Proposed FY 2018 Cost/Year	Frequency of Service per Week	Outsourced
City of Sarasota	\$259.92	1	No
Punta Gorda	\$259.20	2	No
Naples	\$255.25	2	No
North Port	\$249.00	1	No
Fort Myers	\$228.96	1	No
Venice	\$202.08	2	No
Collier County	\$188.29	2	Yes
Manatee County	\$171.96	2	Yes
Cape Coral	\$163.43	1	Yes
Sarasota County	\$159.48	1	Yes
Charlotte County	\$148.04	1	Yes

Punta Gorda Isles Canal Maintenance District

The proposed budget for the Punta Gorda Isles (PGI) canal maintenance assessment district reflects the Advisory Committee recommendation to maintaining the annual operating assessment of \$550. This covers personnel costs and sustains current sq. ft. replacement program even with increased per sq. ft. contract prices.

The five-year proforma maintains the \$550 assessment in FY 2018 through FY 2022. Replacement of one vehicle is included in capital outlay in FY 2020 and channel construction to access spoil site in FY 2021.

PGI Canal Maintenance Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2018 through Proforma FY 2022

	Proposed FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Assessment Rate	\$550	\$550	\$550	\$550	\$550
Revenues:					
Operating Assessment	\$2,861,750	\$2,861,750	\$2,861,750	\$2,861,750	\$2,861,750
Other Revenue	10,400	11,600	12,100	10,600	8,400
Total Revenues	2,872,150	2,873,350	2,873,850	2,872,350	2,870,150
Expenditures:					
Operations	968,975	966,235	969,855	1,004,910	1,041,470
Inlet Dredging	50,000	51,500	53,050	54,640	56,280
Seawalls, Caps and Stabilization	1,705,000	1,756,165	1,808,860	1,863,135	1,919,035
Capital	2,500	0	40,000	250,000	0
Total Expenditures	2,726,475	2,773,900	2,871,765	3,172,685	3,016,785
Revenues in Excess (Shortfall) of Expenditures	145,675	99,450	2,085	(300,335)	(146,635)
Operating Reserves-Beg	574,682	785,357	914,807	916,892	866,557
Reserve Seawall Replacement-Beg	345,000	280,000	250,000	250,000	0
Reserve Seawall Replacement-End	\$280,000	\$250,000	\$250,000	\$0	\$0
Operating Reserves-End	\$785,357	\$914,807	\$916,892	\$866,557	\$719,922

The following information has been placed in the City's Geographic Information System database and is used to prioritize future repairs/replacement and budget needs. A new comprehensive inspection is scheduled to be completed in FY 2018.

Ratings of PGI Cap and Seawall Conditions	
Seawall Cap:	
Good condition:	460,701 ft. = 87.25 miles = 95.93%
Good needs repair:	1,771 ft. = 0.34 miles = 0.37%
Needs replacement:	11,232 ft. = 2.13 miles = 2.34%
Unable to assess:	6,548 ft. = 1.24 miles = 1.36%
Seawall:	
Good condition:	379,874 ft. = 71.95 miles = 79.10%
Needs monitored:	92,478 ft. = 17.51 miles = 19.26%
Needs replacement:	1,272 ft. = 0.24 miles = 0.26%
Unable to assess:	6,628 ft. = 1.26 miles = 1.38%

Burnt Store Isles Canal Maintenance District

The proposed budget for the Burnt Store Isles (BSI) canal maintenance assessment district reflects the Advisory Committee recommendation to reduce the annual assessment from \$570 to \$555.

The decrease of \$15 was due to the overall cost of the perimeter dredging project coming in under budget. The current assessment covers personnel costs and will initiate development of a seawall replacement reserve in anticipation of increased operating costs due to pending reduction in available staging lots.

**BSI Canal Maintenance Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2018 through Proforma FY 2022**

	Proposed FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Operating Rate	\$460	\$460	\$460	\$460	\$460
Dredging Rate	\$95	\$95	\$95	\$95	\$95
Revenues:					
Operating Assessment	\$474,800	\$474,800	\$474,800	\$474,800	\$474,800
Dredging Assessment	97,950	97,950	97,950	97,950	97,950
Other Revenue	2,500	3,150	2,150	1,400	2,200
Total Revenues	575,250	575,900	574,900	574,150	574,950
Expenditures:					
Operations	124,542	104,638	121,777	98,987	100,079
Inlet Dredging		38,000	38,000	38,000	38,000
Seawalls, Caps and Stabilization	264,100	311,000	311,000	311,000	311,000
Rim Dredging Proj Debt Service	86,700	86,700	86,700	86,700	86,700
Barge Access-Inlet Widening Proj			250,000		
Total Expenditures	475,342	540,338	807,477	534,687	535,779
Revenues in Excess (Shortfall) of Expenditures	99,908	35,562	(232,577)	39,463	39,171
Operating Reserves-Beg	101,591	191,499	192,061	94,484	133,947
Reserve Seawall Replacement-Beg	90,000	100,000	135,000	0	0
Reserve Seawall Replacement-End	\$100,000	\$135,000	\$0	\$0	\$0
Operating Reserves-End	\$191,499	\$192,061	\$94,484	\$133,947	\$173,118

The following information has been placed in the City’s Geographic Information System database and is used to prioritize future repairs/replacement and budget needs. A new comprehensive inspection is scheduled to be completed in FY 2018.

Ratings of BSI Cap and Seawall Conditions	
Seawall Cap:	
Good condition:	93,400 ft. = 17.69 miles = 98.27%
Good needs repair:	208 ft. = 0.04 miles = 0.22%
Needs replacement:	1,327 ft. = 0.25 miles = 1.40%
Unable to assess:	107 ft. = 0.02 miles = 0.11%
Seawall:	
Good condition:	81,632 ft. = 15.46 miles = 85.89%
Needs monitored:	13,303 ft. = 2.52 miles = 14.00%
Needs replacement:	0 ft. = 0.00 miles = 0.00%
Unable to assess:	107 ft. = 0.02 miles = 0.11%

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 2018 budget incorporates the July 2016 adopted marina fee and East Mooring Field fee schedules which were based on a survey of neighboring marinas. The City will apply for a Department of Environmental Protection Clean Vessel Act (CVA) Grant and a Charlotte County Marine Advisory Committee (MAC) Grant for FY 2018 to offset costs of maintenance and repairs of the Laishley Park Municipal Marina Pumpout Boat.

Laishley Park Marina Fund
Proforma Schedule of Revenues and Expenses
Proposed FY 2018 through Proforma FY 2022

	Proposed FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues:					
Slip & Mooring Rentals	\$429,500	\$431,040	\$432,734	\$434,597	\$436,647
Intergovernmental Revenue	11,000	11,000	11,000	11,000	11,000
Other Revenue	24,150	24,500	24,500	24,850	24,850
Total Revenues	464,650	466,540	468,234	470,447	472,497
Expenses:					
Laishley Park Marina Expenses	196,015	199,297	204,808	210,564	216,579
Marina Park Contract Expenses	237,115	243,238	249,545	256,041	262,733
Capital Outlay	6,000	6,000	6,000	6,000	6,000
Total Expenses	439,130	448,535	460,353	472,605	485,312
Revenues in Excess (Shortfall) of Expenses	25,520	18,005	7,881	(2,158)	(12,815)
Operating Reserves-Beg	286,994	312,514	330,519	338,400	336,242
Operating Reserves-End	\$312,514	\$330,519	\$338,400	\$336,242	\$323,427

The five-year proforma maintains the July 2016 rate schedules. Operations have been increased to allow for dredging, dock and mooring field maintenance. Based on current usage the fund is self-sustaining for operations. FY 2018 Capital outlay includes R&M for the mooring field, connectivity with the City and replacement of appliances in the boaters' laundry facilities.

Building

The Building fund is operated as an enterprise fund and includes all aspects of permitting, inspections, plans review and licensing of contractors to support the State and City building codes. The City has established various permit fees to pay for services provided. Staffing had been reduced from thirteen positions in FY 2006 to five in FY 2013 with furloughs due to a decline in permit applications, inspections and stagnant growth trends. Since the turnaround that began in FY 2013, staff was reinstated to full 40 hour work weeks, a full-time building inspector and a part-time permit clerk were added mid-year in FY 2014, and an additional full-time building inspector was added and the part-time permit clerk position was increased to full-time during FY 2016. Total positions remains at eight for FY 2018.

The FY 2018 budget assumes continued growth in permit revenues. Permit fees will remain the same. The five year proforma projects permit revenues increasing approximately 4-5% in FY 2018 and remaining level in FY 2019 through FY 2022. A staffing level change to add an inspector and clerk are projected in FY 2019. The City will continue to monitor activity and may adjust work schedules or staffing levels in the future if activity warrants and revenues allow. Capital outlay is projected for replacement of one vehicle in FY 2018 and a new vehicle in FY 2019 if necessary. As experienced in the previous economic downturn (FY 2008 – 2013), the level of reserves projected is necessary to continue necessary levels of service even during downturns in new construction starts.

Building Fund
Proforma Schedule of Revenues and Expenses
Proposed FY 2018 through Proforma FY 2022

	Proposed FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues:					
Permits, Fees & Spec.Assessments	\$921,250	\$916,250	\$916,250	\$916,250	\$916,250
Other Revenue	35,000	35,000	33,500	32,500	30,500
Total Revenues	956,250	951,250	949,750	948,750	946,750
Expenses:					
Operations	878,081	1,041,548	1,079,383	1,118,741	1,159,691
Capital	26,500	25,000			
Total Expenses	904,581	1,066,548	1,079,383	1,118,741	1,159,691
Revenues in Excess (Shortfall) of Expenses	51,669	(115,298)	(129,633)	(169,991)	(212,941)
Operating Reserves-Beg	1,147,724	1,199,393	1,084,095	954,462	784,471
Operating Reserves-End	\$1,199,393	\$1,084,095	\$954,462	\$784,471	\$571,530

Gas Tax

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

Proceeds from fuel taxes are distributed by the State to Charlotte County and the City. The City's share for the first six cents distribution was reduced from 11.14% to 10.34% beginning in FY 2011, and the next five cents remains at 6.74%. The distribution allocation is determined by the five-year average transportation expenditures or interlocal agreement, which has remained the same for FY 2018. A history of revenue received since FY 2008 is displayed below.

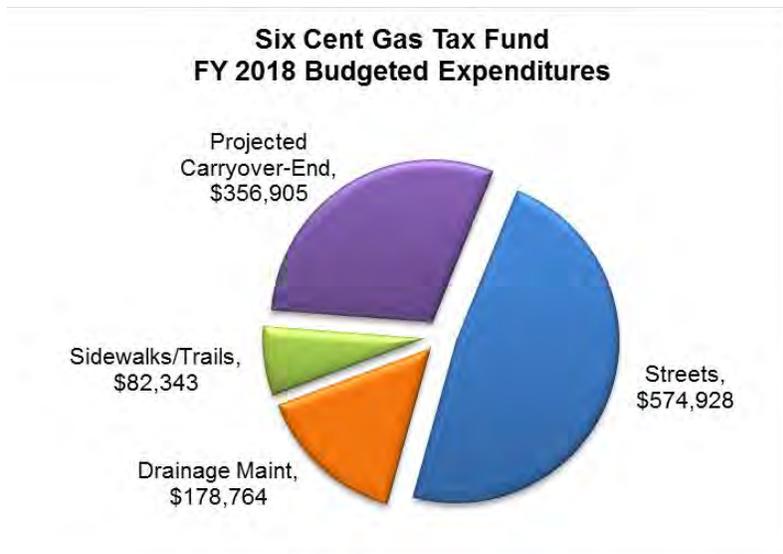
Fiscal Year	6 Cents	5 Cents	Total
2009	\$ 559,550	\$ 243,310	\$ 802,860
2010	\$ 567,590	\$ 241,760	\$ 809,350
2011	\$ 507,120	\$ 234,770	\$ 741,890
2012	\$ 531,480	\$ 248,440	\$ 779,920
2013	\$ 526,830	\$ 243,570	\$ 770,400
2014	\$ 548,900	\$ 259,200	\$ 808,100
2015	\$ 573,000	\$ 266,700	\$ 839,700
2016	\$ 588,200	\$ 274,500	\$ 837,000
2017	\$ 590,000	\$ 278,000	\$ 846,000
2018	\$ 592,000	\$ 281,000	\$ 873,000

The effect of elasticity of gas consumption (the tax is charged on gallons not dollars) in the past years of increased gas prices resulted in a decline of revenue in the high priced years. Revenues have increased during the recent gas price reduction.

The Six Cent Gas Tax Fund five-year proforma maintains the current level of service and projects the use of reserves to cover shortfalls through FY 2022.

**Six Cent Gas Tax Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2018 through Proforma FY 2022**

	Proposed FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues:					
Local Option Gas Tax	\$592,000	\$598,000	\$604,000	\$610,000	\$616,000
Other Revenue	245,595	245,345	245,045	244,345	243,645
Total Revenues	837,595	843,345	849,045	854,345	859,645
Expenditures:					
Operating Expenditures	836,035	861,115	886,950	913,560	940,965
Total Expenditures	836,035	861,115	886,950	913,560	940,965
Revenues in Excess (Shortfall) of Expenditures	1,560	(17,770)	(37,905)	(59,215)	(81,320)
Operating Reserves-Beg	355,345	356,905	339,135	301,230	242,015
Operating Reserves-End	\$356,905	\$339,135	\$301,230	\$242,015	\$160,695

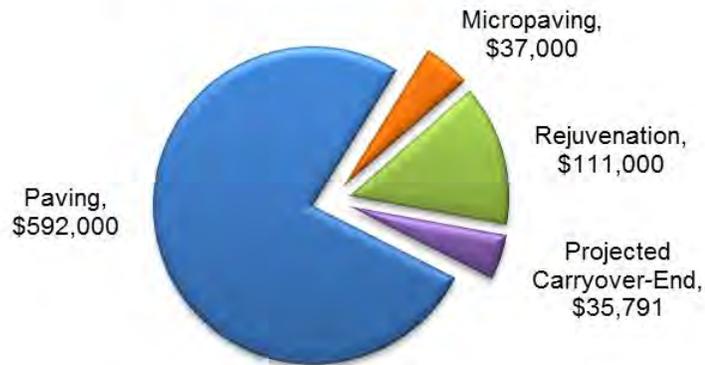


The Additional Five Cent Gas Tax Fund five-year proforma projects a slightly increasing tax revenue, which does not fully support the required annual paving program as identified by the City Engineering Division. Council addressed the importance of maintaining the City’s road infrastructure with a policy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

**Additional Five Cent Gas Tax Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2018 through Proforma FY 2022**

	Proposed FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues:					
Local Option Gas Tax	\$281,000	\$284,000	\$287,000	\$290,000	\$293,000
Transfer from General Fund Ad Valorem	459,000	459,000	459,000	459,000	459,000
Total Revenues	740,000	743,000	746,000	749,000	752,000
Expenditures:					
Paving	740,000	740,000	745,000	750,000	755,000
Total Expenditures	740,000	740,000	745,000	750,000	755,000
Revenues in Excess (Shortfall) of Expenditures	0	3,000	1,000	(1,000)	(3,000)
Operating Reserves-Beg	35,791	35,791	38,791	39,791	38,791
Operating Reserves-End	\$35,791	\$38,791	\$39,791	\$38,791	\$35,791

**Additional Five Cent Gas Tax Fund
FY 2018 Budgeted Expenditures**



1% Local Option Sales Tax

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

The City anticipates funding in the amount of \$16.4 million from January 1, 2015 through December 31, 2020 when the tax sunsets unless extended by the voters of the County. Projects incorporated in the six-year program for FY 2018 include:

- Harborwalk West – Gilchrist Restrooms Project
- Punta Gorda Pathways Enhancements
- Ponce de Leon Park and Restroom re-design, to include the Peace River Wildlife Center and ADA improvements
- City-wide ADA improvements
- Fleet and Public Safety Equipment
- Project Management

The following projects will continue during FY 2018:

- Corto Andra/Boca Grande Stormwater Project
- Gilchrist Park Playground
- Sidewalk Improvements
- Information Technology Equipment

DEBT MANAGEMENT

As of September 30, 2016 the City had \$18.1 million in notes. The City is not subject to state debt limits, nor is there a limit set by the City Charter. The City's financial policies address appropriate uses and levels of debt. Detail of all current city debt can be found in Section 11 of the budget document.

The projected FY 2017 and FY 2018 combined budgets anticipates financing in the amount of \$15.7 million for the Reverse Osmosis water treatment plant project. Debt service associated with the above financing will be repaid with water user and impact fees. See Utilities fund for more details.

UNRESOLVED ISSUES

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

Additional Harbor Access in Punta Gorda Isles (Bird Section Cut Through) – In April and May 2016, City Council approved contracts with Hans Wilson & Associates (engineering, design and permitting) and Nabors Giblin (assessment methodology for benefitted properties). The permitting process is well underway, and the City has already received a permit from the Florida Department of Environmental Protection. The Army Corps of Engineers is now in the review process. Still to be finalized are adoption of the methodology to be used to assess benefitted properties (reviewed by City Council in May 2017), agreement with the property owner where the desired route is located, and final project costs.

Ponce de Leon Park – City Council approved the selection of Herston Engineers in May 2016 to complete a redesign plan for the park at no charge to the City. The City is currently reviewing 60% design plans, with construction anticipated to begin April 2018 in conjunction with the Peace River Wildlife Center relocation into the park environs.

Annexation – A voluntary annexation agreement with Walmart/Murphy Oil has been approved, and land use/zoning amendments are in process. In 2016, the ratio of residential to commercial/industrial property valuation was 86% to 10%. The City's strategic goal is to attain a 75% to 25% ratio. Both of the mentioned commercial proprietors will assist the City's effort in this avenue.

Fishermen's Village Land Sale - City Council approved sale of City-owned land in Fishermen's Village to the current lease holders in an amount of \$3.5 million in return for an investment totaling approximately \$30 million. Completion of Phase 1 improvements (restrooms and harborwalk) are underway. Phase 2 improvements (mixed-use building, parking, swimming pool and recreation) are pending successful resolution of a lawsuit from heirs of the Trabue family pertaining to the purchase.

Advanced Metering Infrastructure – The current delivery model outsources meter reading to a private firm using hand held devices to read each meter. The City is in procurement process of transitioning to a more automated system in order to enhance efficiencies and more accurate reads and have the ability to inform the customer of leak-related issues in a timely manner. A staff selection committee is currently evaluating three firms and will present a final recommendation to City Council by fiscal year end, in order to initiate the implementation phase during FY 2018.

RO Plant Construction – The groundwater permit and RO plant design are both under review by the Southwest Florida Water Management District (SWFWMD). Once approved, the City’s construction management firm can bid the plant construction and be underway during FY 2018.

I believe this proposed operating budget is a reflection of the City Council’s priorities and established policies. As always, the development of the budget takes a concerted effort from all departments. I would like to commend the efforts of all employees for their prompt and thoughtful response to the budget process. I would also like to thank the Finance Department, in particular, for their united effort in assisting me in the development of this document.

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

Finally, I would like to thank the City Council for giving me this opportunity to propose the City of Punta Gorda budget for fiscal year 2018.

Sincerely,

Howard Kunik
City Manager

PROCESS AND POLICIES

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

CITY OF PUNTA GORDA, FLORIDA FINANCIAL PLANNING PROCESS

Introduction

The City's budget process is guided by the City's Vision and Mission Statements (see planning chart on page 3.06). Towards this end the City establishes an annual budget calendar (see pages 3.07 to 3.11). The calendar provides a framework and timeline that identifies the key processes, documents and critical dates. The budget process is designed to assist in the development of a balanced budget that will allow the City to fulfill the annual strategic plan in furtherance of the overall City strategic priorities and goals. The following documents are the integral part of the City's Budget Process:

Long Range Plan

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

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

Strategic Plan

Under direction of the City Council and City Manager, a thorough review of the City's mission, values, vision and goals as well as the external and internal environment that offer opportunities or threats to the City being able to achieve its vision was undertaken in 2012. A new feature added at that time was a set of performance measures for each priority. The Plan delineates five strategic priorities and an action plan of measurable goals to be accomplished; including timelines, costs and funding sources, where appropriate. During this year's budget process the projects were updated, along with timelines, estimated costs and funding sources. Related action items were reviewed and updated. The FY 2018 Strategic Plan is adopted and included in the FY 2018 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

CITY OF PUNTA GORDA, FLORIDA FINANCIAL PLANNING PROCESS

major categories of personnel services, operations, and capital outlay. Each operating division provides a narrative of their mission & objectives, and initiatives & action items as they relate to the City's strategic plan; key performance measures; summary of cost of services; and staffing information.

Comprehensive Annual Financial Report (CAFR)

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

Budget Amendment Process

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

Budgetary Controls

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

Statutory Requirements

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

- On or before July first, the County Property Appraiser certifies taxable value (DR-420).
- Within 35 days the City Council establishes a tentative millage rate and sets a time and place for the first public hearing.
- No later than 55 days from July 1st the Property Appraiser mails out the Notice of Proposed Property Taxes (TRIM Notice.)
- Within 65 to 80 days, the City shall hold a public hearing on the proposed budget and the proposed millage rate.
- At least two days prior to the budget hearing, the proposed operating budget must be posted on the city's official website. The operating budget includes proposed expenditures and the means of financing them.
- The City must advertise for final hearing within 15 days of adopting a tentative millage and budget. Specific format requirements must be adhered to.

CITY OF PUNTA GORDA, FLORIDA FINANCIAL PLANNING PROCESS

- 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 2016 totaled \$672,610.

Budget Preparation Calendar

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

Budget Forms and Procedures

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

Departmental Submittals

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

Finance Review and Analysis

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

Finance interacts with the departments to review budgets and documentation submitted. Suggestions and recommendations for cost-effective changes are made and considered during this process. Finance advises the City Manager as to compliance by departments of the

CITY OF PUNTA GORDA, FLORIDA FINANCIAL PLANNING PROCESS

instructions/guidelines provided. Finance takes a leadership role in providing alternatives for balancing the operating budget.

Budget Alternative Hearings

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

City Manager Review and Submittal to City Council

Ultimately the operating budget is the City Manager's to recommend to the City Council. This document, in conjunction with the annual strategic plan, provided the financial plan that will allow the City to accomplish the strategic priorities set during the long range plan process. The City Manager conducts interviews with department directors and takes under advisement the recommendations of the Finance staff, the Human Resource manager and provides an in-depth budget message to the City Council, summarizing the financial status of each major fund, highlighting changes and important issues, and recommending a financial plan.

Citizen Participation

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

Adoption

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

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
- Depreciation expense and other non-cash expenses such as amortization of bond premiums are not included.

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

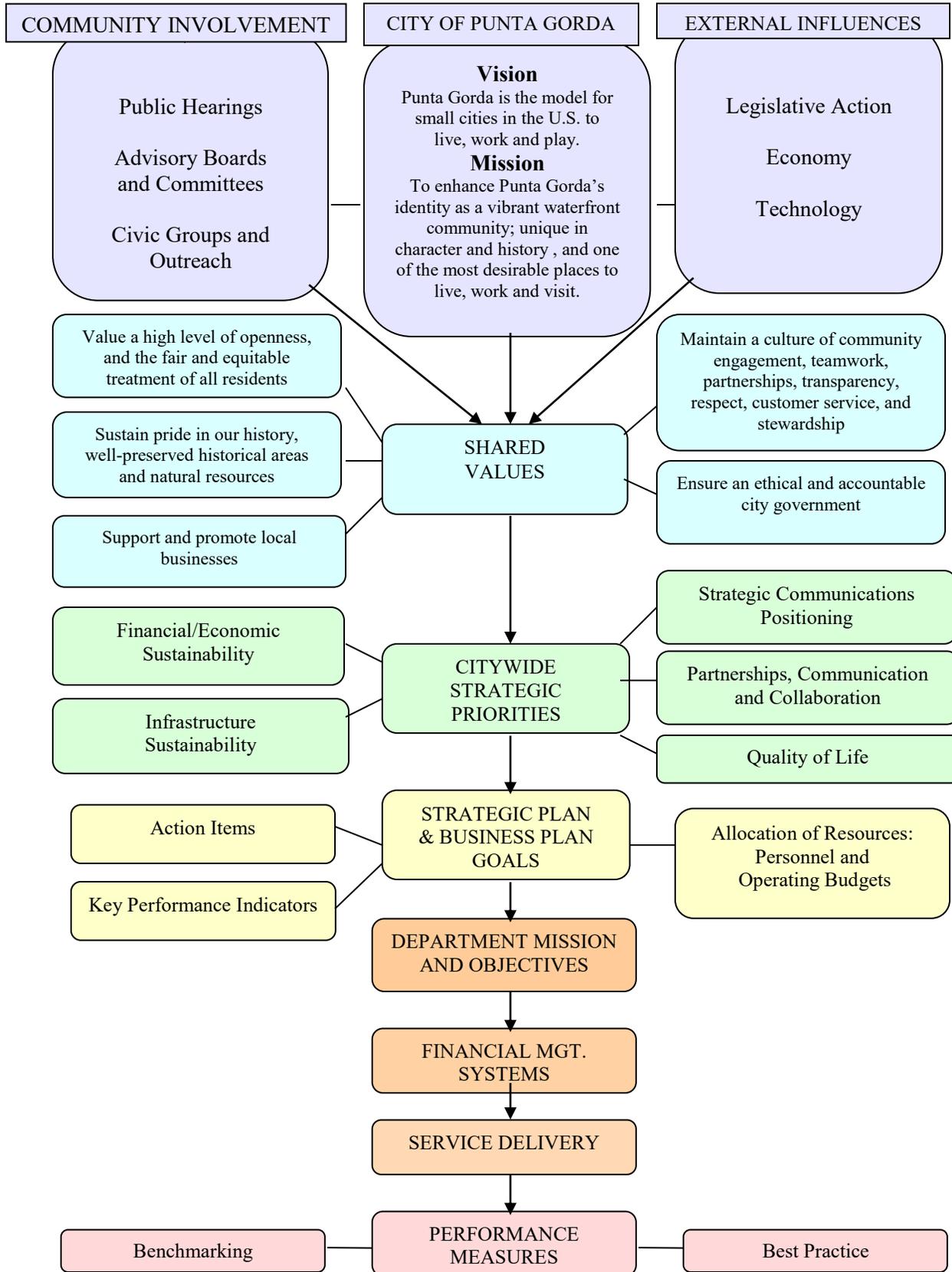
Basis of Accounting

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

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

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

How We Got Here:





City of Punta Gorda, FL
Financial Planning Calendar
For Fiscal Year 2018

2016

October

Review FY 2016 Revenues and Expenditures for rollover authorization to FY 2017

November

Final Adjustments / Payments and Close out of FY 2016

2017

January

4

City Council Reappropriation of FY 2016 incomplete projects for carryover authorization into FY 2017

13

Notice of Long Range Plan for FY 2017-2021 presentation at City Council meeting on January 18 and City website www.pgorda.us viewing availability in City Weekly Highlights Report

18

Presentation and City Council discussion of FY 2017-2021 Long Range Financial Plan

20

Notice of City website www.pgorda.us viewing availability of FY 2017 Strategic Plan Progress report in City Weekly Highlights Report

February

6

Department budget instructions and worksheets distributed for requesting FY 2018 Operating Budget and 5 year replacement plan for capital outlay (due by Mar 6) and Five-Year Capital Improvement Program – FY 2018-2022 (due by Apr 10)

14

Burnt Store Isles Canal Advisory Committee – Presentation of Long Range Financial Plan

21

Punta Gorda Isles Canal Advisory Committee – Presentation of Long Range Financial Plan

27

Utilities Advisory Board – Presentation of Long Range Financial Plan

March

6 6:30 PM Community Budget Conversation – Lashley Marina Community Room

- 6** Departments submit FY 2018 Operating Budget including detail in comments, Budget Narratives, Service Costs, Performance Measures and 5 year Replacement Plan for Capital Outlay. Update key performance measures for “actual” FY 2016 and “projected actual” FY 2017.
- 6-31** Staff developing budget alternatives proposal for April 19th City Council discussion
- 10** Input regarding the development of the FY 2018 budget priorities from Community Budget Conversation, Coffee with the City, and received by email reported in City Weekly Highlights Report

April

- 10** FY 2018-2022 Capital Improvement Program (CIP) final sheets with backup due to Finance
- 14** Notice of City website www.pgorda.us viewing availability of April 19th City Council presentation of FY 2018 Budget Alternatives focusing on the General Fund, Sanitation Fund, and Employee Pay and Classification
- 19** Presentation and City Council status report for development of the FY 2018 Budget - General Fund (including FY 2018-2022 Capital Outlay Plan), Sanitation Fund and City-wide Alternatives
- 21** Pertinent information from FY 2018 Budget Alternatives summarized in City Weekly Highlights Report
- 28** Notice of City website www.pgorda.us viewing availability of May 3rd City Council presentation of FY 2018 Operating Budget Status update of Building Fund, Marina Fund, Gas Tax Funds and Paving Plan, and Community Development Block Grant Fund

May

- Departments review Budget Summary and update Service Costs
- 3** City Council presentation of FY 2018 Operating Budget Status update for Building Fund, Marina Fund, and Gas Tax Funds including FY 2018-2022 Paving Plan
- 3** City Council discussion of Community Development Block Grant Fund

May

- 3** City Council FY 2016 Comprehensive Annual Financial Report (CAFR) Presentation
- 11** CHNEP Policy committee review and approval of proposed FY 2018 operating budget
- 15** Punta Gorda Isles Canal Advisory Committee – FY 2018 operating budget and assessment presentation and discussion
- 22** Presentation and Utility Advisory Board discussion of FY 2018 – 2022 Utilities Capital Improvement Plan and FY 2018 operating budget
- 26** Notice of City website www.pgorda.us viewing availability of FY 2017 Strategic Plan Progress report in City Weekly Highlights Report

June

- 1** Property Appraiser provides preliminary taxable value
- 7** City Council presentation of FY 2018 Operating Budget Status update for Community Redevelopment Agency (CRA) Fund
- 7** City Council presentation of FY 2018 Operating Budget Status update for Utilities Operations and Capital Outlay Plan and Utilities Construction FY 2018-2022 Capital Improvement Plan
- 9** Overview of CRA and Utilities Funds discussions from June 7th City Council in City Weekly Highlights Report
- 13** Burnt Store Isles Canal Advisory Committee – FY 2018 operating budget and assessment presentation and discussion
- 21** Presentation and City Council discussion of FY 2018-2022 Capital Improvement Plan for General Construction and 1% Sales Tax Funds, and Capital Outlay Replacement Plans for IT, Sanitation, and Building Funds
- 21** City Council presentation of FY 2018 Operating Budget Status update for Canal Maintenance Funds including FY 2018-2022 Special Project Program
- 23** Summary of City Council FY 2018-2022 Capital Improvement Plan and FY 2018 Operating Budget Status Report for Canal Maintenance Funds in City Weekly Highlights Report and notification of July 12th Public Hearing to adopt tentative assessments for Canal Maintenance Districts

June

30 Overview and notice of City website www.pgorda.us viewing availability of the FY 2018 General Fund Budget Update to be discussed on July 5th

July

- 1** Property Appraiser certifies taxable value (DR-420)
- 5** City Council presentation of FY 2018 General Fund Budget status update
- 7** Overview of the FY 2018 of tentative millage rate and assessment rates to be discussed on July 12th City Council meeting in City Weekly Highlights Report
- 12** City Council Public Hearing regarding millage rate, setting budget hearing dates, and tentative proposed assessments for PGI and BSI Canal Maintenance Districts and Lot Mowing District.
- 13** DR-420 completed and submitted to Property Appraiser
- 21** Recap of General Fund budget, proposed millage rate, tentative proposed assessments for PGI and BSI Canal Maintenance Districts and Lot Mowing District and notification of first public hearing for September 6th at 5:01 pm in City Weekly Highlights Report
- 28** Request for input for the FY 2018 Strategic Plan in City Weekly Highlights Report

August

- 4** Overview and notice of City website www.pgorda.us viewing availability of the FY 2018 Budget Message
- 15** 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)
- 25** Notification in City Weekly Highlights Report that Charlotte County Property Appraiser mailed 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). First public hearing scheduled for September 6th at 5:01 pm in Council Chambers.

September

- 1** Notice of City website www.pgorda.us viewing availability of the proposed FY 2018 Strategic Plan in the City Weekly Highlights Report
- 1** Notice of City website www.pgorda.us viewing availability of the proposed FY 2018 Budget in the City Weekly Highlights Report and notice of first public hearing on September 6th
- 2** Notice in newspaper regarding Punta Gorda Isles and Burnt Store Isles canal maintenance assessments, Lot Mowing district assessments and CRA budget and related public hearings
- 6** City Council review of FY 2018 Strategic Plan
- 6 5:01PM** City Council first Public Hearing regarding millage rate and proposed FY 2018 City budget
Resolution adopting FY 2018 budget for Community Redevelopment Agency (CRA)
Resolution adopting a special assessment fee for Punta Gorda Isles Canal Maintenance District
Resolution adopting a special assessment fee for Burnt Store Isles Canal Maintenance District
Resolution adopting a special assessment fee for Lot Mowing District
- 15** Notice of 2nd and final public hearing on September 20th in City Weekly Highlights Report
- 16** Notice in newspaper of Public Hearings regarding final millage rate and FY 2018 Budget, and summary of FY 2018 Budget
- 20** City Council adoption of FY 2018 Strategic Plan
- 20 5:01PM** City Council second Public Hearing regarding millage rate and proposed FY 2018 budget
Resolution adopting a final millage rate
Ordinance adopting a final budget
- 22** Ordinances and Resolutions submitted to County and State
- 22** Notification of approved FY 2018 annual budget, millage rate, and strategic plan in City Weekly Highlights Report

October

- 20** Truth in Millage (TRIM) documentation to be provided to State within 30 days of final public hearing.

**FY 2018 FINANCIAL PLANNING PROCESS
INFORMATION PROVIDED AND INPUT OPPORTUNITIES FOR CITIZENS**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
CITIZEN INPUT (informal)									
LONG RANGE PLAN									
Weekly Highlights Report									
City Council Agenda Posting									
City Council Public Meeting									
Advisory Board(s) Public Meeting									
Website Document Available									
FINANCIAL POLICIES									
Weekly Highlights Report									
City Council Agenda Posting									
City Council Public Meeting									
Advisory Board(s) Public Meeting									
Website Document Available									
STRATEGIC PLAN									
Weekly Highlights Report									
City Council Agenda Posting									
City Council Public Meeting									
Website Document Available									
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 2018
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, amended February 20, 2013, March 19, 2014, January 21, 2015, January 20, 2016, January 18, 2017 and April 19, 2017.

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 2018
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 2018 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 2018
Financial Policies

- Policy: The City will maintain a budgetary control system, including an encumbrance system to ensure adherence to the budgeted appropriations.
- Status: The City uses an encumbrance system as required by the Code of Ordinances.
- Policy: Project length budgets are adopted for the Capital Improvement Projects. Appropriations for these projects will remain open and carry over to succeeding years until they are completed.
- Status: Capital improvements budgets for general construction, 1% local option sales tax, community redevelopment area, community development block grant, sanitation and utilities remain open until complete or canceled.
- Policy: Supplemental appropriations. If during the fiscal year the City Manager certifies that there are available for appropriation revenues in excess of those estimated in the budget, the City Council by resolution may make supplemental appropriations for the year up to the amount of such excess.
- Status: Grant awards were supplemental appropriations that were made during the FY 2017 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 2017 period. The City has not been required to implement emergency appropriations in the past 24 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 2017. There has not been such a need in the past 24 years.

City of Punta Gorda, Florida
Budget FY 2018
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 2018
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 and distributed to elected officials and available on the City's website for viewing by the community at large.

Asset Inventory:

- Policy: The City will inventory and assess the condition of all major capital assets. This information will be used to plan for the ongoing financial commitments required to maximize the public's benefit.
- Status: The asset inventory is conducted on an annual basis which coincides with the annual audit. Assets are purchased in compliance with the budget process, and records are maintained within the Finance Department. Asset write-offs are approved by the affected Department Director.
- Policy: The review of capital assets will assess the need for and condition of these assets. This review is an important component of an overall evaluation of community needs and priorities. This review will also focus on the impact of deferred maintenance, funding issues and legal or regulatory changes.
- Status: The inventory and review process assists the various departments as to age, condition, availability and quantity of their equipment. This review helps during the budget process.
- Policy: The City will annually prepare a 5 year capital outlay plan for replacement of existing capital outlay, based on an assessment of identified criteria including safety, efficiency and end of life.
- Status: Each Fund has a detailed 5 year capital outlay plan included in the budget document.

City of Punta Gorda, Florida
Budget FY 2018
Financial Policies

- Policy: The City shall encourage Charlotte County participation in the funding of the capital improvements that jointly serve both City and Charlotte County residents.
- Status: The City has and will continue to work with the County on any joint capital improvement needs. The most recent joint capital improvement projects were Public Safety communications center upgrade and 800 MHz radio frequency.
- Policy: The City will stay abreast of developments that may affect the major capital assets, such as regulatory changes, population movements or technological advances, and consider the impact of these issues in the goal setting process.
- Status: The above review takes place during the annual inventory audit and annual budget preparation.
- Policy: Capital projects will be budgeted in the General Construction Fund or the Utility Construction Fund as needed. 1% Local Option Sales Tax capital projects will be budgeted in the 1% Local Option Sales Tax Fund. CRA capital projects will be budgeted in the CRA budget. Canal Maintenance District capital projects will be budgeted within the District.
- Status: The annual budget reflects capital improvements projects within their respective fund groups as denoted above.
- Policy: Equipment that has a cost basis in excess of State of Florida statutory minimums will be assigned a fixed asset number and tagged to identify the equipment as property of the City.
- Status: The State statutory minimum is currently \$1,000. The City tags its fixed assets at this rate in compliance with the statutory minimum.
- Policy: City departments and divisions will be provided a list of equipment to perform an inventory check on an annual basis. Variances from the inventory list will be reported and the fixed asset inventory records will be updated.
- Status: The fixed asset inventory check is done at the end of each fiscal year, which is September 30. Variances are signed off by Department Directors.
- Policy: The Procurement Division shall have the power to sell or dispose of obsolete and surplus property by public auction, competitive sealed bidding, trade-in, or other appropriate methods in conformance with any applicable state law. No employee of the department having direct control of the commodities or handling the disposition of the commodities shall be entitled to purchase such commodities. No other City employee shall be allowed to purchase obsolete or surplus property except through a competitive bid process or public auction.
- Status: The City adheres to this policy for all disposed items.

City of Punta Gorda, Florida
Budget FY 2018
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 2018 revenue structure (all funds) is as follows:

Service Charges, Fines & Forfeitures	23%
Intergovernmental	12%
Ad Valorem Taxes	9%
Permits, Fees & Assessments	7%
Other Taxes	4%
Miscellaneous	4%
Carryover, Financing & Transfers	41%

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

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

Status: Monthly financial reports for major funds are prepared and distributed to elected officials and available on the City's website for public viewing. The reports include budget vs. actual revenues and expenditures and identification of trends that denote any projected revenue variances or extraordinary expenses.

City of Punta Gorda, Florida
Budget FY 2018
Financial Policies

- 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 2017 supplemental appropriations included use of Fund Balances.
- Policy: Grants should be actively pursued. All costs of grant requirements will be analyzed and presented with the proposal for City Council consideration. Revenues will be budgeted for current grants. The budget will be amended for new grants upon award.
- Status: Grants are pursued by all of the City's departments. The City has received and/or been awarded \$32.8 million including a State Revolving Fund Loan partial award of \$15.7 million (FY 2017) and \$4.5 million (FY 2018) in grant monies to fund such projects as the Reverse Osmosis Plant, park development, streetscape, boating-related facilities, and police equipment. The five year Capital Improvement Program identifies several pending capital grants. In addition to the above, the City is host for the Charlotte Harbor National Estuary Program (CHNEP). Their funding is all grants from Federal, State and Local Sources in the amount of \$1.1 million (FY 2017) and \$1.0 million (FY 2018).
- 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.

City of Punta Gorda, Florida
Budget FY 2018
Financial Policies

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

Status: Currently there are no outstanding bond issues.

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

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

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

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

City of Punta Gorda, Florida
Budget FY 2018
Financial Policies

Expenditure Policies:

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

Debt Management:

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

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

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

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

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

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

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

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

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

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

City of Punta Gorda, Florida
Budget FY 2018
Financial Policies

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

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

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

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

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

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

City of Punta Gorda, Florida
Budget FY 2018
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, 2018 unrestricted fund balance is projected to be \$3.0 million. This is 14% of budgeted general fund operating expenditures. It is the City Council's intention to continue increasing the minimum reserve as the improving economy allows.

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

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

City of Punta Gorda, Florida
Budget FY 2018
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 2018 Budgeted Expenditures	9/30/18 Budgeted Unrestricted Fund Balance	% of Unrestricted Fund Balance to Expenditures
General Fund	\$20,989,827	\$3,007,563	14%
PGI Canal Maint Fund	2,726,475	1,065,357	39%
BSI Canal Maint Fund	475,342	291,499	61%
Park Impact Fees Fund	80,000	93,439	117%
Transportation Impact Fees Fund	48,000	56,508	118%
CRA Fund	1,713,050	1,185,628	69%
Additional Five Cent Gas Tax Fund	740,000	35,791	5%
Six Cent Gas Tax Fund	836,035	356,905	43%
Charlotte Harbor National Estuary Prog	914,685	94,563	10%
Utilities OM&R Fund	21,319,683	3,580,791	17%
Water System Capacity Escrow Fund	858,000	1,196,867	139%
Sewer System Capacity Escrow Fund	910,573	684,386	75%
Sanitation Fund	3,887,752	865,105	22%
Building Code Fund	904,581	1,199,393	132%
Laishley Park Marina Fund	439,130	312,514	71%

Generally, the unrestricted fund balance is limited to use within its own fund and/or for specific types of expenditures. The collective reserve level is sufficient to cover for any temporary revenue shortfalls or unexpected expenses. Of the \$3.0 million General Fund unrestricted fund balance, \$0.7 million is assigned to reducing the FY 2018 projected shortfall.

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

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

City of Punta Gorda, Florida
Budget FY 2018
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 7.5% of total fund budgeted appropriations. Council intends to reach a 16.7% unassigned fund balance minimum. Each year, as the economy improvement allows, the City will increase the minimum by 0.5%.
- Status:** For the fiscal year ended September 30, 2017, the General Fund's unassigned balance is projected to be \$3,009,563. Projected for the fiscal year ended September 30, 2018, the City's operating funds, except the Utilities Funds, meets the established unassigned fund balance minimum. The General Fund unassigned balance is \$2,335,868, 11.1% 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, 2017, the City's Utilities O, M & R Fund unassigned balance is projected to be \$7,963,749.
- Policy:** For the Utilities Fund, for protection of infrastructure, a renewal and replacement reserve of \$1,500,000 will continue for unforeseen major line breaks and equipment failures.
- Status:** This reserve has been maintained.
- Policy:** The Utilities Fund, for protection of infrastructure, will cash fund a minimum of \$1,120,000 annually for recurring line and lift station renewal and replacements as identified in the five year capital improvement plan.
- Status:** The Utilities Fund has budgeted to cash fund \$1,120,000 the recurring line and lift station renewal and replacements for FY 2018 and will continue to in the future.
- Policy:** The City will provide a Capital Outlay Reserve (COR) for each of the major funds based on the 5 year capital outlay program needs, and will fund the average annualized 5 year need, in order to provide a stabilized funding plan for the General Fund and other funds as practical.
- Status:** The City Council has established a COR for the General Fund, Utilities Fund, and Sanitation Fund.

City of Punta Gorda, Florida
Budget FY 2018
Financial Policies

- Policy: The Canal Maintenance Districts will fund replacement of seawalls to allow for adequate linear footage replacement based on existing analysis.
- Status: Burnt Store Isles Canal Maintenance District has established a Seawall Replacement Reserve. The funding is set at \$45,000 annually and will be reevaluated as costs per linear foot increase. Use of reserve includes study of alternative seawall panel technologies and installation methods and lock removal and widening of canal. Punta Gorda Isles Canal Maintenance District has established a Seawall Replacement Reserve for study of alternative seawall panel technologies and installation methods and dredging channel to spoil site. Seawall expenditures estimate 3% increase in the 5 year proforma.
- Policy: The City will not permit a deteriorating financial condition as described by the Florida Auditor General and Florida Statutes section 218.503 that would result in an audit management letter finding.
- Status: Florida Statutes identify a number of items that can trigger the State described indicator of deteriorating financial conditions. The City is in compliance with all of those indicators thereby avoiding a finding of deteriorating financial condition.
- Policy: The City will monitor financial indicator trends. We will follow the Florida Auditor General Financial Condition Assessment Procedures.
- Status: The City monitors financial indicators, as recommended by the Auditor General, as part of its annual budget process. These trends are discussed as well with the City's external auditor each year during the audit process.
- Policy: Annually the City will appropriate a contingency line item in funds where deemed necessary to provide for unanticipated expenditures of a nonrecurring nature or to meet small increases in service delivery costs.
- Status: Two of the City's larger funds, General and Utilities, have contingency accounts set aside for unanticipated emergencies or small increases in service delivery. The City does not foresee a need to supplement fund balances with a budgeted contingency in its smaller funds.
- Policy: All projected beginning and ending fund balances will be presented in the annual budget.
- Status: The annual budget includes all fund balance projections within each fund.

City of Punta Gorda, Florida
Budget FY 2018
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 in April of each year and updated, as requested, during the period May 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 2018
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. These reports are provided to elected officials and available for viewing by the community at large.
- Policy: Enterprise fund operations shall be self supporting and shall pay administrative charges to the General Fund for administrative support.
- Status: Enterprise funds are Proprietary Funds as defined and, as such, are self supported by user fee charges. Each enterprise fund pays an administrative charge to the General Fund for support provided based on an annual review of such administrative expenses. In the FY 2018 budget, the following administrative charges are included within the enterprise funds: Utilities \$2,329,640, Sanitation \$373,287, Building \$89,495, Laisley Marina \$33,837.
- Policy: The City will prepare a five year Capital Improvement Program (CIP) as part of the annual budget process. Coordination of the CIP budget with the operating budget will ensure that all funding considerations are made. The CIP details major infrastructure type improvements and construction projects. Capital items of an operating nature such as automobiles or personal computers are budgeted in each operating department budget.
- Status: The City prepares a five year CIP on an annual basis. Project detail includes a description of planned improvements, estimated cost, financing sources, project status, impact on operating budget and project area map, if applicable.
- Policy: The City will adopt the first year of a multi-year plan for capital improvements, update it annually and make every attempt to complete all capital improvements in accordance with the plan.
- Status: The City adheres to the policy with the understanding that planned capital projects may be delayed due to delays in permitting, environmental conditions, bidding and/or re-prioritization by elected officials.

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

GOVERNMENTAL FUNDS

GENERAL FUND

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

SPECIAL REVENUE FUNDS

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

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

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

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

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

#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 Charlotte Harbor National Estuary Program (CHNEP): A grant funded program used to protect Charlotte Harbor and its environs.

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

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

DEBT SERVICE FUND

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

CAPITAL PROJECTS FUND

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

PERMANENT FUND

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

FIDUCIARY FUNDS

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

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

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

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

PROPRIETARY FUNDS

ENTERPRISE FUNDS

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

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

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

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

ENTERPRISE FUNDS (continued)

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

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

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

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

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

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

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

INTERNAL SERVICE FUNDS

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

CITY OF PUNTA GORDA, FLORIDA GENERAL BUDGETING COMMENTS

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

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

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

PERSONNEL SERVICES

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

Salaries:

The computer system has allowed more precise salary budgeting based on City employees' current pay rates. A 3% merit increase was budgeted in FY 2018.

Retirement Contribution:

The City's contribution is budgeted at an actuarially determined amount. For FY 2018, the General Pension plan was budgeted at the FY 2017 contribution amount which was higher than the actuarially determined amount.

Life and Health Insurance:

These expenses are budgeted according to current employee participation with a 3% increase in FY 2018 health insurance rates.

**CITY OF PUNTA GORDA, FLORIDA
GENERAL BUDGETING COMMENTS**

Worker's Compensation:

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

Unemployment:

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

OPERATING EXPENSES

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

Fire and General Liability:

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

Gasoline, Oil, Lubricants:

Fuel costs for the FY 2018 budget estimated \$3.00 per gallon for unleaded and \$3.50 per gallon for diesel.

Clothing and Uniforms:

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

Computer Maintenance and Overhead:

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

Departmental Materials and Supplies:

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

Communication Services:

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

**CITY OF PUNTA GORDA, FLORIDA
GENERAL BUDGETING COMMENTS**

CAPITAL OUTLAY

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

Automobiles (64-01):

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

Equipment (64-03):

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

Computer Equipment (64-20)

NON OPERATING EXPENSES

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

Transfers:

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

Contingency:

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

Fund Balance:

This account identifies 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

**CITY OF PUNTA GORDA, FLORIDA
CAPITAL ASSET COMMENTS**

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

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

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

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

**CITY OF PUNTA GORDA, FLORIDA
GLOSSARY OF TERMS**

Account Number	In accordance with the state chart of accounts, each class of expenditures and revenues is assigned a specific account number for use within the City's accounting system
Accrual Basis of Accounting	Method of accounting that recognizes transactions & events when they occur, regardless of the timing of when the related cash flows are received or paid.
Actuarial	A person or methodology that makes determinations of required contributions to achieve future funding levels that addresses risk and time.
Ad Valorem Taxes	A tax levied on assessed value of real and personal property within the City and not expressly exempted. This tax is also known as property tax.
Amortization	Debt - The paying off of debt in regular installments over a period of time. Intangible Assets – Annual allocation of the value of an intangible asset over a period of time.
Appropriation	The City Council's legal authorization for the City to make expenditures and incur obligations for specific purposes. The amount and time when the appropriation may be expended are usually limited.
Assessed Valuation	The County Property Appraiser's estimation of the Fair Market Value of real estate or other property. This valuation is used to determine taxes levied upon the property.
Balanced Budget	The City's definition of a balanced budget is current revenues, including financing proceeds, plus unrestricted fund balance exceeds or equals current year appropriations.
Bond	A written promise to pay a designated sum of money (called the principal), at a specific date in the future, together with periodic interest at a specified rate. These payments are identified as debt service. Bonds are generally used to obtain long-term financing for capital improvements.
Bond Rating	Evaluation by a rating company of a bond issuer's financial strength, or its ability to pay a bond's principal and interest in a timely fashion.
Budget	A plan of financial operation embodying an estimate of proposed expenditures for a given period (usually a single fiscal year) and the proposed means of financing. The budget, once adopted, is the legal authorization to expend city funds during the fiscal year. The budget may be amended during the fiscal year by the governing body and/or management, in accordance with procedures specified by law, charter, and/or administrative rules & regulations.
Budget Message	A general discussion of the proposed budget as presented in writing by the City Manager to the City Council.
Building Contractors Certificate of Competency	The annual certificate fee is seventy-five dollars per Code section 7-12.
Capital Improvement Plan (CIP)	A financial plan for construction of physical assets such as buildings, streets, sewers, etc. The plan extends over several future years indicating the beginning and ending date of each project, the amount to be expended in each year and the method of financing those expenditures.

**CITY OF PUNTA GORDA, FLORIDA
GLOSSARY OF TERMS**

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

**CITY OF PUNTA GORDA, FLORIDA
GLOSSARY OF TERMS**

Encumbrances	Commitments of funds for contracts and services to be performed. When encumbrances are recorded, available appropriations are correspondingly reduced.
Enterprise Funds	Funds established to account for operations, which are financed and operated in a manner similar to private enterprises. The intent is that the expense of providing goods or services to the general public on a continuing basis (including depreciation) to be financed or recovered primarily through user fees.
Estimated Revenues	Projections of funds to be received during the fiscal year.
Fines and Forfeits	Fines and forfeits are derived from penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations and for the neglect of official duty. These revenues include court fines, confiscated property, and parking violations.
Fiscal Year (FY)	The 12-month period to which the annual budget applies. The City's fiscal year begins October 1 and ends September 30.
Fixed Assets	Assets of a long-term character which are intended to continue to be held or used, such as land, building, improvements other than buildings, machinery and equipment.
Franchise Fees	Fees levied by the City in return for granting a privilege, which permits the continual use of public property such as city rights of ways.
Fund	A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources along with all related liabilities and residual equities or balances and related changes. These accounts are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.
Fund Balance	The resources available for appropriation in accordance with the prescribed basis of budgeting. Accordingly, only undesignated and/or unencumbered resources are considered fund balance for budget purposes.
General Fund	The fund used to account for all governmental functions not required to be separately recorded by laws or governmental policy. Most of the essential governmental services such as police, fire, public works, and general administration are provided by the General Fund.
Generally Accepted Accounting Principles (GAAP)	Uniform minimum standards and guidelines for financial accounting and reporting that govern the form and content of the basic financial statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define accounting practices. They include not only broad guidelines of general application, but also detailed practices and procedures. The primary authoritative statement on the application of GAAP to state and local governments are GASB (Governmental Accounting Standards Board) pronouncements. Every government should prepare and publish financial statements in conformity with GAAP.
Government Finance Officers Association (GFOA)	GFOA is the professional association of state/provincial and local finance officers in the United States and Canada, as has served the public finance profession since 1906. Approximately 18,000 GFOA members are dedicated to the sound management of government financial resources.

**CITY OF PUNTA GORDA, FLORIDA
GLOSSARY OF TERMS**

Governmental Accounting Standards Board (GASB)	An organization whose main purpose is to improve and create accounting reporting standards for generally accepted accounting principles (GAAP) for both state and local governments.
Governmental Funds	All funds except for enterprise, internal service, fiduciary, trust and agency funds. There are five different types of governmental funds: the General Fund, other general purpose funds, special revenue funds, debt service funds, and capital projects funds.
Grant	Financial assistance awards, not requiring repayment, from the county, state, or federal government to the City, usually for specific programs or activities and frequently with specific requirements.
Homestead Exemption	Pursuant to the Florida State Constitution, the first and second \$25,000 of assessed value of a home, which the owner occupies as principal residence, is exempt from the City's property tax.
Housing Authority Payment in Lieu of Taxes	The Punta Gorda Housing Authority remits annually an amount based on a percentage of rents received less utilities expenses.
Impact Fees (for Parks, Police Service, Fire Protection, Government Service and Transportation)	These fees are paid when a building is built or expanded. The fees are based on the projected impact to City services and infrastructure. The revenues are used for capital improvements made to the City. Currently, Police Service, Fire Protection, and Government Service Impact Fees are suspended.
Infrastructure	Public domain fixed assets including roads, bridges, curbs, sidewalks, drainage systems, lighting systems and other items that have value only to the City.
Interest Income	Revenue associated with the City cash management activities of investing fund balances.
Intergovernmental Revenue	Funds received from federal, state, and other local governmental sources in the form of grants, shared revenues, and payments in lieu of taxes (P.I.L.O.T fees).
Internal Service Funds	Funds established for the financing of goods or services provided by one department to other departments within the City on a cost-reimbursement basis.
Licenses and Permits	This category includes revenue derived from the issuance of local licenses and permits including professional and occupational licenses, building permits, and other miscellaneous permits.
Lot Mowing Program	The City has a lot mowing program for vacant lots. This service is bid annually and rate adjusted accordingly. This program benefits the residents since it controls the rat, snake and mosquito populations. The billings are placed on the non-ad valorem portion of the users' property tax bill.
Millage	The tax rate on real property, based on 1 mill equals \$1 per \$1,000 of assessed property value.

**CITY OF PUNTA GORDA, FLORIDA
GLOSSARY OF TERMS**

Modified accrual basis of accounting	Basis of accounting used in conjunction with the current financial resources measurement focus that modifies the accrual basis accounting in two important ways 1) revenues are not recognized until they are measurable and available, and 2) expenditures are recognized in the period in which governments in general normally liquidate the related liability rather than when that liability is first incurred (if earlier).
Non-Ad Valorem Assessment	A fee levied on certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit those properties. The value of the property is not considered when calculating a Non-Ad Valorem Assessment. Instead, the cost of the service or facility is allocated proportionately to the benefited properties in a defined area. It is sometimes referred to as a Special Assessment. Generally, this is collected by the Tax Collector's Office on the annual consolidated tax bill like Ad Valorem Taxes.
Objective	Something to be accomplished in specific, well defined and measurable terms and that is achievable within a specified time frame. A good statement of objectives should state a specific standard of performance for a given program: (1) An operational objective focuses on service delivery. (2) A managerial objective focuses on those aspects of management that help staff achieve operational objectives; i.e. staff training, work plan development, etc.
Operating Expenses	Expenditures for goods and services, which primarily benefit the current period and not defined as either personnel services or capital outlays.
Operating Lease	A lease that is paid out of current operating income rather than capitalized.
Ordinance	A formal legislative enactment by the City that carries the full faith and effect of the law within the boundaries of the City or Utility District unless it is in conflict with any higher form of law, such as state or federal.
Pay-As-You-Go	Capital expenditures included in the CIP which are funded on a cash basis by a contribution from an operating fund rather than through financing.
Performance Measures	Data collected to determine how effective and/or efficient a program is in achieving its objectives.
Personnel Services	Expenditures for salaries, wages, and related employee fringe benefits.
Planning and Zoning Fees	Charges for the filing and processing of various development permits such as rezoning, zoning variances and special exemptions. Fees are established by ordinance.
Projected Expense	The estimated expense through the end of the current fiscal year for a respective budget line item.
Property Tax	Another term for Ad Valorem Tax. See Ad Valorem Tax.
Reserves	A portion of the fund balance legally segregated for specific purposes.
Revenue	Additions to assets which do not increase any liability or represent the recovery of an expenditure; do not represent the cancellation of certain liabilities or decreases in assets; and do not represent contributions of fund capital in enterprise and internal service funds.

**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 \$2,677.
Special Assessment	Another name for Non-Ad Valorem Assessment.
Special Revenue Funds	To account for revenues derived from specific sources which are restricted by law or policy to finance specific activities.
Statute	A written law enacted by a duly organized and constituted legislative body.
Supplemental Requests	Budget requests by Departments for new positions, new equipment, and/or program expansions.
Taxable Valuation	The value used for computing the ad valorem taxes levied against property. The taxable value is the assessed value less any exemptions allowed by law. The most common exemption allowed is the homestead exemption, if the owner uses the property as the principal residence.
Taxes	Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits, such as special assessments. Neither does the term include charges for services rendered only to those paying such charges as for example, sewer service charges.
Transfers In/Out	Amounts transferred from one fund to another to assist in financing the services of the recipient fund. Transfers do not constitute revenues or expenditures of the governmental unit, but only of the individual funds. Thus, they are budgeted and accounted for separately from other revenues and expenditures.
TRIM Notice	“Truth in Millage” notice, a tentative tax notice sent to all property owners in August, to provide information reflecting tentatively adopted millage rates.
Truth in Millage	The Florida Truth in Millage Act (TRIM) serves to formalize the property tax levying process by requiring a specific method of tax rate calculation, form of notice, public hearing requirements and advertising specifications prior to the adoption of a budget tax rate. The intent of TRIM is to inform tax payers that their property taxes are changing (up or down), the cause (a change in the assessed value of their property and/or an increase in the proposed spending level) and how the proposed tax rate compares to the rate that would generate the same property tax dollars as the current year (the “rolled-back” rate).
User Fee	Charges for specific services assessed only to those using such services.
Water System Capacity Escrow Fund	Water System Impact Fees-The definitions and fee schedule are found in City code section 17-6. An ERU (Equivalent residential unit) fee for increase of the water system capacity is \$2,646.
Working Capital	Estimated resources available for appropriation after consideration of non-restricted current assets and current liabilities.

**CITY OF PUNTA GORDA, FLORIDA
ACRONYMS**

ADA	Americans with Disabilities Act
ALS	Advanced Life Support
BLS	Basic Life Support
BSI	Burnt Store Isles
CAD	Computer Aided Dispatch
CAFR	Comprehensive Annual Financial Report
CDBG	Community Development Block Grant
CERT	Community Emergency Response Team
CHEC	Charlotte Harbor Environmental Center
CHNEP	Charlotte Harbor National Estuary Program
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
DOR	Department of Revenue
DRC	Development Review Committee
EAR	Evaluation and Appraisal Report
EFT	Electronic Funds Transfer
EMS	Emergency Medical Services
EOL	End of Life
EPA	Environmental Protection Agency
ERU	Equivalent Residential Unit
FAPPO	Florida Association of Public Procurement Officials
FDEP	Florida Department of Environmental Protection
FDLE	Florida Department of Law Enforcement
FDOT	Florida Department of Transportation
FEMA	Federal Emergency Management Agency
FS	Florida Statute
FTE	Full Time Equivalent
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GIS	Geographic Information Systems
GREAT	Gang Resistance Education and Training
HCC	Herald Court Centre
HR	Human Resources

**CITY OF PUNTA GORDA, FLORIDA
ACRONYMS**

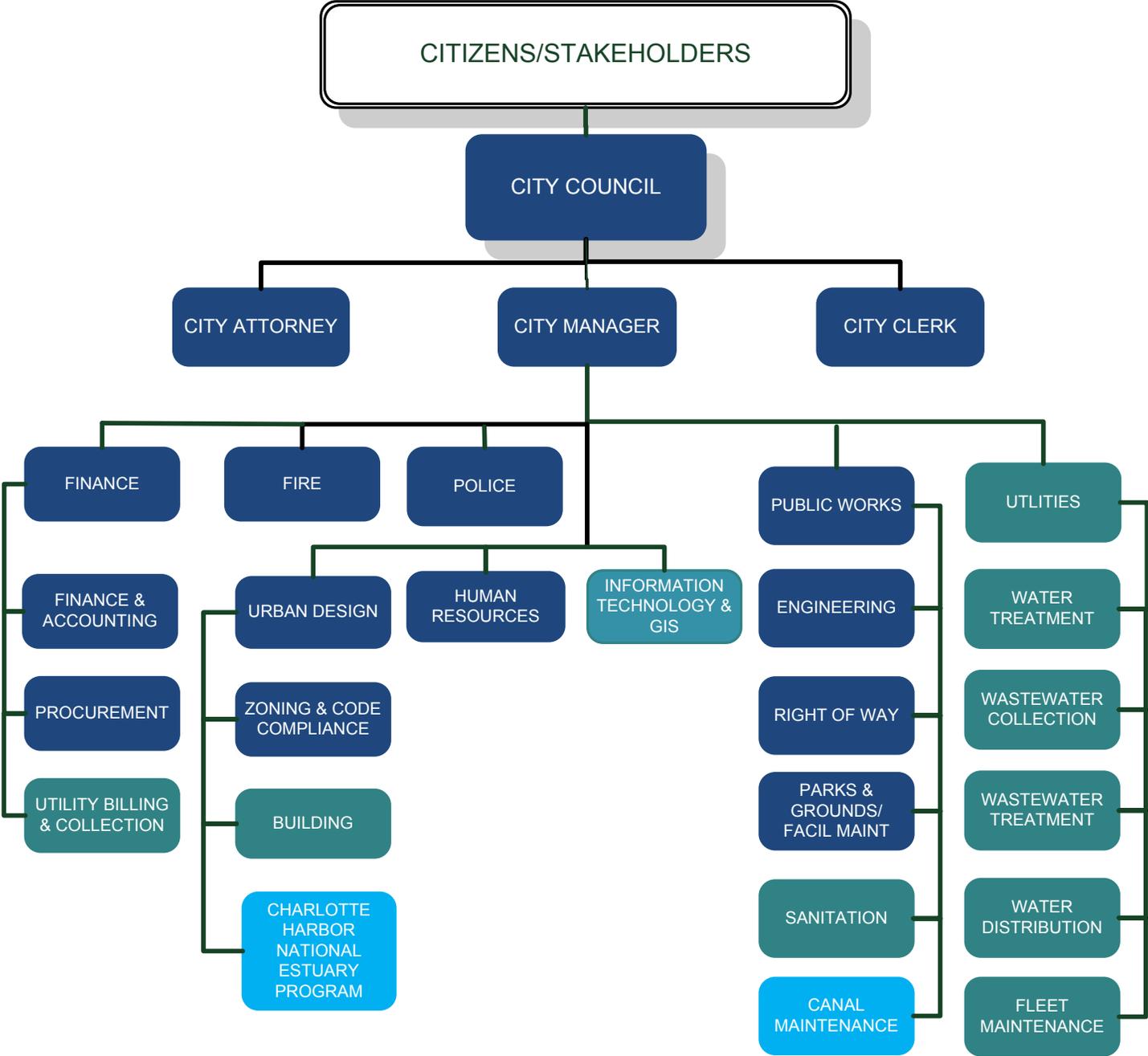
ISS	Infrastructure Sales Surtax
IT	Information Technology
JPA	Joint Participation Agreement
LAP	Local Agency Program
MAC	Marine Advisory Committee
MGD	Million Gallons per Day
MHz	Megahertz
MPO	Metropolitan Planning Organization
MURT	Multi Use Regional Trail
NFPA	National Fire Protection Association
NPDES	National Pollutant Discharge Elimination System
OM&R	Operation, Maintenance and Repair
PGHA	Punta Gorda Housing Authority
PGI	Punta Gorda Isles
PILOT	Payment in Lieu of Taxes
PRM	Public Risk Management
R&M	Repair and Maintenance
R&R	Renewal and Replacement
RO	Reverse Osmosis
ROW	Right-Of-Way
SAFE	Self Defense Familiarization and Exchange
SCADA	Supervisory Control and Data Acquisition
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
VIP	Volunteer in Policing
WCIND	West Coast Inland Navigation District
WTP	Water Treatment Plant
WWTP	Wastewater Treatment Plant

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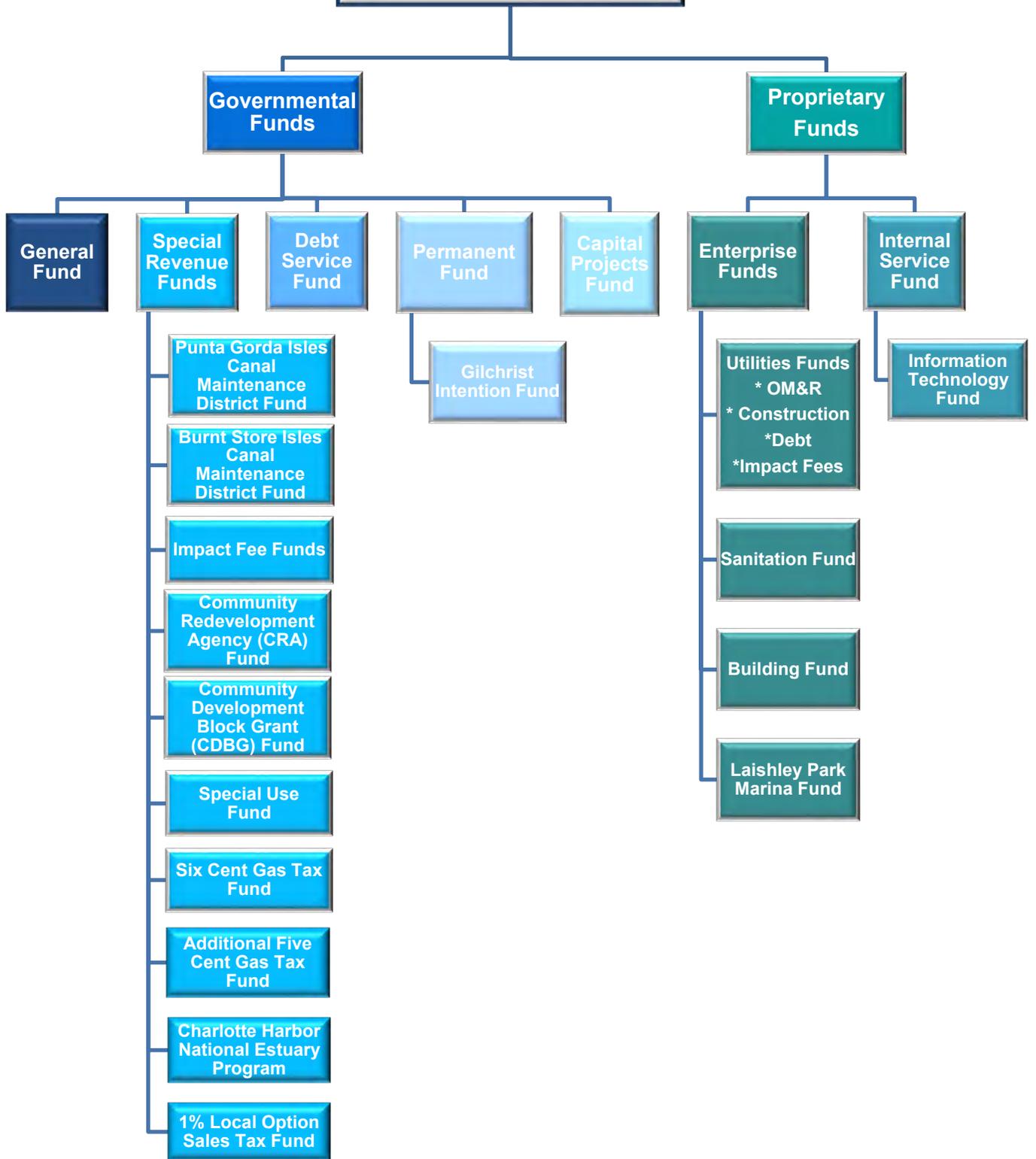
BUDGET OVERVIEW – ALL FUNDS

- Organization Structure
- Budgetary Fund Structure
- All Funds Summaries
 - Budget FY 2018
 - Projected FY 2017
 - Actual FY 2016
 - Actual FY 2015
- Position Summary

CITY OF PUNTA GORDA
 ORGANIZATION STRUCTURE
 BUDGET FY 2018



**City of Punta Gorda, FL
Budgetary Fund Structure**



CITY OF PUNTA GORDA, FL
REVENUE SUMMARY
BUDGET FY 2018

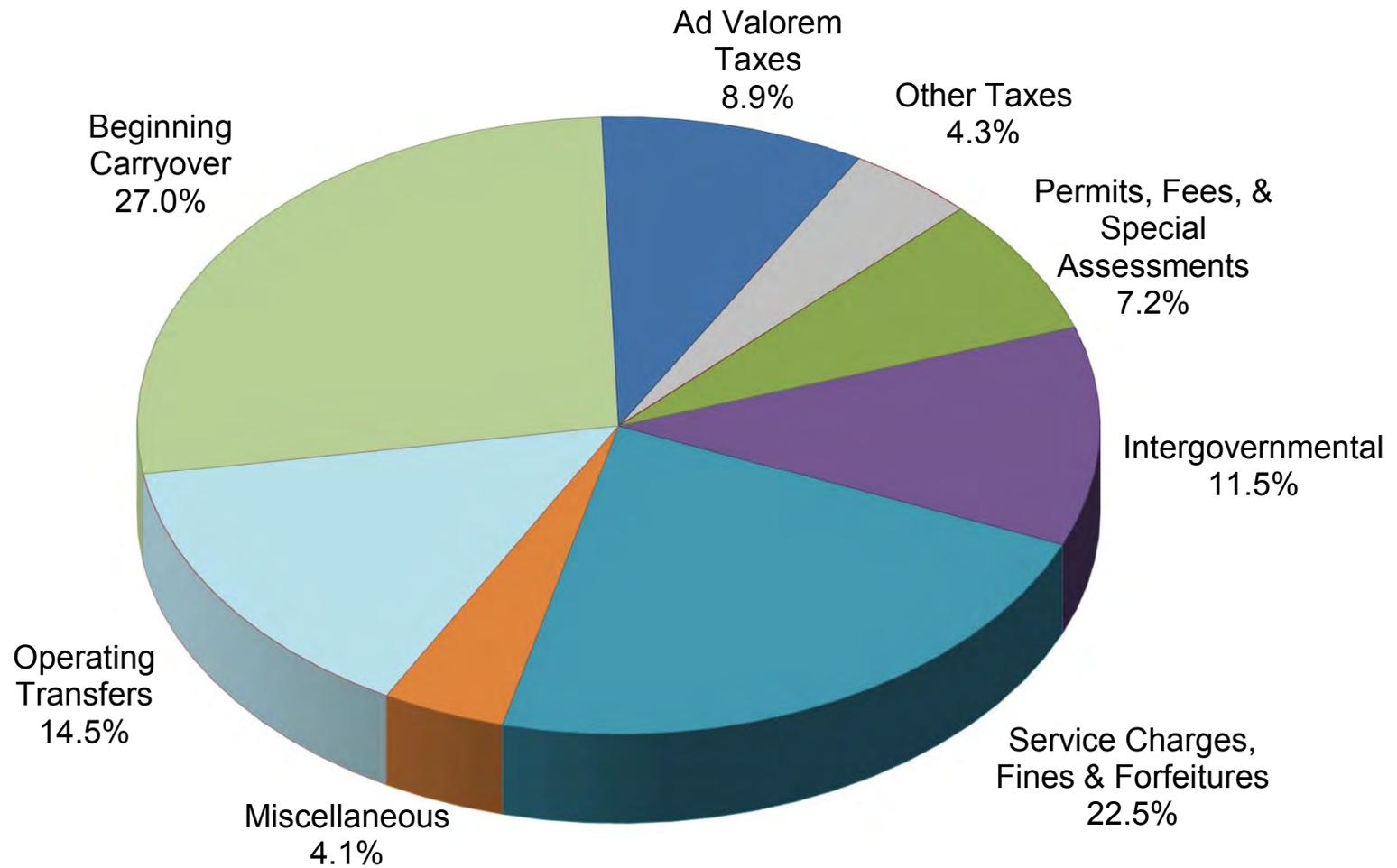
* General Fund Ad Valorem Tax \$8,847,000 3.1969 mills

Estimated Revenues	TAXES	PERMITS, FEES, & SPECIAL ASSESSMENTS	INTERGOV'T REVENUE	SERVICE CHARGES, FINES & FORFEITURES	MISC. REVENUES	OTHER FINANCING	ALL FUND SUBTOTAL **less Interfund	OPERATING TRANSFERS	BEGINNING CARRYOVER	SUBTOTAL Incl. Interfund	INTERFUND ELIMINATIONS	ENTITY-WIDE TOTAL
001 GENERAL FUND	\$12,239,450 *	\$1,383,790	\$2,195,520	\$455,620	\$3,494,657		\$19,769,037	\$309,335	\$4,025,018	\$24,103,390	(\$309,335)	\$23,794,055
103 P G I CANAL MTCE DISTRICT		2,861,750			10,400		2,872,150		919,682	3,791,832		3,791,832
104 B S I CANAL MTCE DISTRICT		572,750			2,500		575,250		191,591	766,841		766,841
105 IMPACT FEES PARKS		80,000					80,000		93,439	173,439		173,439
109 IMPACT FEES TRANSPORTATION		45,000					45,000		59,508	104,508		104,508
110 COMMUNITY REDEVELOP AGENCY			1,133,253		376,362		1,509,615	575,000	814,063	2,898,678	(575,000)	2,323,678
111 COMMUNITY DEV BLOCK GRANT							-			-		0
113 SPECIAL USE FUND							-		4,391,109	4,391,109		4,391,109
114 ADDITIONAL FIVE CENT GAS TAX	281,000						281,000	459,000	35,791	775,791	(459,000)	316,791
115 SIX CENT GAS TAX FUND	592,000			236,983	8,612		837,595		355,345	1,192,940		1,192,940
116 CHAR HBR NATL ESTUARY PRG			904,500		50,000		954,500		54,748	1,009,248		1,009,248
118 1% LOCAL OPTION SALES TAX			2,800,000				2,800,000		874,745	3,674,745		3,674,745
201 DEBT FUND							-	1,379,440		1,379,440	(1,379,440)	0
301 GENERAL CONSTRUCTION			550,000				550,000	1,593,000	21,683	2,164,683	(1,593,000)	571,683
402 UTILITIES O M & R FUND		1,300		16,631,110	96,315		16,728,725	208,000	7,963,749	24,900,474	(208,000)	24,692,474
411 UTILITIES CONSTRUCTION			3,900,000				3,900,000	8,710,000		12,610,000	(8,710,000)	3,900,000
414 UTILITIES R&R RESERVE FUND							-		1,500,000	1,500,000		1,500,000
415 WATER SYSTEM CAPACITY ESCROW		650,000			16,000		666,000		1,388,867	2,054,867		2,054,867
416 SEWER SYSTEM CAPACITY ESCROW		650,000			7,000		657,000		937,959	1,594,959		1,594,959
417 SPECIAL ASSESS DISTRICT 4					485		485		48,241	48,726		48,726
419 STATE REVOLVING LOAN FUND					7,975		7,975	1,192,173	381,870	1,582,018	(1,192,173)	389,845
430 SANITATION FUND		19,000		3,488,160	5,375		3,512,535		1,240,322	4,752,857		4,752,857
440 BUILDING CODE FUND		921,250		21,000	14,000		956,250		1,147,724	2,103,974		2,103,974
450 LAISHLEY PARK MARINA			11,000	429,500	24,150		464,650		286,994	751,644		751,644
502 INFORMATION TECHNOLOGY				1,202,734	1,500		**		150,085	1,354,319	(1,202,734)	151,585
610 GILCHRIST INTENTION FUND					50		50		5,171	5,221		5,221
TOTAL	<u>\$13,112,450</u>	<u>\$7,184,840</u>	<u>\$11,494,273</u>	<u>\$22,465,107</u>	<u>\$4,115,381</u>	<u>\$0</u>	<u>**\$57,167,817</u>	<u>\$14,425,948</u>	<u>\$26,887,704</u>	<u>\$99,685,703</u>	<u>(\$15,628,682)</u>	<u>\$84,057,021</u>

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

REVENUE BUDGET SUMMARY FY 2018

\$99,685,703



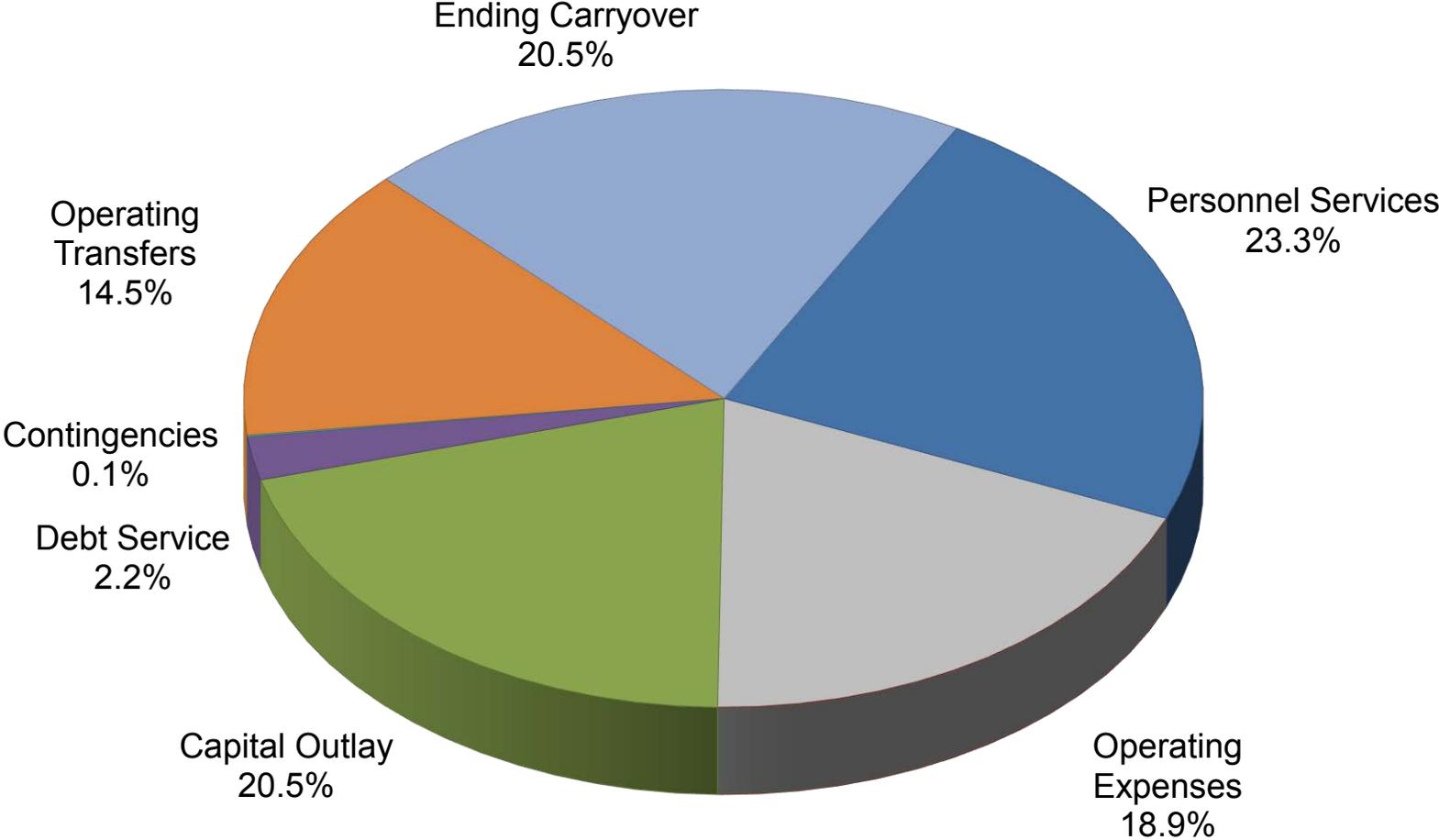
CITY OF PUNTA GORDA, FL
EXPENDITURE SUMMARY
BUDGET FY 2018

<u>Appropriations</u>	PERSONNEL SERVICES	OPERATING EXPENSES	CAPITAL OUTLAY	DEBT SERVICE	CONTINGENCY	ALL FUND SUBTOTAL *less Interfund	OPERATING TRANSFERS	ENDING CARRYOVER	SUBTOTAL Incl. Interfund	INTERFUND ELIMINATIONS	ENTITY-WIDE TOTAL
001 GENERAL FUND	\$13,681,151	\$4,249,176	\$820,500		\$15,000	\$18,765,827	\$2,224,000	\$3,113,563	\$24,103,390	(\$309,335)	\$23,794,055
103 P G I CANAL MTCE DISTRICT	633,150	2,090,825	2,500			2,726,475		1,065,357	3,791,832		3,791,832
104 B S I CANAL MTCE DISTRICT	35,837	352,805		86,700		475,342		291,499	766,841		766,841
105 IMPACT FEES PARKS						-	80,000	93,439	173,439		173,439
109 IMPACT FEES TRANSPORTATION						-	48,000	56,508	104,508		104,508
110 COMMUNITY REDEVELOP AGENCY		333,610				333,610	1,379,440	1,185,628	2,898,678	(575,000)	2,323,678
111 COMMUNITY DEV BLOCK GRANT						-			-		0
113 SPECIAL USE FUND						-	494,335	3,896,774	4,391,109		4,391,109
114 ADDITIONAL FIVE CENT GAS TAX		740,000				740,000		35,791	775,791	(459,000)	316,791
115 SIX CENT GAS TAX FUND		836,035				836,035		356,905	1,192,940		1,192,940
116 CHAR HBR NATL ESTUARY PRG	434,659	480,026				914,685		94,563	1,009,248		1,009,248
118 1% LOCAL OPTION SALES TAX			3,584,745			3,584,745	90,000		3,674,745		3,674,745
201 DEBT FUND				1,379,440		1,379,440			1,379,440	(1,379,440)	0
301 GENERAL CONSTRUCTION			2,143,000		21,683	2,164,683			2,164,683	(1,593,000)	571,683
402 UTILITIES O M & R FUND	5,833,628	6,494,455	600,000		50,000	12,978,083	8,341,600	3,580,791	24,900,474	(208,000)	24,692,474
411 UTILITIES CONSTRUCTION			12,610,000			12,610,000			12,610,000	(8,710,000)	3,900,000
414 UTILITIES R&R RESERVE FUND						-		1,500,000	1,500,000		1,500,000
415 WATER SYSTEM CAPACITY ESCROW						-	858,000	1,196,867	2,054,867		2,054,867
416 SEWER SYSTEM CAPACITY ESCROW						-	910,573	684,386	1,594,959		1,594,959
417 SPECIAL ASSESS DISTRICT 4						-		48,726	48,726		48,726
419 STATE REVOLVING LOAN FUND				776,353		776,353		805,665	1,582,018	(1,192,173)	389,845
430 SANITATION FUND	1,344,682	1,934,070	609,000			3,887,752		865,105	4,752,857		4,752,857
440 BUILDING CODE FUND	705,321	172,760	26,500			904,581		1,199,393	2,103,974		2,103,974
450 LAISHLEY PARK MARINA		433,130	6,000			439,130		312,514	751,644		751,644
502 INFORMATION TECHNOLOGY	536,750	702,655	75,000			*		39,914	1,354,319	(1,202,734)	151,585
610 GILCHRIST INTENTION FUND						-		5,221	5,221		5,221
TOTAL	<u>\$23,205,178</u>	<u>\$18,819,547</u>	<u>\$20,477,245</u>	<u>\$2,242,493</u>	<u>\$86,683</u>	<u>*\$63,516,741</u>	<u>\$14,425,948</u>	<u>\$20,428,609</u>	<u>\$99,685,703</u>	<u>(\$15,628,682)</u>	<u>\$84,057,021</u>

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EXPENDITURES BUDGET SUMMARY FY 2018

\$99,685,703



CITY OF PUNTA GORDA, FL
REVENUE SUMMARY
PROJECTED FY 2017

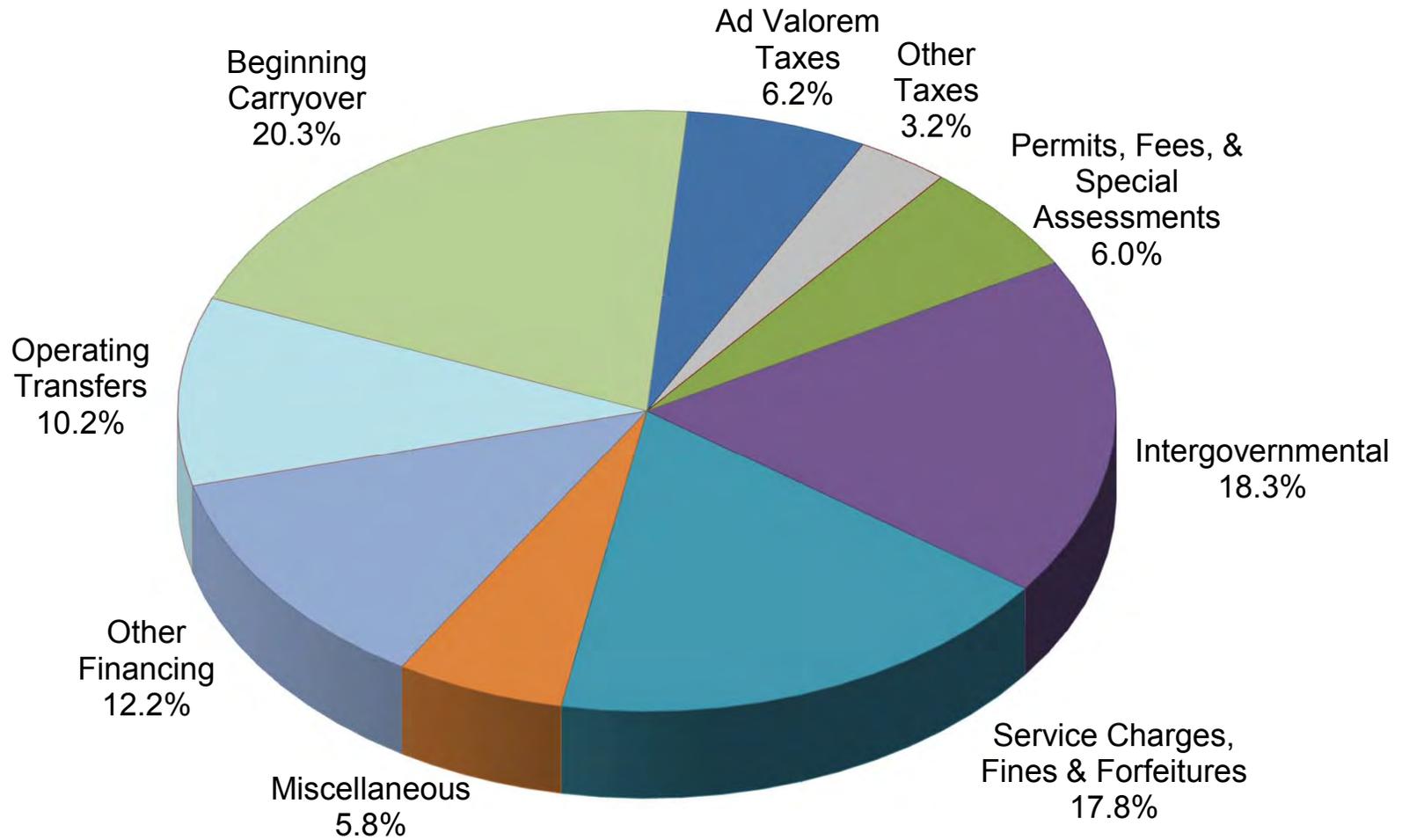
* General Fund Ad Valorem Tax \$8,228,000 3.1969 mills

Estimated Revenues	TAXES	PERMITS, FEES, & SPECIAL ASSESSMENTS	INTERGOV'T REVENUE	SERVICE CHARGES, FINES & FORFEITURES	MISC. REVENUES	OTHER FINANCING	ALL FUND SUBTOTAL **less Interfund	OPERATING TRANSFERS	BEGINNING CARRYOVER	SUBTOTAL Incl. Interfund	INTERFUND ELIMINATIONS	ENTITY-WIDE TOTAL
001 GENERAL FUND	\$11,574,256 *	\$1,355,320	\$2,208,200	\$476,275	\$6,943,140		\$22,557,191	\$233,735	\$4,306,287	\$27,097,213	(\$233,735)	\$26,863,478
103 P G I CANAL MTCE DISTRICT		2,861,750	80,000		17,300		2,959,050		1,084,439	4,043,489		4,043,489
104 B S I CANAL MTCE DISTRICT		588,215			2,825	397,000	988,040		168,867	1,156,907		1,156,907
105 IMPACT FEES PARKS		90,000					90,000		233,192	323,192		323,192
109 IMPACT FEES TRANSPORTATION		58,700					58,700		155,595	214,295		214,295
110 COMMUNITY REDEVELOP AGENCY			988,358		335,267		1,323,625	501,481	1,261,015	3,086,121	(501,481)	2,584,640
111 COMMUNITY DEV BLOCK GRANT			131,503				131,503			131,503		131,503
113 SPECIAL USE FUND							-	3,510,000	1,465,661	4,975,661	(3,510,000)	1,465,661
114 ADDITIONAL FIVE CENT GAS TAX	278,000				200		278,200	459,000	57,891	795,091	(459,000)	336,091
115 SIX CENT GAS TAX FUND	590,000			223,149	8,497		821,646		374,505	1,196,151		1,196,151
116 CHAR HBR NATL ESTUARY PRG			1,069,439		40,000		1,109,439		132,144	1,241,583		1,241,583
118 1% LOCAL OPTION SALES TAX			2,800,000		103,685		2,903,685		2,045,156	4,948,841		4,948,841
201 DEBT FUND							-	1,338,313	1	1,338,314	(1,338,313)	1
301 GENERAL CONSTRUCTION			2,036,113		10,000	62,894	2,109,007	1,300,463	481,521	3,890,991	(1,300,463)	2,590,528
402 UTILITIES O M & R FUND		1,550		17,875,155	121,500		17,998,205		7,642,386	25,640,591		25,640,591
411 UTILITIES CONSTRUCTION			14,845,096			15,650,000	30,495,096	5,733,600	224,999	36,453,695	(5,733,600)	30,720,095
414 UTILITIES R&R RESERVE FUND							-		1,500,000	1,500,000		1,500,000
415 WATER SYSTEM CAPACITY ESCROW		1,279,748			10,000		1,289,748		724,119	2,013,867		2,013,867
416 SEWER SYSTEM CAPACITY ESCROW		716,600			13,400		730,000		806,132	1,536,132		1,536,132
417 SPECIAL ASSESS DISTRICT 4					555		555		47,686	48,241		48,241
419 STATE REVOLVING LOAN FUND					4,310		4,310	360,573	377,561	742,444	(360,573)	381,871
430 SANITATION FUND		19,000		3,342,500	16,750		3,378,250		2,002,871	5,381,121		5,381,121
440 BUILDING CODE FUND		923,450		25,000	28,800		977,250		1,050,229	2,027,479		2,027,479
450 LAISHLEY PARK MARINA			14,622	412,000	26,350		452,972		287,102	740,074		740,074
502 INFORMATION TECHNOLOGY				1,187,125	1,500		**		322,845	1,511,470	(1,187,125)	324,345
610 GILCHRIST INTENTION FUND					58		58		5,113	5,171		5,171
TOTAL	<u>\$12,442,256</u>	<u>\$7,894,333</u>	<u>\$24,173,331</u>	<u>\$23,541,204</u>	<u>\$7,684,137</u>	<u>\$16,109,894</u>	<u>**\$90,656,530</u>	<u>\$13,437,165</u>	<u>\$26,757,317</u>	<u>\$132,039,637</u>	<u>(\$14,624,290)</u>	<u>\$117,415,347</u>

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REVENUE BUDGET SUMMARY PROJECTED FY 2017

\$132,039,637



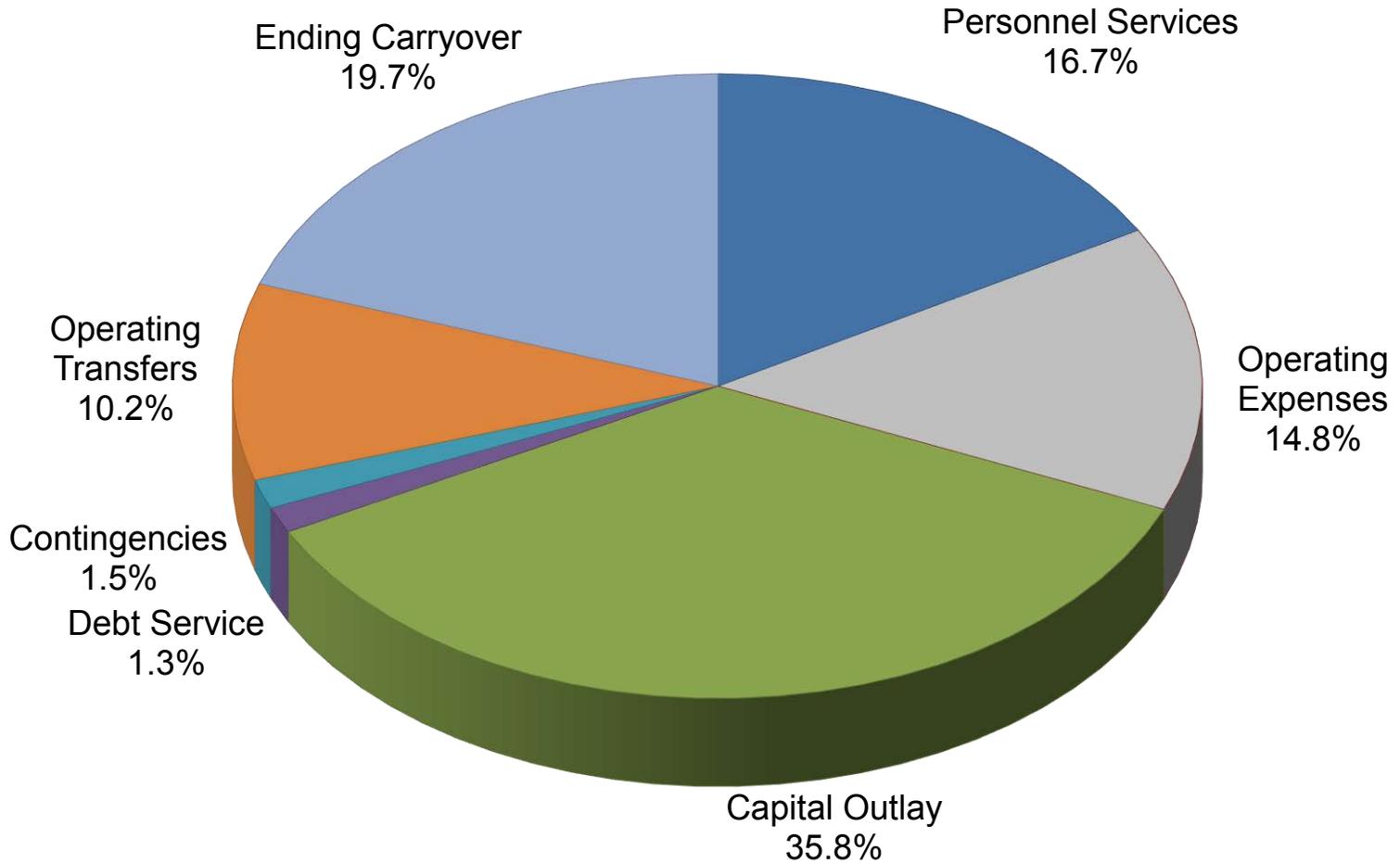
CITY OF PUNTA GORDA, FL
EXPENDITURE SUMMARY
PROJECTED FY 2017

<u>Appropriations</u>	PERSONNEL SERVICES	OPERATING EXPENSES	CAPITAL OUTLAY	DEBT SERVICE	CONTINGENCY	ALL FUND SUBTOTAL *less Interfund	OPERATING TRANSFERS	ENDING CARRYOVER	SUBTOTAL Incl. Interfund	INTERFUND ELIMINATIONS	ENTITY-WIDE TOTAL
001 GENERAL FUND	\$13,076,437	\$4,338,759	\$633,518		\$15,000	\$18,063,714	\$5,008,481	\$4,025,018	\$27,097,213	(\$233,735)	\$26,863,478
103 P G I CANAL MTCE DISTRICT	609,752	2,434,055	80,000			3,123,807		919,682	4,043,489		4,043,489
104 B S I CANAL MTCE DISTRICT	35,096	400,520	529,700			965,316		191,591	1,156,907		1,156,907
105 IMPACT FEES PARKS						-	229,753	93,439	323,192		323,192
109 IMPACT FEES TRANSPORTATION						-	154,787	59,508	214,295		214,295
110 COMMUNITY REDEVELOP AGENCY		603,455	330,290			933,745	1,338,313	814,063	3,086,121	(501,481)	2,584,640
111 COMMUNITY DEV BLOCK GRANT		126,503	5,000			131,503			131,503		131,503
113 SPECIAL USE FUND				62,894		62,894	521,658	4,391,109	4,975,661	(3,510,000)	1,465,661
114 ADDITIONAL FIVE CENT GAS TAX		759,300				759,300		35,791	795,091	(459,000)	336,091
115 SIX CENT GAS TAX FUND		840,806				840,806		355,345	1,196,151		1,196,151
116 CHAR HBR NATL ESTUARY PRG	451,231	735,604				1,186,835		54,748	1,241,583		1,241,583
118 1% LOCAL OPTION SALES TAX		6,705	3,977,391		874,745	4,858,841	90,000		4,948,841		4,948,841
201 DEBT FUND				1,338,314		1,338,314			1,338,314	(1,338,313)	1
301 GENERAL CONSTRUCTION			3,869,308		21,683	3,890,991			3,890,991	(1,300,463)	2,590,528
402 UTILITIES O M & R FUND	5,465,425	6,260,270	1,030,147		50,000	12,805,842	4,871,000	7,963,749	25,640,591		25,640,591
411 UTILITIES CONSTRUCTION			35,406,676		1,047,019	36,453,695			36,453,695	(5,733,600)	30,720,095
414 UTILITIES R&R RESERVE FUND						-		1,500,000	1,500,000		1,500,000
415 WATER SYSTEM CAPACITY ESCROW						-	625,000	1,388,867	2,013,867		2,013,867
416 SEWER SYSTEM CAPACITY ESCROW						-	598,173	937,959	1,536,132		1,536,132
417 SPECIAL ASSESS DISTRICT 4						-		48,241	48,241		48,241
419 STATE REVOLVING LOAN FUND				360,574		360,574		381,870	742,444	(360,573)	381,871
430 SANITATION FUND	1,267,939	1,773,305	1,099,555			4,140,799		1,240,322	5,381,121		5,381,121
440 BUILDING CODE FUND	682,972	171,783	25,000			879,755		1,147,724	2,027,479		2,027,479
450 LAISHLEY PARK MARINA		435,080	18,000			453,080		286,994	740,074		740,074
502 INFORMATION TECHNOLOGY	431,933	608,071	321,381			*		150,085	1,511,470	(1,187,125)	324,345
610 GILCHRIST INTENTION FUND						-		5,171	5,171		5,171
TOTAL	<u>\$22,020,785</u>	<u>\$19,494,216</u>	<u>\$47,325,966</u>	<u>\$1,761,782</u>	<u>\$2,008,447 *</u>	<u>\$91,249,811</u>	<u>\$13,437,165</u>	<u>\$25,991,276</u>	<u>\$132,039,637</u>	<u>(\$14,624,290)</u>	<u>\$117,415,347</u>

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EXPENDITURES BUDGET SUMMARY PROJECTED FY 2017

\$132,039,637



CITY OF PUNTA GORDA, FL
REVENUE SUMMARY
ACTUAL FY 2016

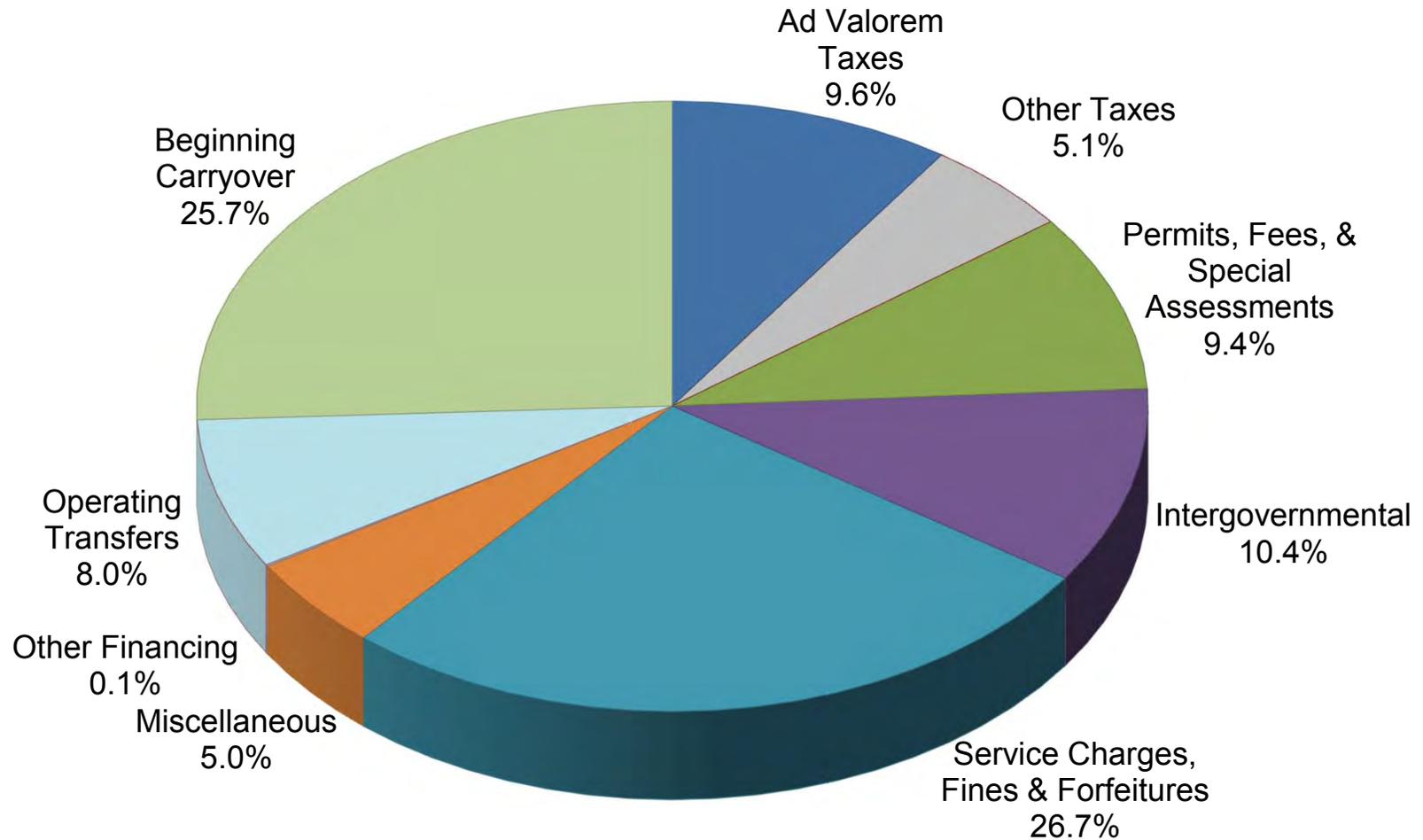
* General Fund Ad Valorem Tax \$7,762,213 3.1969 mills

Estimated Revenues	TAXES	PERMITS, FEES, & SPECIAL ASSESSMENTS	INTERGOV'T REVENUE	SERVICE CHARGES, FINES & FORFEITURES	MISC. REVENUES	OTHER FINANCING	ALL FUND SUBTOTAL **less Interfund	OPERATING TRANSFERS	BEGINNING CARRYOVER	SUBTOTAL Incl. Interfund	INTERFUND ELIMINATIONS	ENTITY-WIDE TOTAL
001 GENERAL FUND	\$11,008,205 *	\$1,426,201	\$2,122,576	\$494,054	\$3,314,103		\$18,365,139	\$101,508	\$3,629,418	\$22,096,065	(\$101,508)	\$21,994,557
103 P G I CANAL MTCE DISTRICT		2,877,109			20,094		2,897,203		773,475	3,670,678		3,670,678
104 B S I CANAL MTCE DISTRICT		476,633			1,583		478,216		59,497	537,713		537,713
105 IMPACT FEES PARKS		80,799			36		80,835		194,185	275,020		275,020
109 IMPACT FEES TRANSPORTATION		46,473			40		46,513		109,082	155,595		155,595
110 COMMUNITY REDEVELOP AGENCY			927,748		312,100		1,239,848	470,728	1,379,220	3,089,796	(470,728)	2,619,068
111 COMMUNITY DEV BLOCK GRANT			26,218				26,218			26,218		26,218
113 SPECIAL USE FUND			44,910				44,910		1,535,901	1,580,811		1,580,811
114 ADDITIONAL FIVE CENT GAS TAX	274,538				213		274,751	459,000	42,549	776,300	(459,000)	317,300
115 SIX CENT GAS TAX FUND	588,166			216,787	12,039		816,992		289,981	1,106,973		1,106,973
116 CHAR HBR NATL ESTUARY PRG			959,097		41,600		1,000,697		124,957	1,125,654		1,125,654
118 1% LOCAL OPTION SALES TAX			2,669,513		676		2,670,189	32,965	762,188	3,465,342	(32,965)	3,432,377
201 DEBT FUND							-	1,310,790	3	1,310,793	(1,310,790)	3
301 GENERAL CONSTRUCTION			150,054		98,883	74,008	322,945	217,970	766,912	1,307,827	(217,970)	1,089,857
402 UTILITIES O M & R FUND		2,900		16,117,392	131,107		16,251,399	1,066,924	4,523,219	21,841,542	(1,066,924)	20,774,618
411 UTILITIES CONSTRUCTION			1,547,051		437		1,547,488	2,455,000	21,229	4,023,717	(2,455,000)	1,568,717
414 UTILITIES R&R RESERVE FUND							-		1,500,000	1,500,000		1,500,000
415 WATER SYSTEM CAPACITY ESCROW		914,335			2,316		916,651		857,468	1,774,119		1,774,119
416 SEWER SYSTEM CAPACITY ESCROW		888,680			4,699		893,379		773,326	1,666,705		1,666,705
417 SPECIAL ASSESS DISTRICT 4					261		261		47,425	47,686		47,686
419 STATE REVOLVING LOAN FUND					2,091		2,091	360,573	375,470	738,134	(360,573)	377,561
430 SANITATION FUND		19,098		3,169,987	13,270		3,202,355		1,550,285	4,752,640		4,752,640
440 BUILDING CODE FUND		914,557		38,155	16,162		968,874		912,458	1,881,332		1,881,332
450 LAISHLEY PARK MARINA			9,964	401,755	30,764		442,483		192,776	635,259		635,259
502 INFORMATION TECHNOLOGY				1,190,616	3,954		**		409,815	1,604,385	(1,190,616)	413,769
610 GILCHRIST INTENTION FUND					27		27		5,086	5,113		5,113
TOTAL	<u>\$11,870,909</u>	<u>\$7,646,785</u>	<u>\$8,457,131</u>	<u>\$21,628,746</u>	<u>\$4,006,455</u>	<u>\$74,008</u>	<u>**\$52,489,464</u>	<u>\$6,475,458</u>	<u>\$20,835,925</u>	<u>\$80,995,417</u>	<u>(\$7,666,074)</u>	<u>\$73,329,343</u>

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REVENUE BUDGET SUMMARY ACTUAL FY 2016

\$80,995,417



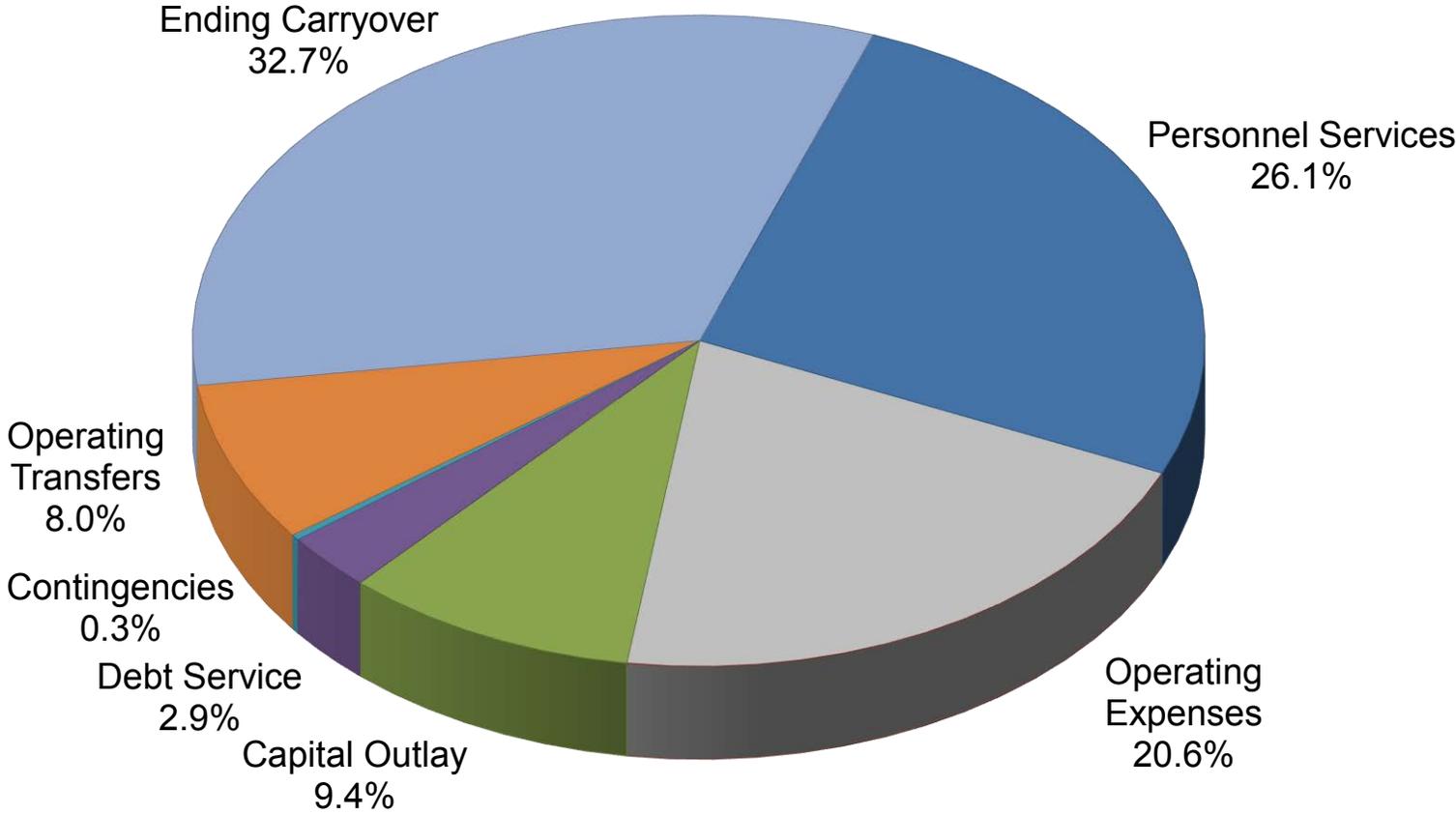
CITY OF PUNTA GORDA, FL
EXPENDITURE SUMMARY
ACTUAL FY 2016

<u>Appropriations</u>	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	\$12,586,729	\$3,543,417	\$559,904			\$16,690,050	\$1,099,728	\$4,306,287	\$22,096,065	(\$101,508)	\$21,994,557
103 P G I CANAL MTCE DISTRICT	576,289	1,961,809	48,141			2,586,239		1,084,439	3,670,678		3,670,678
104 B S I CANAL MTCE DISTRICT	30,468	333,628	4,750			368,846		168,867	537,713		537,713
105 IMPACT FEES PARKS						-	41,828	233,192	275,020		275,020
109 IMPACT FEES TRANSPORTATION						-		155,595	155,595		155,595
110 COMMUNITY REDEVELOP AGENCY		491,491	26,500			517,991	1,310,790	1,261,015	3,089,796	(470,728)	2,619,068
111 COMMUNITY DEV BLOCK GRANT		24,364	1,854			26,218			26,218		26,218
113 SPECIAL USE FUND				74,008		74,008	41,142	1,465,661	1,580,811		1,580,811
114 ADDITIONAL FIVE CENT GAS TAX		718,409				718,409		57,891	776,300	(459,000)	317,300
115 SIX CENT GAS TAX FUND		732,468				732,468		374,505	1,106,973		1,106,973
116 CHAR HBR NATL ESTUARY PRG	445,399	548,111				993,510		132,144	1,125,654		1,125,654
118 1% LOCAL OPTION SALES TAX		38,132	1,292,054			1,330,186	90,000	2,045,156	3,465,342	(32,965)	3,432,377
201 DEBT FUND				1,310,792		1,310,792		1	1,310,793	(1,310,790)	3
301 GENERAL CONSTRUCTION			826,306			826,306		481,521	1,307,827	(217,970)	1,089,857
402 UTILITIES O M & R FUND	5,262,437	5,689,716	707,540	582,955		12,242,648	1,956,508	7,642,386	21,841,542	(1,066,924)	20,774,618
411 UTILITIES CONSTRUCTION			3,798,718		224,999	4,023,717			4,023,717	(2,455,000)	1,568,717
414 UTILITIES R&R RESERVE FUND						-		1,500,000	1,500,000		1,500,000
415 WATER SYSTEM CAPACITY ESCROW						-	1,050,000	724,119	1,774,119		1,774,119
416 SEWER SYSTEM CAPACITY ESCROW						-	860,573	806,132	1,666,705		1,666,705
417 SPECIAL ASSESS DISTRICT 4						-		47,686	47,686		47,686
419 STATE REVOLVING LOAN FUND				360,573		360,573		377,561	738,134	(360,573)	377,561
430 SANITATION FUND	1,194,688	1,555,081				2,749,769		2,002,871	4,752,640		4,752,640
440 BUILDING CODE FUND	637,232	176,633	17,238			831,103		1,050,229	1,881,332		1,881,332
450 LAISHLEY PARK MARINA		346,470	1,687			348,157		287,102	635,259		635,259
502 INFORMATION TECHNOLOGY	414,542	549,166	309,867			*	7,965	322,845	1,604,385	(1,190,616)	413,769
610 GILCHRIST INTENTION FUND						-		5,113	5,113		5,113
TOTAL	<u>\$21,147,784</u>	<u>\$16,708,895</u>	<u>\$7,594,559</u>	<u>\$2,328,328</u>	<u>\$224,999</u>	<u>*\$46,730,990</u>	<u>\$6,458,534</u>	<u>\$26,532,318</u>	<u>\$80,995,417</u>	<u>(\$7,666,074)</u>	<u>\$73,329,343</u>

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EXPENDITURES BUDGET SUMMARY ACTUAL FY 2016

\$80,995,417



CITY OF PUNTA GORDA, FL
REVENUE SUMMARY
ACTUAL FY 2015

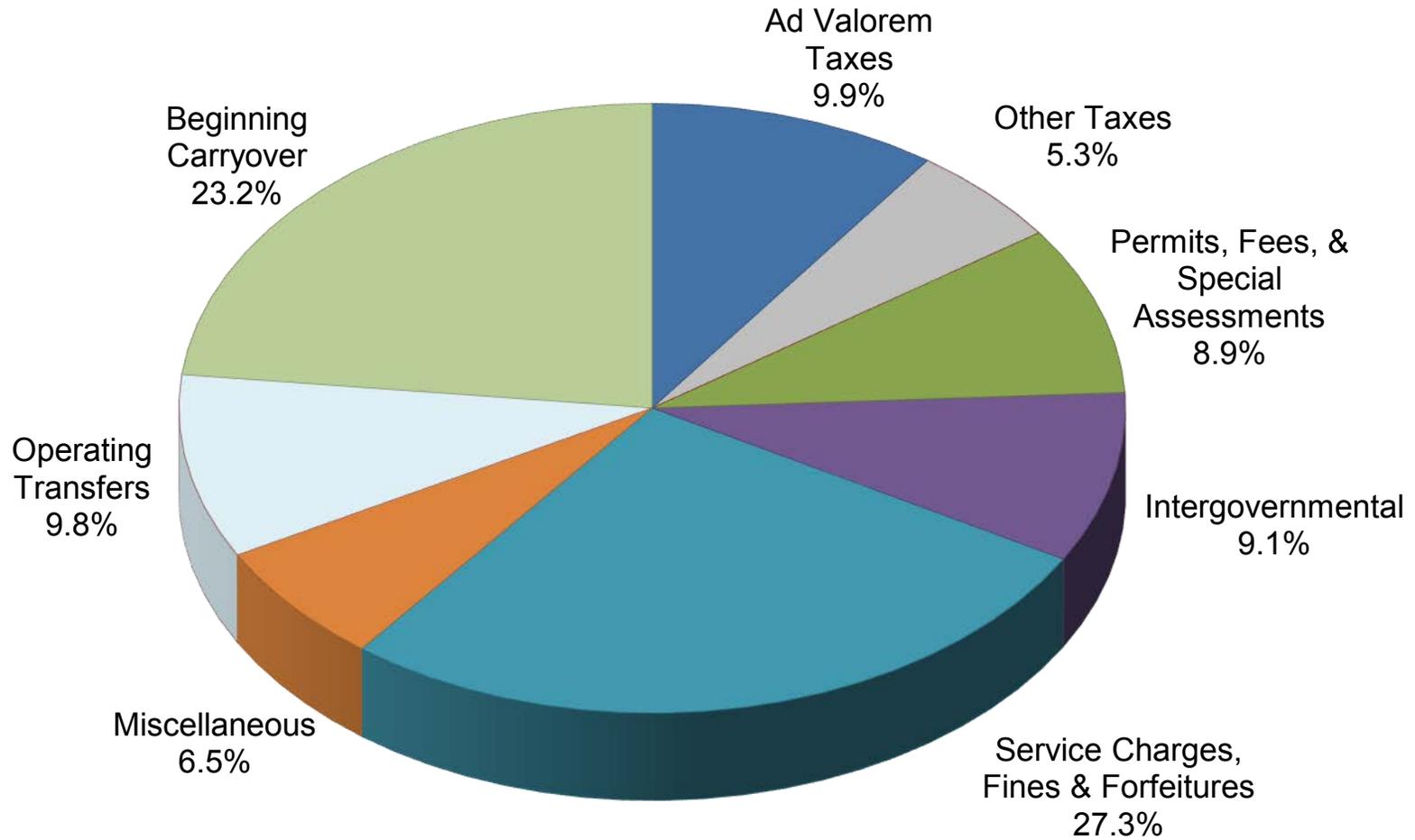
* General Fund Ad Valorem Tax \$7,443,942 3.1969 mills

<u>Estimated Revenues</u>	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	\$10,635,024 *	\$1,394,799	\$2,590,161	\$486,744	\$3,353,148		\$18,459,876	\$36,592	\$3,060,028	\$21,556,496	(\$36,592)	\$21,519,904
103 P G I CANAL MTCE DISTRICT		2,610,994	183,015		23,691		2,817,700		470,413	3,288,113		3,288,113
104 B S I CANAL MTCE DISTRICT		414,740			700		415,440		173,201	588,641		588,641
105 IMPACT FEES PARKS		87,807			290		88,097		151,358	239,455		239,455
109 IMPACT FEES TRANSPORTATION		46,852			2,545		49,397		124,585	173,982		173,982
110 COMMUNITY REDEVELOP AGENCY			884,092		251,720		1,135,812	448,578	1,460,068	3,044,458	(448,578)	2,595,880
111 COMMUNITY DEV BLOCK GRANT			150,064				150,064			150,064		150,064
113 SPECIAL USE FUND					877,325		877,325	117,992	550,584	1,545,901	(117,992)	1,427,909
114 ADDITIONAL FIVE CENT GAS TAX	266,710				853		267,563	609,000	571,417	1,447,980	(609,000)	838,980
115 SIX CENT GAS TAX FUND	573,028			190,367	6,108		769,503		225,620	995,123		995,123
116 CHAR HBR NATL ESTUARY PRG			986,385		132,808		1,119,193			1,119,193		1,119,193
118 1% LOCAL OPTION SALES TAX			1,816,349		895		1,817,244	34,604		1,851,848	(34,604)	1,817,244
201 DEBT FUND							-	1,282,054	1,275,302	2,557,356	(1,282,054)	1,275,302
301 GENERAL CONSTRUCTION			42,994		10,665		53,659	496,670	617,023	1,167,352	(496,670)	670,682
402 UTILITIES O M & R FUND		1,700		15,272,455	131,236		15,405,391	712,271	3,730,864	19,848,526	(712,271)	19,136,255
411 UTILITIES CONSTRUCTION			157,854		2,593		160,447	3,246,180		3,406,627	(3,246,180)	160,447
414 UTILITIES R&R RESERVE FUND							-		1,500,000 ¹	1,500,000		1,500,000
415 WATER SYSTEM CAPACITY ESCROW		654,416			1,154		655,570		501,898	1,157,468		1,157,468
416 SEWER SYSTEM CAPACITY ESCROW		591,576			2,451		594,027		539,872	1,133,899		1,133,899
417 SPECIAL ASSESS DISTRICT 4					92		92		47,333	47,425		47,425
419 STATE REVOLVING LOAN FUND					733		733	360,573	374,737	736,043	(360,573)	375,470
430 SANITATION FUND		19,811		3,007,195	27,224		3,054,230		997,022	4,051,252		4,051,252
440 BUILDING CODE FUND		911,873		26,809	10,759		949,441		682,742	1,632,183		1,632,183
450 LAISHLEY PARK MARINA			10,785	369,636	30,373		410,794		124,865	535,659		535,659
502 INFORMATION TECHNOLOGY				1,169,446	8,322		**		319,787	1,497,555	(1,169,446)	328,109
610 GILCHRIST INTENTION FUND					25		25		5,061	5,086		5,086
TOTAL	<u>\$11,474,762</u>	<u>\$6,734,568</u>	<u>\$6,821,699</u>	<u>\$20,522,652</u>	<u>\$4,875,710</u>	<u>\$0</u>	<u>**\$49,251,623</u>	<u>\$7,344,514</u>	<u>\$17,503,780</u>	<u>\$75,277,685</u>	<u>(\$8,513,960)</u>	<u>\$66,763,725</u>

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

REVENUE BUDGET SUMMARY ACTUAL FY 2015

\$75,277,685



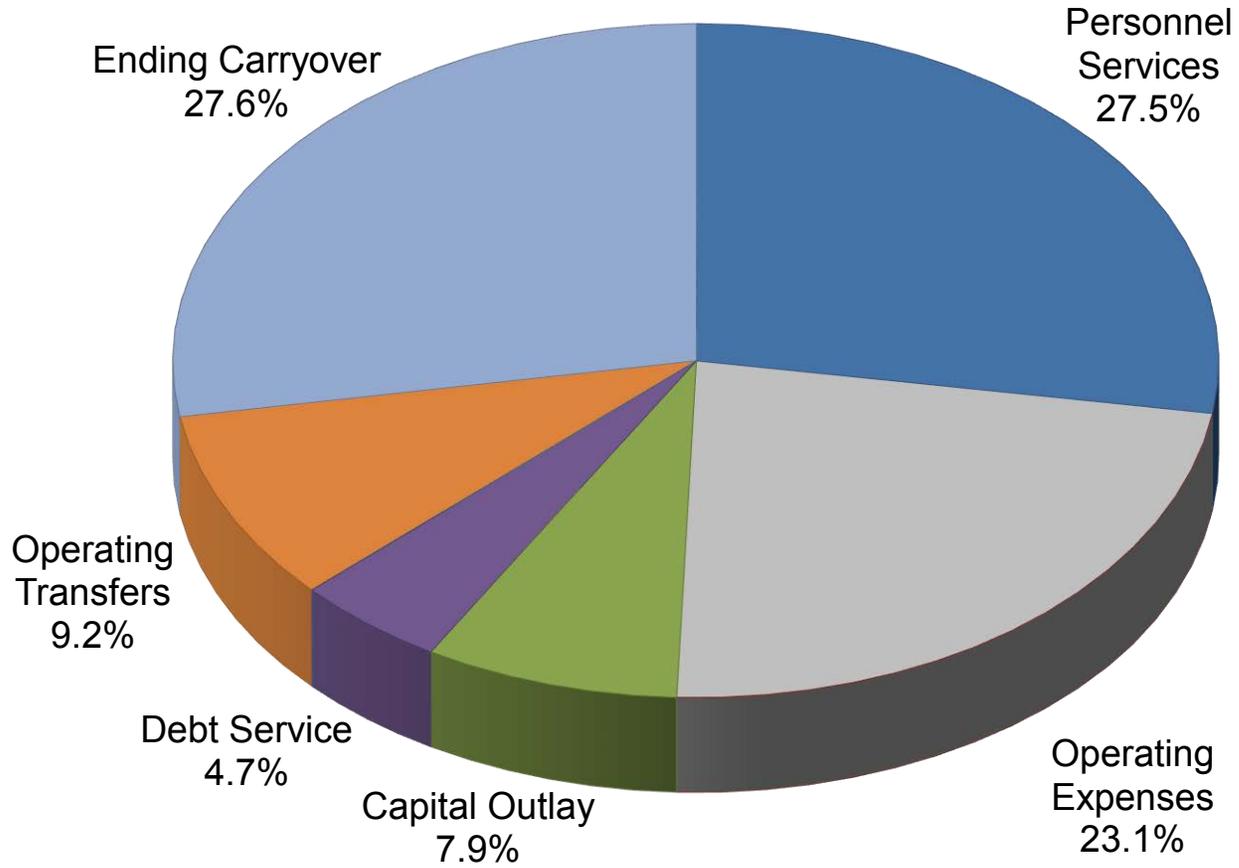
CITY OF PUNTA GORDA, FL
EXPENDITURE SUMMARY
ACTUAL FY 2015

<u>Appropriations</u>	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	\$12,575,587	\$3,547,826	\$241,595			\$16,365,008	\$1,562,070	\$3,629,418	\$21,556,496	(\$36,592)	\$21,519,904
103 P G I CANAL MTCE DISTRICT	535,658	1,926,325	52,655			2,514,638		773,475	3,288,113		3,288,113
104 B S I CANAL MTCE DISTRICT		529,144				529,144		59,497	588,641		588,641
105 IMPACT FEES PARKS						-	45,270	194,185	239,455		239,455
109 IMPACT FEES TRANSPORTATION						-	64,900	109,082	173,982		173,982
110 COMMUNITY REDEVELOP AGENCY		251,176	132,008			383,184	1,282,054	1,379,220	3,044,458	(448,578)	2,595,880
111 COMMUNITY DEV BLOCK GRANT		16,994	133,070			150,064			150,064		150,064
113 SPECIAL USE FUND						-	10,000	1,535,901	1,545,901	(117,992)	1,427,909
114 ADDITIONAL FIVE CENT GAS TAX		1,405,431				1,405,431		42,549	1,447,980	(609,000)	838,980
115 SIX CENT GAS TAX FUND		705,142				705,142		289,981	995,123		995,123
116 CHAR HBR NATL ESTUARY PRG	405,818	586,778	1,640			994,236		124,957	1,119,193		1,119,193
118 1% LOCAL OPTION SALES TAX		15,163	1,074,497			1,089,660		762,188	1,851,848	(34,604)	1,817,244
201 DEBT FUND				2,557,353		2,557,353		3	2,557,356	(1,282,054)	1,275,302
301 GENERAL CONSTRUCTION			400,440			400,440		766,912	1,167,352	(496,670)	670,682
402 UTILITIES O M & R FUND	5,180,304	5,928,708	360,683	582,840		12,052,535	3,272,772	4,523,219	19,848,526	(712,271)	19,136,255
411 UTILITIES CONSTRUCTION			3,385,398		21,229	3,406,627			3,406,627	(3,246,180)	160,447
414 UTILITIES R&R RESERVE FUND						-		1,500,000	1,500,000		1,500,000
415 WATER SYSTEM CAPACITY ESCROW						-	300,000	857,468	1,157,468		1,157,468
416 SEWER SYSTEM CAPACITY ESCROW						-	360,573	773,326	1,133,899		1,133,899
417 SPECIAL ASSESS DISTRICT 4						-		47,425	47,425		47,425
419 STATE REVOLVING LOAN FUND				360,573		360,573		375,470	736,043	(360,573)	375,470
430 SANITATION FUND	1,074,419	1,426,548				2,500,967		1,550,285	4,051,252		4,051,252
440 BUILDING CODE FUND	540,031	161,200	18,494			719,725		912,458	1,632,183		1,632,183
450 LAISHLEY PARK MARINA		340,783	2,100			342,883		192,776	535,659		535,659
502 INFORMATION TECHNOLOGY	385,909	551,976	115,251			*	34,604	409,815	1,497,555	(1,169,446)	328,109
610 GILCHRIST INTENTION FUND						-		5,086	5,086		5,086
TOTAL	<u>\$20,697,726</u>	<u>\$17,393,194</u>	<u>\$5,917,831</u>	<u>\$3,500,766</u>	<u>\$21,229 *</u>	<u>\$46,477,610</u>	<u>\$6,932,243</u>	<u>\$20,814,696</u>	<u>\$75,277,685</u>	<u>(\$8,513,960)</u>	<u>\$66,763,725</u>

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

EXPENDITURES BUDGET SUMMARY ACTUAL FY 2015

\$75,277,685



**CITY OF PUNTA GORDA, FL
POSITION SUMMARY
BUDGET FY 2018**

FUND NUMBER	FUND NAME Department/Division	Amended Authorized FY 2015	Amended Authorized FY 2016	Amended Authorized FY 2017	Changes ⁵	Proposed Authorized FY 2018
001 01-00	CITY COUNCIL ¹	5.00	5.00	5.00		5.00
	ADMINISTRATION					
001 02-00	City Manager	1.50	1.50	1.50	1.00	2.50
001 02-18	Human Resources	3.00	3.00	3.00		3.00
001 03-00	City Clerk	4.00	4.00	4.00		4.00
001 06-00	Legal	0.50	0.50	0.50		0.50
		9.00	9.00	9.00	1.00	10.00
	FINANCE					
001 04-00	Finance	8.00	8.00	8.00	0.50	8.50
001 04-05	Procurement	6.50	6.50	7.50		7.50
		14.50	14.50	15.50	0.50	16.00
	PUBLIC WORKS					
001 09-01	Public Works Admin	3.00	3.00	3.00		3.00
001 09-08	Engineering	4.00	4.00	4.00		4.00
001 15-15	Facilities Maintenance	3.00	3.00	3.00		3.00
001 09-16	Right of Way Maintenance	13.00	13.00	13.00		13.00
001 09-19	Parks & Grounds	10.00	10.00	10.00		10.00
		33.00	33.00	33.00	0.00	33.00
001 12-00	POLICE	49.00	49.00	50.00 ⁴		50.00
001 13-00	FIRE	28.00	28.00	29.00		29.00
	URBAN DESIGN					
001 15-00	Urban Design	5.00	5.00	5.00 ⁴		5.00
001 15-10	Zoning & Code Compliance	6.00	6.00	6.00 ⁴		6.00
		11.00	11.00	11.00	0.00	11.00
	GENERAL FUND	149.50	149.50	152.50	1.50	154.00
103 09-60	PGI CANAL MAINTENANCE	9.00	9.00	9.00		9.00
116 15-36	C.H. NATIONAL ESTUARY PR	4.00	4.00	4.00		4.00
402 16-20	Administration	5.00	5.00	5.00		5.00
402 16-21	Water Treatment	16.00	17.00 ³	17.00	1.00	18.00
402 16-22	Wastewater Collection	15.00	15.00	15.00		15.00
402 16-25	Wastewater Treatment	14.00 ²	15.00 ³	15.00	0.50	15.50
402 16-26	Water Distribution	18.00	16.50	16.50		16.50
402 16-50	Fleet/Equipment Maint	1.50	1.50	1.50		1.50
402 04-23	Billing & Collections	5.00	6.00 ³	6.00		6.00
	UTILITIES	74.50	76.00	76.00	1.50	77.50
430 09-30	SANITATION	19.00	19.00	19.00		19.00
440 15-14	BUILDING	6.56	8.00 ³	8.00		8.00
502 02-51	INFORMATION TECHNOLOGY	5.00	5.00	5.00	1.00	6.00
	TOTAL	267.56	270.50	273.50	4.00	277.50

¹ Employee count includes 5 City Council members as 5 FTEs

² Mid-year FY 2015 adjustment -- Part time operator position made full time in Wastewater Treatment Plant

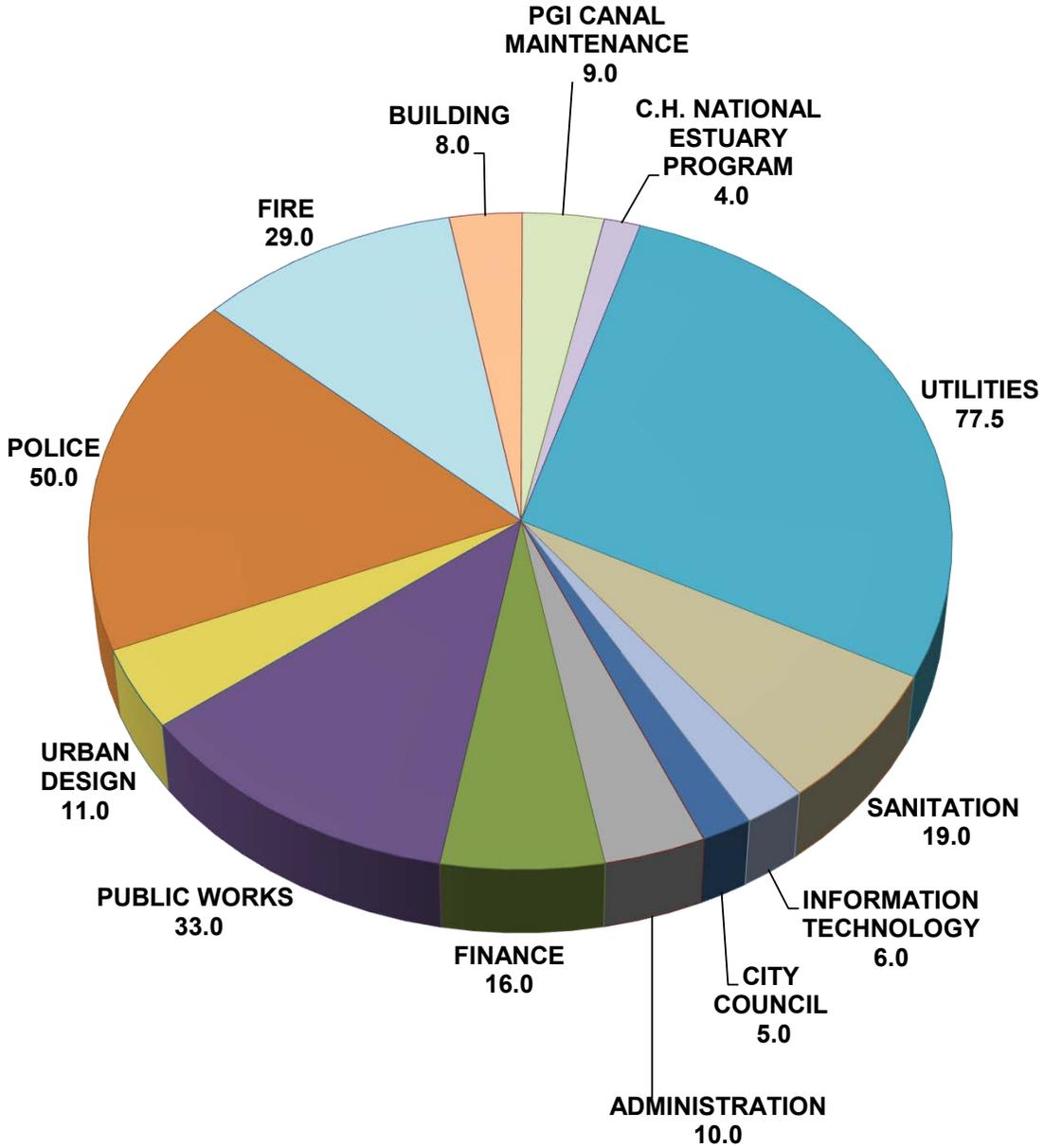
³ Mid-year FY 2016 adjustment -- (2) operator trainee positions were added, 1 for each Utilities plant
Part time cashier position was made full time in Billing and Collections
Building inspector added and a PT clerk position was made full time in Building

⁴ Mid-year FY 2017 adjustment -- Full time dispatcher added in Police

Zoning official reinstated and planner position eliminated in Urban Design Dept

⁵ Changes for FY 2018 are explained in the budget message and each divisions' budget narrative

POSITION SUMMARY FY 2018



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City of Punta Gorda, Florida

STRATEGIC PLAN

FY 2018



Adopted by City Council September 20, 2017

CITY COUNCIL

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

CITY OFFICIALS

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

DEPARTMENT DIRECTORS

Dave Drury, Finance
Ray Briggs, Fire Chief
Rick Keeney, Public Works
Tom Jackson, Utilities
Jason Ciaschini, Interim Police Chief

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Overview

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



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

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

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

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

Vision

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

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

Vision Elements:

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

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

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

- Economic sustainability
 - ✓ Maintain a sound economic base
 - ✓ Provide reliable public services
 - ✓ Create an environment conducive to businesses
 - ✓ Become and remain competitive in the marketplace
- Financial sustainability
 - ✓ Remain financially viable
 - ✓ Establish and maintain professionally recognized, transparent budgeting and financial management practices and systems

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

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

Mission

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

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

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

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

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

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

Values

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

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

Through public input garnered from the community survey and workshops, Punta Gorda's residents and leaders value the City's small town, self-sufficient, community-partnerships nature. In this vein, the City should pursue policies and actions that enhance these elements. Revised, key values of the City organization are:

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

Strategic Priorities & Goals

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

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

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

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

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

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

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

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

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

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

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

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

Action Item	Timeframe	Cost
Internal		
Update the Long Range Financial Plan as the framework for setting annual budget guidelines including an annual assessment of the City’s financial management policies with national standards adopted by the Government Finance Officers Association	January 2018	
Conduct budget updates and/or workshops based on financial trends and fiscal forecasts included in the long range financial plan, program of service overviews and alternatives to eliminate any projected budget gaps	January through September 2018	
Complete assessment of ordinances and land development regulations that impact business development and recommend amendments, where appropriate, to enhance development opportunity primarily in City Center and Highway/Commercial zoning districts	September 2018	
Develop plan for use of one-time land sales and BP oil spill revenues upon resolution of Fishermen’s Village land sale legal challenge	April 2018	
External		
Pro-actively support public/private efforts that facilitate development of undeveloped commercial properties to include Terracap (former LOOP), Marketplace and former U-Save properties, among others	Ongoing	
Seek to grow local economy from within by nurturing local business opportunities that create spin off employment, i.e. fresh market/garden business venture in east Punta Gorda	December 2017	\$45,000
Seek new technology and applications that will help connect the City and the community and deliver services and information in a timely, cost-effective manner to include server upgrades; geographic information systems enhancements; upgrading field connectivity, and network security upgrades.	Ongoing	\$50,000

Key Performance Indicator	Actual FY 2016	Projected FY 2017	Proposed FY2 018
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	Revenue 104% versus Exp.	Revenue 98% versus Exp.	Revenue 96% versus Exp.
Unqualified Audit Opinion	Received	To Be Determined	To Be Determined
% compliance with financial management policies	100%	100%	Budgeted 100%

Tax base diversity (goal 75% residential & 25% commercial)	90.4% residential 9.6% commercial	90.3% residential 9.7% commercial	90.3% residential 9.7% commercial
Properties annexed	1	2	3
% space leased in Herald Court Centre	83%	91%	100%
Cost per capita – General Fund services	\$942	\$1,025	\$1,085
Utility rates in relation to 16 SWFL communities	2 nd lowest	2 nd lowest	2 nd lowest
Solid Waste rates in relation to SWFL communities with comparable service area	+16.00%	+17.00%	+23.00%
Minorities in City workforce	9.1%	9.1%	9.0%
Females in Non-Traditional Roles in City workforce	6.0%	6.0%	6.0%
City employees per 100/Population	1.5	1.5	1.5
Taxable sales (Monthly Ave. PG MSA)	\$222 million	\$233 million	\$233 million
# of new businesses	110	90	90
# of closed businesses	70	60	70

Priority: 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 historic districts, infrastructure takes on particular importance in Punta Gorda. While new infrastructure projects are well publicized and generally well received, ongoing maintenance of a city’s assets are not very visible nor always appreciated. Maintenance is never a problem until it is. The City’s capital assets (i.e. infrastructure) are valued at \$107 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:

- Thirteen public buildings - City Hall, City Hall Annex, Public Works/Utilities Campus, Public Safety Building, Fire Stations 2 and 3, Water & Wastewater Treatment Plants, Bayfront Center, Freeman House, Cooper Street Center, Lashley Park Marina Building, and Herald Court Centre.
- 116 miles of streets, 849 streetlights, 19 traffic signal intersections, 4 bridges and 108 miles of seawall. The City’s canal systems are unique in that the City provides maintenance of the seawalls and canals through Canal Maintenance Districts.
- 237 miles of water mains, 129 miles of sanitary sewer, 2 storage tanks, master pumping station, booster pumping facility, 119 lift stations and Hendrickson Dam (reservoir).
- 22 parks totaling 130 acres.
- 208 motorized pieces of equipment (fleet, cranes, boats, compactors).
- 90 Windows Servers, 5 virtual server hosts (three-node VMware ESXi cluster. Two Hyper-V servers), 1 IBM midrange server, three-node VMware Virtual Desktop Interface (VDI) ESXi cluster, four datacenter switches, twenty-one access switches, three firewalls (1 a state of the art next-generation firewall), two Storage Area Networks (SANs). Thirty-five wireless access points, VoIP phone system with 250 phone sets, 5 miles of dark fiber, a total of 320 PC’s, laptops, and tablets.

Issues to be addressed to ensure sustainable infrastructure include:

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

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

Goal: Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods

Goal: Maximize use of new technology in applicable areas

Goal: Apply best management practices and systems in infrastructure maintenance

Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

Action Item	Timeframe	Cost
Undertake through design, permitting and/or construction a myriad of ongoing infrastructure improvements including:		
Street Resurfacing	2017/2018	\$740,000
Drainage Citywide	2017/2018	\$500,000
Corto Andra/Boca Grande Drainage	2017/2018	\$4,100,000
Groundwater Reverse Osmosis (RO) Water Treatment Plant – well field testing, permitting and design	2016	\$3,900,000
RO Plant Deep Injection Well	2016/2017	\$4,200,000
RO Plant Construction	2017-2019	\$19,200,000
Gilchrist Park Playground	2017/2018	\$500,000
Harborwalk/Gilchrist Park – Gazebo to Bayfront and Restrooms	2018/2019	\$1,500,000 (Gazebo to Bayfront) \$550,000 (Restrooms)
Harborwalk East Mary Street Connection	2017	\$45,000
Harborwalk/Gilchrist Park – Waterfront Hotel to Gazebo	2017	\$2,500,000
Madrid Sidewalk	2017	\$140,000
Ponce Park Redesign/Construction	2018	\$725,000
Additional Harbor Access in Punta Gorda Isles – engineering, permitting and assessment methodology	2017/2018	\$138,000
Burnt Store Isles Perimeter Rim Canal Dredging – permitting and construction	2017	\$533,000
Wastewater Force Main (Jones Loop Road) – design, permitting and construction	2017/2018	\$300,000
Update plan for all major infrastructure categories to include fleet, equipment, buildings, grounds, streets, utilities and lighting.	May 2018	Included in FY 2019-2023 Capital Improvements Program and Road Resurfacing Program
Canal Maintenance Seawall Maintenance Alternatives- explore and review alternatives of products, methodology and staging sites due to the ever decreasing vacant lots.	Ongoing	TBD
Develop plan to transition from septic to sewer in Utility Service Area, primarily Charlotte Park	2017/2018	TBD
Implement automated trash collection	2017-2018	\$1.58 Million
Implement advanced metering infrastructure	2017-2019	\$2.5 Million

Key Performance Indicator	Actual FY 2016	Projected FY 2017	Proposed FY 2018
% of projects completed within timeframe & estimated cost	95%	90%	100%
Fuel use (gallons)	152,845	141,230	141,000
Five year capital improvements program that identifies infrastructure needs with funding source	Yes	Yes	Yes

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

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

Goal: Promote partnership opportunities with public, private and non-profit organizations

Goal: Emphasize transparency in City operations, reporting, and activities

Goal: Continue to seek community input in decision making process

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

Action Item	Timeframe	Cost
Continue communications programs through neighborhood meetings, weekly reporting, televise Council meetings, customer surveys, and use available technology to find new ways to provide information in a cost-effective and timely manner	Ongoing	
Optimize relationships at all levels with the City’s partners through a proactive presence (Congress, State Legislators, Charlotte County, Airport Authority, Charlotte County School District, Charlotte County-Punta Gorda Metropolitan Planning Organization, Economic Development Partnership, Charlotte County Tourism Bureau, Southwest Florida Water Management District, Peace River/Manasota Regional Water Supply Authority, Charlotte Harbor Estuary organizations, TEAM Punta Gorda, Punta Gorda and Charlotte County Chambers of Commerce, Downtown Merchants Association, Homeowners’ Associations, Punta Gorda Historical Society, Punta Gorda Historic Mural Society, Punta Gorda History Center, Cultural Heritage Center of SW Florida, Punta Gorda Housing Authority, ADA Advisory Committee, PGI Green Thumbs etc.) which lead to effective collaboration	Ongoing	
Continue participation/partnership with Economic Development Partnership, Punta Gorda Chamber of Commerce Business Development Committee, Economic Development Working Group, Downtown Merchants Association and TEAM Punta Gorda to enhance business development initiatives	Ongoing	
Emphasize transparency in operations through Citizen’s Academy, aforementioned communications programs, posting of financial information on the City’s website and thru other available technology	Ongoing	
Continue to garner input from Land Development Committee, consisting of representation from the City’s neighborhoods, as part of ordinance review process	Ongoing	

Key Performance Indicator	Actual FY 2016	Projected FY 2017	Proposed FY 2018
City Communications (Weekly Highlights Reports, Information Sharing Reports and Action Registers)	149	132	130
Citizen Interaction through Social Media	51,518	48,996	50,000
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 (Police and Fire)	17,450	17,500	17,500
Business Satisfaction Survey results - % excellent rating	100%	100%	100%

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

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

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

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

Goal: Implement the three-year strategic communications/marketing plan for the City

Goal: Optimize waterfront, bicycle and pedestrian assets of the City

Goal: Coordinate with stakeholders in promoting Punta Gorda as a boating, fishing and bicycle-friendly destination

Goal: Support and facilitate the marketing of Punta Gorda’s assets as a core to a vibrant downtown

Goal: Optimize expertise of regional and local partners (i.e. Charlotte Harbor Tourism Bureau, Chambers of Commerce, Realtor Association, Economic Development Partnership, tourism-oriented private sector) to achieve stated objectives

Action Item	Timeframe	Cost
Market City’s assets to include private/public building and infrastructure improvements, downtown amenities, heritage tourism and festivals by working with public, private and non-profit agencies/organizations to develop a consistent strategy and approach that can be leveraged across all community channels.	Ongoing	
Implement three-year strategic communications/marketing plan in partnership with above mentioned organizations with assistance from Aqua marketing firm under the leadership of a new full time City communications manager	2017-2020	\$219,000 FY 2018

Key Performance Indicator	Actual FY 2016	Projected FY 2017	Proposed FY 2018
New website visitor (average per week)	5,800	6,600	7,200
Return website visitor (average per week)	1,350	1,625	1,800
Marketing pieces specific to Punta Gorda	19	19	19
Liveaboards boats in Laishley Marina	16	15	16
Occupancy Rate Laishley Marina	86.1%	78.1%	90%
Average # of boats in Laishley Mooring Field	6	6	6
Approximate # of day only boat visitations to Laishley Marina (per day)	20	20	20
# of fishing/boating events	12	12	12
# of festivals/parades	63	100	115
# of sporting events (bicycle, runs, walks)	15	25	30

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

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

Goal: Support, promote & maintain the City’s historic character

Goal: Maintain the City’s high safety rating and emergency response

Goal: Improve the City’s water quality

Goal: Achieve status as a waterfront destination for land and water visitors

Goal: Support and promote a pedestrian & bicycle friendly community

Goal: Ensure a diversity of housing stock that is attainable for all income levels, racial backgrounds, life stages and abilities

Action Item	Timeframe	Cost
Partner with TEAM Punta Gorda and cycling groups to incorporate enhanced pedestrian amenities based on the five E's – engineering, education, encouragement, enforcement and evaluation/planning. Consider bicycle friendly strategies as part of the annual road resurfacing program.	TBD	TBD
Assess and enhance, where appropriate, pedestrian friendly amenities in the central business district to include re-bricking, landscaping, street furniture, waste receptacles, decorative lighting, street trees and intersection access. Focus effort on Taylor Street and Olympia between the two US 41's.	Ongoing	
Ensure City's Development Review Process and event planning are seamless and a positive experience for concerned parties.	Ongoing	
Promote transportation and job initiatives that enhance ability of neighborhoods east of US 41 to reach employment centers, community activities and daily needs.	Ongoing	
Partner with TEAM Punta Gorda in its strategic planning effort for a waterfront activity center focused on community and visitor boaters	2017/2018	
Continue initiatives to engage our community's youth to work together to ensure a safe, drug-free environment through partnership with Drug Free Punta Gorda	Ongoing	

Key Performance Indicator	Actual FY 2016	Projected FY 2017	Proposed FY 2018
Uniform Crime Index	224	217	198
Average patrol response time for calls for service (minutes)	3:37	3:53	4:13
Clearance rate	44.2%	46.0%	48.3%
Quality Assurance Review results - % satisfied with service provided by police officer	99.1%	98.6%	98.5%
% fire emergency calls with response time less than 5 min	77.20%	79.3%	80.2%
Average fire response time for calls for service (min)	4:04	4:01	4:01
% Waste diverted from landfill due to recycling (tons)	62% (6144)	60% (6250)	61% (6197)
Stormwater (NPDES) compliance with state standards	100%	100%	100%
Achievement of water quality standards (excluding TDS)	Yes	Yes	Yes
State Appropriation for Vietnam Wall	\$150,000	N/A	N/A

Appendix: Multi-Year Fiscal Forecasts FY 2018-2022

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 2018 proposed budget through FY 2022.

General Fund

	Proposed FY 2018	Proforma	Proforma	Proforma	Proforma
Change in Taxable Value of Property	7.4%	6%	6%	6%	6%
Revenues:					
Ad Valorem Taxes	\$8,847,000	\$9,377,820	\$9,940,490	\$10,536,920	\$11,169,135
Other Revenue	11,231,372	10,987,477	11,136,187	11,287,280	11,440,300
Use of Capital Outlay Reserve	534,505		357,000		228,000
Use of Prior Year's Reserve	376,950	671,695			
Total Revenues	20,989,827	21,036,992	21,433,677	21,824,200	22,837,435
Expenditures:					
Personnel Expenditures	13,681,151	14,177,709	14,698,768	15,242,730	15,810,776
Operating Expenditures	4,249,176	4,376,283	4,542,419	4,637,723	4,742,340
Capital	820,500	756,000	1,110,000	753,000	974,000
Transfers for Tax Increment Financing	575,000	598,000	621,920	646,797	672,669
Transfers for Capital Projects	690,000	155,000	155,000	155,000	155,000
Transfers for Roads	459,000	459,000	459,000	459,000	459,000
Transfers for Drainage	500,000	500,000	500,000	500,000	500,000
Contingency	15,000	15,000	15,000	15,000	15,000
Total General Expenditures	20,989,827	21,036,992	22,102,107	22,409,250	23,328,785
Expenditures in Excess of Revenue	\$0	\$0	(\$668,430)	(\$585,050)	(\$491,350)
Minimum Reserve (7.5% to 9.5%)	\$1,575,000	\$1,683,000	\$1,849,000	\$2,017,000	\$2,195,000

Community Redevelopment Agency

	Proposed FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Debt Service Division					
Assessed Property Valuation change	9.7%	3%	3%	3%	0%
Tax Increment Financing (TIF) Revenue	\$1,708,253	\$1,759,501	\$1,812,286	\$1,866,654	\$1,866,654
CRA Lease Payments (Debt Service)	1,379,440	1,423,924	1,471,648	1,517,548	1,566,566
Revenues in Excess of Debt Svc	328,813	335,577	340,638	349,106	300,088
Reserve - TIF for Debt Svc (Beg)	367,910	696,723	1,032,300	1,372,938	1,722,044
Reserve - TIF for Debt Svc (End)	\$696,723	\$1,032,300	\$1,372,938	\$1,722,044	\$2,022,132

Herald Court Operations Division

Herald Court Revenues	\$263,158	\$270,988	\$268,502	\$270,016	\$272,089
Herald Court Operating Expenditures	179,610	187,577	195,784	204,247	210,464
Revenues in Excess of Herald Ct Oper.	83,548	83,411	72,718	65,769	61,625
Reserve - Herald Ct (Beg)	105,089	188,637	272,048	344,766	410,535
Reserve - Herald Ct (End)	\$188,637	\$272,048	\$344,766	\$410,535	\$472,160

CRA Operations Division

Other CRA Revenues	\$113,204	\$113,147	\$112,898	\$112,858	\$112,726
Other CRA Operating Expenditures	154,000	154,000	154,000	154,000	154,000
Expenditures in Excess of Revenue	(40,796)	(40,853)	(41,102)	(41,142)	(41,274)
Reserve - Other Operations (Beg)	341,064	300,268	259,415	218,313	177,171
Reserve - Other Operations (End)	\$300,268	\$259,415	\$218,313	\$177,171	\$135,897

Utilities OM&R Fund

	Proposed FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues:					
Chg for Service - Water	\$9,385,070	\$9,478,921	\$9,573,710	\$9,669,447	\$9,766,142
Chg for Service - Sewer	7,100,140	7,171,142	7,242,853	7,315,282	7,388,435
Other Revenue	451,515	1,059,454	1,070,422	1,086,419	742,445
Total Revenues	16,936,725	17,709,517	17,886,985	18,071,148	17,897,022
Expenses:					
Operations	12,978,083	13,585,926	14,084,220	14,540,417	15,014,091
Renewal & Replacement of Infrastructure	1,120,000	1,120,000	1,120,000	1,120,000	1,120,000
Transfer-Capital Improv. Projs.	6,190,000	215,000	170,000	275,000	
Existing Debt Service	200,000	200,000	200,000	200,000	
New Debt Service	415,800	960,000	960,000	960,000	960,000
Trsfr to SRF Fd-resrv incr(decr)	415,800	544,200		(375,000)	
Contribution to Pipeline Project		1,500,000			
Total Expenses	21,319,683	18,125,126	16,534,220	16,720,417	17,094,091
Revenues in Excess (Shortfall) of Expenses	(4,382,958)	(415,609)	1,352,765	1,350,731	802,931
Operating Reserves-Beg	7,963,749	3,580,791	3,165,182	4,517,947	5,868,678
Operating Reserves-End	\$3,580,791	\$3,165,182	\$4,517,947	\$5,868,678	\$6,671,609

Sanitation Fund

	Proposed FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues:					
Chg. for Service - Refuse Collection	\$3,488,160	\$3,600,294	\$3,712,707	\$3,825,402	\$3,938,380
Other Revenue	24,375	24,375	21,375	21,375	21,375
Capital Lease/Purchase					525,000
Total Revenues	3,512,535	3,624,669	3,734,082	3,846,777	4,484,755
Expenses:					
Operations	3,278,752	3,423,089	3,607,040	3,796,615	3,992,034
Capital	39,000		750,000		525,000
Carts	570,000				
Debt Service					43,750
Total Expenses	3,887,752	3,423,089	4,357,040	3,796,615	4,560,784
Revenues in Excess (Shortfall) of Expenses	(375,217)	201,580	(622,958)	50,162	(76,029)
Operating Reserves-Beg	940,322	465,105	466,685	443,727	493,889
Capital Outlay Reserves-Beg	300,000	400,000	600,000	0	0
Capital Outlay Reserves-End	\$400,000	\$600,000	\$0	\$0	\$0
Operating Reserves-End	\$465,105	\$466,685	\$443,727	\$493,889	\$417,860

Building Fund

	Proposed FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues:					
Permits, Fees & Special Assmnts.	\$921,250	\$916,250	\$916,250	\$916,250	\$916,250
Other Revenue	35,000	35,000	33,500	32,500	30,500
Total Revenues	956,250	951,250	949,750	948,750	946,750
Expenses:					
Operations	878,081	1,041,548	1,079,383	1,118,741	1,159,691
Capital	26,500	25,000			
Total Expenses	904,581	1,066,548	1,079,383	1,118,741	1,159,691
Revenues in Excess (Shortfall) of Expenses	51,669	(115,298)	(129,633)	(169,991)	(212,941)
Operating Reserves-Beg	1,147,724	1,199,393	1,084,095	954,462	784,471
Operating Reserves-End	\$1,199,393	\$1,084,095	\$954,462	\$784,471	\$571,530

PGI Canal Maintenance Fund

	Proposed FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Assessment Rate	\$550	\$550	\$550	\$550	\$550
Revenues:					
Operating Assessment	\$2,861,750	\$2,861,750	\$2,861,750	\$2,861,750	\$2,861,750
Other Revenue	10,400	11,600	12,100	10,600	8,400
Total Revenues	2,872,150	2,873,350	2,873,850	2,872,350	2,870,150
Expenditures:					
Operations	968,975	966,235	969,855	1,004,910	1,041,470
Inlet Dredging	50,000	51,500	53,050	54,640	56,280
Seawalls & Caps R&M	1,705,000	1,756,165	1,808,860	1,863,135	1,919,035
Capital	2,500		40,000	250,000	
Total Expenditures	2,726,475	2,773,900	2,871,765	3,172,685	3,016,785
Revenues in Excess (Shortfall) of Expenditures	145,675	99,450	2,085	(300,335)	(146,635)
Operating Reserves-Beg	574,682	785,357	914,807	916,892	866,557
Resrv Seawall Replace-Beg	345,000	280,000	250,000	250,000	0
Resrv Seawall Replace-End	\$280,000	\$250,000	\$250,000	\$0	\$0
Operating Reserves-End	\$785,357	\$914,807	\$916,892	\$866,557	\$719,922

BSI Canal Maintenance Fund

	Proposed FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Operating Rate	\$460	\$460	\$460	\$460	\$460
Dredging Rate	\$95	\$95	\$95	\$95	\$95
Revenues:					
Operating Assessment	\$474,800	\$474,800	\$474,800	\$474,800	\$474,800
Dredging Assessment	97,950	97,950	97,950	97,950	97,950
Other Revenue	2,500	3,150	2,150	1,400	2,200
Total Revenues	575,250	575,900	574,900	574,150	574,950
Expenditures:					
Operations	124,542	104,638	121,777	98,987	100,079
Inlet Dredging		38,000	38,000	38,000	38,000
Seawalls & Caps R&M	264,100	311,000	311,000	311,000	311,000
Rim Dredging Proj Debt Svc	86,700	86,700	86,700	86,700	86,700
Barge Access-Inlet Widening Proj			250,000		
Total Expenditures	475,342	540,338	807,477	534,687	535,779
Revenues in Excess (Shortfall) of Expenditures	99,908	35,562	(232,577)	39,463	39,171
Operating Reserves-Beg	101,591	191,499	192,061	94,484	133,947
Resrv Seawall Replace-Beg	90,000	100,000	135,000	0	0
Resrv Seawall Replace-End	\$100,000	\$135,000	\$0	\$0	\$0
Operating Reserves-End	\$191,499	\$192,061	\$94,484	\$133,947	\$173,118

Laishley Park Marina Fund

	Proposed FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues:					
Slip & Mooring Rentals	\$429,500	\$431,040	\$432,734	\$434,597	\$436,647
Intergovernmental Revenue	11,000	11,000	11,000	11,000	11,000
Other Revenue	24,150	24,500	24,500	24,850	24,850
Total Revenues	464,650	466,540	468,234	470,447	472,497
Expenses:					
Laishley Park Marina Expenses	196,015	199,297	204,808	210,564	216,579
Marina Park Contract Expenses	237,115	243,238	249,545	256,041	262,733
Capital Outlay	6,000	6,000	6,000	6,000	6,000
Total Expenses	439,130	448,535	460,353	472,605	485,312
Revenues in Excess (Shortfall) of Expenses	25,520	18,005	7,881	(2,158)	(12,815)
Operating Reserves-Beg	286,994	312,514	330,519	338,400	336,242
Operating Reserves-End	\$312,514	\$330,519	\$338,400	\$336,242	\$323,427

Six Cent Gas Tax Fund

	Proposed FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues:					
Local Option Gas Tax	\$592,000	\$598,000	\$604,000	\$610,000	\$616,000
Other Revenue	245,595	245,345	245,045	244,345	243,645
Total Revenues	837,595	843,345	849,045	854,345	859,645
Expenditures:					
Operating Expenditures	836,035	861,115	886,950	913,560	940,965
Total Expenditures	836,035	861,115	886,950	913,560	940,965
Revenues in Excess (Shortfall) of Expenditures	1,560	(17,770)	(37,905)	(59,215)	(81,320)
Operating Reserves-Beg	355,345	356,905	339,135	301,230	242,015
Operating Reserves-End	\$356,905	\$339,135	\$301,230	\$242,015	\$160,695

Additional Five Cent Gas Tax Fund

	Proposed FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues:					
Local Option Gas Tax	\$281,000	\$284,000	\$287,000	\$290,000	\$293,000
Transfer from General Fund Ad Valorem	459,000	459,000	459,000	459,000	459,000
Total Revenues	740,000	743,000	746,000	749,000	752,000
Expenditures:					
Paving	740,000	740,000	745,000	750,000	755,000
Total Expenditures	740,000	740,000	745,000	750,000	755,000
Revenues in Excess (Shortfall) of Expenditures	0	3,000	1,000	(1,000)	(3,000)
Operating Reserves-Beg	35,791	35,791	38,791	39,791	38,791
Operating Reserves-End	\$35,791	\$38,791	\$39,791	\$38,791	\$35,791

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 2015 through Budget FY 2018

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
General Fund Revenues:					
Ad Valorem Taxes	\$ 7,443,942	\$ 7,762,213	\$ 8,224,800	\$ 8,228,000	\$ 8,847,000
Other Taxes	3,191,082	3,245,992	3,137,828	3,346,256	3,392,450
Permits, Fees, & Spec Assmts	1,394,799	1,426,201	1,433,610	1,355,320	1,383,790
1% Local Sales Tax	625,501				
Intergovernmental Revenue	1,964,660	2,122,576	1,981,770	2,208,200	2,195,520
Charges for Services, Fines & Forfeits	177,585	169,043	76,110	161,275	140,620
Lot Mowing	309,159	325,011	302,000	315,000	315,000
Administrative Charges	2,806,310	2,819,310	3,037,860	3,037,860	3,128,987
Other Miscellaneous Revenue	546,838	494,793	255,012	3,905,280	365,670
Transfers	36,592	101,508	100,000	233,735	309,335
	<u>18,496,468</u>	<u>18,466,647</u>	<u>18,548,990</u>	<u>22,790,926</u>	<u>20,078,372</u>
Prior Year Encumbrances & Reappropriations	303,687	563,579			
General Fund Reserve-Used for Operations			336,953		376,950
-Used for Capital, Paving, & Drainage			300,000	281,269	534,505
General Fund Reserve	2,756,341	3,065,839	2,493,563	4,025,018	3,113,563
Total General Fund	<u>\$ 21,556,496</u>	<u>\$ 22,096,065</u>	<u>\$ 21,679,506</u>	<u>\$ 27,097,213</u>	<u>\$ 24,103,390</u>
General Fund Expenditures:					
City Council	\$ 99,390	\$ 92,881	\$ 98,442	\$ 122,630	\$ 129,311
City Manager	235,321	257,489	251,182	250,939	474,808
Human Resources	292,448	322,100	304,543	329,057	346,560
City Clerk	422,946	437,391	530,987	512,068	514,803
Legal	229,032	177,329	203,700	206,351	255,794
Finance	802,239	811,097	880,793	871,642	927,959
Procurement	486,369	494,886	592,583	571,486	571,939
Public Works Admin	303,750	303,476	312,020	312,759	351,303
Engineering	421,594	442,108	435,082	414,482	469,099
Facilities Maint	693,866	715,928	771,601	805,133	798,453
Right of Way Maint	1,033,132	1,062,640	1,254,571	1,243,159	1,548,578
Parks & Grounds	1,376,947	1,362,313	1,499,740	1,531,982	1,465,069
Police	5,363,016	5,497,735	5,560,536	5,667,174	5,766,363
Fire	3,243,542	3,275,981	3,460,350	3,483,549	3,661,532
Urban Design	540,341	547,683	652,304	692,283	619,990
Zoning & Code Compliance	502,333	489,119	410,944	433,575	500,272
Non-Departmental:					
Lot Mowing	233,949	237,043	280,000	306,225	274,000
Other Non-Departmental	84,793	162,851	217,565	309,220	89,994
Subtotal Operations	<u>16,365,008</u>	<u>16,690,050</u>	<u>17,716,943</u>	<u>18,063,714</u>	<u>18,765,827</u>
Transfer to CRA Fund	448,578	470,728	500,000	501,481	575,000
Transfer for Capital Projects	85,000	145,000	10,000	38,000	690,000
Transfer for Drainage			500,000	500,000	500,000
Transfer for Paving	609,000	459,000	459,000	459,000	459,000
Transfer to Special Use Fund	117,992			3,510,000	
Transfer for 1% Local Sales Tax	301,500	25,000			
Subtotal Operations & Transfers	<u>17,927,078</u>	<u>17,789,778</u>	<u>19,185,943</u>	<u>23,072,195</u>	<u>20,989,827</u>
Reserve-Carryovers & Reappropriations	563,579	327,620			
Reserve-Fleet/Equip	312,000	420,000	420,000	534,505	
Reserve-Future Years' Budget	581,899	1,063,579	678,626	1,048,645	671,695
Projected Carryover - End	2,171,940	2,495,088	1,394,937	2,441,868	2,441,868
Total General Fund	<u>\$ 21,556,496</u>	<u>\$ 22,096,065</u>	<u>\$ 21,679,506</u>	<u>\$ 27,097,213</u>	<u>\$ 24,103,390</u>

City of Punta Gorda, FL
General Fund
Proforma Schedule of Revenues and Expenditures
FY 2015 through FY 2022

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues:									
Millage Rate					3.1969				
Ad Valorem Taxes	\$ 7,443,942	\$ 7,762,213	\$ 8,224,800	\$ 8,228,000	\$ 8,847,000	\$ 9,377,820	\$ 9,940,490	\$ 10,536,920	\$ 11,169,135
Other Taxes	3,191,082	3,245,992	3,137,828	3,346,256	3,392,450	3,451,449	3,511,540	3,572,742	3,635,079
Permits, Fees, & Spec.Assmts	1,394,799	1,426,201	1,433,610	1,355,320	1,383,790	1,411,466	1,439,696	1,468,489	1,497,858
Intergovernmental Revenues	1,964,660	2,122,576	1,981,770	2,208,200	2,195,520	2,260,582	2,283,688	2,307,037	2,330,631
1% Sales Tax	625,501								
Charges for services, Fines & Forfeits	486,744	494,054	378,110	476,275	455,620	456,696	457,793	458,913	460,055
Administrative Charges	2,806,310	2,819,310	3,037,860	3,037,860	3,128,987	2,950,969	2,980,834	3,010,992	3,040,947
Other Misc. Revenue	546,838	494,793	255,012	3,905,280	365,670	366,315	372,636	379,107	385,730
Transfers	36,592	101,508	100,000	233,735	309,335	90,000	90,000	90,000	90,000
Subtotal Current Revenues	18,496,468	18,466,647	18,548,990	22,790,926	20,078,372	20,365,297	21,076,677	21,824,200	22,609,435
Use of Operating Reserves/(Incr. to Reserves)	569,390)	676,869)	336,953		376,950	671,695			
Use of Op. Rsrvs for Capital & Drainage			300,000	281,269	534,505				
Total General Revenues	17,927,078	17,789,778	19,185,943	23,072,195	20,989,827	21,036,992	21,076,677	21,824,200	22,609,435
Expenditures:									
Personnel Expenditures	12,575,587	12,586,729	13,136,785	13,076,437	13,681,151	14,177,709	14,698,768	15,242,730	15,810,776
Operating Expenditures	3,547,826	3,543,417	3,915,157	4,339,059	4,249,176	4,376,283	4,542,419	4,637,723	4,742,340
Contingency			15,000	15,000	15,000	15,000	15,000	15,000	15,000
Capital Outlay	241,595	559,904	560,596	633,218	820,500	399,000	1,110,000	525,000	974,000
5 Yr. Capital Outlay, net funding*			89,405			357,000	357,000)	228,000	228,000)
Transfers to other Funds	419,492	25,000		3,510,000					
Transfer for Capital Projects	85,000	145,000	10,000	38,000	690,000	155,000	155,000	155,000	155,000
Transfer to CRA for TIF	448,578	470,728	500,000	501,481	575,000	598,000	621,920	646,797	672,669
Transfer for Drainage			500,000	500,000	500,000	500,000	500,000	500,000	500,000
Transfer for Paving	609,000	459,000	459,000	459,000	459,000	459,000	459,000	459,000	459,000
Total General Expenditures	17,927,078	17,789,778	19,185,943	23,072,195	20,989,827	21,036,992	21,745,107	22,409,250	23,100,785
Expenditures in Excess of Revenues (Shortfall)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 668,430)	\$ 585,050)	\$ 491,350)
Estimated Operating Reserve - Beg	\$2,748,028	\$3,317,418	\$1,921,516	\$3,886,287	\$3,490,513	\$3,113,563	\$2,441,868	\$2,441,868	\$2,441,868
Estimated Capital Outlay Reserve - Beg	\$312,000	\$312,000	\$420,000	\$420,000	\$534,505	\$0	\$0	\$0	\$0
Estimated Operating Reserve - End	\$3,317,418	\$3,886,287	\$1,284,563	\$3,490,513	\$3,113,563	\$2,441,868	\$2,441,868	\$2,441,868	\$2,441,868
Estimated Capital Outlay Reserve - End	\$312,000	\$420,000	\$420,000	\$534,505	\$0	\$0	\$0	\$0	\$0
Information:									
7.5%-9.5% Minimum Operating Reserve					\$1,575,000	\$1,683,000	\$1,849,000	\$2,017,000	\$2,195,000

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

City of Punta Gorda, FL
General Fund
Proforma Schedule of Revenues and Expenditures
FY 2015 through FY 2022

Assumptions:

Revenue:

FY 2018 Ad Valorem Taxes based on net 7.4% increase in taxable values and millage rate of 3.1969
FY 2019-2022 6% est. increase in Ad Valorem Taxes
Other Taxes - FY 2018 based on current trends, FY 2019-2022 1%-2% est. increases
Permits, Fees and Special Assessments - FY 2018 based on current trends, FY 2019-2022 2% est. increase
Intergovernmental Revenues - FY 2018 per projections, FY 2019-2022 0%-3% est. increases. Grants are not budgeted until official notification by grantor
1% Local Option Sales Tax is now budgeted in a special revenue fund beginning with the new election period of 1/1/15 through 12/31/20
Charges for Service, Fines & Forfeits - FY 2018 per projections, FY 2019-2022 minimal increases
Admin Charges - interfund charges for services FY 2018 per schedule, FY 2019-2022 0%-1% est. increase
Other Misc. Revenues - FY 2018 per projections, FY 2019-2022 0%-3% est. increases
Transfers - FY 2018 from Special Use Fund for community branding program, FY 2018-2022 from 1% Local Option Sales Tax Fund for project management

Personnel Expense:

FY 2018 - Increase of 1.5 FTEs from operating departments
3% merit increases
Overtime per departments
Health Insurance - increase 3%
Fire and Police pension contributions per actuarial requirements. General pension contributions flat with FY 2017, which is above current actuarial requirements
Workers Compensation per schedule, est. 10% increase
FY 2019-2022 - 3% merit wage incr, pension est 5% incr, health insurance est 6% incr, & workers comp insurance est 10% incr

Operating Expense:

FY 2018 - Per Departmental approved requests, Computer Overhead per schedule, Fire/General Liability per schedule est. 5% increase
FY 2019-2022 - Election Expenses \$35,000 - additional elections will be appropriated with carryover requests, Comprehensive Planning per 5 year schedule, and all other operating expenses 3% est. incr except Fire/General Liability 5% est incr

Capital Expense:

FY 2018 Police, Fire, and Public Works vehicle and equipment replacements
FY 2019-2022 \$753,000 average funded per year - Capital Outlay Reserve increased or decreased based on specific year's capital outlay needs

Transfers:

Transfer to CRA for Tax Incremental Financing is estimate of \$575,000 for FY 2018 (9.7% valuation increase from FY 2017 & millage rate of 3.1969); FY 2019-2022 est. 4% increases
Transfer to General Construction Fund for capital projects (excluding Drainage Improvements) is \$690,000 for FY 2018 which includes fire apparatus and \$155,000 in future years per 5 year CIP plan
Transfer to General Construction Fund for Drainage Improvements is \$500,000 for FY 2018-2022
Transfer to Gas Tax Fund for Paving is \$459,000 for FY 2018-2022
Transfer of 1% Sales tax is eliminated as it is now accounted for in a special revenue fund beginning with the new election period of 1/1/15 through 12/31/20

City of Punta Gorda, FL General Fund

Budget Overview

The proposed FY 2018 General Fund Revenue Budget is \$24,103,390 with two components:

Current revenues which are estimated at \$20,078,032

Carryover of prior year's fund balance which is estimated at \$4,025,018.

The estimated fund balance carryover is comprised of:

\$376,950 designated for use to balance the FY 2018 equation of matching current revenues to current operating expenditures;

\$534,505 designated for use to balance the FY 2018 equation of smoothing the funding of the 5 year capital outlay for current capital outlay expenditures.

\$671,695 designated for use in balancing the anticipated shortfall in the FY 2019 budget based on the current proforma;

\$2,441,868 is the remaining fund balance of which \$1,575,000 is designated by financial policy as the minimum operating reserve required (7.5%) at end of FY 2018. The minimum increases to 8% at end of FY 2019, which based on the proforma would be \$1,683,000.

The proposed FY 2018 General Fund planned current expenditures of \$20,989,827 are \$1,803,884 or 9.4% more than the FY 2017 budgeted expenditures. See pg. 6.02 for the FY 2018 budget by category provided in the 5 year proforma and see next page for the graphic portrayal of categories.

Changes in expenditures include:

Personnel increase of \$544,366 or 4.1% including addition of 2.5 full time equivalent (f.t.e.) staff (1 was approved at beginning of FY 2017); annual merit increases of up to 3%; continued career progression increases within certain operations of 5% to 8%; overtime increase of \$23,000, primarily in public safety; health insurance premium increase of 3%; 12% pension increase of \$175,000 which is allocated 53% to Police, 32% to Fire and 15% to the newer General Defined Contribution Plan.

Operating increase of \$334,018 or 8.5% including \$131,000 for initiation of a communication branding program; \$35,000 for a comprehensive pay plan review; \$30,000 for a climate adaptation study, which is a component of the comprehensive master plan; remaining contractual, commodities and supplies are estimated at an average of 3% increase.

Capital Outlay increase of \$170,500 based on the 5 year capital outlay replacement plan (pg. 6.08).

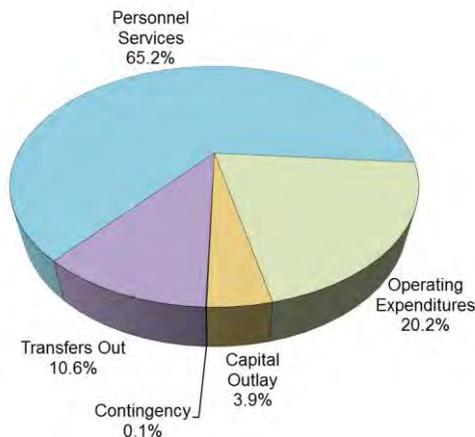
Transfers for Capital Projects increase of \$850,500 includes funding for a \$475,000 fire truck, \$105,000 for routine public works infrastructure not funded in FY 2017, \$50,000 for Trabue Woods projects (formerly paid from community development block grant), \$60,000 for Cooper St. roof replacement.

Transfer for TIF to CRA increase of \$75,000 due to increased valuation of CRA district.

Transfer for Drainage there is no change. However the funding is now intended to be the general fund ad valorem revenue, rather than general fund reserves. This year the funding is approximately 50% from each.

Transfer for Paving there is no change. This infrastructure work is also intended to be funded by general fund ad valorem revenue and currently is.

General Fund Expenditures FY 2018 - \$20,989,827



Expenditure Discussion

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

Revenue Discussion

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

Total Current Revenues for FY 2018 are \$20,078,372 and are identified on pg. 6.01 and graphically portrayed on the next page. Line item detail is on pgs. 6.21-6.22.

Ad Valorem Taxes of \$8,847,000 represents 42.1% of the necessary funding for the FY 2018 budget. Taxable property values increased Citywide by 7.4%, which is the fifth straight year of increasing property values, reversing a previous trend of six straight decreases in overall value. Increased value from new construction, annexations and other adjustments in the City is \$50.6 million, up from \$38.4 million the previous year. The change in Consumer Price Index (CPI) as reflected in the State "Save Our Homes" Legislation is 2.1%. Homestead property assessed values can only rise to the CPI - 2.1% (detail pages 6.09-6.12).

Other Taxes of \$3,392,450 include a utilities tax on electricity, water, and gas; a communications tax on telecommunications, cable, satellite, data, and other related transmissions (detail pgs. 6.14-6.17).

Permits, Fees, & Special Assessments of \$1,383,790 include primarily electric (detail pg. 6.13) and gas franchise fees of \$1,362,190; sign and fire prevention permits are the balance of the revenues

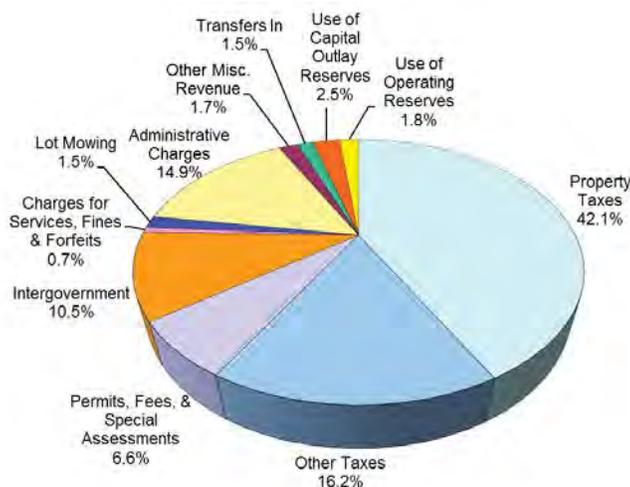
Intergovernmental Revenues of \$2,195,520 include State Revenue Sharing and Local Government ½ Cent Sales Tax (detail pgs. 6.18 and 6.19). The 1% Local Option Sales Tax is now accounted for in a separate special projects fund (pg. 6.20, pg. 8.03). Due to State practice of revised projections at various times during a fiscal year, the City budgets approximately 92% of State estimates.

Charges for Services, Fines & Forfeits of \$455,620 includes \$315,000 assessment to vacant lot owners to provide mowing and trim services to meet City code; various fees for specific planning, zoning and engineering and event applications, finger print fees, procurement contract use fees, fines and forfeits awarded by the County court, code enforcement violations and fines awarded by the City code enforcement board, false alarms, and parking violations issued by the City police department.

Administrative Charges and Miscellaneous Revenue of \$3,494,657 includes \$3,128,987 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 \$111,630, investment income of \$70,000, cost sharing program of \$103,055 with Charlotte County School Board for school resource officers, and another with Charlotte County for sharing space at City fire stations for \$24,000.

Transfers from other Funds of \$309,335 include a one-time payment from the Special Use fund to assist in the initial costs for the strategic communications program; and the ongoing annual \$90,000 contribution from the Sales Tax fund to assist in funding project managers for the sales tax projects.

General Fund Revenues FY 2018 - \$20,989,827



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 2018 the amount required is \$756,000. The annual average amount for FY 2018-FY 2022 is \$753,000.

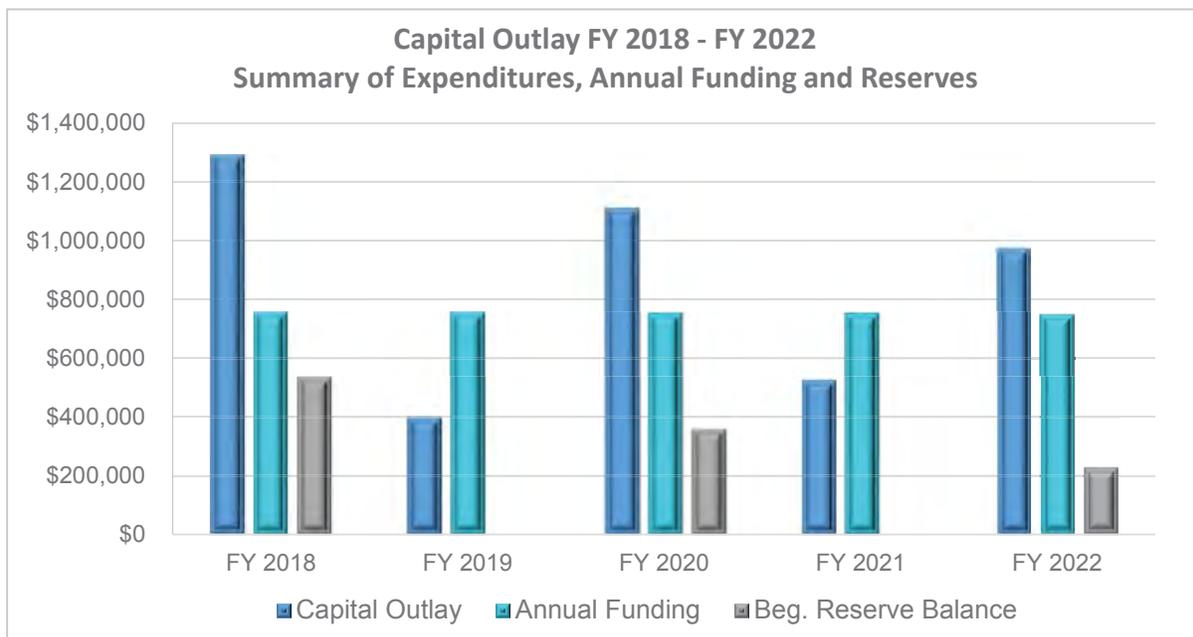
History

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

Goal

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

The added benefit of the new method was the flexibility provided by the reserve to allow for timing and cost adjustments to fleet and equipment replacement. Case in point is the \$125,000 boom mower planned for replacement in FY 2018. In recent months, the mower has been non-performing and since funds were available to move up the bid and procurement process, the mower will be delivered with minimal downtime and avoidance of costly rentals. The funds budgeted in FY 2018 for the mower will replace the reserve funds used early.



**GENERAL FUND
VEHICLE & EQUIPMENT REPLACEMENT DETAIL
FY 2018 - FY 2022
All figures in thousands of dollars)**

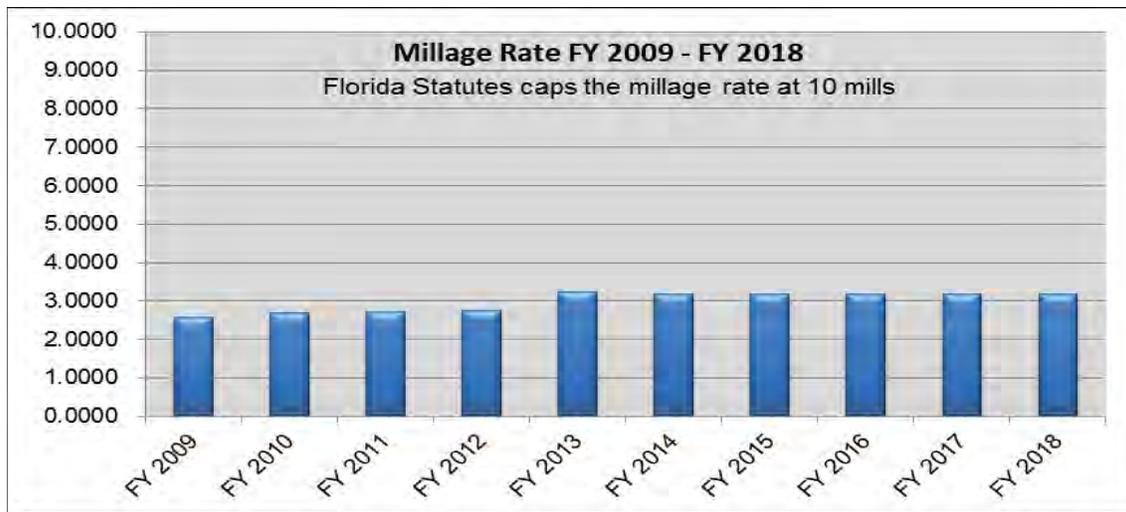
Capital Outlay Replacement Plan	Page#	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022+
All figures in thousands of dollars)						
Public Works Admin:						
1998 SUV (4392)	6.61	34				
2005 SUV (5467)	6.62		34			
Engineering:						
2002 SUV (4494)	6.67	34				
2008 4 Door Utility Vehicle (6813)	6.68		34			
Facilities:						
2007 1/2 ton pickup truck (6810)	6.72				36	
2006 F750 XL Utility truck 2 door (6812)	6.73				150	
Right of Way:						
2003 Tractor side-arm mower (5435)	6.77	125				
1991 4 wheel tire rubber excavator (2459)	6.78	270				
2000 flatbed dump truck (4439)	6.79	75				
2003 1/2 ton pickup truck (5430)	6.80	35				
2001 1/2 ton pickup truck (4470)	6.81		35			
2001 3/4 ton pickup truck (4458)	6.82		40			
2010 Riding mower (6863)	6.83		18			
2008 3/4 ton pickup truck (6826)	6.84					45
2002 Grader (5411)	6.85					175
1999 Flatbed Dump Truck (4409)	6.86					80
2002 Front End Loader (5413)	6.87					225
2007 Dump Truck (5977)	6.88					125
2003 All-terrain vehicle (5434)	6.89					20
Parks & Grounds:						
2004 riding mower (5445)	6.94	18				
2005 1/2 ton pickup truck (5474)	6.95		35			
2006 1/2 ton extended cab pickup truck (5513)	6.96		38			
2003 3 ton flatbed truck (5412)	6.97			100		
2008 compact pickup truck (6841)	6.98			28		
2008 1/4 ton pickup truck (6840)	6.99			28		
2006 all-terrain vehicle (5974)	6.100				20	
2005 1/2 ton extended cab pickup truck (5472)	6.101				38	
Police:						
Police Fleet (\$100,000 in 1% Sales Tax until FY2020)	6.108	96	96	125	225	225
FY 2018 Replacements:						
2006 Patrol Vehicle	6.109					
2007 Patrol Vehicle	6.110					
2005 F150 Tow vehicle	6.111					
2010 Patrol Vehicle	6.112					
2010 Patrol Vehicle	6.113					
Replace Tasers & Radar Equipment	6.114-6.115	15	15	15	15	15
Police Vessel Refurbishment (5468)	6.116	18				
Replace Police Vessel Motor	6.117		13			
Fire:						
Personal Protective Equipment	6.123	10	10	10	10	10
Suppression Equipment	6.124	15	15	15	15	15
Medical Equipment	6.125	39	16	39	16	39
2006 Fire Marshall 1/4 pu, new fire inspector	6.126	32				
Fire Apparatus (5432, 5463)	6.127-6.128	475		750		
TOTAL		\$1,291	\$399	\$1,110	\$525	\$974
Revised annual level Capital Outlay reserve		756	756	753	753	746
Capital Outlay Reserve - Beg		535	0	357	0	228
Capital Outlay Reserve - End		\$0	\$357	\$0	\$228	\$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. The City Council sets the ad valorem millage rate by ordinance. A mill is defined as one dollar for each thousand dollars of net taxable value after exemptions. The tax bills paid in November receive a 4% discount; in each subsequent month through February, the discount is reduced 1%. In March the full payment is due. Due to discounts and potential assessment changes after the value adjustment board hearings, the state requires that entities budget a minimum of 95% of revenue. Based on recent payment history, the City is budgeting FY 2018 at a 96% collection rate.

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

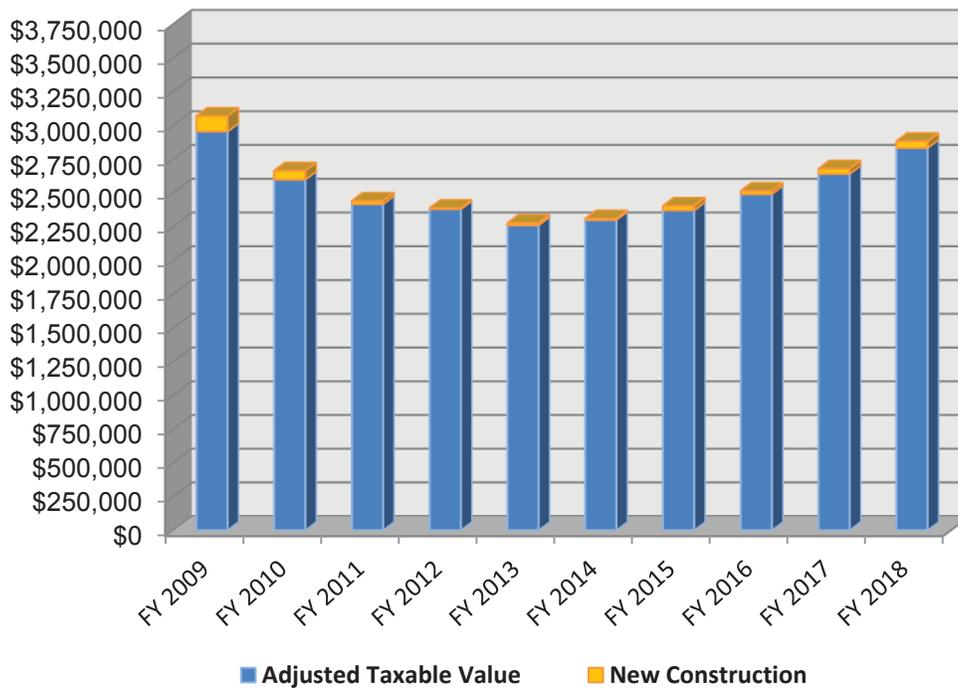
Fiscal Year	Gross Taxable Original Value (DR 420)	Millage Rate	Ad Valorem Revenue Original Budget	Transfer to CRA Original Budget
FY 2009	\$3,069,446,172	2.5689	\$7,609,122	\$583,878
FY 2010	\$2,664,115,626	2.6996	\$6,922,345	\$540,742
FY 2011	\$2,440,885,926	2.7251	\$6,319,075	\$437,090
FY 2012	\$2,387,114,422	2.7462	\$6,260,496	\$459,785
FY 2013	\$2,276,784,142	3.2462	\$7,133,600	\$497,689
FY 2014	\$2,309,178,922	3.1969	\$7,087,000	\$462,249
FY 2015	\$2,403,601,442	3.1969	\$7,377,000	\$454,299
FY 2016	\$2,514,217,625	3.1969	\$7,716,200	\$468,678
FY 2017	\$2,678,944,043	3.1969	\$8,224,800	\$500,000
FY 2018	\$2,882,634,481	3.1969	\$8,847,000	\$575,000



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

Fiscal Year	Adjusted Taxable Value	New Construction	Gross Taxable Value
FY 2009	\$2,954,166	\$115,280	\$3,069,446
FY 2010	\$2,598,202	\$65,914	\$2,664,116
FY 2011	\$2,416,569	\$24,317	\$2,440,886
FY 2012	\$2,379,260	\$7,854	\$2,387,114
FY 2013	\$2,259,928	\$16,856	\$2,276,784
FY 2014	\$2,299,288	\$9,891	\$2,309,179
FY 2015	\$2,370,801	\$32,800	\$2,403,601
FY 2016	\$2,490,322	\$23,895	\$2,514,217
FY 2017	\$2,640,586	\$38,358	\$2,678,944
FY 2018	\$2,832,084	\$50,550	\$2,882,634

Gross Taxable Value (in thousands)



City of Punta Gorda, FL
Analysis of Estimated Taxable Value and Tax Revenues
FY 2017 compared to FY 2018

	DR 420 Original Budget FY 2017	Recapitulation Final FY 2017	DR 420 Original Budget FY 2018
Current Year Adjusted Taxable Value	\$2,640,586,113	\$2,646,945,229	\$2,832,084,719
Prior Year Final Gross Taxable Value	<u>\$2,513,363,249</u>	<u>\$2,513,363,249</u>	<u>\$2,685,303,159</u>
Estimated Incr/(Decr) (without new construction/annex)	\$127,222,864	\$133,581,980	\$146,781,560
Percent Incr/(-)Decr (without new construction/annex)	5.06%	5.31%	5.47%
Net New Taxable Value of New Construction/Annex	\$38,357,930	\$38,357,930	\$50,549,762
Total Estimated Current Year Taxable Value	\$2,678,944,043	\$2,685,303,159	\$2,882,634,481
Net Incr/(Decr) from Prior Year Final Gross Taxable Value	\$165,580,794	\$171,939,910	\$197,331,322
Net Percent Incr/(-)Decr from Prior Year Final Gross Taxable Value	6.59%	6.84%	7.35%
	FY 2017	FY 2017	FY 2018
Taxable Value	\$2,678,944,043	\$2,685,303,159	\$2,882,634,481
	x 96.0%	x 96.0%	x 96.0%
Budget Value of a Mill	<u>\$2,571,786</u>	<u>\$2,577,891</u>	<u>\$2,767,329</u>
Operating Mills	3.1969	3.1969	3.1969
Revenue from Base Properties	\$8,107,078	\$8,123,538	\$8,691,862
Revenue from New Construction	\$117,722	\$117,722	\$155,138
Total Estimated Ad Valorem Tax Revenue	<u>\$ 8,224,800</u>	<u>\$ 8,241,260</u>	<u>\$ 8,847,000</u>

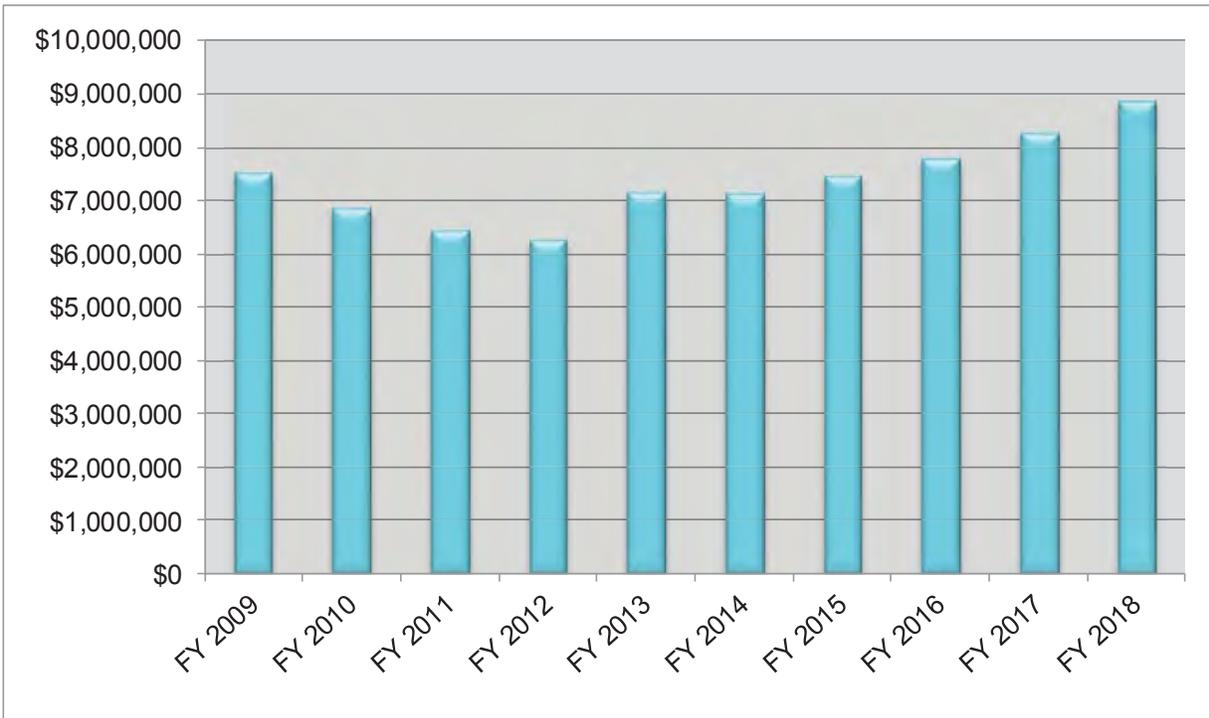
Calculation of City Ad Valorem Tax on various assessed values:

	Homestead Single Family		Non-Homestead Vacant Land Commercial	
Assessed Value	\$150,000	\$300,000	\$110,000	\$1,000,000
Less Homestead Exemption	<u>\$50,000</u>	<u>\$50,000</u>		
Net Taxable Value	\$100,000	\$250,000	\$110,000	\$1,000,000
City Millage Rate	3.1969	3.1969	3.1969	3.1969
City Ad Valorem Tax FY 2017	<u>\$320</u>	<u>\$799</u>	<u>\$352</u>	<u>\$3,197</u>

**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.

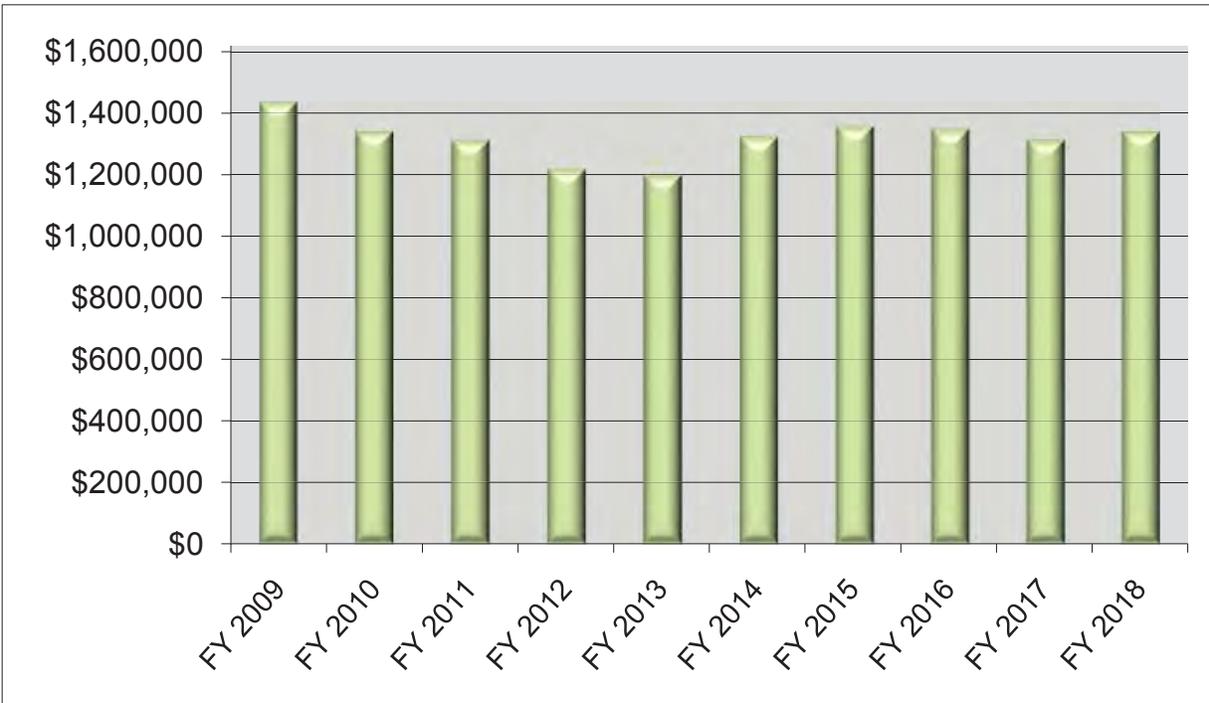
Fiscal Year	Revenue	Percentage Change
FY 2009	\$7,495,907	2.41%
FY 2010	\$6,829,121	-8.90%
FY 2011	\$6,424,928	-5.92%
FY 2012	\$6,239,901	-2.88%
FY 2013	\$7,126,709	14.21%
FY 2014	\$7,113,559	-0.18%
FY 2015	\$7,443,084	4.63%
FY 2016	\$7,762,136	4.29%
FY 2017	\$8,228,000	6.00%
FY 2018	\$8,847,000	7.52%



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.

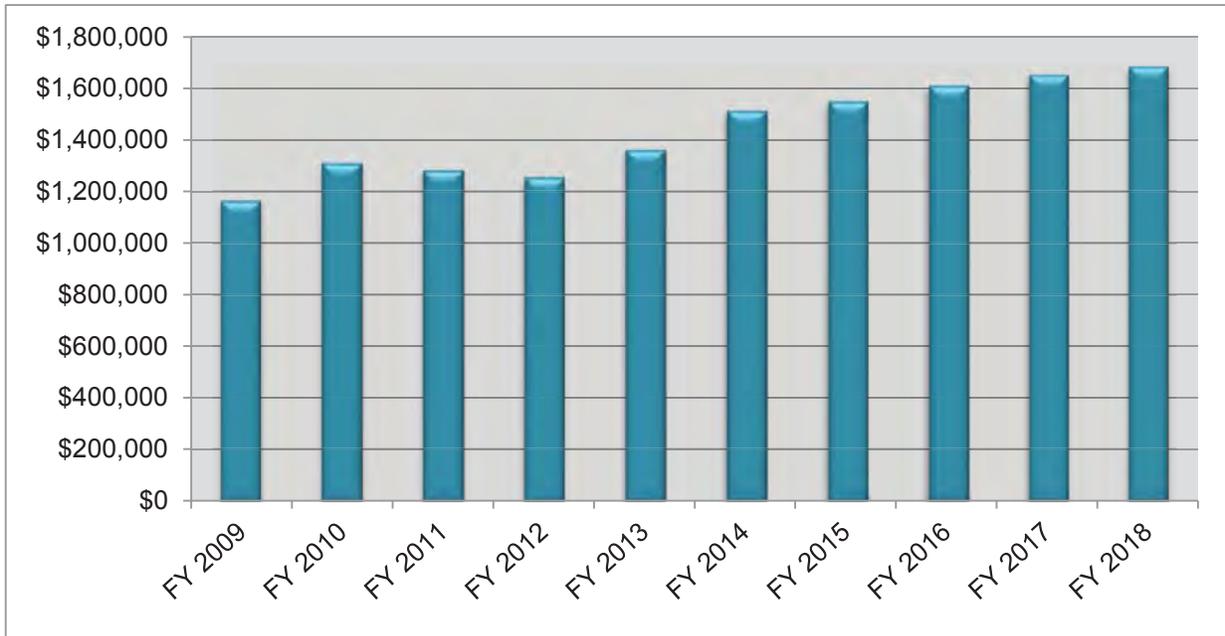
Fiscal Year	Revenue	Percentage Change
FY 2009	\$1,435,888	6.31%
FY 2010	\$1,340,371	-6.65%
FY 2011	\$1,311,752	-2.14%
FY 2012	\$1,217,206	-7.21%
FY 2013	\$1,198,571	-1.53%
FY 2014	\$1,322,464	10.34%
FY 2015	\$1,356,841	2.60%
FY 2016	\$1,347,826	-0.66%
FY 2017	\$1,312,500	-2.62%
FY 2018	\$1,340,550	2.14%



**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.

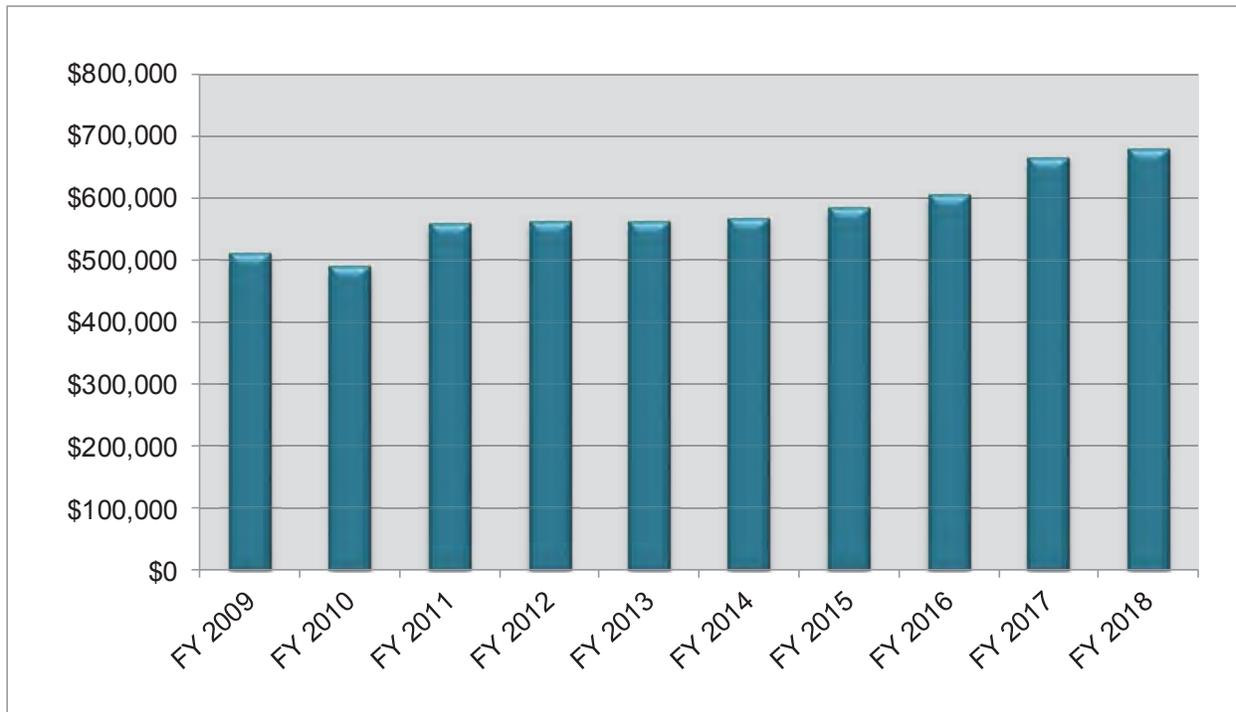
FY 2009	\$1,163,039	4.53%
FY 2010	\$1,308,911	12.54%
FY 2011	\$1,281,050	-2.13%
FY 2012	\$1,252,996	-2.19%
FY 2013	\$1,358,740	8.44%
FY 2014	\$1,510,856	11.20%
FY 2015	\$1,547,257	2.41%
FY 2016	\$1,608,098	3.93%
FY 2017	\$1,650,000	2.61%
FY 2018	\$1,683,000	2.00%



**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.

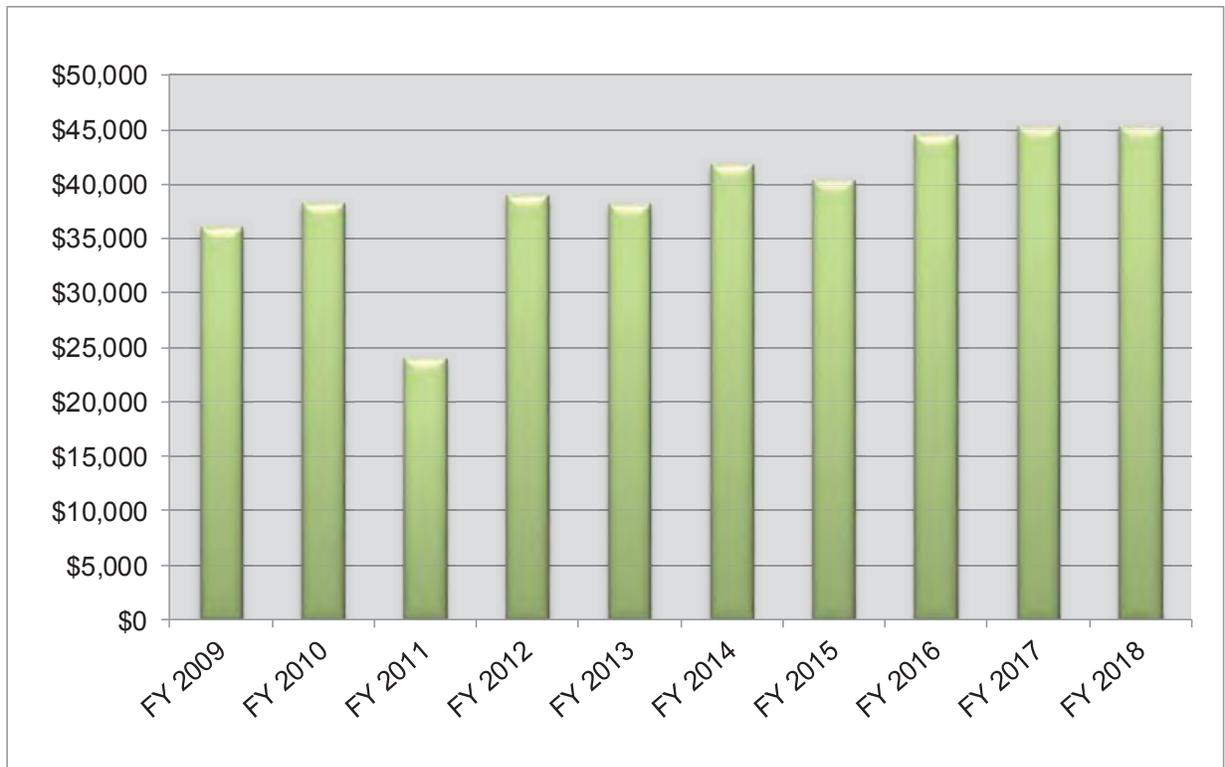
Fiscal Year	Revenues	Percentage Change
FY 2009	\$509,574	17.00%
FY 2010	\$488,620	-4.11%
FY 2011	\$559,587	14.52%
FY 2012	\$561,307	0.31%
FY 2013	\$561,844	0.10%
FY 2014	\$566,320	0.80%
FY 2015	\$584,089	3.14%
FY 2016	\$604,273	3.46%
FY 2017	\$664,700	10.00%
FY 2018	\$678,000	2.00%



**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.

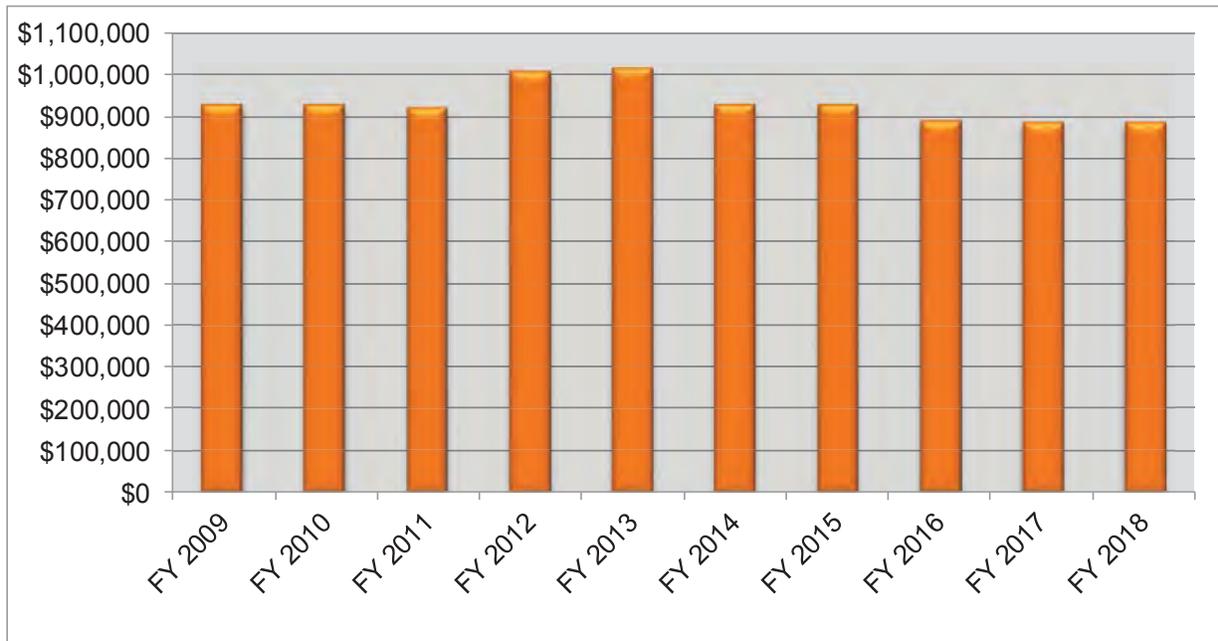
Fiscal Year	Revenue	Percentage Change
FY 2009	\$36,046	-4.85%
FY 2010	\$38,212	6.01%
FY 2011	\$23,965	-37.28%
FY 2012	\$38,929	62.44%
FY 2013	\$38,146	-2.01%
FY 2014	\$41,734	9.41%
FY 2015	\$40,329	-3.37%
FY 2016	\$44,458	10.24%
FY 2017	\$45,300	1.89%
FY 2018	\$45,300	0.00%



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

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

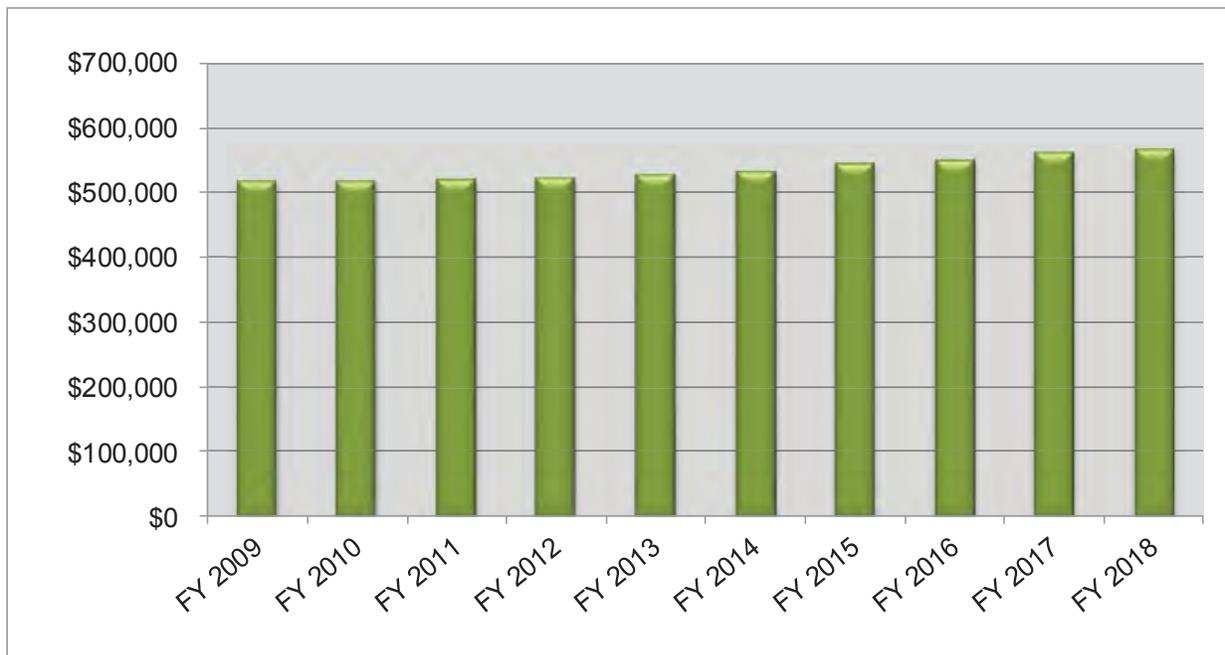
Fiscal Year	Revenue	Percentage Change
FY 2009	\$ 929,263	-0.25%
FY 2010	\$ 929,000	-0.03%
FY 2011	\$ 921,390	-0.82%
FY 2012	\$ 1,006,250	9.21%
FY 2013	\$ 1,013,519	0.72%
FY 2014	\$ 928,610	-8.38%
FY 2015	\$ 927,585	-0.11%
FY 2016	\$ 890,406	-4.01%
FY 2017	\$ 885,000	-0.61%
FY 2018	\$ 885,000	0.00%



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

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

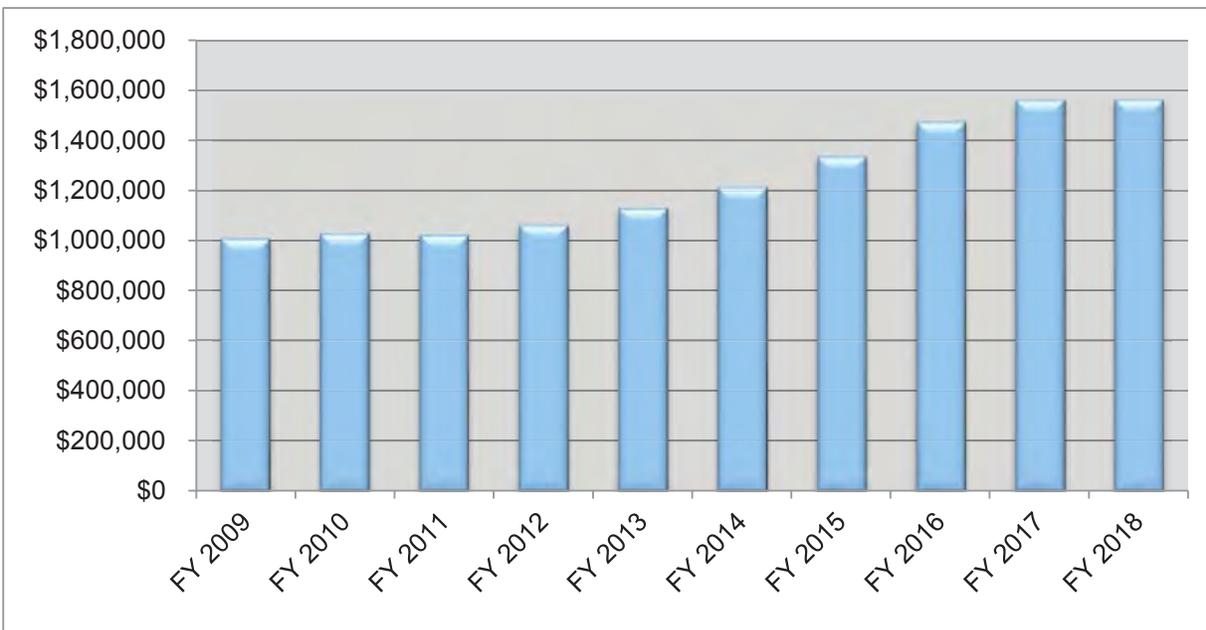
Fiscal Year	Revenue Sharing	Percentage Change
FY 2009	\$519,672	-3.53%
FY 2010	\$518,721	-0.18%
FY 2011	\$523,112	0.85%
FY 2012	\$524,702	0.30%
FY 2013	\$528,353	0.70%
FY 2014	\$535,203	1.30%
FY 2015	\$546,498	2.11%
FY 2016	\$551,672	0.95%
FY 2017	\$562,700	2.00%
FY 2018	\$568,000	0.94%



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

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

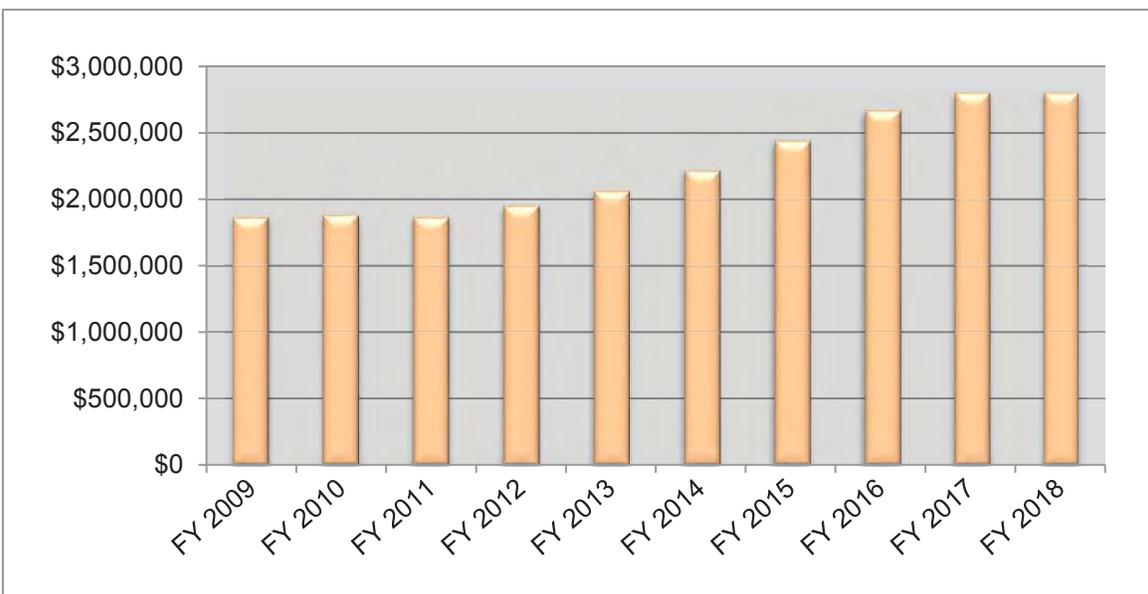
FY 2009	\$1,006,494	-11.52%
FY 2010	\$1,026,747	2.01%
FY 2011	\$1,020,622	-0.60%
FY 2012	\$1,061,493	4.00%
FY 2013	\$1,129,071	6.37%
FY 2014	\$1,212,049	7.35%
FY 2015	\$1,335,030	10.15%
FY 2016	\$1,473,400	10.36%
FY 2017	\$1,560,300	5.90%
FY 2018	\$1,562,900	0.17%



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

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

Fiscal Year	Revenue	Fund		Percent Change
FY 2009	\$1,868,362	General	New election 1/1/09	-9.07%
FY 2010	\$1,886,385	General		0.96%
FY 2011	\$1,867,911	General		-0.98%
FY 2012	\$1,954,584	General		4.64%
FY 2013	\$2,065,102	General		5.65%
FY 2014	\$2,218,360	General		7.42%
FY 2015	\$ 625,501	General		Incl. Below
FY 2015	See page 8.03	1% Sales Tax	New election 1/1/15	10.07%
FY 2016	See page 8.03	1% Sales Tax		
FY 2017	See page 8.03	1% Sales Tax		
FY 2018	See page 8.03	1% Sales Tax		



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
GENERAL FUND**

REVENUE

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
10-00	CURRENT AD VALOREM TAXES	7,443,942	7,762,213	8,224,800	8,228,000	8,847,000
10-00	ELECTRICITY UTILITY TAX	1,547,257	1,608,098	1,518,000	1,650,000	1,683,000
30-00	WATER UTILITY TAX	584,089	604,273	601,800	664,700	678,000
80-00	BOTTLED GAS UTILITY TAX	40,329	44,458	42,656	45,300	45,300
10-99	COMMUNICATION SERVICE TAX	927,585	890,406	885,000	885,000	885,000
01-00	OCCUPATIONAL LICENSES	89,651	94,976	88,740	96,800	98,750
01-01	PENALTIES	1,824	3,368	1,326	4,150	2,100
01-02	TRANSFERS	347	413	306	306	300
	TAXES	10,635,024	11,008,205	11,362,628	11,574,256	12,239,450
10-00	FLORIDA POWER FRANCHISE	1,356,841	1,347,826	1,402,500	1,312,500	1,340,550
40-00	PEOPLES GAS FRANCHISE FEE	20,885	21,010	18,870	21,220	21,640
01-00	SIGN PERMITS	4,150	4,650	3,060	4,500	4,500
02-00	RIGHTS OF WAY PERMITS	0	20,499	0	0	0
03-00	DOCK PERMITS	0	14,300	0	0	0
04-00	FIRE PREVENTION PERMITS	12,923	17,916	9,180	17,100	17,100
	PERMITS,FEES & SPEC ASSMT	1,394,799	1,426,201	1,433,610	1,355,320	1,383,790
20-02	FDLE BYRNE GRANT	19,689	22,113	0	21,320	0
39-10	USDA - FORESTRY GRANT	2,775	2,500	0	0	0
12-99	STATE REVENUE SHARING	546,498	551,672	545,400	562,700	568,000
14-00	MOBILE HOME LICENSES	13,373	13,870	12,240	13,870	14,010
15-00	ALCOHOLIC BEVERAGE LICENS	15,451	19,467	15,300	17,520	17,700
18-00	LOCAL GOVT SALES TAX	1,335,030	1,473,400	1,378,000	1,560,300	1,562,900
18-01	1% LOCAL OPTION SALES TAX	625,501	0	0	0	0
23-00	FIREFIGHTER SUPPLMTL COMP	3,720	3,720	3,720	3,720	3,720
49-01	MOTOR FUEL TAX REBATE	21,966	21,222	20,910	20,910	21,330
21-00	MARINE ADVISORY BD-WCIND	0	6,753	0	0	0
20-00	COUNTY OCCUP LICENSES	1,685	1,746	1,200	1,750	1,750
01-00	HOUSING AUTH - P I L O T	4,473	6,113	5,000	6,110	6,110
	INTERGOVERNMENTAL REVENUE	2,590,161	2,122,576	1,981,770	2,208,200	2,195,520
30-01	PROC CONTRACT ADMIN FEE	21,358	35,972	12,400	18,400	18,400
90-01	ENGINEERING VARIANCE FEES	4,950	8,150	1,800	8,000	8,000
90-02	PLANNING & ZONING FEES	31,943	33,046	24,480	35,000	35,700
90-03	SALE OF PUBLICATIONS/MAPS	0	0	200	0	0
90-05	POLICE DEPT	7,970	8,435	7,800	8,400	8,400
89-00	DISTRESSED PROPERTY REIMB	4,468	4,907	3,000	4,000	4,000
90-00	LOT MOWING FEES	309,159	325,011	302,000	315,000	315,000
91-00	LIEN INTEREST	3,795	2,010	0	6,500	2,000
40-01	EVENT APPLICATION FEE	4,125	4,350	2,550	4,000	3,000
	CHARGES FOR SERVICES	387,768	421,881	354,230	399,300	394,500
10-00	FINES & FORFEITURES	18,153	13,184	14,280	13,200	13,465
30-00	POLICE EDUCATION	2,020	1,611	1,600	1,600	1,630
40-00	UNSAFE EQUIPMENT	16	4	0	0	0
02-00	FINES - CODE ENFORCEMENT	64,537	47,924	1,000	32,500	30,000
02-01	CODE CITATIONS	100	25	0	0	0
03-00	FALSE ALARMS - POLICE	7,500	4,900	3,000	4,000	4,000
04-00	FALSE ALARMS - FIRE	400	0	0	19,050	5,400
06-00	PARKING VIOLATIONS	6,250	4,525	4,000	6,625	6,625
	FINES & FORFEITS	98,976	72,173	23,880	76,975	61,120

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
GENERAL FUND**

REVENUE

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
10-00	INTEREST ON INVESTMENTS	15,390	29,157	6,500	70,000	70,000
00-00	RENTAL INCOME	136,792	138,723	81,056	89,000	90,000
20-01	RENT - GILCHRIST PARK	3,459	5,901	7,854	1,600	3,200
20-02	RENT - LAISHLEY PARK	8,180	14,320	10,710	15,200	15,500
20-03	RENT - PONCE DE LEON PARK	3,400	2,875	2,244	2,875	2,930
10-00	SALE OF LAND	117,992	0	0	3,510,000	0
41-00	SURPLUS FURN, FIXT, EQPT	20,487	34,737	2,040	2,040	2,080
90-00	OTHER SCRAP OR SURPLUS	25	371	0	320	320
00-00	CONTRIB FROM PRIVATE SRCS	8,042	7,710	1,355	1,355	1,355
30-00	FOR POLICE DEPARTMENT	500	0	0	0	0
31-00	FIRE DEPARTMENT	5,128	465	0	10,840	0
32-00	URBAN DESIGN	1,064	2,798	0	2,800	0
30-00	REFUND OF PRIOR YR EXPEND	3,418	0	0	0	0
40-04	ADMIN CHGS P G I CANAL	103,630	103,630	116,380	116,380	119,870
40-05	ADMIN CHGS B S I CANAL	11,955	11,955	10,860	10,860	11,185
40-11	ADMIN CHGS CRA	0	13,000	13,500	13,500	14,000
40-15	ADMIN CHGS SIX CT GAS TAX	82,660	72,560	65,809	65,809	67,785
40-16	CHAR HBR NATL ESTUARY PRG	84,925	84,925	87,370	87,370	89,888
40-26	ADMIN CHGS UTIL O M & R	2,085,380	2,074,690	2,261,785	2,261,785	2,329,640
40-50	ADMIN CHGS REFUSE COLLECT	321,655	339,415	362,415	362,415	373,287
40-51	ADMIN CHGS BUILDING FUND	80,290	86,830	86,889	86,889	89,495
40-53	ADMIN CHGS MARINA	35,815	32,305	32,852	32,852	33,837
44-00	REIMBURSEMENT FROM CDBG	16,262	8,288	9,000	0	0
47-00	REIMB-CHARL CO SCHOOL BD	95,235	97,779	100,053	100,053	103,055
48-00	REIMBURSEMENT FROM COUNTY	24,000	38,803	24,000	24,000	24,000
70-02	LAW ENFORCEMENT TRUST	14,577	3,780	0	2,247	0
70-16	CANINE PROGRAM	3,140	7,413	0	20,600	20,600
70-17	HISTORIC PRESERVTDN ADV BD	575	415	0	150	150
70-18	INSURANCE RECOVERY	18,841	8,633	0	10,000	10,000
70-21	VOLUNTEERS IN POLICING	130	367	0	0	0
70-42	P G P D JAMMERS	9,780	16,300	0	1,450	1,450
70-50	DEFINED CONTRIB REFUNDS	0	0	0	15,250	5,530
90-00	MISCELLANEOUS REVENUE	40,421	75,958	10,200	25,500	15,500
	MISCELLANEOUS REVENUE	3,353,148	3,314,103	3,292,872	6,943,140	3,494,657
13-00	DAMAGE RECOVERY FUND	10,000	10,000	10,000	143,735	219,335
19-00	1% LOCAL OPTION SALES TAX	0	90,000	90,000	90,000	90,000
26-00	UTILITIES O M & R	26,592	1,508	0	0	0
	TRANSFER FROM OTHER FUNDS	36,592	101,508	100,000	233,735	309,335
90-01	PROJ CARRYOVER-BEGINNING	786,873	1,118,839	941,890	1,790,041	1,243,818
90-02	PRIOR YEAR ENCUMBRANCES	122,651	248,623	0	41,320	0
90-03	UNRESERVED FUND BALANCE	1,470,469	1,171,000	1,342,000	1,342,000	1,575,000
90-05	PRIOR YR RE-APPROPRIATION	181,036	314,956	0	286,300	0
90-13	BEG RESERVE-FLEET/EQPT	312,000	312,000	420,000	420,000	534,505
90-14	FUTURE YEAR BUDGET	186,999	464,000	426,626	426,626	671,695
	BEGINNING RESERVES	3,060,028	3,629,418	3,130,516	4,306,287	4,025,018
		21,556,496	22,096,065	21,679,506	27,097,213	24,103,390

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
GENERAL FUND SUMMARY**

Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	12,575,587	12,586,729	13,136,785	13,076,437	13,681,151
Operating	3,547,826	3,543,417	3,915,157	4,338,759	4,249,176
Capital Outlay	241,595	559,904	560,596	633,518	820,500
Fleet/Equip-Reserve Funding	0	0	89,405	0	0
Debt Service	0	0	0	0	0
Contingency	0	0	15,000	15,000	15,000
Operating Transfers	1,562,070	1,099,728	1,469,000	5,008,481	2,224,000
Reserve-Carryover & Reappr	563,579	327,620	0	0	0
Reserve-Fleet/Equip	312,000	420,000	420,000	534,505	0
Reserve-Future Years' Bdgt	581,899	1,063,579	678,626	1,048,645	671,695
Projected Carryover-End	2,171,940	2,495,088	1,394,937	2,441,868	2,441,868
Total	21,556,496	22,096,065	21,679,506	27,097,213	24,103,390

Position Summary

DEPARTMENT	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
City Council *	5	5	5	5	5
Administration	9	9	9	9	10
Finance	14.5	14.5	15.5	15.5	16
Public Works	33	33	33	33	33
Police	49	49	49	50	50
Fire	28	28	29	29	29
Urban Design	11	11	11	11	11
	149.5	149.5	151.5	152.5	154

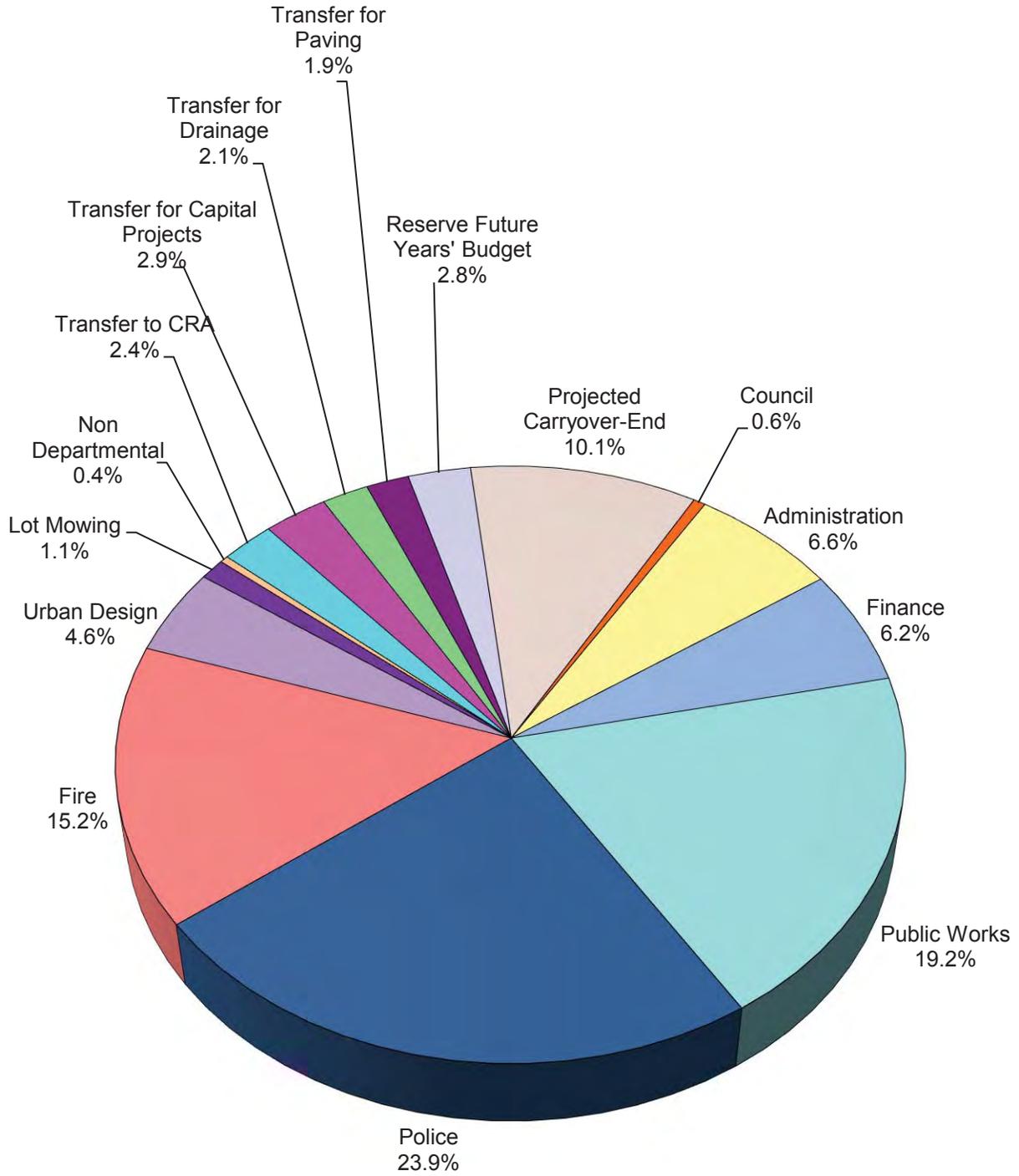
* General Fund employee count includes 5 City Council members as 5 FTEs

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
GENERAL FUND**

DEPARTMENTAL SUMMARY

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
CITY COUNCIL	99,390	92,881	98,442	122,630	129,311
CITY MANAGER	235,321	257,489	251,182	250,939	474,808
HUMAN RESOURCES	292,448	322,100	304,543	329,057	346,560
CITY CLERK	422,946	437,391	530,987	512,068	514,803
LEGAL COUNSEL	229,032	177,329	203,700	206,351	255,794
ADMINISTRATION	1,179,747	1,194,309	1,290,412	1,298,415	1,591,965
FINANCE	802,239	811,097	880,793	871,642	927,959
PROCUREMENT	486,369	494,886	592,583	571,486	571,939
FINANCE	1,288,608	1,305,983	1,473,376	1,443,128	1,499,898
PUBLIC WKS ADMINISTRATION	303,750	303,476	312,020	312,759	351,303
ENGINEERING	421,594	442,108	435,082	414,482	469,099
FACILITIES MAINTENANCE	693,866	715,928	771,601	805,133	798,453
RIGHT OF WAY MAINT DIV	1,033,132	1,062,640	1,254,571	1,243,159	1,548,578
PARKS & GROUNDS MAINT	1,376,947	1,362,313	1,499,740	1,531,982	1,465,069
PUBLIC WORKS	3,829,289	3,886,465	4,273,014	4,307,515	4,632,502
POLICE	5,363,016	5,497,735	5,560,536	5,667,174	5,766,363
FIRE	3,243,542	3,275,981	3,460,350	3,483,549	3,661,532
URBAN DESIGN	540,341	547,683	652,304	692,283	619,990
ZONING & CODE COMPLIANCE	502,333	489,119	410,944	433,575	500,272
URBAN DESIGN	1,042,674	1,036,802	1,063,248	1,125,858	1,120,262
LOT MOWING	233,949	237,043	280,000	306,225	274,000
OTHER NON-DEPARTMENTAL	84,793	162,851	217,565	309,220	89,994
TRANSFER TO CRA	448,578	470,728	500,000	501,481	575,000
TRANSFER TO SPECIAL USE FD	117,992	0	0	3,510,000	0
TRANSFER FOR CAPITAL PROJECTS	85,000	145,000	10,000	38,000	690,000
TRANSFER FOR DRAINAGE	0	0	500,000	500,000	500,000
TRANSFER FOR PAVING	609,000	459,000	459,000	459,000	459,000
TRANSFER FOR 1% LOCAL SALES TAX	301,500	25,000	0	0	0
RESERVE-CARRYOVERS & REAPPROP.	563,579	327,620	0	0	0
RESERVE-FLEET/EQUIP	312,000	420,000	420,000	534,505	0
RESERVE-FUTURE YEARS' BUDGET	581,899	1,063,579	678,626	1,048,645	671,695
PROJECTED CARRYOVER-END	2,171,940	2,495,088	1,394,937	2,441,868	2,441,868
NON-DEPARTMENTAL	5,510,230	5,805,909	4,460,128	9,648,944	5,701,557
	21,556,496	22,096,065	21,679,506	27,097,213	24,103,390

General Fund by Functions FY 2018 - \$24,103,390



**CITY OF PUNTA GORDA
BUDGET FY 2018
GENERAL FUND**

PERSONNEL SERVICES

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
EXECUTIVE SALARIES	1,758,334	1,794,768	1,900,368	1,877,331	1,904,910
REGULAR SALARIES & WAGES	3,391,990	3,525,756	3,677,919	3,658,273	3,936,759
WAGES - UNION	2,579,813	2,751,658	2,765,103	2,800,422	2,804,857
SPECIAL DETAIL	-44,661	-50,845	0	-26,051	0
SICK ESCROW	0	0	5,000	5,000	0
PAY PLAN CHANGES	0	0	43,160	43,160	4,994
TEMPORARY EMPLOYEE WAGES	8,774	11,624	0	16,084	0
OVERTIME PAY	85,264	77,176	89,932	120,142	92,235
OVERTIME PAY - UNION	420,970	432,879	424,797	429,472	445,439
F I C A TAXES	595,202	620,757	650,365	640,539	663,914
RETIREMENT CONTRIBUTION	922,194	837,317	837,326	837,326	837,326
RETIREMT-POLICE OFFICERS	513,912	409,363	356,145	356,145	449,219
RETIREMENT-FIREFIGHTERS	399,158	238,589	272,066	272,066	327,844
RETIREMT-DEFINED CONTRIB	17,766	28,567	46,223	41,024	72,754
EMPLOYEE HLTH & LIFE INS	1,297,650	1,305,684	1,399,566	1,376,417	1,461,407
COBRA, RETIREE, H A INSUR	1	62	0	0	0
DEP HLTH + EMPL PD LIFE	405,337	404,192	443,660	404,068	427,156
WORKMEN'S COMP PREMIUMS	218,958	195,816	220,155	220,019	247,337
UNEMPLOYMENT COMPENSATION	4,925	3,366	5,000	5,000	5,000
PERSONNEL SERVICES	12,575,587	12,586,729	13,136,785	13,076,437	13,681,151

OPERATING EXPENSES

PROFESSIONAL SERVICES	68,769	72,324	30,214	69,278	70,604
CONTINGENT LEGAL SERVICES	147,649	118,571	150,000	150,000	200,000
SETTLEMENT COSTS	0	60,234	0	0	0
EMPLOYEE TESTING	16,827	11,094	22,041	22,041	21,049
VETERINARY SERVICES	1,356	1,256	2,182	2,182	5,360
ACCOUNTING & AUDITING	14,407	14,473	15,940	15,940	16,500
CONTRACTUAL SERVICES	319,026	306,699	364,780	404,780	496,480
TREES	1,227	3,805	3,500	3,500	3,500
CONTRACT SVCS-LOT MOWING	233,949	237,043	280,000	306,225	274,000
COMPREHENSIVE PLANNING	4,375	0	0	60,000	30,000
PEST CONTROL	2,613	3,150	3,110	3,110	3,200
JANITORIAL	38,425	48,643	54,000	54,000	54,000
PAINTING	11,091	16,450	16,000	16,000	16,000
AIR CONDITIONING	29,457	35,436	36,600	36,600	36,600
MANGROVE TRIMMING	13,869	15,182	26,875	26,875	30,000
EXOTIC TREE REMOVAL	11,212	10,160	15,000	17,360	15,000
DISTRESS PROPERTIES MAINT	7,562	6,196	8,000	8,000	8,240
TRAVEL & PER DIEM	31,694	27,202	37,152	38,552	39,597
COMMUNICATIONS SERVICES	75,420	77,280	88,985	88,205	90,532
POSTAGE & EXPRESS CHARGES	12,088	12,554	15,980	15,950	15,980
ELECTRICITY	149,247	144,045	172,750	172,750	172,750
WATER & SEWER	187,993	194,960	199,060	199,060	226,000

**CITY OF PUNTA GORDA
BUDGET FY 2018
GENERAL FUND**

OPERATING EXPENSES (continued)

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
WATER/SEWER P R W CTR WNS	2,073	2,550	2,260	2,260	2,260
COPYING EQUIPMENT	2,744	2,744	5,610	5,610	5,610
EQUIPMENT LEASES	31,655	26,017	29,921	32,471	31,799
VEHICLES - RENTAL & LEASE	4,647	312	0	0	750
CLOTHING & UNIFORMS	2,111	2,244	2,845	2,845	2,895
RIGHT-OF-WAY (R/R X'ING)	0	0	775	775	775
FIRE/GENERAL LIAB INSUR	364,231	298,822	338,945	338,945	366,062
REPAIR & MAINTENANCE SVCS	21,421	30,486	35,986	36,436	48,726
REPAIR/MAINT BUILDINGS	73,767	79,456	118,930	164,220	119,000
REPR/MAINT AIR CONDITION	135	0	0	0	0
R&M AUTOS/TRUCKS FLEET	150,269	158,482	180,736	180,736	174,998
REPAIR/MNT EQUIP FLEET	3,777	3,557	5,325	5,325	5,325
REPAIR/MNT VEH & EQP DEPT	19,631	22,924	38,120	42,201	37,858
PRINTING & BINDING	0	487	400	400	2,522
PROMOTIONAL ACTIVITIES	278	756	2,500	76,000	2,530
MEMBERSHIP - C H E C	8,500	8,500	8,500	8,500	8,500
MEMBERSHIP - CHAR HBR NEP	5,000	5,000	5,000	5,000	5,000
BUSINESS DEVELOPMENT	0	846	0	9,000	0
CONTRIB - UNITED WAY	25,000	25,000	25,000	25,000	27,500
ARBOR DAY ACTIVITIES	5,392	5,902	0	6,832	0
LEGAL ADVERTISING	9,793	11,026	13,200	13,100	14,103
ELECTION EXPENSES	0	0	50,000	30,000	25,000
VOLUNTEER FIREMEN	211	366	1,000	1,000	2,200
COMPUTER OVERHEAD	843,876	850,515	852,960	852,960	878,544
RECORDING FEES	366	0	100	0	100
CREDIT CARD CHARGES/FEES	1,087	1,265	370	216	0
OFFICE SUPPLIES	18,101	16,013	24,760	24,010	23,386
GASOLINE, OIL, LUBRICANTS	174,236	135,059	184,507	185,807	179,735
FIRE PREVENTION SUPPLIES	3,738	1,165	2,266	4,136	2,333
PRE-EMPLOYMENT COSTS	5,234	2,248	2,900	3,088	3,222
HOLIDAY DECORATIONS	28,998	37,172	30,000	30,000	30,000
RECORDS RETENTION SUPPL	0	27	500	500	500
DEPT MATERIALS & SUPPLIES	147,299	163,258	175,293	186,668	176,590
SAFETY SUPPLIES	17,195	9,215	13,057	13,707	13,628
CLOTHING & UNIFORMS	56,294	62,397	59,113	64,723	61,660
AGRIC & BOTANICAL SUPPLS	21,250	46,312	30,000	36,600	30,000
TRAINING MATERIALS & SUPP	12,486	10,848	20,141	20,141	22,654
EMERGENCY MGMT SUPPLIES	3,465	1,125	10,000	17,875	10,300
MEDICAL SUPPLIES	13,385	23,765	16,500	16,500	16,995
CRIME PREVENTION	7,786	8,903	9,393	9,393	8,596
HARDSCAPE/LANDSCAPE-PARKS	202	2,448	0	7,728	0
BOOKS/MEMBS/TRAINING/EDUC	66,488	50,983	76,075	84,025	82,128
LAW ENFORCEMENT TRUST	2,216	3,425	0	34,390	0
CANINE PROGRAM	3,902	4,478	0	26,000	0
HISTORIC PRESERVATION ADV BD	590	0	0	565	0
VOLUNTEERS IN POLICING	225	195	0	1,205	0
POLICE TRADING CARDS	0	0	0	598	0
P G P D JAMMERS	10,468	9,969	0	20,860	0
INVENTORY SHORT/OVER	48	398	0	0	0
OPERATING EXPENSES	3,547,826	3,543,417	3,915,157	4,338,759	4,249,176

**CITY OF PUNTA GORDA
BUDGET FY 2018
GENERAL FUND**

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
<u>CAPITAL OUTLAY</u>					
BLDGS-CONSTR AND/OR IMPRV	11,928	0	0	0	32,000
IMPROVE OTHER THAN BLDGS	17,370	0	0	0	0
FLEET/EQUIP-RESERVE FUNDING	0	0	89,405	0	0
AUTOS & ON-ROAD VEHICLES	164,285	387,838	336,000	363,800	608,000
EQUIPMENT	48,012	172,066	223,496	228,618	180,500
COMPUTER EQUIPMENT	0	0	1,100	1,100	0
TRABUE WOODS INITIATIVES	0	0	0	40,000	0
CAPITAL OUTLAY	241,595	559,904	650,001	633,518	820,500
CONTINGENCY	0	0	15,000	15,000	15,000
<u>TRANSFERS</u>					
COMMUNITY REDEVEL AGENCY	448,578	470,728	500,000	501,481	575,000
SPECIAL USE FUND	117,992	0	0	3,510,000	0
ADDL FIVE CENT GAS TAX	609,000	459,000	459,000	459,000	459,000
1% LOCAL OPTION SALES TAX	0	25,000	0	0	0
GENERAL CONSTRUCTION	85,000	145,000	510,000	538,000	1,190,000
GEN CONST - INFRASTR SURTAX	301,500	0	0	0	0
TRANSFERS	1,562,070	1,099,728	1,469,000	5,008,481	2,224,000
<u>PROJECTED CARRYOVER-END</u>					
RESERVE-CARRYOVER & REAPPR	563,579	327,620	0	0	0
RESERVE-FLEET/EQUIP	312,000	420,000	420,000	534,505	0
RESERVE-FUTURE YRS BUDGET	581,899	1,063,579	678,626	1,048,645	671,695
PROJECTED CARRYOVER-END	2,171,940	2,495,088	1,394,937	2,441,868	2,441,868
PROJECTED CARRYOVER-END	3,629,418	4,306,287	2,493,563	4,025,018	3,113,563
TOTAL EXPENDITURES	21,556,496	22,096,065	21,679,506	27,097,213	24,103,390

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
NON DEPARTMENTAL SUMMARY**

Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	0	0	48,160	48,160	4,994
Operating	318,742	399,894	345,000	512,285	344,000
Capital Outlay	0	0	0	40,000	0
Fleet/Equip-Reserve Funding	0	0	89,405	0	0
Debt Service	0	0	0	0	0
Contingency	0	0	15,000	15,000	15,000
Operating Transfers	1,562,070	1,099,728	1,469,000	5,008,481	2,224,000
Reserve-Carryover & Reappr	563,579	327,620	0	0	0
Reserve-Fleet/Equip	312,000	420,000	420,000	534,505	0
Reserve-Future Years' Bdgt	581,899	1,063,579	678,626	1,048,645	671,695
Projected Carryover-End	2,171,940	2,495,088	1,394,937	2,441,868	2,441,868
Total	<u>5,510,230</u>	<u>5,805,909</u>	<u>4,460,128</u>	<u>9,648,944</u>	<u>5,701,557</u>

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
GENERAL FUND**

NON-DEPARTMENTAL EXPENSES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
12-05	SICK ESCROW	0	0	5,000	5,000	0
12-06	PAY PLAN CHANGES	0	0	43,160	43,160	4,994
*	PERSONNEL SERVICES	0	0	48,160	48,160	4,994
31-00	PROFESSIONAL SERVICES	25,668	42,329	25,000	27,500	27,500
31-10	SETTLEMENT COSTS	0	60,234	0	0	0
48-00	PROMOTIONAL ACTIVITIES	0	0	1,500	75,000	1,500
48-05	MEMBERSHIP - C H E C	8,500	8,500	8,500	8,500	8,500
48-08	MEMBERSHIP - CHAR HBR NEP	5,000	5,000	5,000	5,000	5,000
48-22	BUSINESS DEVELOPMENT	0	846	0	9,000	0
48-23	CONTRIB - UNITED WAY	25,000	25,000	25,000	25,000	27,500
48-25	ARBOR DAY ACTIVITIES	5,392	5,902	0	6,832	0
34-03	CONTRACT SVCS-LOT MOWING	233,949	237,043	280,000	306,225	274,000
99-09	INVENTORY SHORT/OVER	48	398	0	0	0
99-16	CANINE PROGRAM	3,902	4,478	0	26,000	0
99-17	HISTORIC PRESERVTN ADV BD	590	0	0	565	0
99-18	VOLUNTEERS IN POLICING	225	195	0	1,205	0
99-20	POLICE TRADING CARDS	0	0	0	598	0
99-42	P G P D JAMMERS	10,468	9,969	0	20,860	0
*	OPERATING EXPENSES	318,742	399,894	345,000	512,285	344,000
65/20	TRABUE WOODS INITIATIVES	0	0	0	40,000	0
99-90	FLEET/EQUIP-RESERVE FUNDING	0	0	89,405	0	0
*	CAPITAL OUTLAY	0	0	89,405	40,000	0
90-01	RESERVE FOR CONTINGENCIES	0	0	15,000	15,000	15,000
*	CONTINGENCIES	0	0	15,000	15,000	15,000
91-11	COMMUNITY REDEVEL AGENCY	448,578	470,728	500,000	501,481	575,000
91-13	SPECIAL USE FUND	117,992	0	0	3,510,000	0
91-14	ADDL FIVE CENT GAS TAX	609,000	459,000	459,000	459,000	459,000
91-19	1% LOCAL OPTION SALES TAX	0	25,000	0	0	0
91-20	GENERAL CONSTRUCTION	85,000	145,000	510,000	538,000	1,190,000
91-22	GEN CONST-INFRASTR SURTAX	301,500	0	0	0	0
*	TRANSFERS	1,562,070	1,099,728	1,469,000	5,008,481	2,224,000
99-03	PROJECTED CARRYOVER - END	2,171,940	2,495,088	1,394,937	2,441,868	2,441,868
99-13	RESERVE-FLEET/EQPT	312,000	420,000	420,000	534,505	0
99-13	RESERVE-CARRYOVER & REAPPR.	563,579	327,620	0	0	0
99-14	RESERVE-FUTURE YRS BUDGET	581,899	1,063,579	678,626	1,048,645	671,695
*	ENDING RESERVES	3,629,418	4,306,287	2,493,563	4,025,018	3,113,563
		5,510,230	5,805,909	4,460,128	9,648,944	5,701,557

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
CITY COUNCIL - Dept. 0100**

FUNCTION:

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

ACCOMPLISHMENTS:

City Council accomplished the following objectives during FY 2017:

- Approved plan to automate sanitation collection.
- Approved moving forward with process to automate utility meter reading.
- Adopted ordinance to require pre-annexation agreements for new water and/or sewer service with commitment to annex into City once contiguous.
- Reached voluntary annexation agreement with Walmart/Murphy Oil along Jones Loop Road.
- Initiated discussion of revised regulations that allow for increased building height in City Center zoning district in conjunction with pedestrian and architectural amenities.
- Initiated design of Jones Loop Road sewer forcemain,
- Incorporated enhanced stormwater drainage program in General Fund budget in amount of \$500,000.
- Approved interlocal agreement with Charlotte County to use County consulting engineer to develop plan for transition from septic to sewer in City utility service area.
- Partnered with FPL in its Solar Now program, which will construct solar canopies in Laishley Park, Hector House Plaza, Bailey Brothers Park and City Hall parking area.
- Partnered with Vietnam Wall committee to complete construction of and hold dedication ceremony for Vietnam Memorial Wall in Veterans Park.
- Secured services of marketing consultant to conduct branding process for City strategic communications positioning.
- Partnered with Charlotte County, Airport Authority, Florida Southwestern State College (FSW) and Western Michigan University (WMU) to initiate aviation program at Airport.

BUDGET NARRATIVE:

The charter review committee recommended that City Council Members' salaries be a percentage (Mayor 22.5%, Council Members 20%) of the Charlotte County Commissioners salaries which are regulated by the State Legislature. This recommendation was placed on the November 2016 ballot and was approved by the voters. The change took effect immediately during FY 2017.

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

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
CITY COUNCIL SUMMARY**

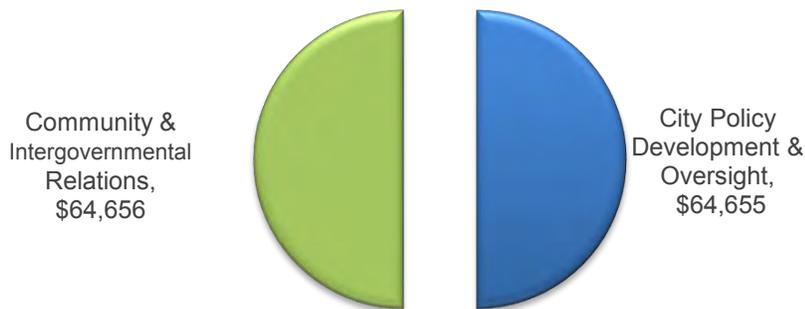
Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	87,610	82,325	81,657	105,845	112,030
Operating	11,780	10,556	16,785	16,785	17,281
Capital Outlay	0	0	0	0	0
Total	99,390	92,881	98,442	122,630	129,311

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
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 2018
CITY MANAGER'S OFFICE – DEPT. 0200**

FUNCTION

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

ACCOMPLISHMENTS

- The office continued with enhanced communications among employees, Council, and citizens through social media, including a Facebook "question of the week", in effort to obtain feedback on pertinent City issues. The ongoing projects of staff were monitored through a follow-up program called the Action Register. Weekly communications continue to be published on the City's website.
- Status updates on the Strategic Plan were presented to Council throughout the year along with a refined Long Range Financial Plan. Provided leadership in completion of major capital projects – streets, utilities and Punta Gorda Pathways.
- Secured services of marketing consultant to conduct branding process for City strategic communications positioning. Presented Report of Findings and recommendation to initiate communications position with City organization. Development of brand and communications plan in process.

BUDGET NARRATIVE

The office continues to reduce non-core operating expenditures to meet budgetary constraints. The City will enhance its strategic communications program by adding a communications manager to staff. The City has engaged the services of a marketing consultant to assist in developing a marketing/branding communications strategy for positioning the City residents, visitors, and commercial and industrial businesses. The FY 2018 budget includes \$219,000 for the estimated program start-up. The first year of full funding is being transferred from the special use fund. In subsequent years the salary and benefits for the manager are included as general fund revenue supported.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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
- Goal: Identify sustainable spending policies to support business operations
- Goal: Strengthen & diversify the City's tax base
- Goal: Support efforts to facilitate & nurture high priority economic development projects

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

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

PRIORITY: STRATEGIC COMMUNICATIONS POSITIONING

- Goal: Develop a cost effective strategic communications/marketing plan for the City
- Goal: Support and facilitate the marketing of Punta Gorda's assets as a core to a vibrant downtown
- Goal: Optimize expertise of regional and local partners (i.e. Charlotte Harbor Tourism Bureau, Chambers of Commerce, Realtor Association, 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.

INITIATIVES AND ACTION ITEMS

- Carry out FY 2018 Strategic Plan Action Items and develop FY 2019 Strategic Plan
- Update Long Range Financial Plan as a framework for setting FY 2019 budget guidelines
- Prepare the FY 2019 budget through a series of workshops to begin with the Long Range Financial Plan and budget alternatives
- Achieve progress of annexations along US41 & US17 corridors, Jones Loop Road, and other areas as deemed appropriate
- Support public/private efforts that facilitate development of undeveloped commercial properties
- Provide leadership in completion of major capital projects
- Continue effective partnerships with Chambers of Commerce, private sector and civic/neighborhood groups to promote business development, marketing of City's assets and quality of life
- Continue communications programs through Community Budget Conversations and/or neighborhood meetings, and weekly reports
- Optimize relationships at all levels (local, state, federal) with the City's partners through a proactive presence to achieve effective collaboration
- Continue participation/partnerships to enhance business development initiatives
- Emphasize transparency in operations through Citizen's Academy, aforementioned communications programs and posting financial information on the City's website

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
CITY MANAGER'S OFFICE – DEPT. 0200
Key Performance Measures**

INITIATIVES AND ACTION ITEMS (continued)

- Market City's assets to include private/public building and infrastructure improvements, downtown amenities, heritage tourism and festivals by working with public, private and non-profit agencies/organizations to develop a consistent strategy and approach that can be leveraged across all community channels.
- Develop consistency throughout our community in all marketing and messaging strategies, including businesses, City and residents through implementation of a strategic communications/marketing plan.

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
Communications				
Information Sharing Report	48	44	29	26
Weekly Report	52	52	52	52
Action Register	49	40	37	52
Total Website Hits (annual)	599,933	740,257	825,000	875,000
Citizen Interaction through Social Media	7,077 (2 months only)	51,518	48,996	50,000
Citizen's Academy (# of sessions / # of participants)	1 / 35	1 / 34	1 / 23	1 / 30
Marketing Pieces specific to Punta Gorda	19	19	19	19
Efficiency:				
Cost per capita	\$13.35	\$14.44	\$13.91	\$13.64
Service Quality:				
Council Review of City Manager's Performance out of 40.0 points	39.40	39.26	40.00	40.00
Outcome:				
# Action Register items completed	32	28	30	TBD
Citizen's Academy customer satisfaction rating	100%	100%	100%	100%
% Strategic Plan projects completed in established timeframe	100%	95%	100%	100%

RESULTS

Communication to City Council, employees and residents remains a high priority. Official City use of social media continues to broaden the reach of communication and engage the public and stakeholders in a real-time manner. Due to the volume of communication provided through the weekly reports, social media and website, distribution of the citywide semi-annual newsletter was eliminated. The Strategic Plan has continued to be the road map for City Services over the past year with a high percentage of completed projects.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
CITY MANAGER SUMMARY**

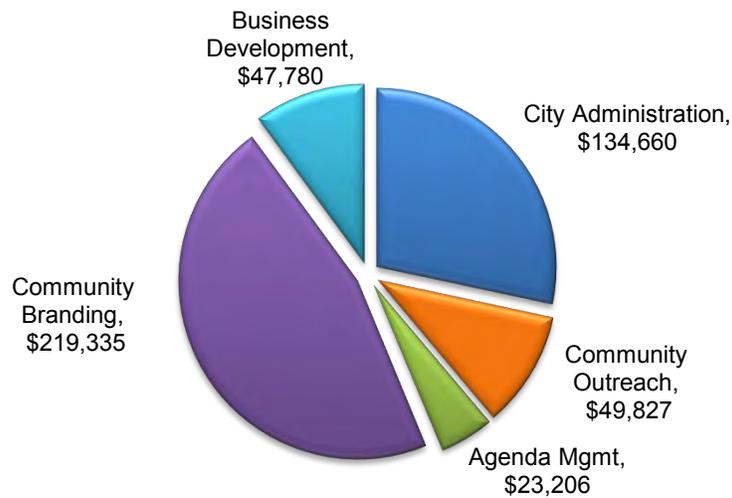
Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	216,447	239,587	232,122	231,879	324,102
Operating	18,874	17,902	19,060	19,060	150,706
Capital Outlay	0	0	0	0	0
Total	<u>235,321</u>	<u>257,489</u>	<u>251,182</u>	<u>250,939</u>	<u>474,808</u>

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
City Manager	1	1	1	1	1
Communications Mgr	0	0	0	0	1
Executive Assistant to City Manager	0.5	0.5	0.5	0.5	0.5
Total	1.5	1.5	1.5	1.5	2.5

Service Costs



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 and for risk management services. Human Resources is responsible for employment, recruitment, employee relations, labor relations, salary administration, training, benefits, workers compensation, safety & loss control and related activities.

ACCOMPLISHMENTS:

Human Resources

Once again, every benchmark position title within the City's pay and classification system was reviewed to ensure that the pay for each position is appropriate. A three percent (3%) wage increase has been proposed for FY 2018. As necessary, job descriptions and pay ranges continue to be adjusted to reflect new realities as the financial picture has changed. As the economy continues to improve, it may be necessary to adjust the City's basic pay and classification plan to ensure that the City remains competitive in the market place, but targeting adjustments to specific positions and/or trades. The City's pay plan sustained major adjustments during FY 2016, increasing the bottom of each range by 3%, and expanding the range of each pay grade from 50% to 55%. In spite of these modifications, the HR Division's budget request for FY 2018 contains an amount earmarked for a pay and classification study to be conducted by an outside consultant. The City continues to struggle with retaining highly skilled and trained individuals, and the common reason as stated in exit interviews is the pay. It appears that although the base pay in key positions is competitive, other agencies either move people more quickly through the pay ranges or they are recruiting the City's two or three-year tenured employees who are now fully trained and offering these individuals significant pay increases. It has been over ten years since the last formal pay and classification study.

Overall Employment Picture

The City's workforce continues to be reasonably stable, but it appears that the overall jobs picture and the competition for quality employees is gathering momentum in conjunction with the improving economy. Concurrent with outside economic pressures, many long-term City employees are making the decision to unwind their careers over the next five to seven years. There are almost 40 employees currently in the pension DROP plan, and they will be required to leave within the allotted period of time. This includes four department heads and the City Manager, each of whom will likely not be with the City in three to five years. In Charlotte County, the unemployment rate has dropped from approximately 12% to under 4%. Position vacancies for the upcoming fiscal year are projected to increase with respect to the past couple of years, and become more difficult to fill. Certified positions, including public safety, and treatment plant and utility operations, are those for which the City should be most concerned. Although the public safety academies (Police and Fire) continue to turn out numerous candidates, many initially attractive candidates have been determined to not be a good fit for the City once their background is closely examined. As has been the case recently, each vacancy will be scrutinized carefully to determine if the position can be left vacant for a period of time, but with the reductions in staff over the past several years, this is less of a priority than it has been. For those positions that must be filled, the recruiting and pre-employment costs will continue to be borne by the hiring department utilizing funds that have been saved as a result of the vacancy.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
HUMAN RESOURCES – Dept 0218**

BUDGET NARRATIVE:

The City will continue to encourage employees to participate in the career progression planning that was approved by Council. In order to maintain the median position, the budget includes an annual merit of up to 3% for eligible employees. In FY 2018, \$35,000 is budgeted to enable hiring a consulting firm for a comprehensive pay plan review. The budget does not currently provide any changes that may be proposed as a result of the comprehensive pay plan review.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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

MISSION AND OBJECTIVES

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

INITIATIVES AND ACTION ITEMS

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

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
Total positions filled.	26	41	30	35
Efficiency:				
Cost per position filled	\$300	\$325	\$325	\$325
Service Quality:				
Average number of days to fill a vacancy	30	29	30	30
Outcome:				
Percentage of positions filled within 50 days	100%	100%	100%	100%
Minorities as a percentage of the City's workforce.	9.1%	8.8%	9.0%	9.0%
Females in Non-traditional roles in the City's workforce	6.1%	7.3%	7.0%	7.0%

RESULTS

The City of Punta Gorda continues to make a high priority the hiring of minorities, and women in non-traditional work classifications. As positions become vacant, the applicant pool is scrutinized to ensure that candidates in these classes are included in the interview pool. Minorities and women who serve in non-traditional work classifications as a percentage of its workforce essentially remained unchanged.

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

TOTAL POSITIONS FILLED: The City saw a decrease of 27% in turnover. With a couple of notable exceptions, turnover continues to be caused by a combination of retirements and employees seeking higher paying positions elsewhere. As the City's work force ages, long-term employees retire, and, as the economy continues its improvement, the City will continue to experience turnover. At this time there are almost 40 employees in varying stages of the DROP, ranging from less than a year to seven years of service left.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
HUMAN RESOURCES – Dept 0218
Key Performance Measures

COST PER POSITION FILLED: The costs for all pre-employment testing are paid out of the budget of the Department in which the new employees will work. Cost per position is variable due to the different pre-employment tests associated with various positions, ranging from \$285 to \$660 (roughly). Cost shown is an average.

AVERAGE DAYS TO FILL A POSITION: We have stabilized into a pattern of 30 days or less to fill a position. Variations are caused by the nature of the position, the level of pre-employment testing necessary, and the depth of background investigations.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
HUMAN RESOURCES SUMMARY**

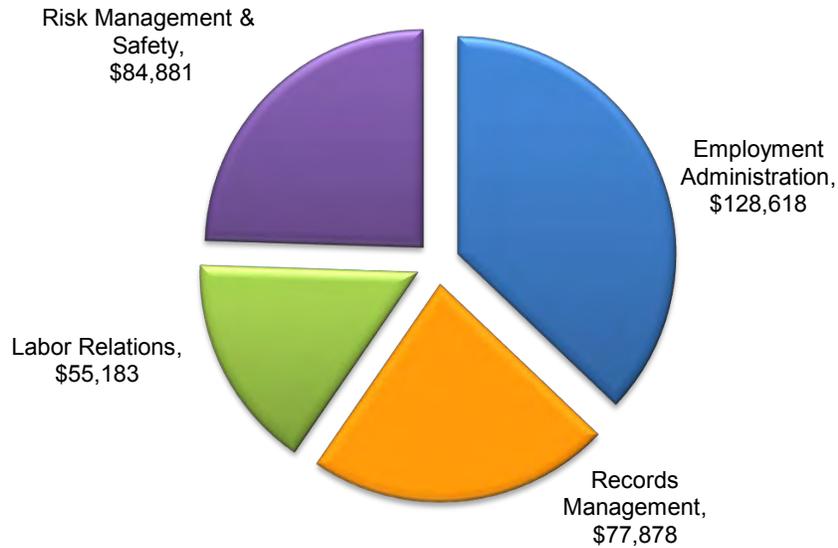
Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	259,044	262,395	265,721	263,555	271,711
Operating	32,643	59,705	38,822	65,502	74,849
Capital Outlay	761	0	0	0	0
Total	292,448	322,100	304,543	329,057	346,560

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
Human Resources Manager	1	1	1	1	1
Benefits Coordinator	1	1	1	1	1
Executive Assistant	1	1	1	1	1
Total	3	3	3	3	3

Service Costs



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
CITY CLERK'S OFFICE - Dept. 0300**

FUNCTION:

Provide administrative services to the Council; record minutes of City Council and all regular monthly and/or weekly Boards and Committees, any ad hoc or special boards, joint City/County boards and Special Workshops as designated by City Council; manage City elections; oversee Local Business Tax Receipt process; coordinate advisory board member appointment process; process Domestic Partnership Registrations; advertise public hearings and prepare public hearing notice mailings to residents as required by Florida and Municipal law; maintain official minute books, ordinances, resolutions, contracts, deeds and easements; serve as Records Management Custodian; custodian of the City seal, attest documents and affix seal as required; obtain tag and titles for all City vehicles and equipment; general cashiering; responsible for mail room; research and respond to public records requests from City Council, staff, and general public; write proclamations and coordinate presentation at City Council meetings and events; maintain City Clerk's web pages.

ACCOMPLISHMENTS:

City Clerk staff attends approximately 160 meetings annually. Minutes provided are consistently accurate and timely with an overall 96% or better approval rate achieved for FY 2016; thereby exceeding the goal of 90%.

Oversaw Charter Review Committee process and coordinated with County Supervisor of Elections to include referendum questions on November 2016 ballot.

Staff processed 146 Local Business Tax receipt applications in FY 2016 with 52 applications reviewed as of February 2017, with almost 60% of FY 2017 remaining. 68 completed Business Satisfaction Surveys (representing a return of 47%) were received in FY 2016 with a 91% rating of "excellent" achieved and the remaining 9% rating the process as "good".

Manual indexing (cross referencing) of Council minutes has been converted to an electronic process which includes "optical character recognition" and "tagging" to help improve research efforts. Staff is in the process of transitioning existing indexes to the new process.

Collaboration with IT to identify possible technology improvement projects is ongoing. Several items have been discussed including the purchase of redaction software to be used in conjunction with public records requests as well as creating optiworkflow processes for board member application tracking, records disposition and storage tracking and the creation and retention of public hearing files. City Clerk staff is proposing the purchase of voice recognition software to reduce the number of hours spent transcribing meeting minutes.

A comprehensive review of existing records in the archival library to determine eligibility for retention or destruction is being performed – this is a multi-year project. The City's Public Records Policy is in the process of being updated.

BUDGET NARRATIVE:

Although there are no major program changes in the City Clerk's office this year, the budget includes \$25,000 for a possible primary election in the summer of 2018. There will be no need for a November 2017 election.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
CITY CLERK'S OFFICE - Dept. 0300
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: PARTNERSHIPS, COMMUNICATION, AND COLLABORATION

Goal: Emphasize Transparency in City operations, reporting and activities

MISSION AND OBJECTIVES

The City Clerk's Office is responsible for attendance at and transcription of minutes for City Council, the Community Redevelopment Agency and fourteen boards and committees as well as being responsible for maintaining all associated documentation; therefore, the office's goal is to produce quality summarizations of pertinent actions taken at all meetings and provide city records in a timely and efficient manner.

INITIATIVES AND ACTION ITEMS

- Prepare City Council and Community Redevelopment Agency minutes within the necessary timeframe for approval at the next regularly scheduled meeting and achieve a 90% approval rate without amendments.
- Prepare all Board and Committee minutes for inclusion on the following month's agenda and achieve a 90% approval without amendments.

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
# Council/CRA Mtgs.	40	41	40	40
# Board Mtgs.	112	112	127	136
Efficiency:				
Cost per capita Council/CRA Mtgs.	\$0.56	\$0.65	\$0.66	\$0.67
Cost per capita Board Mtgs.	\$1.43	\$1.38	\$1.30	\$1.34
Annual cost produce Council/CRA Mtgs.	\$9,935	\$11,897	\$12,252	\$12,618
Annual cost produce Board Mtgs.	\$25,198	\$25,296	\$24,180	\$25,121
Service Quality:				
Hours to Produce Council/CRA	314	374	374	374
Hours to produce Boards	1,391	1,306	1,231	1,242
Outcome:				
% Minutes ready for approval without amendments for Council/CRA	100%	100%	100%	100%
% Minutes ready for approval without amendments for Boards	95%	96%	98%	100%

RESULTS

The objective for the preparation of minutes was met for City Council, CRA and all other Boards and Committees.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
CITY CLERK SUMMARY**

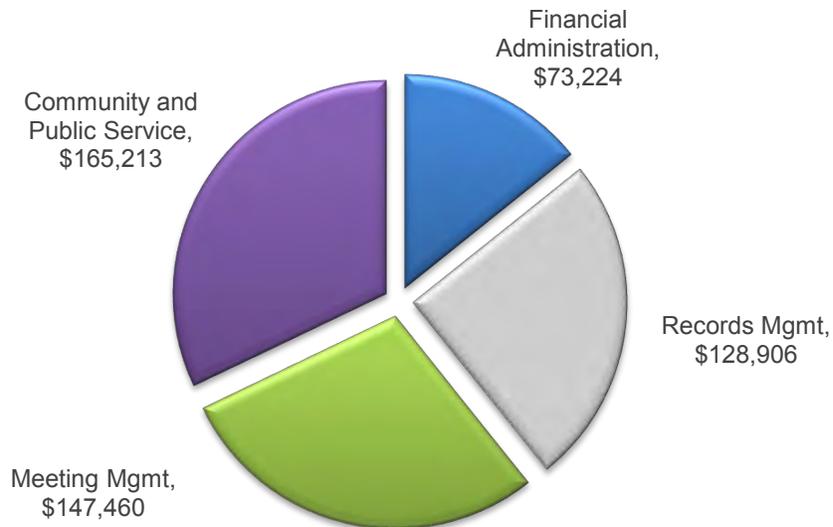
Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	308,460	323,620	332,877	331,862	337,687
Operating	114,486	113,771	198,110	180,206	177,116
Capital Outlay	0	0	0	0	0
Total	422,946	437,391	530,987	512,068	514,803

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
City Clerk	1	1	1	1	1
Deputy City Clerk	1	1	1	1	1
Administrative Assistant	1	1	1	1	1
Recording Secretary	1	1	1	1	1
Total	4	4	4	4	4

Service Costs



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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), City Manager, City departments and divisions, as well as City ad-hoc boards and committees in a high quality and cost-effective manner. Services are rendered by a part-time City Attorney contracted through a selected firm, along with the assistance of a part-time paralegal employed by the City. City Council employs special counsel for specific representation.

The City Attorney advises at all regular and special City Council and CRA meetings or any other meetings as directed by City Council; renders accurate and timely legal opinions; drafts and reviews legal instruments including Ordinances, Resolutions, Interlocal Agreements and Contracts; reviews documentation provided by City departments for legal form and sufficiency; performs legal research; files and defends routine litigation when necessary, assists in prosecution of Code Enforcement and Building Board matters. Additional services also include, but are not limited to, recordation of documents, orientation on The Sunshine Law, and advice to Council and City Staff with regard to current and updated laws and legislation.

ACCOMPLISHMENTS:

The department continued to provide thorough, efficient, quality and cost-effective services in order to provide guidance and protection of the City's interests from the legal perspective while the City provided core municipal services and pursued the timely completion of goals established by City Council.

Significant legal matters during the prior year included successful negotiation of acquisition agreement for sale of Fisherman's Village lands, reached settlement agreement with DesertMicro relating to sanitation route management software dispute, foreclosed upon liens recorded against 412 Allen Street, review of Additional Harbor Access methodology, as well as extensive legal research on medical marijuana, building security, wireless communications, and special assessments for BSI utility undergrounding and other potential projects.

BUDGET NARRATIVE:

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 in the Legal Department this year.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
LEGAL - Dept. 0600
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

- Goal: Strengthen & diversify the City's tax base to increase the commercial base
- Goal: Ensure the competitiveness of Punta Gorda's business climate

PRIORITY: QUALITY OF LIFE

- Goal: Support, promote & maintain the City's historic character
- Goal: Maintain the City's high safety rating and emergency response
- Goal: Improve the City's water quality
- Goal: Ensure a diversity of housing stock that is attainable for all income levels, racial backgrounds, life stages and abilities

MISSION AND OBJECTIVES

To efficiently and expeditiously provide a wide range of quality legal services to the City of Punta Gorda through the Mayor, City Council, City Manager, City Departments, and the Community Redevelopment Agency.

INITIATIVES AND ACTION ITEMS

- Continue to review and recommend amendments to the City's Code of Ordinances.
- Continue assessment of ordinances and land development regulations that impact business development.
- Continue efforts that ensure safety and attractiveness of downtown regarding litter and excessive noise.
- Assist in achieving additional annexation.

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
# of Resolutions drafted/reviewed	59	77	38	TBD
# of Ordinances drafted/reviewed	31	32	18	TBD
# of Documents drafted/reviewed	128	135	57	TBD
Efficiency:				
Cost per capita	\$12.99	\$9.65	\$11.10	\$13.60

RESULTS

The increased cost for operating the department per capita in FY 2017 and FY 2018 is the result of litigation and complex contract negotiations.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
LEGAL SUMMARY**

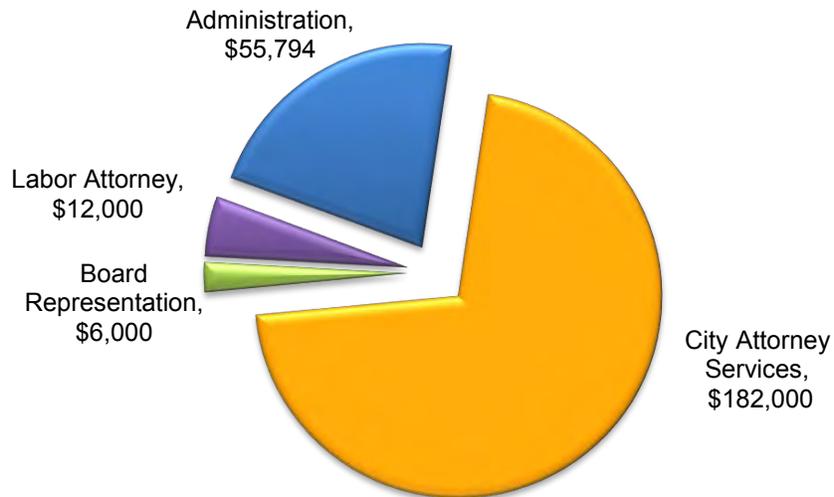
Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	40,594	43,046	43,340	43,557	45,086
Operating	188,438	134,283	160,360	162,794	210,708
Capital Outlay	0	0	0	0	0
Total	229,032	177,329	203,700	206,351	255,794

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
Paralegal	0.5	0.5	0.5	0.5	0.5
Total	0.5	0.5	0.5	0.5	0.5

Service Costs



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 City's Comprehensive Annual Financial Report (CAFR) was prepared by finance staff. For the thirty-first consecutive year, the City has received the Certificate of Achievement for Excellence in Financial Reporting award issued by the Government Finance Officers Association (GFOA).

The Finance Department received GFOA's Distinguished Budget Presentation Award for the City's budget document for the eleventh year. The award represents a significant achievement by the City. It reflects commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the City had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as: a policy document, a financial plan, an operations guide and a communications device. Budget documents must be rated "proficient" in all four categories to receive the award. Finance is working on additional improvements and a twelfth submittal for the FY 2018 budget document.

Finance provided leadership in linking the City's strategic priorities to the FY 2018 Financial Plan. The division budget narratives include specific identification of the strategic priorities that they most contribute to, provide initiatives and actions items to be implemented and report performance measures met and projected.

Reviewed City Financial Policies and Council amended minimum levels of operating reserves.

For the second year, successfully submitted under the new IRS reporting requirements for the Affordable Care Act (ACA).

Created automated workflow process for budget process submissions for improved tracking of submittals and communication.

BUDGET NARRATIVE:

The accumulated increase in receiving state and federal grants as well as the major changes to the federal requirements for administering and documentation of grants has increased time spent in this area. A half-time accounting intern position will now be increased to a full-time staff accountant, to free up senior accounting staff for complex and proactive grant accounting. Training funds are allocated to ensure knowledge of the federal grant accounting and auditing requirements.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
FINANCE - Dept. 0400
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

Goal: Continue best management practices in financial planning

Goal: Identify sustainable spending policies and appropriate technologies to support business operations

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

Goal: Emphasize transparency in City operations, reporting, and activities

MISSION AND OBJECTIVES

Safeguard the City's assets and provide accurate and timely financial information to all users; collect and disburse all funds while maintaining financial stability and full integrity; oversee development and implementation of the annual operating budget and 5-year capital improvement plan in conjunction with the strategic plan and conformance with the City's financial policies such that the revenues are maximized and expenditures minimized.

INITIATIVES AND ACTION ITEMS

- Prepare a Comprehensive Annual Financial Report (CAFR), to be submitted for the award program by GFOA which recognizes excellence in reporting
- Provide leadership in development of Long Range Plan, FY 2019 budget alternatives and FY 2019 annual budget
- Establish a budget preparation schedule to allow for adequate departmental planning, management review, public input and council discussion
- Prepare a budget that conforms to the GFOA guidelines for the distinguished budget award program
- Provide periodic financial updates
- Provide transparency by posting Long Range Plan, Budget documents, CAFRs, monthly financial reports for major funds, and other information on City's website
- Receive all revenues and process all payments in a timely and accurate manner
- Evaluate and update financial policies to meet the "best practices" criteria of the GFOA

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
Comprehensive Annual Financial Report	1	1	1	1
Financial Reports	12	12	12	12
Long Range Financial Plan	1	1	1	1
Annual Operating Budget and Capital Imprv. Plan	1	1	1	1
No. of Funds	26	26	26	26
General Fund Budget (excludes debt & transfers)	\$16.8 Million	\$17.0 Million	\$17.7 Million	\$18.8 Million
Efficiency: Population	17,632	18,368	18,588	18,811
Departmental Cost per Capita	\$45.50	\$44.16	\$46.89	\$49.33

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
FINANCE - Dept. 0400**

**Key Performance Measures
(continued)**

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Service Quality:				
GFOA CAFR Award	Yes	Submitted	To be submitted	To be submitted
GFOA Budget Award	Yes	Yes	Yes	To be submitted
Unqualified Audit Opinion	Yes	Yes	TBD	TBD
Outcome:				
% Financial Management policies met	100%	100%	100% to date	TBD
General Fund recurring revenues aligned with recurring expenditures	103% Revenue vs. Expense	104% Revenue vs. Expense	98% Revenue vs. Expense	96% Revenue vs. Expense

RESULTS

As in prior years the three major performance measures are to receive an unqualified audit opinion from the annual independent audit; receive the GFOA award for the City's Comprehensive Annual Financial Report (current application is for the fiscal year ended on September 30, 2016); and receive the "Distinguished Budget Presentation Award" from GFOA (current award is for the FY 2017 budget document.) We have submitted the FY 2016 CAFR and are waiting for the determination. We will also apply to the GFOA for award consideration for the FY 2018 Budget prior to the end of calendar year 2017.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
FINANCE SUMMARY**

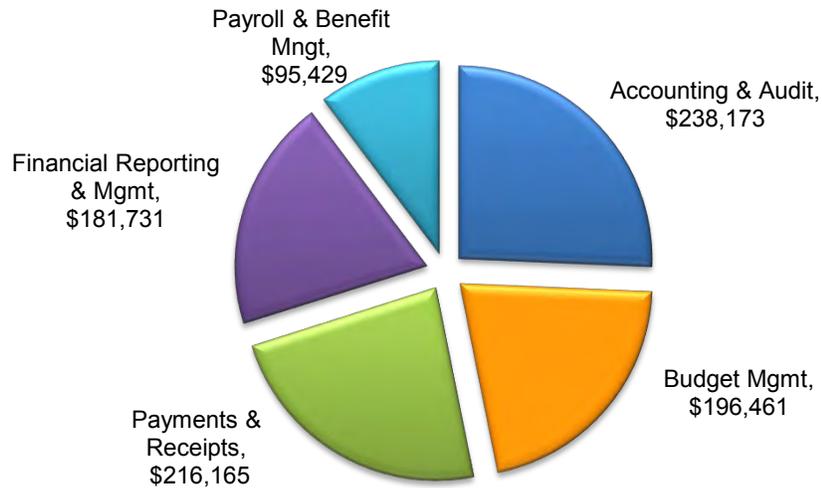
Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	710,773	734,991	798,308	775,499	840,024
Operating	91,466	76,106	81,485	94,843	85,935
Capital Outlay	0	0	1,000	1,300	2,000
Total	802,239	811,097	880,793	871,642	927,959

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
Finance Director	1	1	1	1	1
Controller	1	1	1	1	1
Financial Analyst	1	1	1	1	1
Senior Accountant	2	2	2	2	2
Accountant	0	0	0	0	1
Payroll Coordinator	1	1	1	1	1
Senior Accounting Clerk	1	1	1	1	1
Accting. Clerk/Admin Asst.	1	0.5	0.5	0.5	0.5
Accting. Intern	0	0.5	0.5	0.5	0
Total	8	8	8	8	8.5

Service Costs



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 Section. Administration/Purchasing is responsible for the procurement of suitable materials, supplies, equipment and services for departments and obtaining the maximum value for each tax dollar spent. The Contract/Construction section is responsible for managing the various services, commodities, consultant and construction contracts and ensuring that all services and construction projects are in compliance with the contract prices, terms and conditions. The Materials Management Section is responsible for receiving and issuing goods, controlling utility and maintenance/repair/operation materials and courier service and disposing of surplus property.

ACCOMPLISHMENTS:

Approximately 554 contracts are currently in effect and being managed by the division (24% increase from FY 2016). The increase is partially due to new software for tracking maintenance/subscription agreements and warranty periods. These contracts allow Departments to increase efficiency when ordering required commodities and services at a substantial unit price savings.

Procurement continues to renegotiate annual contracts to reduce contract pricing or maintain existing prices. A total of 60 contracts were renewed. (FY 2016 total 47 contracts renewed)

Procurement currently administrates four (4) contracts with revenue generating provisions for piggy-backing agencies. The projected administrative fee revenue to date for FY 2017 is \$20,000.

Procurement measures savings and cost avoidance through efficiencies measured in several categories. The total efficiencies as of May 2017 is \$741,862 (FY 2016 \$1,217,034 – 175 efficiencies).

The Procurement Team continues to utilize on-line auction as the City's main method for sale of surplus property. The City held eight (8) auctions and the net proceeds to date are \$66,515 (FY 2016 held 5 auctions – net revenue \$57,286).

The City's Pcard program is in use by all Departments. The City received a rebate check in the amount of \$59,635 for the FY 2016 spend of \$3,711,403, which was based on a 1.51% and 1.52% rebate on standard purchases and 0.50% on large purchases. A total of 5,648 transactions were processed through this program. As of May 2017, the City's total FY 2017 spend is \$2,347,194 and the projected consortium rebate is 1.52%, excluding large purchases.

BUDGET NARRATIVE:

There is no change in budgeted staffing for FY 2018.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
PROCUREMENT - Dept. 0405
Key Performance Measures

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

- Goal: Continue best management practices in financial planning
- Goal: Identify sustainable spending policies and appropriate technologies to support business operations
- Goal: Ensure the competitiveness of Punta Gorda's business climate

PRIORITY: INFRASTRUCTURE SUSTAINABILITY

- Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
- Goal: Complete the 18-mile ring around the city connecting all neighborhoods with a pedestrian/bicycle pathway
- Goal: Maximize use of new technology in applicable areas

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

- Goal: Promote partnership opportunities with public, private and non-profit organizations
- Goal: Emphasize transparency in City operations, reporting, and activities

MISSION AND OBJECTIVES

The Procurement Division provides purchasing, competitive solicitation and contracting services to ensure efficient and effective procurement of specified goods and services at the best price, value, quality and timeliness as is required by our customers. The Procurement Team's goal is to ensure fair and open competition is afforded to all interested vendors and maintain transparency in all procurement activities.

INITIATIVES AND ACTION ITEMS

- Complete formal solicitations for Department requests received prior to September 30th of the budgeted fiscal year.
- Complete procurement activities in accordance with established policies and standards.
- Monitoring of the City's purchases to ensure compliance with contracts, best practices and policies.
- Provide assistance to Departments in planning their annual budgets.
- Negotiation of term contracts to reduce the cost of the City when prices are not within market range.
- Ensure fair and open competition for all vendors.
- Provide training sessions with all interested vendors relating to working with governments and conducting business on the City's eProcurement website.
- Participate in educational sessions with citizens and staff.
- Continue to coordinate procurement activities with staff relating to construction and operations to make every effort to maintain management's timeline.
- Provide transparency of Procurement's contract system for public viewing in addition to Purchase Orders on the City's website.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
PROCUREMENT - Dept. 0405
Key Performance Measures**

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
Monthly Reports	12	12	12	12
Contracts and solicitations \$5,000+ processed	218	239	270	250
Seminars/Events for Vendors	1	1	33	40
Efficiency:				
Cost per Capita	\$27.58	\$26.94	\$30.74	\$30.40
Value of Inventory issued	\$277,377	\$265,840	\$270,000	\$265,000
Service Quality:				
Maintaining NIGP Outstanding Agency Accreditation	Yes	Yes	Yes	Yes
Maintaining Professional Staff Certification	Yes	Yes	Yes	Yes
Outcome:				
% of Contracts and Solicitations \$5,000+ processed	95.4%	96.2%	95%	95%
% of inventory accuracy	100%	100%	99%	99%
# Purchase Orders issued	693	752	800	800
# Pcard Transactions	5,766	5,648	5,300	5,200
# of Vendor participants in seminars	200+	200+	200+	200+

RESULTS

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

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
PROCUREMENT SUMMARY**

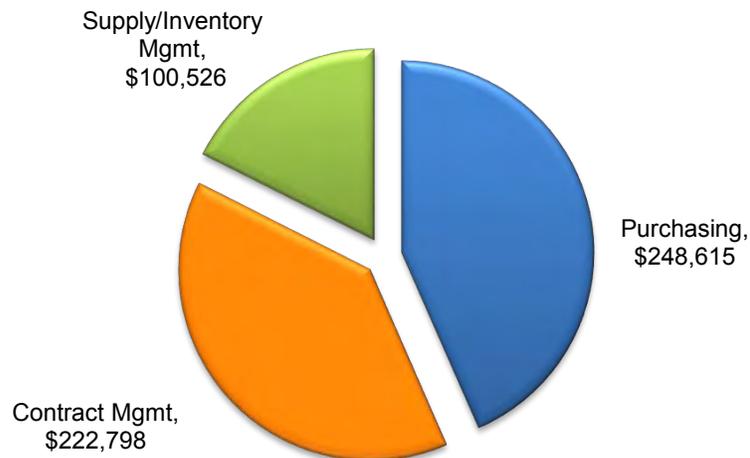
Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	424,794	430,699	501,263	486,266	512,508
Operating	61,575	64,187	56,320	59,220	59,431
Capital Outlay	0	0	35,000	26,000	0
Total	486,369	494,886	592,583	571,486	571,939

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
Procurement Manager	1	1	1	1	1
Senior Purchasing Agent	1	1	1	1	1
Purchasing Agent II	1	1	1	1	1
Purchasing Agent I	1	1	1	1	1
Warehouse Supervisor	1	1	1	1	1
Administrative Assistant	0	0	1	1	1
Assistant Buyer	1	1	1	1	1
Inventory Clerk	0.5	0.5	0.5	0.5	0.5
Total	6.5	6.5	7.5	7.5	7.5

Service Costs



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 responsible for maintenance, construction, operations and engineering support for the City's infrastructure (includes roads, canals, bridges, storm water systems, etc.), in addition to facilities management, solid waste and parks & recreation. It is also responsible for the preparation, implementation, execution and tracking of the capital improvement program. This department provides leadership necessary to carry out all such activities. Working as a team, the Public Works Department executes on a daily basis, services essential to the well-being of its residents and visitors, performing duties designed to provide pleasing results to all who come to Punta Gorda.

ACCOMPLISHMENTS:

Public Works Administration assisted with these FY 2017 projects listed below:

- Trabue-Woods Community Garden / Fresh Market Design and Construction
- Year 1 of City-wide Swale Regrading project (drainage program)
- ADA / Sidewalk Improvements – W. Olympia Ave. at Goldstein St.
- Veteran's Park Redesign
- Boca Grande Area Drainage Study & Design
- Swale Video Mapping and Assessment
- Twenty One Special Dock Permits
- Seven SWFWMD storm water pond re-certifications
- 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
- Library Site Soil Remediation
- Pavement Rejuvenation
- Roadway Resurfacing – 5 miles
- 5 year Paving Program map, budget, utility department and construction coordination - ongoing
- FDOT ROW sidewalk repair coordination
- Harborwalk Area 1 - Gilchrist Park construction
- Goldstein Street concrete curb and street bricking
- Gilchrist Park Playground
- Harborwalk at US 41 SB Underpass
- City Property Mangrove Trimming Plan

The Public Works Administrative Division organized and coordinated the seventh consecutive Citizens Academy successfully.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
PUBLIC WORKS ADMINISTRATION DIVISION - Dept/Div 0901**

ACCOMPLISHMENTS: (continued)

As a waterfront community, continued maintenance of seawalls and canals is essential to boating safety and property values. Work performed throughout the canal system includes:

- 8,370+ feet of seawall replacement
- 1,180+ feet of seawall cap replaced

The completion of the eighth consecutive year of the GIS Seawall Assessment task was accomplished. Through laser equipment, field lap tops and many hours of close inspection a thorough assessment was completed of the seawalls in Burnt Store Isles and Punta Gorda Isles.

Maintenance of the streets, storm sewers, swales and sidewalks remained a high priority for the department. This year, the department aggressively worked to replace damaged sidewalk throughout the City. Accomplishments include:

- 5 miles of paving City streets
- asphalt rejuvenation to 5 miles of City streets
- replacing 1,500 feet of sidewalk
- completion/repairing 75 drainage projects
- inspection and cleaning 2,188 catch basins
- performed restriping of 2.5 miles of City streets

In addition to the annual maintenance programs, the Public Works Department has undertaken numerous projects citywide including Veteran's Park Redesign and City-wide Swale Regrading Project (drainage program).

With 130 acres of City parkland and amenities, accomplishments this year included:

- Maintenance of beautification on U.S. 41, U.S. 17, Streetscape & City entrance features including sites mowing maintenance for West Marion Avenue medians
- Maintaining Freeman House, Public Works/Utilities Campus, Government Center Parking Lot, Nesbit Street Parking Lot, Herald Ct. Centre, Laishley Park Interactive Fountain, restrooms & Open Air Market, Hector House Plaza, aka Pocket Park, Sculpture Garden, Linear Park, Herald Court West and courtyard, Herald Court East, Trabue Harborwalk, Cooper Street Recreational Center, Hounds on Henry Street, Dr. Martin Luther King Jr. Boulevard, Wood Street, U.S. 41 medians at Monaco Drive, Madrid Boulevard, Seminole Lakes Boulevard and Royal Poinciana
- Maintenance of all parks, playgrounds, nature trails, boardwalks, decorative fountains, ponds, lights and signs.
- Maintenance of 800+ street lights throughout the City and 70 confirmation lights
- Maintenance, repairs & alterations to 13 City-owned buildings

Sanitation continues to collect refuse & yard waste from residential accounts and provides service to commercial accounts. Waste Management is the contracted provider for the "single stream" curbside recycling program for all residential units and continues to be successful as residents divert recyclables from the waste stream. This is a positive reflection that the City and its residents care about the environment. Efforts are being made to increase recycling among the City's commercial customers. Information on the businesses has been provided to both

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
PUBLIC WORKS ADMINISTRATION DIVISION - Dept/Div 0901

ACCOMPLISHMENTS: (continued)

major recycling companies in the area, stressing the objective of increasing commercial recycling.

Public Works would play an important part in any hurricane recovery efforts by providing a wide range of services. Staff works as First-In team members, being on hand prior, during and immediately following any storm event. Through the coordinated efforts of Public Works, in the event of a storm event, debris is collected and removed from the City within days following a storm.

The Public Works Administrative Division continues to provide utility locates and customer service, in addition to managerial and clerical support to all divisions within the Public Works Department with a strong emphasis on service and teamwork.

BUDGET NARRATIVE:

Proposed budget request reflects normal operations which include operations for the Administration Division of Public Works:

- Create & administer work orders for the seven Public Works divisions
- Provide customer service to residents & business proprietors
- Oversee the department's records & records retention according to State guidelines.
- Coordinate and attend PGI and BSI Canal Advisory Committees

The budget includes replacement of a vehicle.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
PUBLIC WORKS ADMINISTRATION DIVISION - Dept/Div 0901
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: INFRASTRUCTURE SUSTAINABILITY

- Goal: Maximize use of new technology in applicable areas
- Goal: Apply best management practices & systems in infrastructure maintenance
- Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

- Goal: Emphasize transparency in City operations, reporting and activities
- Goal: Continue to seek community input in decision making process

PRIORITY: QUALITY OF LIFE

- Goal: Support, promote & maintain the City's historic character

MISSION AND OBJECTIVES

The Public Works Administration Division provides managerial, technical and clerical support to all divisions within the Public Works Department. This division develops service responsibilities, sets goals and objectives, formulates programs and then organizes, directs and oversees these programs. Citizens' requests and inquiries are taken by the Administrative Staff and routed to the appropriate division for action.

INITIATIVES AND ACTION ITEMS

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

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
# of service requests taken from residents	2,590	2,379	2,600	2,700
# of Sanitation service requests taken from residents	3,201	3,297	3,537	3,760
Total	5,791	5,676	6,137	6,460
Efficiency:				
Cost per capita	\$17.23	\$16.52	\$16.83	\$18.68
Service Quality:				
# of service requests completed within established timeline	5,511	5,449	5,892	6,137
Outcome:				
% of service requests completed in fiscal year	96%	96%	96%	95%

RESULTS

The Administrative Division of Public Works has again met its goal of processing service requests with a high production percentage of completed service requests.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
PUBLIC WORKS ADMINISTRATION SUMMARY**

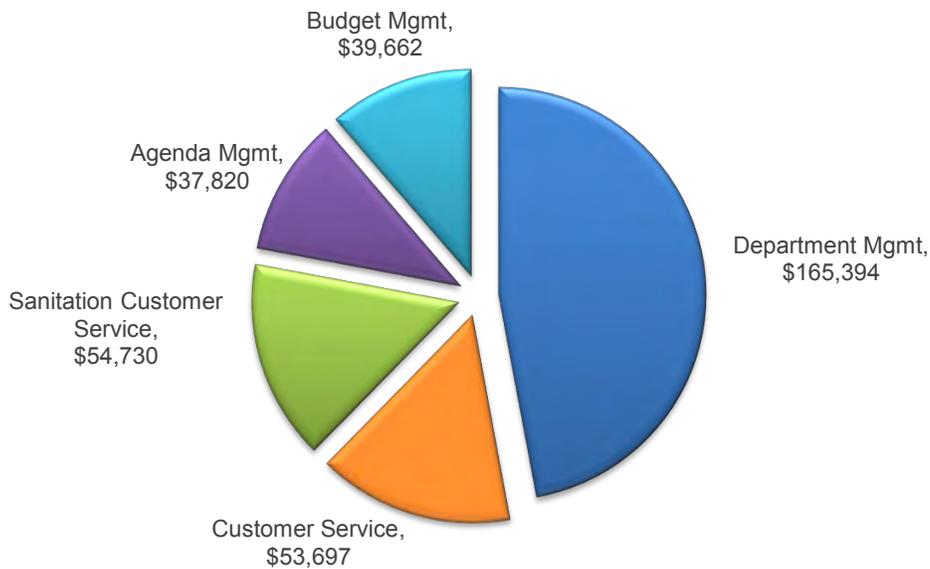
Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	268,301	270,507	265,025	266,364	270,735
Operating	35,449	32,969	45,895	45,295	46,568
Capital Outlay	0	0	1,100	1,100	34,000
Total	303,750	303,476	312,020	312,759	351,303

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
Public Works Director	1	1	1	1	1
Administrative Service Specialist	0	0	0	1	1
Executive Assistant	1	1	1	0	0
Administrative Assistant	1	1	1	1	1
Total	3	3	3	3	3

Service Costs



City of Punta Gorda Fleet/Equipment Replacement Review

Dept/Div	0901	Asset Tag	4392	Purchase Price (if Known)	\$ 24,866		
Make	FORD	Model	EXPEDITION XLT	Year	1998	Age	19
Current Mileage	185,091			Life to Date Maintenance Cost	\$ 23,057		
Description	FORD EXPEDITION XLT, 4 door Utility vehicle						
Recent Major Repair(s) to extend life: Replaced battery and rear view mirror, air conditioning repairs			Known Problems: None at this time				
Description of Requested Replacement: 4 DOOR MID-SIZE UTILITY VEHICLE					Estimated Cost of Replacement		
					\$ 34,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->			End of Life - Fiscal Year				
Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate ->			Requested Fiscal Year for replacement				
Efficiency: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: Anticipated end of life: 20 years			If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO							
If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	0901	Asset Tag	5467	Purchase Price (if Known)	\$	18,978	
Make	FORD	Model	EXPLORER XLS	Year	2005	Age	12
Current Mileage	44,605			Life to Date Maintenance Cost	\$	6,684	
Description	FORD EXPLORER XLS, 4 DOOR UTILITY						
Recent Major Repair(s) to extend life: Replaced battery and fuel cap, repaired roof lining that was falling down, repaired left sun visor			Known Problems: None at this time				
Description of Requested Replacement: 4 DOOR UTILITY VEHICLE					Estimated Cost of Replacement		
					\$ 34,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			End of Life - Fiscal Year <input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: Anticipated end of life: 14 years			If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 2017:

- Trabue-Woods Community Garden / Fresh Market Design and Construction
- Year 1 of City-wide Swale Regrading project (drainage program)
- ADA / Sidewalk Improvements – W. Olympia Ave. at Goldstein St.
- Veteran’s Park Redesign
- Boca Grande Area Drainage Study & Design
- Swale Video Mapping and Assessment
- Twenty One Special Dock Permits
- Seven SWFWMD storm water pond re-certifications
- 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
- Library Site Soil Remediation
- Pavement Rejuvenation
- Roadway Resurfacing – 5 miles
- 5 year Paving Program map, budget, utility department and construction coordination - ongoing
- FDOT ROW sidewalk repair coordination
- Harborwalk Area 1 - Gilchrist Park construction
- Goldstein Street concrete curb and street bricking
- Gilchrist Park Playground
- Harborwalk at US 41 SB Underpass
- City Property Mangrove Trimming Plan

BUDGET NARRATIVE:

In FY 2018, the Engineering Division will continue to implement GIS based management systems to provide the most cost effective maintenance solutions for the infrastructure overseen by the division. Major projects will include Harborwalk West Area 1 and Year 2 of City-wide Swale Regrading (drainage program). The Engineering Division will continue to maintain compliance with Florida Department of Environmental Regulation requirements (NPDES and TMDL issues) as well as administer the Debris Management and Monitoring contracts.

Replacement of a vehicle is scheduled.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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: Connect existing sidewalk segments to Punta Gorda Pathways where possible.
- Goal: Continue moving management of infrastructure to GIS/GPS based systems. This includes Pavement, Sidewalks, Street Lights, Signs and Drainage.
- Goal: Maximize use of new technology in applicable areas.
- Goal: Apply best management practices & systems in infrastructure maintenance.
- Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands.

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

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

PRIORITY: QUALITY OF LIFE

- Goal: Maintain the City's high safety rating and emergency response.
- Goal: Improve the City's water quality.
- Goal: Achieve status as a waterfront destination for land and water visitors.
- Goal: Support and promote a pedestrian & bicycle friendly community.

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	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
Total Capital Budget Oversight	\$3,600,000	\$2,000,000	\$4,800,000	\$3,000,000
Efficiency:				
Division Operating Cost per capita	\$23.91	\$24.07	\$22.30	\$24.94
Service Quality:				
Stormwater (NPDES) compliance with State standards	100% compliant	100% compliant	100% compliant	100% compliant
# projects completed within established timelines	11	9	6	8
Outcome:	91%	95%	95%	99%

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
ENGINEERING DIVISION SUMMARY**

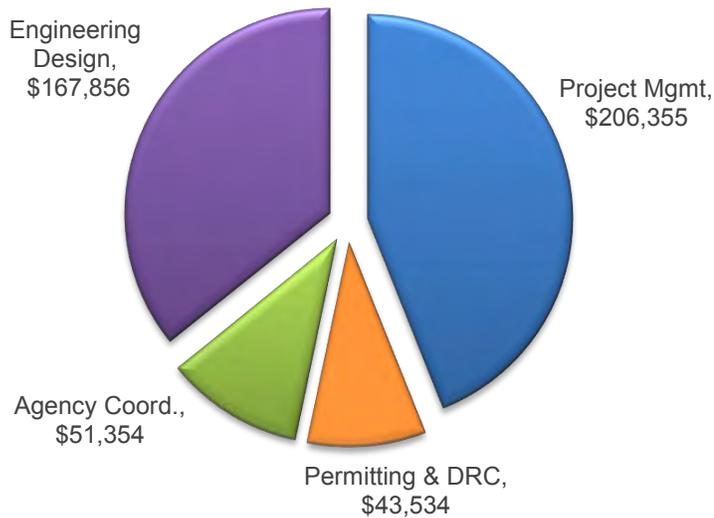
Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	383,234	385,340	398,372	377,772	398,455
Operating	38,360	34,758	36,710	36,710	36,644
Capital Outlay	0	22,010	0	0	34,000
Total	<u>421,594</u>	<u>442,108</u>	<u>435,082</u>	<u>414,482</u>	<u>469,099</u>

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
PW Engineering Manager	1	1	1	1	1
Senior Project Manager	1	1	1	1	1
PW Project Manager	1	1	1	1	1
Engineering Technician II	1	1	1	1	1
Total	4	4	4	4	4

Service Costs



City of Punta Gorda Fleet/Equipment Replacement Review

Dept/Div	0908	Asset Tag	4494	Purchase Price (if Known)	\$ 18,558		
Make	Chevy	Model	Blazer LS	Year	2002	Age	15
Current Mileage	62,517			Life to Date Maintenance Cost	\$ 16,056		
Description	Chevrolet Blazer LS, Utility 4 door						
Recent Major Repair(s) to extend life: Replace battery and brakes			Known Problems: None at this time				
Description of Requested Replacement: Small Utility vehicle					Estimated Cost of Replacement		
					\$ 34,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->			End of Life - Fiscal Year				
Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate ->			Requested Fiscal Year for replacement				
Efficiency: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: Outlived service life			If this vehicle or equipment is not replaced, what are the alternatives: Inefficiency and reduced reliability. It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO							
If No, Requested use?							

Photo (s):



City of Punta Gorda Fleet/Equipment Replacement Review

Dept/Div	0908	Asset Tag	6813	Purchase Price (if Known)	\$ 18,978		
Make	FORD	Model	Escape XLT FWD	Year	2008	Age	9
Current Mileage	58,386			Life to Date Maintenance Cost	\$ 5,507		
Description	FORD ESCAPE XLT 4 DOOR Utility						
Recent Major Repair(s) to extend life: Replaced engine, repaired right rear tire			Known Problems: None at this time				
Description of Requested Replacement: Small Utility vehicle, 4 door					Estimated Cost of Replacement		
					\$ 34,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->			End of Life - Fiscal Year				
Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate ->			Requested Fiscal Year for replacement				
Efficiency: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: Outlived service life			If this vehicle or equipment is not replaced, what are the alternatives: Inefficiency and reduced reliability. It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO							
If No, Requested use?							

Photo (s):



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
FACILITIES MAINTENANCE - Dept. 1515**

FUNCTION:

The Facilities Maintenance Division provides routine maintenance for all City buildings. The Division prepares preventive maintenance programs that insure high serviceability of building infrastructures, provide contract administration and project management for City building rehabilitation or replacement and provides new electrical install and maintenance for buildings and street/park decorator lights.

ACCOMPLISHMENTS:

This year the Facilities Maintenance Division:

- Completed multiple general facilities maintenance
- Painted Public Safety Building interior
- Inspected and made repairs to Freeman House
- Repaired air conditioning units at City Facilities
- Responded to and corrected numerous plumbing issues
- Performed a myriad of maintenance projects
- Acted in response to afterhours call outs

BUDGET NARRATIVE:

The Facilities Maintenance Division working within the Public Works Department works in conjunction with the Parks & Grounds Division. This has helped facilitate movement of manpower within Parks & Grounds to cover all required activities. The proposed budget reflects the continued operation and maintenance performed by the Division with work to include:

- Maintenance of approximately 800 City street lights
- Maintenance of the 70 confirmation lights
- Oversee contracts for air conditioning units, fountain operations, janitorial, elevator, diesel tank, fire alarm, fire sprinklers and pest control services
- Install hurricane shutters on City buildings when threat of impending storm
- Perform maintenance, repairs & alterations to thirteen City-owned buildings including: Public Safety Building, Bayfront Center, Water Plant, City Hall, Annex, Freeman House, Laishley Park Municipal Marina, Cooper Street Recreation Center, Public Works & Utilities Campus and Fire Stations #2 & #3, and the Herald Court Centre.

The replacement of the Cooper Street Recreation Center roof is budgeted in the general construction fund funded by a general fund transfer.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 and emergency response

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. We are also charged with maintaining EPA standards for various fuel tanks utilized by various City Departments.

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	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
# Emergency Calls & Repairs	36	38	40	40
# Standard Work Orders	1,338	1,456	1,400	1,400
# Special Projects	0	0	0	1
# Contracts supervised	10+	10+	10+	10+
Efficiency:				
Cost per capita	\$39.35	\$38.98	\$43.31	\$42.45
Service Quality:				
% customer satisfaction with response times and product completion	97%	97%	97%	97%
Outcome:				
% Same day response to calls	90%	90%	90%	90%
% Projects completed on time	90%	90%	90%	90%
% Projects completed within budget projections	96%	96%	96%	96%

RESULTS

City facilities were maintained in an efficient manner while they were kept clean and functional for their given city purpose. There will be one special project in FY 2018 to replace the roof at the Cooper Street Recreation Center.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
FACILITIES MAINTENANCE SUMMARY**

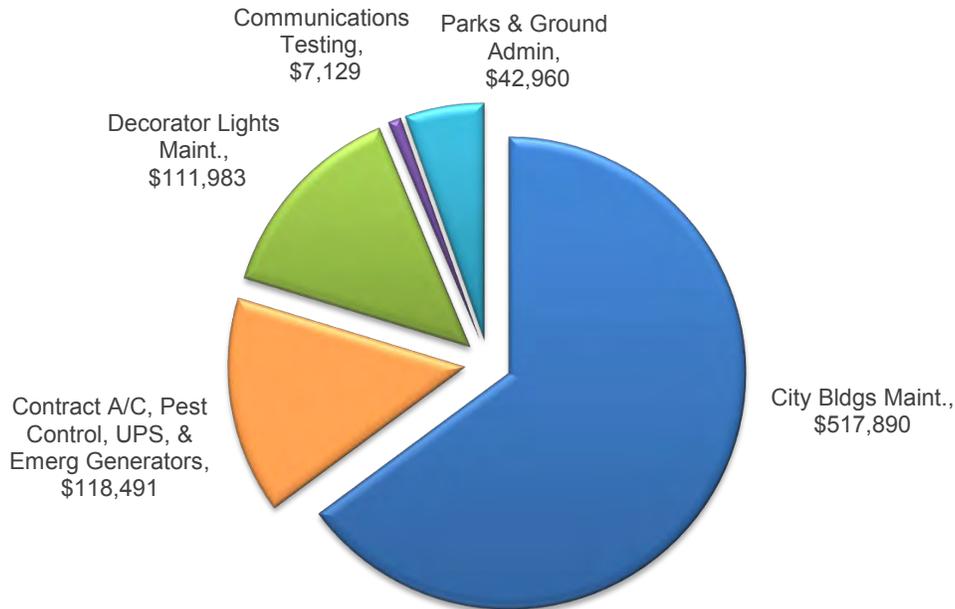
Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	233,234	241,819	246,196	246,022	261,188
Operating	456,532	461,855	525,405	559,111	537,265
Capital Outlay	4,100	12,254	0	0	0
Total	693,866	715,928	771,601	805,133	798,453

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
Public Works Supervisor	1	1	1	1	1
Electrician	1	1	1	1	1
Facilities Maintenance Worker III	1	1	1	1	1
Total	3	3	3	3	3

Service Costs



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1515		Asset Tag	6810	Purchase Price (if Known)		\$ 14,388
Make	FORD	Model	F150		Year	2007	Age 10
Current Mileage	36,000			Life to Date Maintenance Cost		\$ 6,372	
Description	FORD F150 1/2 TON 2 DOOR CAB PICK UP TRUCK						
Recent Major Repair(s) to extend life: Replaced drive shaft, front sway bars			Known Problems: None at this time				
Description of Requested Replacement: 1/2 TON 2 DOOR CAB PICK UP TRUCK						Estimated Cost of Replacement	
						\$ 36,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input checked="" type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Outlived service life				If this vehicle or equipment is not replaced, what are the alternatives: Inefficiency and reduced reliability. It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1515	Asset Tag	6812	Purchase Price (if Known)	\$ 113,198		
Make	FORD	Model	F750 XL S/DUTY	Year	2006	Age	11
Current Mileage	18,967			Life to Date Maintenance Cost	\$ 18,256		
Description	FORD F750 XL S/DUTY UTILITY TRK 2 DOOR/ BUCKET TRUCK						
Recent Major Repair(s) to extend life: Rebuild lift cylinder, replace circuit breaker for bucket, replace pressure gauge on dash panel, rebuild left front stabilizer cylinder			Known Problems: None at this time				
Description of Requested Replacement: UTILITY TRK 2 DOOR/ BUCKET TRUCK					Estimated Cost of Replacement		
					\$ 150,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->			End of Life - Fiscal Year				
Safety: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate ->			Requested Fiscal Year for replacement				
Efficiency: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input checked="" type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: Outlived service life			If this vehicle or equipment is not replaced, what are the alternatives: Inefficiency and reduced reliability. It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO							
If No, Requested use?							

Photo (s):

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 115.4 miles of improved streets and 230.8 miles of stormwater drainage systems.

ACCOMPLISHMENTS:

The Right-of-Way Maintenance Division has worked on multitude of projects which include:

- 5 miles of paving City streets
- asphalt rejuvenation to 5 miles of City streets
- replacing 1,500 feet of sidewalk
- completion/repairing 75 drainage projects
- inspection and cleaning 2,188 catch basins
- performed restriping of 2.5 miles of City streets

In addition to the annual maintenance programs, the Right-of-Way Division has undertaken numerous projects citywide including:

- Preparation for site development for Punta Gorda Library
- Historical re-bricking of Goldstein and Sullivan Streets

BUDGET NARRATIVE:

The Right-of-Way Division will continue its established program of work which includes:

- Paving City streets
- Rejuvenation throughout the City
- Inspection for street sweeping
- Replacement of sidewalks
- Removal of dead trees located in the City right-of-way
- Maintenance of railroad crossings located within the City
- Patch and repair City asphalt & brick streets
- Repair or replace drainage structures, road crossings & outfall pipes
- Re-work residential swales, open ditches at both existing and new construction sites
- Mow & trim City right-of-ways
- Inspect and repair bridges located within the City
- Maintain and replace traffic signage throughout the City
- Construction of special projects that arise during the fiscal year
- Traffic counting function

Due to an increase in gas tax funds, the balance of the repair and maintenance for fleet budget of \$21,000 has been transferred from the general fund to the gas tax fund.

The FY 2018 budget includes the replacement of a dump truck, a pickup truck, an excavator and a tractor sidearm mower.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 new technology in applicable areas

Goal: Apply best management practices & systems in infrastructure maintenance

Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

Goal: Emphasize transparency in City operations, reporting and activities

PRIORITY: QUALITY OF LIFE

Goal: Maintain the City's high safety rating and emergency response

Goal: Improve the City's water quality

MISSION AND OBJECTIVES

The Right-of-Way Maintenance Division is responsible for maintenance of 115.4 miles of improved streets which includes resurfacing, rejuvenation and microsurfacing allowing for the safe vehicular navigation throughout the City by citizens and visitors.

INITIATIVES AND ACTION ITEMS

Provide an effective street maintenance program through established pavement management program.

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
Total mileage of streets City maintains	115.4	115.4	115.4	115.4
Efficiency:				
Cost of miles resurfaced	\$1,405,431	\$718,409	\$759,300	\$740,000
Cost of miles rejuvenated	\$42,247	\$25,040	\$50,000	\$50,000
Service Quality:				
# of miles completed within established timeline	12	7	10	10
Outcome:				
% of miles maintained in fiscal year	11%	6%	9%	9%

RESULTS

The Right-of-Way Division continued its annual street maintenance program with paving of 5 miles of streets, applying asphalt rejuvenation to 5 miles of streets throughout the City.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
RIGHT-OF-WAY MAINTENANCE DIVISION SUMMARY**

Operating Budget

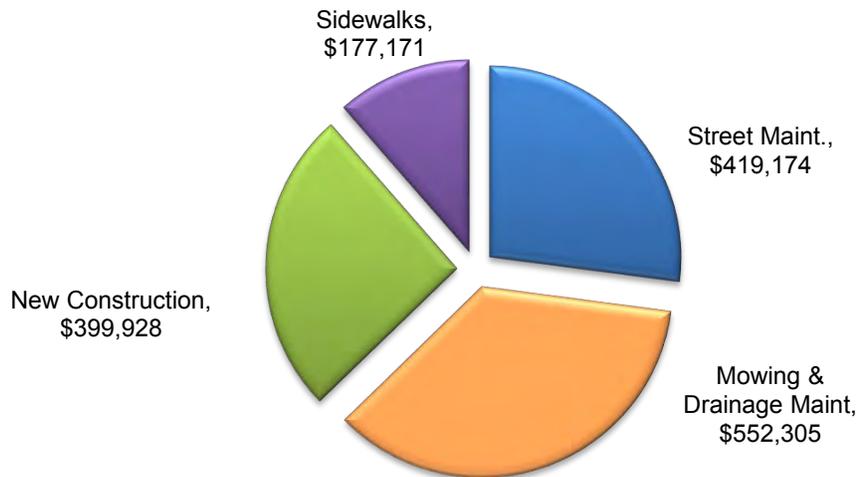
Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	946,809	955,076	991,771	980,359	995,214
Operating	72,325	64,197	68,800	68,800	45,864
Capital Outlay	13,998	43,367	194,000	194,000	507,500
Total	<u>1,033,132</u>	<u>1,062,640</u>	<u>1,254,571</u>	<u>1,243,159</u>	<u>1,548,578</u>

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
PW Supervisor	1	1	1	1	1
Traffic Control Technician	1	1	1	1	1
PW Crew Chief	2	2	2	2	2
ROW Maint Worker III	3	3	3	3	3
ROW Maint Worker II	4	4	4	6 *	6 *
ROW Maint Worker I	2	2	2	0 *	0 *
Total	13	13	13	13	13

* FY 2017 Council authorized the Career Progression Program. Changes in ROW Maint Worker positions indicate the use of the program.

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	5435	Purchase Price (if Known)	\$ 79,820		
Make	FORD	Model	TS 110	Year	2003	Age	14
Current Mileage	4376 HOURS		Life to Date Maintenance Cost		\$ 91,427		
Description	FORD NEW HOLLAND TS110 TRACTOR ROTARY SIDEARM MOWER						
Recent Major Repair(s) to extend life: Repaired weld frame behind left rear tire, replaced hydraulic hoses on deck and boom and A/C shrauder, replaced coil & cartridge for hydraulic pump			Known Problems: Unable to secure parts for the sidearm mower due to age.				
Description of Requested Replacement: TRACTOR ROTARY SIDEARM MOWER					Estimated Cost of Replacement		
					\$ 125,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->			End of Life - Fiscal Year				
Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate ->			Requested Fiscal Year for replacement				
Efficiency: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: Outlived service life			If this vehicle or equipment is not replaced, what are the alternatives: Rent or lease equipment				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO							
If No, Requested use?							

Photo (s):



City of Punta Gorda Fleet/Equipment Replacement Review

Dept/Div	0916	Asset Tag	2459	Purchase Price (if Known)	\$ 111,700		
Make	JOHN DEERE	Model	595D EXCAVATOR	Year	1992	Age	26
Current Mileage	6,723 hours			Life to Date Maintenance Cost	\$ 104,603		
Description	JOHN DEERE 595D EXCAVATOR WHEELED						
Recent Major Repair(s) to extend life: Replaced the following: fuel pump, fuel tank, brakes and turn table			Known Problems: Air brake system not working properly and unable to find replacement parts. Hour meter does not work				
Description of Requested Replacement: EXCAVATOR WHEELED					Estimated Cost of Replacement		
					\$ 270,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->			End of Life - Fiscal Year				
Safety: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate ->			Requested Fiscal Year for replacement				
Efficiency: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: Reaching end of service life, not expected to work much longer			If this vehicle or equipment is not replaced, what are the alternatives: Rent or lease excavator				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO							
If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	0916		Asset Tag	4439	Purchase Price (if Known)		\$ 39,151
Make	International	Model	4700 FLAT BED		Year	2000	Age 17
Current Mileage	46,191			Life to Date Maintenance Cost		\$ 30,976	
Description	Navistar International 4700 Flat Bed, Dump Body						
Recent Major Repair(s) to extend life: Replaced the following: fuel injector, radiator			Known Problems: Needs a new dump body				
Description of Requested Replacement: Flat bed, dump body truck						Estimated Cost of Replacement	
						\$ 75,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Outlived service life				If this vehicle or equipment is not replaced, what are the alternatives: Rent or lease truck			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):

City of Punta Gorda Fleet/Equipment Replacement Review

Dept/Div	0916	Asset Tag	5430	Purchase Price (if Known)	\$ 17,268		
Make	FORD	Model	F -150XL	Year	2003	Age	14
Current Mileage	142,156			Life to Date Maintenance Cost	\$ 15,116		
Description	FORD F-150 XL 1/2 TON 2 DOOR CONVENTIONAL CAB TRUCK						
Recent Major Repair(s) to extend life: Replaced front and rear brakes, pads and oil seals			Known Problems: None at this time				
Description of Requested Replacement: 1/2 TON 2 DOOR CONVENTIONAL CAB TRUCK					Estimated Cost of Replacement		
					\$ 35,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->			End of Life - Fiscal Year				
Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate ->			Requested Fiscal Year for replacement				
Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: Outlived service life			If this vehicle or equipment is not replaced, what are the alternatives: Increase the repair and maintenance budget to cover the anticipated higher repair costs or rent/lease truck.				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO							
If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	0916		Asset Tag	4470	Purchase Price (if Known)		\$ 18,849
Make	Dodge	Model	RAM 1500		Year	2001	Age 16
Current Mileage	90,001			Life to Date Maintenance Cost		\$ 21,082	
Description	DODGE RAM 1500 CONVENTIONAL CAB 2 DOOR 1/2 TON TRUCK						
Recent Major Repair(s) to extend life: Repair vacuum leak at blend door, replaced radiator and air conditioning			Known Problems: None at this time				
Description of Requested Replacement: CONVENTIONAL CAB 2 DOOR 1/2 TON TRUCK						Estimated Cost of Replacement	
						\$ 35,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Outlived service life				If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease a truck.			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	0916		Asset Tag	4458	Purchase Price (if Known)		\$ 22,089
Make	FORD	Model	F250 XL		Year	2001	Age 16
Current Mileage	210,084			Life to Date Maintenance Cost		\$ 20,321	
Description	FORD F250 XL 3/4 TON, 4 DOOR, CREW CAB TRUCK						
Recent Major Repair(s) to extend life: Replaced front & rear shocks, replaced front sway bar links, replaced lower ball joints and tie rods			Known Problems: None at this time				
Description of Requested Replacement: 3/4 TON, 4 DOOR, CREW CAB TRUCK						Estimated Cost of Replacement	
						\$ 40,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Outlived service life				If this vehicle or equipment is not replaced, what are the alternatives: Inefficiency and reduced reliability. It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	0916	Asset Tag	6863	Purchase Price (if Known)	\$	10,869	
Make	GRASSHOPPER	Model	325D	Year	2010	Age	7
Current Mileage	1831 HOURS		Life to Date Maintenance Cost		\$	2,053	
Description	Grasshopper 24.8HP 60in deck riding lawn mower						
Recent Major Repair(s) to extend life:	None at this time						
Known Problems:	None at this time						
Description of Requested Replacement: 24.8HP 60in deck riding lawn mower					Estimated Cost of Replacement		
					\$ 18,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->			End of Life - Fiscal Year				
Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate ->			Requested Fiscal Year for replacement				
Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: Expected end of service life			If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO							
If No, Requested use?							

Photo (s):

**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	0916	Asset Tag	6826	Purchase Price (if Known)	\$	29,567	
Make	FORD	Model	F250 XL	Year	2008	Age	9
Current Mileage	93,001			Life to Date Maintenance Cost	\$	18,363	
Description	FORD F250 XL SUPER CAB TRUCK UTILITY 3/4 TON						
Recent Major Repair(s) to extend life: Replaced steering gear box and brakes	Known Problems: None at this time						
Description of Requested Replacement: Extended cab utility pickup truck, 3/4 ton					Estimated Cost of Replacement		
					\$ 45,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input checked="" type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input checked="" type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: Anticipated end of life: 14 years			If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):

**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	0916	Asset Tag	5411	Purchase Price (if Known)	\$	84,384	
Make	LeeBoy	Model	685B	Year	2002	Age	15
Current Mileage	1,473 hours			Life to Date Maintenance Cost	\$	10,150	
Description	LeeBoy Motor Grader 685B 4-Wheel drive						
Recent Major Repair(s) to extend life: Replaced hydraulic hose, rebuilt 4 Hyd cylinders, rebuilt mill board cylinder	Known Problems: None at this time						
Description of Requested Replacement: Motor Grader 4-Wheel drive					Estimated Cost of Replacement		
					\$ 175,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input checked="" type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input checked="" type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Anticipated end of life: 20 years				If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease grader.			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):

**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	0916		Asset Tag	4409	Purchase Price (if Known)		\$ 36,800
Make	International	Model	4700 FLAT BED		Year	1999	Age 18
Current Mileage	46,191			Life to Date Maintenance Cost		\$ 30,349	
Description	NAVISTAR INTERNATIONAL 4700 FLAT BED 2 DOOR CAB						
Recent Major Repair(s) to extend life: Replaced the instrument panel, repaired exhaust system			Known Problems: Dump body rusted				
Description of Requested Replacement: FLAT BED TRUCK, 2 DOOR CAB						Estimated Cost of Replacement	
						\$ 80,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input checked="" type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input checked="" type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Anticipated end of life: 23 years				If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease truck.			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):

**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	0916	Asset Tag	5413	Purchase Price (if Known)	\$	104,541	
Make	Caterpillar	Model	924GZ	Year	2002	Age	15
Current Mileage	1,947 hours			Life to Date Maintenance Cost	\$	41,937	
Description	Caterpillar articulated loader (2.7 Y)						
Recent Major Repair(s) to extend life: Steering repairs	Known Problems: Compressor going bad						
Description of Requested Replacement: Articulated Loader (2.7 Y)					Estimated Cost of Replacement		
					\$ 225,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input checked="" type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input checked="" type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Anticipated end of life: 20 years				If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease loader.			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):

**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	0916		Asset Tag	5977	Purchase Price (if Known)		\$ 94,408
Make	STERLING	Model	LT9500		Year	2007	Age 10
Current Mileage	55,283			Life to Date Maintenance Cost		\$ 36,071	
Description	STERLING TRUCK/OX DUMP(17/19)2 DOOR CONVENTIONAL CAB						
Recent Major Repair(s) to extend life: Replaced dash panel, repaired broken air line, repaired wiring for tail lights			Known Problems: None at this time				
Description of Requested Replacement: TRUCK/OX DUMP(17/19), 2 DOOR CONVENTIONAL CAB						Estimated Cost of Replacement	
						\$ 125,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input checked="" type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input checked="" type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Anticipated end of life: 15 years				If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease dump truck.			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):

**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	0916	Asset Tag	5434	Purchase Price (if Known)	\$	6,674				
Make	KAWASAKI	Model	KAF620G3	Year	2003	Age	14			
Current Mileage	621 HOURS		Life to Date Maintenance Cost		\$	6,021				
Description	KAWASAKI ALL TERRAIN VEHICLE MULE 3000									
Recent Major Repair(s) to extend life: Replaced: Battery, convertible belt, fuel line hose and filter	Known Problems: None at this time									
Description of Requested Replacement: KAWASAKI ALL TERRAIN UTILITY VEHICLE					Estimated Cost of Replacement					
					\$ 20,000					
Scoring Criteria										
<- Highest Concern -- Lowest Concern ->			End of Life - Fiscal Year							
Safety:	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 2018	<input type="checkbox"/> 2019	<input type="checkbox"/> 2020	<input checked="" type="checkbox"/> 2021	<input type="checkbox"/> 2022
<- Most Costly -- Least Costly to Operate ->			Requested Fiscal Year for replacement							
Efficiency:	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 2018	<input type="checkbox"/> 2019	<input type="checkbox"/> 2020	<input type="checkbox"/> 2021	<input checked="" type="checkbox"/> 2022
Provide explanation for requested fiscal year of replacement: Anticipated end of life: 19 years					If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.					
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO										
If No, Requested use?										

Photo (s):

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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:

- Installed cul-de-sac trees
- Hand-watering of transplanted trees in City rights-of-way and new plant material as needed throughout the City including at parks, right-of-ways, U.S. 41 and City facilities.
- The trimming and fertilizing of 700+ beautification trees in City rights-of-way
- Maintaining beautification sites on U.S. 41 and U.S. 17
- Maintaining streetscape and City entrance features
- Maintaining Freeman House, Public Works/Utilities Campus, Government Center Parking Lot, Nesbit Street Parking Lot, Herald Ct. Centre, Laishley Park Interactive Fountain, restrooms & Open Air Market, Hector House Plaza, aka Pocket Park, Sculpture Garden, Linear Park, Herald Court West and courtyard, Herald Court East, Trabue Harborwalk, Cooper Street Recreational Center, Hounds on Henry Street, Dr. Martin Luther King Jr. Boulevard, Wood Street, U.S. 41 medians at Monaco Drive, Madrid Boulevard, Seminole Lakes Boulevard and Royal Poinciana, Shreve Street to Airport Road Multi-use Recreational Trail
- Maintenance of all parks, playgrounds, nature trails, boardwalks, decorative fountains, ponds, lights and signs.
- Maintenance of 800+ street lights throughout the City and 70 confirmation lights
- Maintenance, repairs and alterations to 13 city-owned buildings.

The division also completed annual mangrove trimming and exotic plant removal programs, delivered trees, plants, mulch, fertilizer and weed spraying/removal to 300 cul-de-sacs and performed mowing maintenance for West Marion Avenue medians.

BUDGET NARRATIVE:

The proposed budget provides for the City's Parks and Grounds Division to continue its maintenance programs at a high standard level that will include:

- Beautification on U.S. 41
- City parks including Laishley Park, Gilchrist Park, Ponce de Leon Park, Nature Parks, Hounds on Henry Street Dog Park, Bailey Brothers Park and Punta Gorda Pathways
- U.S. 41 Bike Path, Dr. Martin Luther King Jr. Boulevard, Herald Court East and Wood St.
- Government Center, Nesbit Street, and Open Air Market Parking Lots
- Streetscape throughout the downtown area

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
PARKS AND GROUNDS - Dept/Div 0919**

BUDGET NARRATIVE (continued):

- Freeman House
- Herald Court Centre

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

The FY 2018 budget includes the replacement of a riding mower.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 & systems in infrastructure maintenance
- PRIORITY:** PARTNERSHIPS, COMMUNICATION & 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 and emergency response
 Goal: Achieve status as a waterfront destination for land and water visitors
 Goal: Support and promote a pedestrian & bicycle friendly community

MISSION AND OBJECTIVES

The Parks & Grounds Division is responsible for the maintenance of approximately 122 acres of park land that are broken down into 12 named parks: Gilchrist, Laishley, Linear Parks, Ponce de Leon, Punta Gorda Nature Park, Punta Gorda Pathways, Hounds on Henry Street, Elizabeth, Wilson, Alice, Pitman, Shreve and 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	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
# of park acres	111	122	122	122
Efficiency:				
Cost per acre (excl. capital)	\$11,807	\$11,005	\$12,000	\$11,861
Service Quality:				
# of acres maintained	111	122	122	122
Outcome:				
% of acreage maintained	100%	100%	100%	100%

RESULTS

Maintenance of the parks throughout the City continues to be a primary focus of staff's attention. Contracting with outside sources continues to serve as an efficient way to care for 122 acres of park land, although contract prices will increase in FY 2018 as outcome of new bid.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
PARKS AND GROUNDS SUMMARY**

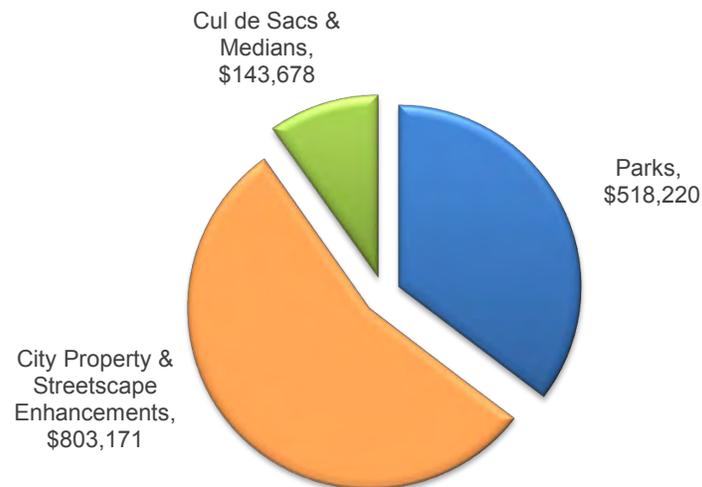
Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	640,203	647,158	652,935	642,742	657,513
Operating	670,418	695,499	764,805	821,240	789,556
Capital Outlay	66,326	19,656	82,000	68,000	18,000
Total	<u>1,376,947</u>	<u>1,362,313</u>	<u>1,499,740</u>	<u>1,531,982</u>	<u>1,465,069</u>

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
PW Crew Chief	1	1	1	1	1
Landscape Technician	1	1	1	1	1
P&G Maint Worker III	1	1	1	1	1
P&G Maint Worker II	3	3	3	3	3
P&G Maint Worker I	4	4	4	4	4
Total	10	10	10	10	10

Service Costs



City of Punta Gorda Fleet/Equipment Replacement Review

Dept/Div	0919	Asset Tag	5445	Purchase Price (if Known)	\$ 9,415		
Make	GRASSHOPPER	Model	725-G2	Year	2003	Age	14
Current Mileage	2000 hours		Life to Date Maintenance Cost		\$ 1,060		
Description	GRASSHOPPER RIDING MOWER ZERO TURNING RADIUS G2 HYDROSTATIC DRIVE						
Recent Major Repair(s) to extend life: Replace: front caster wheels and tires, left/ right drive belts			Known Problems: None at this time				
Description of Requested Replacement: Riding mower 61" deck, rear discharge belly mount					Estimated Cost of Replacement		
					\$ 18,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->			End of Life - Fiscal Year				
Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate ->			Requested Fiscal Year for replacement				
Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: Mower will have too many hours of usage and be prone to more repairs.			If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



City of Punta Gorda Fleet/Equipment Replacement Review

Dept/Div	0919	Asset Tag	5474	Purchase Price (if Known)	\$ 14,559		
Make	FORD	Model	F150 XL	Year	2005	Age	12
Current Mileage	84,000			Life to Date Maintenance Cost	\$ 19,108		
Description	FORD F150 XL SUPER CAB 4X4 1/2 TON PICK UP						
Recent Major Repair(s) to extend life: Replaced front sway bar links, replaced transmission, replaced windshield and replaced pinion seal.			Known Problems: Body has substantial rust spots and holes.				
Description of Requested Replacement: 1/2 ton pickup, super cab, 4X4					Estimated Cost of Replacement		
					\$ 35,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->			End of Life - Fiscal Year				
Safety: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate ->			Requested Fiscal Year for replacement				
Efficiency: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: End of service life			If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO							
If No, Requested use?							

Photo (s):



City of Punta Gorda Fleet/Equipment Replacement Review

Dept/Div	0919	Asset Tag	5513	Purchase Price (if Known)	\$ 21,890		
Make	FORD	Model	F150 XL	Year	2006	Age	11
Current Mileage	120,000			Life to Date Maintenance Cost	\$ 14,002		
Description	FORD F150 XL SUPER CAB 1/2 TON PICK UP						
Recent Major Repair(s) to extend life: Replaced #3 coil, still not running well			Known Problems: None at this time				
Description of Requested Replacement: 1/2 ton super cab pickup					Estimated Cost of Replacement		
					\$ 38,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->			End of Life - Fiscal Year				
Safety: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate ->			Requested Fiscal Year for replacement				
Efficiency: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: End of service life			If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO							
If No, Requested use?							

Photo (s):



City of Punta Gorda Fleet/Equipment Replacement Review

Dept/Div	0919	Asset Tag	5412	Purchase Price (if Known)	\$ 40,212		
Make	NAVISTAR INT'L	Model	4200	Year	2003	Age	14
Current Mileage	44,000			Life to Date Maintenance Cost	\$ 25,845		
Description	NAVISTAR INTERNATIONAL FLAT BED DUMP TRUCK 3 TON						
Recent Major Repair(s) to extend life: Replaced glow plug solenoid, replaced both batteries, replaced roll up tarp			Known Problems: None at this time				
Description of Requested Replacement: Flat bed dump truck, 3 ton					Estimated Cost of Replacement		
					\$ 100,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->			End of Life - Fiscal Year				
Safety: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate ->			Requested Fiscal Year for replacement				
Efficiency: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: End of service life			If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs. or rent/lease truck.				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO							
If No, Requested use?							

Photo (s):



City of Punta Gorda Fleet/Equipment Replacement Review

Dept/Div	0919	Asset Tag	6841	Purchase Price (if Known)	\$ 12,670		
Make	FORD	Model	RANGER	Year	2008	Age	9
Current Mileage	47,000			Life to Date Maintenance Cost	\$ 5,660		
Description	FORD RANGER COMPACT PICK UP						
Recent Major Repair(s) to extend life: Replaced battery, replaced front sway bar links			Known Problems: None at this time				
Description of Requested Replacement: COMPACT PICK UP					Estimated Cost of Replacement		
					\$ 28,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->			End of Life - Fiscal Year				
Safety: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate ->			Requested Fiscal Year for replacement				
Efficiency: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO							
If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	0919		Asset Tag	6840	Purchase Price (if Known)		\$	12,870
Make	FORD	Model	RANGER XLT		Year	2008	Age	9
Current Mileage	71,000			Life to Date Maintenance Cost			\$	12,190
Description	FORD RANGER XLT 1/4 TON COMPACT PICK UP							
Recent Major Repair(s) to extend life: Replaced front brake pads and rotors, replaced rear brake shoes and turn drums, replaced lower ball joints				Known Problems: None at this time				
Description of Requested Replacement: 1/4 TON COMPACT PICK UP							Estimated Cost of Replacement	
							\$	28,000
Scoring Criteria								
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?								

Photo (s):



City of Punta Gorda Fleet/Equipment Replacement Review

Dept/Div	0919	Asset Tag	5974	Purchase Price (if Known)	\$ 10,325		
Make	KUBOTA	Model	ALL TERRAIN RTV900W6-H	Year	2006	Age	11
Current Mileage	440 hours			Life to Date Maintenance Cost	\$ 1,522		
Description	KUBOTA ATV						
Recent Major Repair(s) to extend life:			Known Problems:				
None at this time			None at this time				
Description of Requested Replacement:					Estimated Cost of Replacement		
Diesel 4x4 dump bed ATV					\$ 20,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->				End of Life - Fiscal Year			
Safety: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				<input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
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Efficiency: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				<input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input checked="" type="checkbox"/> 2021 <input type="checkbox"/> 2022			
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If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO							
If No, Requested use?							

Photo (s):



City of Punta Gorda Fleet/Equipment Replacement Review

Dept/Div	0919	Asset Tag	5472	Purchase Price (if Known)	\$ 14,559		
Make	FORD	Model	F150 XL	Year	2005	Age	12
Current Mileage	70,000			Life to Date Maintenance Cost	\$ 10,376		
Description	FORD F150 XL SUPER CAB 1/2 TON PICK UP, 2 DOOR						
Recent Major Repair(s) to extend life: Replaced front hubs and differential brakes			Known Problems: Bad vacuum valve				
Description of Requested Replacement: SUPER CAB 1/2 TON PICK UP, 2 DOOR					Estimated Cost of Replacement		
					\$ 38,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->			End of Life - Fiscal Year				
Safety: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			<input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
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If No, Requested use?							

Photo (s):



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 extraordinary customer service. Our emphasis on customer connectivity continues to provide the foundation for the way we do business. The program emphasizes a contemporary business model approach to police management, with customers viewed as stakeholders, in lieu of the typical law enforcement paramilitary command management model. This is the core of our customer-centric approach in providing law enforcement services.

The department continues to provide a full array of service delivery channels to include uniform patrol, bike patrol, marine patrol, motorcycle patrol, canine patrol, dive team, traffic homicide investigators, and more. In FY 2016 our police reserves provided our citizens with 2032 hours of non-paid law enforcement services. In addition, during FY 2016 our Volunteer in Policing (VIP) members contributed 10,266 hours to the city of Punta Gorda at minimal cost to the tax payer.

An emphasis on the aggressive pursuit of criminal activity compliments our crime prevention efforts. This has resulted in the department achieving a 44.2% Uniform Crime Report (UCR) clearance rate in 2016. Punta Gorda obtained the second lowest index crime rate among Florida municipal agencies with a similar service population (15,000 – 20,000).

We continue to emphasize crime prevention through public education. The department continues to provide a number of essential crime prevention programs to the City to include Neighborhood Watch, our Bank Security Network, Do the Right Thing of Charlotte County, Inc., Drug Abuse Resistance Education (DARE) training, Gang Resistance Education and Training (GREAT) and our Jammers Youth Basketball League, among others. In fact, the Jammers program continues to be so successful that the number of children who participated in this program had to be capped at 72. Finally, the Self Defense Familiarization and Exchange (SAFE) class which was offered throughout the year to provide basic self-defense and awareness for women at the high school level and beyond continues to be popular.

The City's School Resource Officer (SRO) program remains a tremendous success. We continue to effectively serve approximately 3,792 students with three School Resource Officers. DARE training is delivered annually to 94 5th grade students at Sallie Jones Elementary School and GREAT training is provided annually to 372 7th grade students at Punta Gorda Middle School.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
POLICE - Dept. 1200**

ACCOMPLISHMENTS: (continued)

Over the past year, the department continues to benefit from a number of product upgrades to enhance our service delivery and increase officer safety. This includes the following: (1) online training program for police officers, (2) online training program for dispatchers, (3) upgraded Public Safety Communications Center with new technology and furniture and (4) Florida Council Against Sexual Assault program implementation. The police department continues to be the lead component in the multiyear city 800 mhz radio project upgrade.

A strong connection to the community continues to be an emphasis for department members. The police department launched our first Instagram and Twitter accounts and launched an outreach program called Watch DOGS (Dads of Great Students). Police hosted the Punta Gorda Citizen's Academy, Leadership Charlotte, and several community gun safety, fraud, and bicycle / pedestrian safety seminars.

Members participated in the American Cancer Society fundraiser, Tarpon High School Varsity Baseball Team charity fundraiser, the Ladies Remembered Mural fundraiser, several Special Olympics fundraisers and events as well as the "Shop with a Cop" program. We partnered with the Florida Bicycle Association and with Drug Free Punta Gorda raising community awareness. Our membership also sponsored two school classes at the Baker Center during Christmas and our dispatchers provided holiday meals to several families during both Thanksgiving and Christmas.

BUDGET NARRATIVE:

A ninth dispatcher was added in FY 2017 to provide additional depth to alleviate onerous overtime resulting from high turnover and required training time. The situation will be monitored for improvement and a pending request for a tenth dispatcher position, currently not funded, may be considered.

Equipment upgrades and infrastructure have been implemented with maximum efficiency and an emphasis on cost savings and grant funding. \$196,000 has been allocated for the replacement of police vehicles through the 1% sales tax and the general fund. A taser replacement program of \$11,000 annually has been established to replace 8 tasers per year. A radar replacement program of \$4,000 annually has been established to replace 2 radars per year. Refurbishment of a marine vessel is also budgeted. The department was successful in obtaining a grant through the Charlotte County Marine Advisory Committee for the replacement of a marine vessel budgeted in FY 2017. The purchase has been delayed to FY 2018 to coincide with the grant term.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
Police - Dept. 1200
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

- PRIORITY:** FINANCIAL/ECONOMIC SUSTAINABILITY
 Goal: Ensure the competitiveness of Punta Gorda’s business climate
 Goal: Enhance workforce development & diversity in the City organization
 Goal: Identify sustainable spending policies and appropriate technologies to support business operations and connect the City with the community
- PRIORITY:** PARTNERSHIPS, COMMUNICATION & COLLABORATION
 Goal: Emphasize transparency in City operations, reporting, and activities
- PRIORITY:** QUALITY OF LIFE
 Goal: Maintain the City’s high safety rating and emergency response

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 **4:00** minutes of dispatch.
- For Communications personnel to answer all telephone calls for service within a ring time of **5** seconds.
- Achieve the second lowest index crime rate among Florida municipal agencies with a similar service population (15,000 – 20,000).
- Recruitment efforts to fill sworn vacancies should be directed towards the goal of racial, ethnic and gender diversity (Accreditation Chapter 12).
- Complete annual Cost of Services project and complete a comprehensive business plan.
- 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 7).
- Maintain an updated Traffic Safety and Enforcement Plan.
- Enhance quality of life amenities through the Jammers Youth Basketball League Program, the Interactive Youth Center, and the Punta Gorda Community Garden.
- Achieve a monthly Quality Assurance Survey approval rating of 95%.*

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
Total Calls for Service	13,151	12,894	12,150	12,678
Total No. of ring events on administrative lines	30,756	33,420	32,478	34,068
Total No. of ring events on emergency 911 lines	7,939	7,877	7,438	8,159
Efficiency:				
Cost per capita (Excl. Capital)	\$297.69	\$278.46	\$292.50	\$299.68
City Population est.	17,632	18,368	18,588	18,811

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
Police - Dept. 1200
Key Performance Measures**

(continued)

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Service Quality:				
Average patrol response time for calls for service	3:27	3:37	3:53	4:13
Monthly Quality Assurance Survey Rating of 95%	99.3%	99.1%	98.6%	98.5%
Average administrative line ring duration in seconds	3	3.5	3.5	3.5
Average emergency 911 line ring duration in seconds	3	3.5	3.5	3.5
Outcome:				
Uniform Crime Rate**	1,425.7	1,219.5	1,159.6	1,020.3
Total Index Crimes	252	224	217	198
Clearance Rates	42.1%	44.2%	46.0%	48.3%
UCR Population est.***	17,675	18,368	18,527	18,863

RESULTS

Efforts have resulted in patrol response times of **3:37**. Phone answering times are being achieved in approximately **3.5 seconds** on average. We believe that the attainment of these objectives reflects positively on our emphasis on exceptional service to our citizens.

Calls for services that are not included in response time calculations include Telecommunicator reports, citizen fingerprinting requests, traffic stops, community foot patrols, directed patrols, and cancelled calls for service. Each of these Calls for Service categories do not involve a police officer response.

Monthly Quality Assurance Survey results indicate a 99.1% approval rating.

Ring time statistics are derived from the agency's Public Safety Answering Point (PSAP) computerized data collection system which is administered by the Charlotte County E-911 Administrator.

We are also encouraged by an analysis of Florida municipal law enforcement agencies with a service population between 15,000 and 20,000. In 2016 Punta Gorda again had the 2nd lowest crime index crime rate when compared to 13 other law enforcement agencies with a similar service population. We have maintained this distinction 7 out of the past 8 years (2009, 2010, 2011, 2012, 2014, 2015 and 2016).

The police department has completed the annual Cost of Services project and continues to post the updated Traffic Safety Plan to the website.

The agency has taken numerous steps in an effort of meeting the racial, ethnic and gender diversity of the community the agency serves. Department members have attended various NAACP events and police academy graduations. Results of these actions appear positive as higher number of minorities are applying to the agency.

The police department continues to maintain established procedures compatible with generally acceptable accounting principles. This was validated during the 2016 accreditation process.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
Police - Dept. 1200
Key Performance Measures

(continued)

The police department continues to run a successful Jammers Youth Basketball League, deploys the Interactive Youth Center at community events, and has 27 garden plots available to the community in the City of Punta Gorda's Community Garden at the public safety building.

**The Quality Assurance Program is designed to obtain feedback from customers who have been in contact with the Punta Gorda Police Department. On a monthly basis eight questions and their corresponding answers are reported in the Quality Assurance Reviews of the Monthly Activity Report which is furnished to the City Manager.*

***The Uniform Crime Rate provides a measure of index crimes per 100,000 service population.*

****UCR population figures are based on data provided by the Florida Legislature's Office of Economic and Demographic Research, the same database utilized by the Florida Department of Law Enforcement for Uniform Crime Reporting purposes.*

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
POLICE SUMMARY**

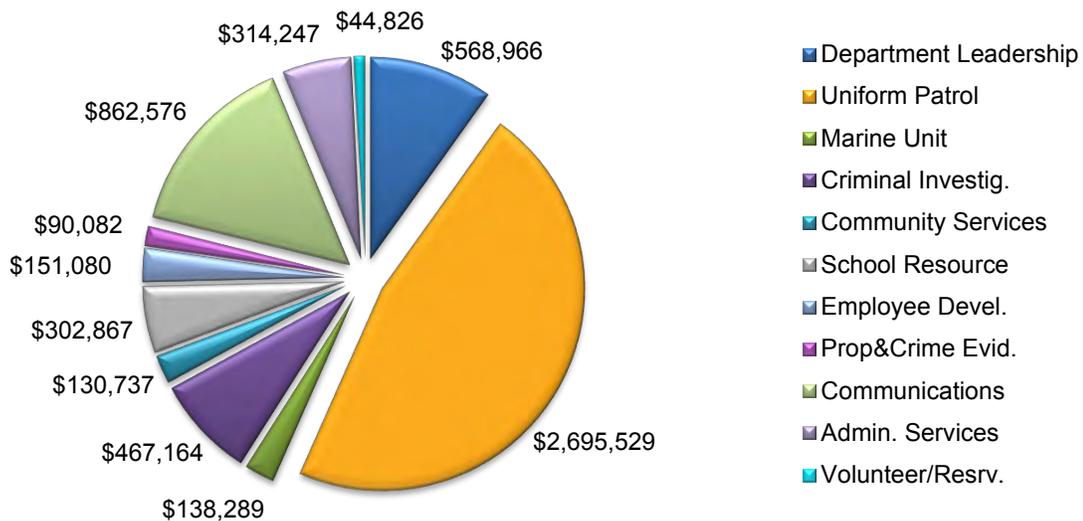
Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	4,359,319	4,288,580	4,363,300	4,409,916	4,618,246
Operating	889,615	826,123	990,740	1,027,140	1,019,117
Capital Outlay	114,082	383,032	206,496	230,118	129,000
Total	5,363,016	5,497,735	5,560,536	5,667,174	5,766,363

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
Police Chief	1	1	1	1	1
Captain	2	2	2	2	2
Lieutenant	7	7	7	7	7
Police Officer	21	21	21	21	21
School Resource Officer	3	3	3	3	3
Police Accreditation Mgr	1	1	1	1	1
Communications Supv.	1	1	1	1	1
Evid./Crime Scene Tech.	1	1	1	1	1
Dispatcher	8	8	8	9	9
Executive Assistant	1	1	1	1	1
Police Records Specialist	3	3	3	3	3
Total	49	49	49	50	50

Service Costs



Capital Outlay Program Project Detail

Project Title: Police Fleet Replacements																											
Acct #: 001-1200-521-64-01			Project Code: PDCAR																								
Strategic Priority: Infrastructure Sustainability – Maintain and enhance the City’s capital assets and quality municipal services.			Goal: Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas. Apply best management practices & systems in infrastructure maintenance.																								
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																					
\$ 0	\$ 96,000	\$ 96,000	\$ 125,000	\$ 225,000	\$ 225,000	\$ 767,000																					
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed		Department: Police Contact Person: Jason Ciaschini																							
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned <input checked="" type="checkbox"/> No Land Involved _____ Gift		Project Description: Planned replacement of police fleet vehicles (5 vehicles per year) FY 2018 – FY 2019: \$196,000 per year Funding Sources: \$96,000/yr - General Fund Revenues \$100,000/yr - 1% Sales Tax Fund FY 2020 – FY 2022: \$225,000 per year FY 2020 - \$125,000 General Fund Rev. & \$100,000 1% Sales Tax Fund FY 2021-2022 \$225,000 General Fd Rev.																							
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 767,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 767,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: Replacements - No additional operating costs \$ _____ 0 Total																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local				State	Federal	1 st Yr.	GF	_____	_____	2 nd Yr.	GF	_____	_____	3 rd Yr.	GF	_____	_____	4 th Yr.	GF	_____	_____	5 th Yr.	GF	_____
	Local	State	Federal																								
1 st Yr.	GF	_____	_____																								
2 nd Yr.	GF	_____	_____																								
3 rd Yr.	GF	_____	_____																								
4 th Yr.	GF	_____	_____																								
5 th Yr.	GF	_____	_____																								
Project Justification: The Police Department maintains extensive records on its fleet. Replacement recommendations are made based upon age, mileage, and maintenance costs. The majority of the fleet operates under patrol operations and vehicle safety is paramount to our employees.																											

* FUNDING SOURCES (SEE PAGE 8.05)

**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	Police		Asset Tag	5505	Purchase Price (if Known)		\$ 24,992
Make	Ford	Model	Crown Victoria		Year	2006	Age 11
Current Mileage	52,483			Life to Date Maintenance Cost		\$ 10,998	
Description	Marked police vehicle						
Recent Major Repair(s) to extend life: N/A			Known Problems: N/A				
Description of Requested Replacement: Patrol Vehicle - Recommended Ford Interceptor Utility						Estimated Cost of Replacement	
						\$ 47,500	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
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If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):

**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	Police	Asset Tag	6806	Purchase Price (if Known)	\$ 22,169		
Make	Ford	Model	Crown Victoria	Year	2007	Age	10
Current Mileage	87,661			Life to Date Maintenance Cost	\$ 17,065		
Description	Marked police vehicle (line car)						
Recent Major Repair(s) to extend life:	N/A			Known Problems:	N/A		
Description of Requested Replacement:					Estimated Cost of Replacement		
Patrol Vehicle - Recommended Ford Interceptor Utility							
					\$ 47,500		
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->				End of Life - Fiscal Year			
Safety: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
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If No, Requested use?							

Photo (s):

**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	Police		Asset Tag	6858	Purchase Price (if Known)		\$
Make	Ford	Model	F150		Year	2005	Age 12
Current Mileage	59,260			Life to Date Maintenance Cost		\$	8,645
Description	Marked police vehicle (tow vehicle)						
Recent Major Repair(s) to extend life: N/A			Known Problems: N/A				
Description of Requested Replacement: Pick up truck						Estimated Cost of Replacement	
						\$ 6,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
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If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):

**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	Police		Asset Tag	6873	Purchase Price (if Known)		\$ 25,769
Make	Ford	Model	Crown Victoria		Year	2010	Age 7
Current Mileage	113,060			Life to Date Maintenance Cost		\$ 11,313	
Description	Marked police vehicle						
Recent Major Repair(s) to extend life: N/A			Known Problems: N/A				
Description of Requested Replacement: Patrol Vehicle - Recommended Ford Interceptor Utility						Estimated Cost of Replacement	
						\$ 47,500	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: 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.				If this vehicle or equipment is not replaced, what are the alternatives: Increased expenses of the police department's repair and maintenance accounts.			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):

**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	Police		Asset Tag	6871	Purchase Price (if Known)		\$ 25,769
Make	Ford	Model	Crown Victoria		Year	2010	Age 7
Current Mileage	81,730			Life to Date Maintenance Cost		\$ 8,167	
Description	Marked police vehicle						
Recent Major Repair(s) to extend life: N/A			Known Problems: N/A				
Description of Requested Replacement: Patrol Vehicle - Recommended Ford Interceptor Utility						Estimated Cost of Replacement	
						\$ 47,500	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: 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.				If this vehicle or equipment is not replaced, what are the alternatives: Increased expenses of the police department's repair and maintenance accounts.			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):

Capital Outlay Program Project Detail

Project Title: Police Taser Replacements																														
Acct #: 001-1200-521-64-03			Project Code: TASER																											
Strategic Priority: Infrastructure Sustainability – Maintain and enhance the City’s capital assets and quality municipal services.			Goal: Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas. Apply best management practices & systems in infrastructure maintenance.																											
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 55,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed		Department: Police Contact Person: Jason Ciaschini																										
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned <input checked="" type="checkbox"/> No Land Involved _____ Gift		Project Description: Planned replacement of tasers FY 2018 – FY 2022: Replacement of 8 tasers per year - \$11,000 per year																										
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 55,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 55,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: Replacements - No additional operating costs \$ _____ 0 Total		Project Justification: In 2010, the police department was one of the last agencies in the Southwest Florida area that implemented the usage of the Taser which is a less lethal weapon system. This program was implemented through a grant. This program has been in existence for the past six years and has proven successful. The equipment is beginning to age and the typical expense to repair a Taser has been deemed cost prohibitive. The department needed to implement a replacement program for this effective tool. This will allow the purchase of 8 replacement Tasers with extended warranties each year.																										
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	GF _____	_____	_____	2 nd Yr.	GF _____	_____	_____	3 rd Yr.	GF _____	_____	_____	4 th Yr.	GF _____	_____	_____	5 th Yr.	GF _____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	GF _____	_____	_____																											
2 nd Yr.	GF _____	_____	_____																											
3 rd Yr.	GF _____	_____	_____																											
4 th Yr.	GF _____	_____	_____																											
5 th Yr.	GF _____	_____	_____																											

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Outlay Program Project Detail

Project Title: Police Radar Replacements																														
Acct #: 001-1200-521-64-03			Project Code: RADAR																											
Strategic Priority: Infrastructure Sustainability – Maintain and enhance the City’s capital assets and quality municipal services.			Goal: Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas. Apply best management practices & systems in infrastructure maintenance.																											
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 20,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Police Contact Person: Jason Ciaschini																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned <input checked="" type="checkbox"/> No Land Involved _____ Gift			Project Description: Planned replacement of radars FY 2018 – FY 2022: Replacement of 2 radars per year - \$4,000 per year																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 20,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 20,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: Replacements - No additional operating costs \$ _____ 0 Total			Project Justification: Radar units are an intricate part of law enforcement's ability to conduct traffic enforcement. The department needs to implement a replacement program for this effective tool. \$4,000 per year will allow the Police Department to replace a total of 2 radar units each year, thus phasing out the outdated and limited ranged technology currently utilized which has an average age of 15 years.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	GF _____	_____	_____	2 nd Yr.	GF _____	_____	_____	3 rd Yr.	GF _____	_____	_____	4 th Yr.	GF _____	_____	_____	5 th Yr.	GF _____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	GF _____	_____	_____																											
2 nd Yr.	GF _____	_____	_____																											
3 rd Yr.	GF _____	_____	_____																											
4 th Yr.	GF _____	_____	_____																											
5 th Yr.	GF _____	_____	_____																											

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Outlay Program Project Detail

Project Title: Police Vessel Refurbishment																														
Acct #: 001-1200-521-6403			Project Code: TBD																											
Strategic Priority: Infrastructure Sustainability – Maintain and enhance the City’s capital assets and quality municipal services Quality of life – Enhance and promote Punta Gorda’s attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle, and its vibrant, safe City Status				Goal: Apply best management practices & systems in infrastructure maintenance. Maintain the City’s high safety rating and emergency response.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 18,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 18,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: _____ x Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Police Contact Person: Jason Ciaschini																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned _____ x No Land Involved _____ Gift			Project Description: Refurbishment of police vessel (Boston Whaler) which will be 13 years old in FY 2018. The vessel is structurally sound but is showing its age. We believe we can get another 8-10 years of life out of this vessel through refurbishment in lieu of replacement. An alternative funding source may be the Charlotte County Marine Advisory Committee (MAC).																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 18,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 18,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total			Project Justification: The police department is assigned two vessels for law enforcement marine operations. The two vessels are operated by a full time Marine Officer and a cadre of Marine Volunteers who provide patrols and respond to emergencies in the city’s waterways including Charlotte Harbor and the 50 miles of canals in Punta Gorda Isles and 7.5 miles of canals in Burnt Store Isles.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	GF	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ x No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	GF	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Outlay Program Project Detail

Project Title: Police Vessel Motor Replacement																												
Acct #: 001-1200-521-6403			Project Code: TBD																									
Strategic Priority: Infrastructure Sustainability – Maintain and enhance the City’s capital assets and quality municipal services Quality of life – Enhance and promote Punta Gorda’s attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle, and its vibrant, safe City Status				Goal: Apply best management practices & systems in infrastructure maintenance. Maintain the City’s high safety rating and emergency response.																								
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																						
\$ 0	\$ 0	\$ 13,000	\$ 0	\$ 0	\$ 0	\$ 13,000																						
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: _____ x Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Police Contact Person: Jason Ciaschini																							
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned _____ x No Land Involved _____ Gift			Project Description: Replacement of boat motor on Boston Whaler police vessel. The vessel is recommended for refurbishment in FY 2018. The motor is recommended for replacement in FY 2019. An alternative funding source may be the Charlotte County Marine Advisory Committee (MAC).																							
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 13,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 13,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: No additional cost \$ _____ 0 Total			Project Justification: The police department is assigned two vessels for law enforcement marine operations. The two vessels are operated by a full time Marine Officer and a cadre of Marine Volunteers who provide patrols and respond to emergencies in the city’s waterways including Charlotte Harbor and the 50 miles of canals in Punta Gorda Isles and 7.5 miles of canals in Burnt Store Isles. It is anticipated that mower will reach life expectancy (4,000 hours) in FY 2019.																							
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	_____	_____	_____	2 nd Yr.	GF	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues _____ x No Effect \$ _____ Total		
	Local	State	Federal																									
1 st Yr.	_____	_____	_____																									
2 nd Yr.	GF	_____	_____																									
3 rd Yr.	_____	_____	_____																									
4 th Yr.	_____	_____	_____																									
5 th Yr.	_____	_____	_____																									

* FUNDING SOURCES (SEE PAGE 8.05)

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 Department continues to utilize a wide array of service delivery models to provide both fire and EMS services to the community. One successful example is the Department's Bike Medic Program which allows paramedics the ability to quickly reach patients during special details and large events. Medics have the capability to treat patients for anything from a simple scrape to full cardiac arrest. Funding for this project was provided by several Community Partners.
- The Department currently provides Advanced Life Support to all 3 districts throughout the City. Additionally we continue to facilitate two Charlotte County ambulances which respond from our Stations 1 and 3. This arrangement continues to be successful and provides a high level of patient care for our residents.
- We continue to emphasize Fire Prevention through public education. All members of the Department are involved with our public education and community training opportunities. We continue to offer fire extinguisher training several times throughout the year. Additionally, we have developed several "focused" presentations as requested such as fire and medical emergencies while cruising and smoke/CO detector programs (new install or battery replacement). We continue to see several hundred children from the Charlotte County School system that are bussed in for fire and injury prevention training sessions which occur during Fire Prevention month.
- To fill a need within the community, the Department offers a monthly 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. It is free to the community and is taught by certified instructors from within the Department thereby keeping it budget neutral.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
FIRE - Dept. 1300**

ACCOMPLISHMENTS (continued):

- The Fire Department continues to see a high volume of participants in multiple ongoing programs. The “Household Sharps Disposal Program” and “Operation Medicine Cabinet” continue to be utilized by residents from all of Charlotte County. The Department has been successful in maintaining several community partners (PGPD, Drug Free Charlotte, Charlotte Solid Waste and Charlotte County Health Department) which have helped to minimize any additional cost or budget impact. The Department also installs child car seats using certified technicians from within the organization. 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.
- The Punta Gorda Fire Department and the Punta Gorda Historic Mural Society have partnered to preserve and display the rich heritage of the department by painting two large murals inside the bay at Fire Station 1. Funding for the project has been raised through generous donations made by local residents and businesses.

BUDGET NARRATIVE:

Department costs continue to be monitored and evaluated to ensure that the primary delivery of service is not affected.

As part of its ongoing training efforts, the Department has taken the opportunity to develop in-house certified instructors for CPR, BLS, ACLS and Dive Rescue. By utilizing on duty personnel, rather than outsourcing, the department has been able to increase training and comply with all required recertifications without the added expense of hiring outside agencies.

With the City’s proximity to Charlotte Harbor and over 70 miles of canals there exists the potential for many water-related emergencies. Currently, dive/rescue operations are accomplished utilizing land-based fire apparatus and on duty personnel. We have identified a potential increase for water related emergencies which can not be mitigated solely from land-based units. Through a partnership with the Marine Division of PGPD, Department personnel have been cross-trained to employ available PGPD marine resources for marine responses.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
FIRE - Dept. 1300**

BUDGET NARRATIVE (continued):

The FY 2018 budget includes increased funding for apparatus repair and maintenance. As our current fleet continues to age, we are experiencing an increase in the duration and frequency of repairs and downtime to our frontline apparatus. In addition, the replacement of a frontline fire-fighting apparatus is budgeted in the general construction fund as a transfer from the general fund. Engine 2 will be replaced thus reducing down time and future repair cost.

Replacement programs have been developed and funding has been established for personal protective equipment, suppression equipment, and medical equipment. It is intended that funds not spent will be carried over to the next fiscal year.

FY 2018 budget includes replacing the Fire Inspector's vehicle due to age and current condition of the vehicle. The vehicle will be replaced with a small pickup truck to better suit the needs of the department.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
FIRE - Dept. 1300
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: QUALITY OF LIFE

Goal: Maintain the City's high safety rating and emergency response

MISSION AND OBJECTIVES

The Fire Department is responsible for the protection of the lives and property of the citizens of Punta Gorda. This is achieved through fire prevention, basic/advanced life support, fire suppression, hazardous materials response/identification, and other emergency incidents during both natural and man-made emergencies in the most effective, professional and efficient manner possible. This will minimize the damage caused by fire and other hazards along with ensuring the most successful outcomes of accidental injuries and/or medical emergencies.

INITIATIVES AND ACTION ITEMS

To respond to, and be on scene of, 90% of all emergency calls within the City in 5 minutes or less of dispatch, as stated in the National Fire Protection Association Standards (NFPA), Standard #1710.

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
Total number of calls	3,590	3,730	3,963	4,179
Emergency Calls	2,959	2,944	3,149	3,300
Non-Emergency Calls	631	786	840	906
Efficiency:				
Cost per capita (excl. capital)	\$183	\$174	\$183	\$190
Service Quality:				
Average fire response time for calls for service	3:54	4:01	4:01	4:01
Number of emergency calls with a response time of less than 5 minutes	2,266	2,621	2,472	2,621
Outcome:				
Percentage of emergency calls with a response time of less than 5 minutes	78.9%	79.3%	79.3%	80.2%

RESULTS

Currently, the Fire Department responds within the City of Punta Gorda in 5 minutes or less of dispatch on 79.3% of emergency calls. The department has identified and implemented changes to the process which we predict will improve results.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
FIRE SUMMARY**

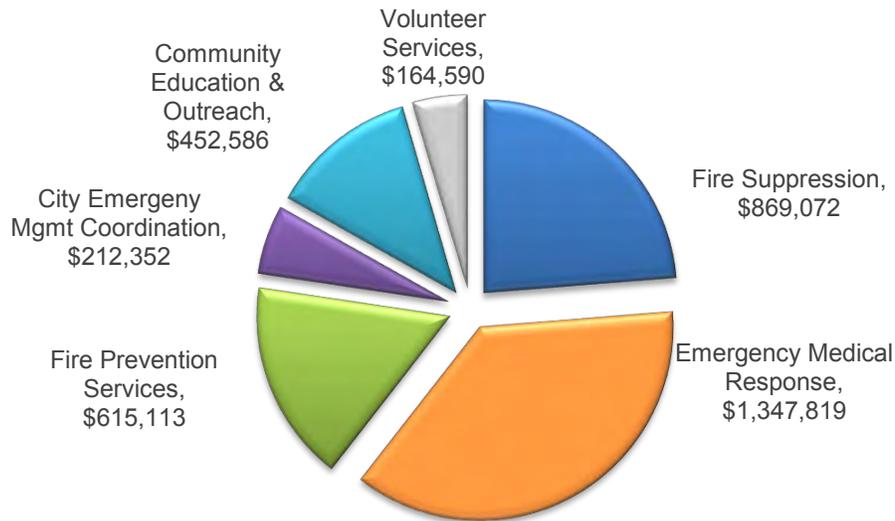
Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	2,832,512	2,787,740	2,977,510	2,937,249	3,072,277
Operating	394,368	410,856	441,840	473,300	493,255
Capital Outlay	16,662	77,385	41,000	73,000	96,000
Total	<u>3,243,542</u>	<u>3,275,981</u>	<u>3,460,350</u>	<u>3,483,549</u>	<u>3,661,532</u>

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
Fire Chief	1	1	1	1	1
Fire Operations Chief	1	1	1	1	1
Fire Battalion Chief	3	3	3	3	3
Fire Lieutenant	9	9	9	9	9
Firefighter/EMT	12	12	12	12	12
Fire Marshall	1	1	1	1	1
Fire Inspector	0	0	1	1	1
Executive Assistant	1	1	1	1	1
Total	28	28	29	29	29

Service Costs



Capital Outlay Program Project Detail

Project Title: Personal Protective Equipment																														
Acct #: 001-1300-522-6403			Project Code: PPGEAR																											
Strategic Priority: Quality of Life- Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy Eco-system and outdoor lifestyle, and its vibrant, safe city status. Infrastructure Sustainability- Maintain and enhance the City's capital asset and quality municipal services.				Goal: Maintain the City's high safety rating and emergency response. Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Fire Contact Person: Ray Briggs																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned <input checked="" type="checkbox"/> No Land Involved _____ Gift			Project Description: Structural Fire Gear: Coat, Pants, Gloves, Boots, Helmets, Hoods Dive Equipment: BC, Tanks, Regulators, Gloves, Fins, Mask, Lights, Alert System, Knife, Safety Rope FY 2018: 1 set replacement bunker gear, 6 self-contained breathing apparatus (SCBA) masks, 6 replacement self-contained underwater breathing apparatus (SCUBA) equipment and other items as needed. Carryover funds unspent																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 50,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 50,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: No additional costs \$ _____ 0 Total			Project Justification: Structural Fire Gear: NFPA compliance 10 year replacement, normal wear and tear. Dive Equipment: Rapid Entry packs are outdated and provide no buoyancy control. Current packs are a safety concern. Normal wear and tear on full scuba equipment due to age.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	GF	_____	_____	2 nd Yr.	GF	_____	_____	3 rd Yr.	GF	_____	_____	4 th Yr.	GF	_____	_____	5 th Yr.	GF	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	GF	_____	_____																											
2 nd Yr.	GF	_____	_____																											
3 rd Yr.	GF	_____	_____																											
4 th Yr.	GF	_____	_____																											
5 th Yr.	GF	_____	_____																											

Capital Outlay Program Project Detail

Project Title: Suppression Equipment																														
Acct #: 001-1300-522-6403			Project Code: SUPEQ																											
Strategic Priority: Quality of Life- Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy Eco-system and outdoor lifestyle, and its vibrant, safe city status. Infrastructure Sustainability- Maintain and enhance the City's capital asset and quality municipal services.				Goal: Maintain the City's high safety rating and emergency response. Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 75,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Fire Contact Person: Ray Briggs																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned <input checked="" type="checkbox"/> No Land Involved _____ Gift			Project Description: Suppression Equipment: Hose, Nozzles, Ladders, Adapters, Rescue Tools, Pike Poles, Ventilation Fans, Ventilations Saws, K12, Thermal Imaging Camera, Lighting, Portable Generator, Portable Pump FY 2018: Replacement fire hose, thermal imaging camera, positive-pressure fan.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 75,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 75,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: No additional costs \$ _____ 0 Total			Carryover funds unspent																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	GF	_____	_____	2 nd Yr.	GF	_____	_____	3 rd Yr.	GF	_____	_____	4 th Yr.	GF	_____	_____	5 th Yr.	GF	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total			Project Justification: Replace equipment as needed due to normal wear and tear or damage. Aging equipment is showing signs of wear.	
	Local	State	Federal																											
1 st Yr.	GF	_____	_____																											
2 nd Yr.	GF	_____	_____																											
3 rd Yr.	GF	_____	_____																											
4 th Yr.	GF	_____	_____																											
5 th Yr.	GF	_____	_____																											

Capital Outlay Program Project Detail

Project Title: Medical Equipment																														
Acct #: 001-1300-522-6403			Project Code: ALSEQ																											
Strategic Priority: Quality of Life- Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy Eco-system and outdoor lifestyle, and its vibrant, safe city status. Infrastructure Sustainability- Maintain and enhance the City's capital asset and quality municipal services.				Goal: Maintain the City's high safety rating and emergency response. Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 39,000	\$ 16,000	\$ 39,000	\$ 16,000	\$ 39,000	\$ 149,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Fire Contact Person: Ray Briggs																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned <input checked="" type="checkbox"/> No Land Involved _____ Gift			Project Description: Advanced Life Support equipment: Monitors, AutoPulses FY 2018: AutoPulse and LifePak-15 service plans; replacement of auto-pulse if it becomes necessary. Carryover funds unspent																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 149,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 149,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: No additional costs \$ _____ 0 Total			Project Justification: Equipment is used on a daily basis during life saving procedures. As our equipment continues to age, we anticipate the need for replacement.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	GF	_____	_____	2 nd Yr.	GF	_____	_____	3 rd Yr.	GF	_____	_____	4 th Yr.	GF	_____	_____	5 th Yr.	GF	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	GF	_____	_____																											
2 nd Yr.	GF	_____	_____																											
3 rd Yr.	GF	_____	_____																											
4 th Yr.	GF	_____	_____																											
5 th Yr.	GF	_____	_____																											

**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1300		Asset Tag	5511	Purchase Price (if Known)		\$ 19,490
Make	Ford	Model	Escape		Year	2006	Age 11
Current Mileage	49,100			Life to Date Maintenance Cost		\$ 3,951	
Description	Small SUV						
Recent Major Repair(s) to extend life: Replaced ignition coils			Known Problems: Driver door locking system occasionally will not open or unlock from the inside and occupant has to crawl out the passenger door. The dash light goes on occasionally indicating a tire pressure sensor is bad. The emergency lights have stopped working so now use the four ways at incident scenes. Vibration coming from the motor or transmission. Vehicle has been in a previous accident to drivers door.				
Description of Requested Replacement: Compact Crew Cab pickup						Estimated Cost of Replacement	
						\$ 32,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: End of service life.				If this vehicle or equipment is not replaced, what are the alternatives: It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):

**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1300	Asset Tag	5432	Purchase Price (if Known)	\$	222,747	
Make	E-One	Model	Typhoon Pumper	Year	2003	Age	14
Current Mileage	61,603			Life to Date Maintenance Cost	\$	68,068	
Description	E-2 Front line Fire Engine covering Zone 2, BSI, Seminole Lakes and BSM. 6,259 hours						
Recent Major Repair(s) to extend life:	<p>Replaced exhaust brakes, Air leaks. AC repair. Fixed noise from turbo during exhaust brake application. Front axle springs replaced.</p>						
Known Problems:	<p>E-2 has progressive Frame Rail rust that will need to be repaired. Need to replace tie rod ends from steering gear box. Power steering leaking, Engine Oil leak. Replace Front brakes. Seat belts are frayed. Out of pump trans is leaking.</p>						
Description of Requested Replacement:					Estimated Cost of Replacement		
Similar Rescue Pumper rated for a minimum of 1250 GPM and holding 750+ gallons of water with additional storage to carry vital emergency equipment.					\$		
					475,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->				End of Life - Fiscal Year			
Safety: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate ->				Requested Fiscal Year for replacement			
Efficiency: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement:				If this vehicle or equipment is not replaced, what are the alternatives:			
Due to high capital costs, we would like to spread out the replacement of our fleet. With age and usage being a factor, we expect Engine 2 will meet the needs of our department for another year.				Continue to repair and maintain with increasing cost.			
If vehicle or equipment is replaced – will it be auctioned: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> NO							
If No, Requested use? E-2 would become a reserve Engine, used when other apparatus are out of service for repairs and maintenance.							

Photo (s):

**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1300	Asset Tag	5463	Purchase Price (if Known)	\$	486,838	
Make	E-One	Model	Typhoon Ladder Quint	Year	2004	Age	13
Current Mileage	82,713			Life to Date Maintenance Cost	\$	139,903	
Description	Typhoon Ladder Quint with 12,195 hours						
Recent Major Repair(s) to extend life:	<p>Pressure relief valve rebuilt, antifreeze in the oil repair, engine repairs: new head, pistons, sleeves, rods. Seat cushion replaced, aerial communications fixed, replaced front axle springs and repaired leaking differential.</p>						
Known Problems:	<p>Damage from an accident needs repair, corrosion noted in paint. Exterior scene light needs to be replaced. Aerial swivel needs replacement and hydraulic pump leak needs repair. Manual cab tilt pump leaking, cab cylinders both leaking. Cab mounted cab lock plate bushing torn on officer side. Generator pressure gauge broken.</p>						
Description of Requested Replacement:	75' Aerial Quint Ladder Truck					Estimated Cost of Replacement	
						\$ 750,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->				End of Life - Fiscal Year			
Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				<input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate ->				Requested Fiscal Year for replacement			
Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				<input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement:				If this vehicle or equipment is not replaced, what are the alternatives:			
Due to the large capital expense for replacement, this apparatus was placed in the 5 year capital outlay plan so that funds could be accumulated over time in a reserve to smooth the cost to the general fund. Additionally replacement year is based on anticipated future annexation.				Ladder truck is necessary for commercial buildings to protect the community and assist in maintaining ISO rating.			
If vehicle or equipment is replaced – will it be auctioned: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> NO							
If No, Requested use? Apparatus will be considered for reserve.							

Photo (s):

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
URBAN DESIGN DIVISION - Dept. 1500**

FUNCTION:

Urban Design oversees the administration of Long-Range Planning, Development Review, Permitting and Building Divisions, and Planning & Code Compliance. The administrative functions include the implementation of the Comprehensive Plan as it relates to growth. The staff implements the Council's vision for Zoning and Code Compliance while supporting residential and commercial development through the planning, permitting and construction process. Equally, Urban Design is responsible for the development and implementation of enhancement projects which increase property values, protect natural resources and encourage tourism and business development. Urban Design guides the City's growth in keeping with the vision expressed by the citizens of enhancing the quality of life in a manner that recognizes the importance of the City's historic, waterfront and bicycle friendly environment while ensuring Punta Gorda's competitive business climate. It is the responsibility of Urban Design to develop and maintain the City's Comprehensive Plan; provide efficient plan reviews; process all public hearings; and provide quality staff support to the Planning Commission, Board of Zoning Appeals, the Development Review Committee, the Historic Preservation Advisory Board, City Council and promote partnership opportunities with public, private and non-profit organizations.

ACCOMPLISHMENTS:

In an effort to meet the needs of the citizens of Punta Gorda and the short term goals of the City Council, major activities/goals were accomplished during the fiscal year to include:

- City of Punta Gorda Comprehensive Plan 2040
- 8 Proposed Zoning Amendment to the Land Development Regulations for City Council Discussion and Review
- Completed design & construction for rehabilitation of 4 affordable living units
- Completed ADA Transition Plan, citywide

BUDGET NARRATIVE:

Urban Design continues to develop strategies to allow for the continual growth of the City with opportunity of additional tax revenue through annexation and continued development of infrastructure; seek outside grants as a revenue source to fund projects; continue to provide efficient plans process & permitting; and continue to evaluate and prioritize opportunities that provide value, quality and sustainability to increase tourism and economic development.

A restructuring of Urban Design and Zoning & Code Compliance has shifted one f.t.e. from Urban Design to Zoning & Code Compliance. A vacant planner position has been reduced in Urban Design. Duties and positions have been restructured to improve service levels.

The FY 2018 budget includes \$30,000 for a climate adaptation study, a component of the required City comprehensive plan.

Urban Design will pursue:

- Construction of Harborwalk West Phase II - Berry Street to Shreve Street
- Construction of two (2) Restroom Facilities in Gilchrist Park
- Complete Streets Program
- Implementation of Citywide ADA Transition Plan
- Decorative lighting along US 41 Aqui Esta to Airport Road, Westside

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
URBAN DESIGN DIVISION - Dept. 1500**

BUDGET NARRATIVE (continued):

- North Alligator Creek pedestrian bridge
- Royal Poinciana MURT – US 41 SB to Burnt Store Road
- Pocket Park at Tropicana & W Marion Avenue
- Complete design for Trabue Woods Park
- Phase I Sidewalk Plan
- Taylor Street Bricking
- Shreve Street Trailhead
- Partnership with the Punta Gorda Housing Authority for a 5-year Analysis of Impediments to Fair Housing
- Continue to seek partnerships with various organizations for the public benefit
- Continue to seek grant funds for design and development of various projects
- Continue to work with the property owners of to facilitate annexations

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
URBAN DESIGN DIVISION - Dept. 1500
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

Goal: Ensure the competitiveness of Punta Gorda's business climate

PRIORITY: INFRASTRUCTURE SUSTAINABILITY

Goal: Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods

Goal: Maximize use of new technology in applicable areas

Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

Goal: Promote partnership opportunities with public, private and non-profit organizations

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

Goal: Emphasize transparency in City operations, reporting, and activities

PRIORITY: STRATEGIC COMMUNICATIONS POSITIONING

Goal: Coordinate with stakeholders in promoting Punta Gorda as a boating, fishing and bicycle-friendly destination

Goal: Optimize waterfront, bicycle and pedestrian assets of the City

Goal: Support and facilitate the marketing of Punta Gorda's assets as a core to a vibrant downtown

Goal: Optimize expertise of regional and local partners (i.e. Charlotte Harbor Tourism Bureau, Chambers of Commerce, Realtor Association, tourism-oriented private sector) to achieve stated objectives

PRIORITY: QUALITY OF LIFE

Goal: Support, promote & maintain the City's historic character

Goal: Maintain the City's high safety rating and emergency response

Goal: Achieve status as a waterfront destination for land and water visitors

Goal: Support and promote a pedestrian & bicycle friendly community

Goal: Ensure a diversity of housing stock that is attainable for all income levels, racial backgrounds, life stages and abilities

MISSION AND OBJECTIVES

To be proactive in a growth strategy that protects the City's character and environment; provide guidance and cooperation to business and individuals looking to settle in Punta Gorda; and provide core growth management administrative functions that support internal operations of the City increasing property values, protecting natural resources and encouraging tourism and business. To administer, maintain and enforce the Comprehensive Plan, Local Land Development Regulations and related codes; process development proposals and applications to ensure that property is developed and used in accordance with local codes, special studies and identify surface enhancement projects and acquire alternative funding sources for design and construction.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
URBAN DESIGN DIVISION - Dept. 1500
Key Performance Measures**

INITIATIVES AND ACTION ITEMS

- Coordinate County/City Zoning Overlay
- Promote Annexation
- Develop Stormwater Bank
- Further Development of Tourism and Destination Marketing
- Enhance Recreational Facilities
- Improve and Expand on the City's Sidewalk Program
- Replace Playground at Gilchrist Park
- Complete Construction on Harborwalk West
- Complete Punta Gorda Pathway Connections (i.e. Virginia Avenue; Cooper Street).
- Expand Public/Private Partnerships
- Continue Partnership with Punta Gorda Housing Authority, Improving Affordable Housing
- Advance Punta Gorda as a Vibrant and Desirable Place to Work and Live
- Pursue Alternative Funding for Capital Projects
- Oversee Design and Construction of Capital Projects for Federal/State Compliance and Interdepartmental Coordination
- Administer the City's Comprehensive Plan
- Process development requests
- Schedule Public Hearings

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output				
Development Applications (DRC) Received/Processed	4	5	6	8
Planning Application Processed	130	135	140	160
Planning Permits/Applications Reviewed/Approved	90	100	110	130
Board & Committee Support	174	174	174	174
Intergovernmental Board Meetings & Support (MPO, PGHI, School Board, Etc.)	48	50	50	50
Completed CIP Projects (design/construction)	24	13	9	10
Efficiency:				
Cost per Capita	\$30.65	\$29.82	\$37.24	\$32.96
UD staff reports prepared	56	58	60	71
Required training/instruction regarding legislative updates, federal compliance, grant requirements, and other certifications	30	35	35	35
DRC & CIP Plans Reviewed	4	5	6	6
Agenda Packages prepared (UD & Zoning)	60	64	66	68
Design Studio Appointments	58	60	65	68

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
URBAN DESIGN DIVISION - Dept. 1500
Key Performance Measures**

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Service Quality:				
% of planning applications/permits (UD) processed within standard	99%	99%	99%	98%
Outcome:				
Public Hearings Scheduled (UD)	42	46	50	48
Number of Public Meeting & Public Outreach	14	14	14	14
Number of Projects funded by alternative sources	2	6	9	10

RESULTS

- Created/Revised 2 brochures/booklets for various organizations and City Departments/Divisions; received over 100 requests for printed materials which totaled approximate printing of 6,500+ units
- Continue to pilot Design Studios to assist in identifying solutions to the design challenges and to assist in site design for prospective development. Staff has assisted developers, engineers and/or owners with approximately 60 proposed projects.
- Completed the City of Punta Gorda Comprehensive Plan 2040

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
URBAN DESIGN SUMMARY**

Operating Budget

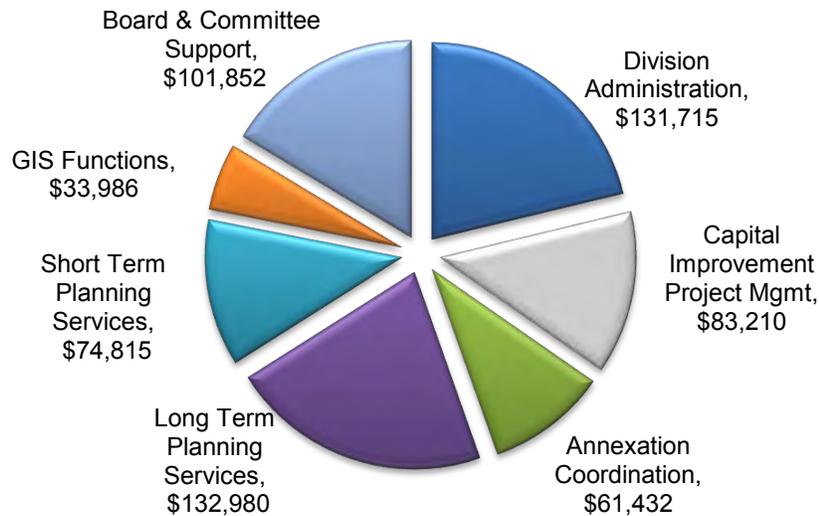
Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017*	Projected FY 2017	Budget FY 2018
Personnel Services	447,459	458,783	582,289	553,915	516,657
Operating	92,882	86,700	70,015	138,368	103,333
Capital Outlay	0	2,200	0	0	0
Total	540,341	547,683	652,304	692,283	619,990

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017*	Amended Authorized FY 2017	Budget FY 2018
Urban Design Manager	1	1	1	1	1
Chief Planner	1	1	2	2	2
Urban Design Planner	1	1	1	1	1
Planner	1	1	1	0	0
Administrative Svc Specialist	0	0	0	1	1
Executive Assistant	1	1	1	0	0
Total	5	5	6	5	5

* FY 2017 Urban Design and Zoning & Code Compliance were restructured resulting in a temporary shift of one f.t.e to Urban Design

Service Costs



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
ZONING AND CODE COMPLIANCE – Dept. 1510**

FUNCTION:

Zoning and Code Compliance are a Division of Urban Design. Zoning, develops, updates, and maintains Land Development Regulations (LDR); provides efficient plan reviews; reviews all public hearing requests; processes Special Event permits; updates the City land file and address database; and provides quality staff support to the Planning Commission, Board of Zoning Appeals, the Development Review Committee, City Council and promotes partnership opportunities with public, private and non-profit organizations.

Code Compliance performs proactive inspections through-out the City on a daily basis to ensure compliance with the City Code. Within the multi-disciplined aspects of this Division, the Code Compliance officers perform inspections for zoning violations, nuisance code violations to include overgrown grass, visual blight, water restriction violations, local business tax receipt enforcement, distressed property registration and maintenance, performs inspections and oversees daily operation of the lot mowing program, violations in the City right-of-ways, assists with canal maintenance and other engineering violations. Code Compliance performs final inspections for new single-family, multi-family and commercial construction. Code Compliance also enforces violations for failure to pay false alarm fees and processes requests to contest said fees. Additionally Code Compliance is the appeal mechanism for violations of Chapter 5, Animals and Fowl; and for appealing revocation of lot mowing exemptions, Chapter 10, Solid waste, Yard Waste and Public Nuisances.

The Code Compliance Division issues various no-charge permits to include:

- Business promotions, events, grand opening and temporary event permits. In FY 2016 approximately 146 permits were issued.
- 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 2016 approximately 913 permits were issued.
- Garage Sale permits in FY 2016 approximately 322 permits were issued.

ACCOMPLISHMENTS:

- Issued approximately 146 Business Permits
- Issued 1,254 Code Permits
- Resolved over 1,619 Code Violations without Code Enforcement intervention

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, continued development in infrastructure and enhancements. Costs have been closely scrutinized to ensure continued delivery of expected levels of service. The Code documentation process continues to be improved to expedite the paperwork and research of properties to optimize the officer's time in the field. Notices are updated and amended to reflect amendments within the Code and to meet Florida State Statutory requirements. This continual monitoring allows for more efficient processing time and a reduction in paper resulting in a cost savings to the City. The adjustments within the Zoning and Code Compliance proposed budget reflect actual anticipated costs of service, which are off-set by the collection of distressed property registration fees, distressed property maintenance liens and Code Compliance liens which are paid.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
ZONING AND CODE COMPLIANCE – Dept. 1510**

BUDGET NARRATIVE (continued):

In keeping with the Council's budget criteria, Code is proactive in communicating with citizens and addressing many violations prior to receiving a complaint.

A restructuring of Urban Design and Zoning & Code Compliance has shifted 1 f.t.e. from Urban Design to Zoning & Code Compliance. A zoning official position has been reinstated. This responsibility was previously handled by the recently retired Urban Design manager.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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
Goal: Ensure the competitiveness of Punta Gorda's business climate
- PRIORITY: PARTNERSHIPS, COMMUNICATIONS & COLLABORATION
Goal: Emphasize transparency in City operations, reporting and activities
Goal: Continue to seek community input in decision making process
- PRIORITY: QUALITY OF LIFE
Goal: Support, promote & maintain the City's historic character

MISSION AND OBJECTIVES

To administer, maintain and enforce the Land Development Regulations and related codes; review development proposals and applications to ensure that property is developed and used in accordance with local codes; and to proactively engage citizens in the education of the City's Code of Ordinances to reduce the number of potential violations and respond to code related complaints within 24 hours, resolving these complaints prior to the involvement of the Code Enforcement Board resulting in an aesthetically pleasing City that encourages community pride, preserves neighborhood integrity, protects the public health and well being, and maintains property values.

INITIATIVES AND ACTION ITEMS

- Review development requests
- Review Plans/Permits/Events
- Attend Public Hearings
- Maintain and Update Land Development Regulations
- Enforce City Code of Ordinances
- Field inspections and case presentation before the Code Enforcement Board
- Schedules mowing and enforces the City's lot mowing program
- Process City parking citation and False Alarm fee appeals
- False Alarm fee payment violations and exempt lot mowing revocations for the 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.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
ZONING AND CODE COMPLIANCE - Dept. 1510
Key Performance Measures**

Zoning

Indicator	Prior Year Actuals		Proposed	Proposed
	FY 2015	FY 2016	FY2017	FY2018
Output (processed):				
Development Applications (DRC) Received/Processed	5	6	8	10
Zoning Application Received Processed	56	60	64	70
Sign Permit	96	106	110	115
Event Permit	112	114	120	130
Park Rental Bookings	246	272	230*	280
Permits Reviewed (Building/Fire/etc.)	1,082	2,040	2,050	2,100
Local Business Tax Receipt (LBT) reviewed	115	146	155	165
Board & Committee Support	122	125	128	132
Efficiency:				
Zoning Staff reports prepared	93	102	110	115
Zoning Applications/Permits reviewed/Approved	56	116	120	125
Development Applications (DRC) Reviewed	5	6	8	12
Design Studio Appointments	75	90	95	100
Service Quality:				
% of applications processed within standard	100%	100%	100%	100%
% of permits reviewed within 2 business days	99%	99%	99%	99%
Outcome:				
Public Hearings Attended	148	150	150	150
LDR Updates (Zoning Amendments)	15	18	15	15

*Projection has been reduced to accommodate anticipated construction in Gilchrist Park

Code Compliance

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY2018
Output:				
Total Inspections:	10,993	6,256	11,550	9,600
Total Violations Cited:	2,447	1,629	2,570	2,215
Single Family Final Inspections	300	132	315	249
Annual Landscape Inspections	75	59	85	73
Vacant Lot Mowing Inspections	30,077	20,335	29,500	26,637
Vacant Lot Mowing Violations	193	123	175	164
Distressed property Maintenance-Mowing	56	52	45	51
Distressed property landscape clean-up	2	1	2	2
Code Board Public Meetings processed/attended	49	12	50	37

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
ZONING AND CODE COMPLIANCE - Dept. 1510
Key Performance Measures**

Code Compliance (continued)

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY2018
Efficiency:				
Inspections per officer:	5,496	2,085	5,775	4,452
Violations per officer:	1,223	732	1,285	1,080
Staff Reports/Code Board Agendas	64	12	65	47
Service Quality:				
# Resolved w/o Code Enforcement Board intervention	2,382	1,619	2,505	2,169
Number of Code permits issued	1,436	1,254	1,526	1,405
Number of Business permits issued	161	146	169	159
Outcome:				
% resolved within 90% target	100%	100%	100%	100%

RESULTS

- Staff conducts regular meetings with Civic Organizations and works closely with the business community to keep the public apprised of changes and/or additions to the City's LDRs in 15 adopted Zoning Amendments.
- The Division continues to conduct Design Studios to assist in identifying solutions to the design challenges and to assist in site design for prospective development. Staff has assisted developers, engineers and/or owners with approximately 58 proposed projects.
- Event Coordinator booked 114 events
- Received \$2,400.00 from Bank Registration of Distressed Properties;
- Received \$10,102.67 in payment of Distressed property maintenance fees;
- Attained compliance for violations and collected \$48,833.89 in payment of citations and fines for Code Board Orders, including interest;
- Continue to address foreclosed property violations with property registration and improved response from most agents;
- Code Compliance continues to be pro-active working directly with citizens and financial institutions responsible for foreclosed properties

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
ZONING & CODE COMPLIANCE SUMMARY**

Operating Budget

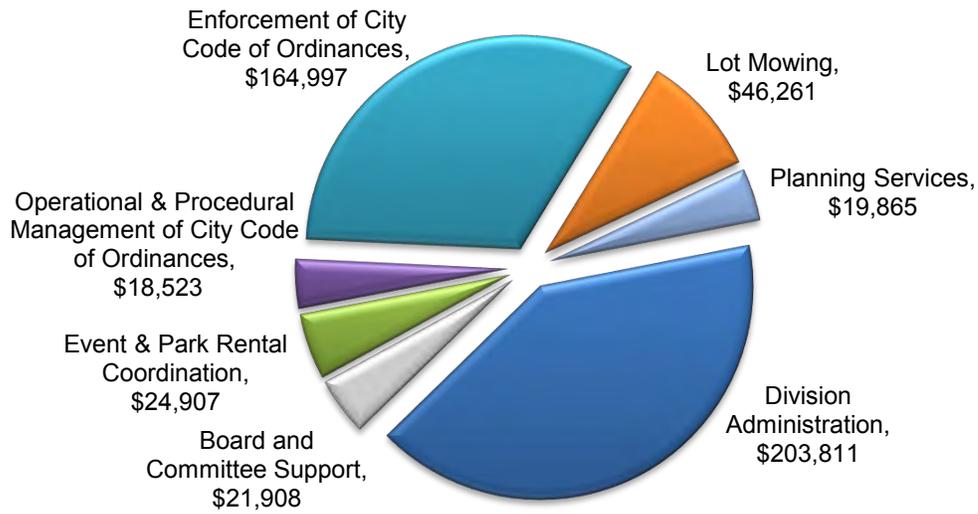
Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017*	Projected FY 2017	Budget FY 2018
Personnel Services	416,794	435,063	355,939	375,475	442,724
Operating	59,873	54,056	55,005	58,100	57,548
Capital Outlay	25,666	0	0	0	0
Total	502,333	489,119	410,944	433,575	500,272

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017*	Amended Authorized FY 2017	Budget FY 2018
Zoning Official	1	1	0	1	1
Code Compliance Supv. □	0	1	1	1	1
Chief Code Compl. Officer	0	1	1	1	1
Code Compliance Officer	2	1	1	1	1
Lot Mowing Coordinator	1	1	1	1	1
Executive Assistant	0	0	0	1	1
Code Compliance Coord. □	1	1	1	0	0
Zoning Coordinator	1	0	0	0	0
Total	6	6	5	6	6

* FY 2017 Urban Design and Zoning & Code Compliance were restructured resulting in a temporary shift of one f.t.e to Urban Design

Service Costs



SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for revenues from specific taxes or other earmarked revenue sources which by law are designated to finance particular functions or activities of government and which, therefore, cannot be used for other purposes.

The following activities of the City are reported in this section:

- Punta Gorda Isles Canal Maintenance District accounts for funds to be utilized for the repair and upkeep of City owned seawalls and maintain navigability of canals located in the Punta Gorda Isles subdivision.
- Burnt Store Isles Canal Maintenance District accounts for funds to be utilized for the repair and upkeep of City owned seawalls and maintain navigability of canals located in the Burnt Store Isles subdivision.
- Community Redevelopment Agency utilizes funds received from the City and County to repay debt obligations and revitalize the downtown Punta Gorda designated area.
- Gas Tax Funds account for road capital and transportation expenditures.
- Impact Fees account for the receipt and disbursement of the impact fees for police, fire, parks, government buildings and transportation.
- CDBG accounts for receipt and disbursement of Community Development Block Grant funds.
- Special Use Fund accounts for revenues and expenditures directly resulting from special circumstances, such as storms or sale of property.
- Gilchrist Intention Permanent Fund accounts for interest earnings that are used specifically for beautification to bridge entryways.
- Charlotte Harbor National Estuary Program (CHNEP) accounts for grants and donations that are used specifically to accomplish the goals of the adopted Comprehensive Conservation and Management Plan.

City of Punta Gorda, FL
Punta Gorda Isles Canal Maintenance District
Revenue and Expenditure Comparison
Actual FY 2015 through Budget FY 2018

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Revenues:					
Canal Maintenance Fees	\$ 2,610,994	\$ 2,877,109	\$ 2,861,750	\$ 2,861,750	\$ 2,861,750
Intergovernmental Revenue	183,015			80,000	
Interest Income	3,667	9,872	5,150	16,800	9,900
Burnt Store Isles Billings	16,231	*			
Miscellaneous Revenue	3,793	10,222	500	500	500
	<u>2,817,700</u>	<u>2,897,203</u>	<u>2,867,400</u>	<u>2,959,050</u>	<u>2,872,150</u>
Projected Carryover-Beginning	329,213	416,150	604,205	730,044	919,682
Prior Yr Encumbrances		310,325			
Prior Yr Re-Appropriation	141,200	47,000		354,395	
Total Revenues	<u><u>\$ 3,288,113</u></u>	<u><u>\$ 3,670,678</u></u>	<u><u>\$ 3,471,605</u></u>	<u><u>\$ 4,043,489</u></u>	<u><u>\$ 3,791,832</u></u>
Expenditures:					
Personnel Services	\$ 535,658	\$ 576,289	\$ 620,337	\$ 609,752	\$ 633,150
Operating Expenses	1,926,325	1,961,809	2,079,660	2,434,055	2,090,825
Capital Outlay	52,655	48,141		80,000	2,500
	<u>2,514,638</u>	<u>2,586,239</u>	<u>2,699,997</u>	<u>3,123,807</u>	<u>2,726,475</u>
Reserve-Seawall Replacement			150,000	345,000	280,000
Projected Carryover-End	773,475	1,084,439	621,608	574,682	785,357
Total Expenditures	<u><u>\$ 3,288,113</u></u>	<u><u>\$ 3,670,678</u></u>	<u><u>\$ 3,471,605</u></u>	<u><u>\$ 4,043,489</u></u>	<u><u>\$ 3,791,832</u></u>

* In FY 2016 personnel costs began to be directly charged to a personnel line account in Burnt Store Isles Canal Maint. District; the position count remains in Punta Gorda Isles Canal Maint. District.

**City of Punta Gorda, FL
PGI Canal Maintenance District
Proforma Schedule of Revenues and Expenditures
FY 2015 through FY 2022**

	Current Op Rate		\$500	\$550	\$550	\$550	\$550	\$550	\$550	\$550
	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022	
Operating Assessment	\$2,610,994	\$2,877,109	\$2,861,750	\$2,861,750	\$2,861,750	\$2,861,750	\$2,861,750	\$2,861,750	\$2,861,750	
Other Revenue	206,706	20,094	5,650	97,300	10,400	11,600	12,100	10,600	8,400	
Estimated Revenues	2,817,700	2,897,203	2,867,400	2,959,050	2,872,150	2,873,350	2,873,850	2,872,350	2,870,150	
Personnel	535,658	576,289	620,337	609,752	633,150	657,100	682,150	708,365	735,815	
Operating Expenditures	223,761	218,841	279,660	282,960	335,825	309,135	287,705	296,545	305,655	
Inlet Dredging	262,177	33,055	40,000	42,440	50,000	51,500	53,050	54,640	56,280	
Total Seawalls	1,440,387	1,709,913	1,760,000	2,108,655	1,705,000	1,756,165	1,808,860	1,863,135	1,919,035	
Autos, Equipment & Improvements	52,655	48,141		80,000	2,500	-	40,000	250,000	-	
Estimated Expenditures	2,514,638	2,586,239	2,699,997	3,123,807	2,726,475	2,773,900	2,871,765	3,172,685	3,016,785	
Revenues over (under) expenditures	303,062	310,964	167,403	(164,757)	145,675	99,450	2,085	(300,335)	(146,635)	
Projected Carryover - Beginning	470,413	773,475	604,205	1,084,439	574,682	785,357	914,807	916,892	866,557	
Reserve Seawall Replacement-Beg					345,000	280,000	250,000	250,000	-	
Reserve Seawall Replacement-End			\$ 150,000	\$ 345,000	\$ 280,000	\$ 250,000	\$ 250,000	\$ -	\$ -	
Projected Carryover - End	\$ 773,475	\$ 1,084,439	\$ 621,608	\$ 574,682	\$ 785,357	\$ 914,807	\$ 916,892	\$ 866,557	\$ 719,922	

Reserve Seawall Repl -End as a % of Seawall contract	20.73%	17.97%	17.44%	0.00%	0.00%
Projected Carryover -End as a % of Expenditures	28.80%	32.98%	31.93%	27.31%	23.86%

Assumptions

Revenues:

FY 2018-2022 Assessment Rate \$550

Expenditures:

Personnel Expense:

FY 2018 - 3% merit increase

Overtime per department request

Defined benefit pension per schedule using FY 2017 citywide budget; Defined contribution plan is 7.5% of pensionable wages

Health insurance est. 6% increase and Workers Comp est. 14% increase

FY 2019-2022 - 3% merit incr, def. benefit pension 3% incr, def. contrib. pension 7.5% of pensionable wages, health ins incr. est 6% & WC incr. est 10%

Operating Expense:

FY 2018 - Per Department Request; Fire/General Liab est. increase 5%

FY 2019-2022 - Engineering \$30,000 FY 2019 only. Other operating est. increases: Fire/General Liab Insur 5%, all other operating and seawall expenditures 3%

Capital Outlay:

FY 2018-2022 - Per Department Request

Reserves:

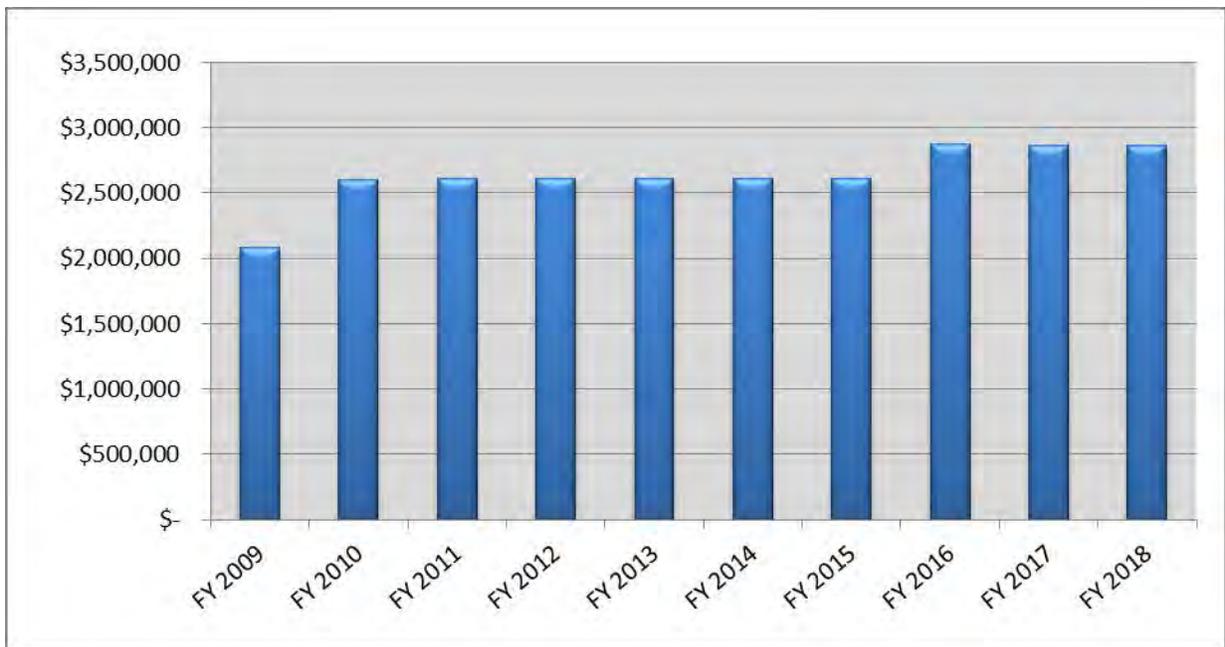
FY 2018, FY 2019 Use of seawall replacement reserves for engineering studies related to alternative seawall panel technologies/installation methods.

FY 2018, FY 2021 Use of seawall replacement reserves for permitting and construction of channel and shoreline improvements to spoil site.

**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 2018 rate for each single family lot and properties not zoned single family with a single family residence (SFR) will be \$550. For all other property not zoned single family without a single family residence, the annual assessment is five and eight-tenths cents (\$.058) for each square foot of land lying within 120 lineal feet of any dedicated canal or waterway, or from seawalls or bulkheads abutting Charlotte Harbor. The \$.058 rate is calculated from the \$550 assessment divided by 9,600 sq. ft. which is the typical SFR lot size.

Fiscal Year	Amount Collected	Annual Assessment
FY 2009	\$2,082,670	\$400
FY 2010	\$2,602,190	\$500
FY 2011	\$2,611,482	\$500
FY 2012	\$2,613,203	\$500
FY 2013	\$2,612,254	\$500
FY 2014	\$2,611,222	\$500
FY 2015	\$2,610,994	\$500
FY 2016	\$2,877,109	\$550
FY 2017	\$2,861,750	\$550
FY 2018	\$2,861,750	\$550



CITY OF PUNTA GORDA, FLORIDA
 BUDGET FY 2018
 PUNTA GORDA ISLES CANAL MAINTENANCE DISTRICT

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
30-00	SPEC ASSMTS - CANAL ASSMT	2,610,994	2,877,109	2,861,750	2,861,750	2,861,750
*	PERMITS,FEES & SPEC ASSMT	2,610,994	2,877,109	2,861,750	2,861,750	2,861,750
49-01	W C I N D	183,015	0	0	0	0
49-03	FL BOATING IMPROVE GRANT	0	0	0	80,000	0
*	STATE GRANT	183,015	0	0	80,000	0
10-00	INTEREST ON INVESTMENTS	3,667	9,872	5,150	16,800	9,900
41-00	SURPLUS FURN, FIXT, EQPT	1,478	7,291	0	0	0
51-00	B S I BILLINGS	16,231	0	0	0	0
90-00	MISCELLANEOUS REVENUE	2,315	2,931	500	500	500
*	MISCELLANEOUS REVENUE	23,691	20,094	5,650	17,300	10,400
90-01	PROJ CARRYOVER-BEGINNING	329,213	416,150	604,205	730,044	919,682
90-02	PRIOR YEAR ENCUMBRANCES	0	310,325	0	0	0
90-05	PRIOR YR RE-APPROPRIATION	141,200	47,000	0	354,395	0
*	BEGINNING RESERVES	470,413	773,475	604,205	1,084,439	919,682
		3,288,113	3,670,678	3,471,605	4,043,489	3,791,832

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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, and mangrove trimming/alteration within the district canal system. Other duties include depression filling, seawall patching, cap patching, cap replacement, maintenance of aids to navigation, inspections, and related tasks. Seawall replacement, seawall cap replacement, channel and inlet dredging, seawall stabilization, and mangrove trimming projects are accomplished by outside contractors selected through the competitive bid process.

ACCOMPLISHMENTS:

Accomplishments include approximately 7,164 feet of seawall replaced, 1,062 feet of seawall cap replaced, depressions filled at 1,200 locations, 21,550 lineal ft. of maintenance mangrove trimming, and seawall cap patches completed at 85 locations. Projects completed during the year include maintenance dredging the perimeter channels as well as some of the inlets.

Channel markers, navigation lights, bridge clearance signs have been maintained, or replaced, as necessary.

Data acquisition for the seventh consecutive year of the GIS (Geographical Information System) Seawall Assessment task was completed. Through GPS equipment, field lap tops and many hours of close inspection, a thorough assessment was accomplished. Work is continuing 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 seventh year will allow the division to continue the forecasting of estimated seawall and cap longevity.

Established seawall replacement reserve of \$345,000 for identified projects FY 2018 – FY 2022.

BUDGET NARRATIVE:

The proposed budget reflects the continued normal operation and maintenance of the Punta Gorda Isles Canal Maintenance Assessment District. Work will include:

- 6,569 linear ft. of seawall replacement
- 404 linear ft. of seawall cap replacement
- Maintenance dredging the navigational portions of the canal system and inlets
- Maintenance trimming of mangroves
- Seawall stabilization
- Seawall patching
- Cap patching
- Depression filling
- Repair or replacement of navigational aids within the canal system and inlets
- Further enhancement of the GIS Seawall Assessment and developing the forecasting models for estimating seawall and cap longevity
- Contract engineering services to design and permit Sancho Panza cut and seawall material alternatives

FY 2018 use of seawall replacement reserve for permitting of dredging channel to spoil site and study of alternative seawall panel technologies and installation methods.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 new technology in applicable areas

Goal: Apply best management practices & systems in infrastructure maintenance

Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

Goal: Emphasize transparency in City operations, reporting and activities

Goal: Continue to seek community input in decision making process

PRIORITY: QUALITY OF LIFE

Goal: Achieve status as a waterfront destination for land and water visitors

MISSION AND OBJECTIVES

The PGI Canal Maintenance District is responsible for maintaining 91 miles of seawall and dredging 45.5 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	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
Budgeted # linear ft seawalls replaced	6,910	6,900	8,046	6,569
Budgeted # linear ft seawall cap replaced	1,500	2,683	860	404
Efficiency:				
Contract & material cost per linear ft of seawall replacement	\$202	\$210	\$212	\$220
Contract & material cost per linear ft of seawall cap replacement	\$58	\$58	\$60	\$62
Service Quality:				
# of linear feet of seawall replacement completed within established timeline	5,556	7,164	8,046	6,569
# of linear feet of seawall cap replacement completed within established timeline	510	1,062	860	404
Outcome:				
% of linear feet of seawall replacement completed in fiscal year	80%	104%	100%	100%
% of linear feet of seawall cap replacement completed in fiscal year	34%	40%	100%	100%

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
Punta Gorda Isles Canal Maintenance District - Dept/Div 0960
Key Performance Measures**

RESULTS

Data acquisition for the seventh consecutive year of the GIS (Geographical Information System) Seawall Assessment task was completed. Through GPS equipment, field lap tops and many hours of close inspection, a thorough assessment was accomplished. Work is continuing 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 seventh year will allow the division to continue the forecasting of estimated wall and cap longevity.

PUNTA GORDA ISLES ANNUAL SEAWALL AND CAP ASSESSMENT

Total seawall system length: 480,252 feet or 90.96 miles

CAP	FY 2015			FY 2016			FY 2017		
	FEET	MILES	%	FEET	MILES	%	FEET	MILES	%
Good	461,039	87.32	96.00%	463,723	87.83	96.56%	462,472	87.59	96.30%
Good minus Repairs	459,284	86.99	96.63%	461,511	87.41	96.10%	460,701	87.25	95.93%
Repair	See Below			See Below			See Below		
Replace	11,716	2.22	2.44%	9,492	1.80	1.98%	11,232	2.13	2.34%
Unable to assess	7,497	1.42	1.56%	7,037	1.33	1.47%	6,548	1.24	1.36%
Total*	480,225	90.96	100.00%	480,225	90.96	100.00%	480,252	90.96	100.00%

Individual Repairs 1,755 Feet (476 repairs) 2,212 feet (518 repairs) 1,771 feet (365 repairs)

*Total does not include the "Good minus Repairs" data

WALL	FY 2015			FY 2016			FY 2017		
	FEET	MILES	%	FEET	MILES	%	FEET	MILES	%
Good	390,1820	73.90	81.25%	400,029	75.76	83.30%	379,874	71.95	79.10%
Monitor (0-2)	77,004	14.58	16.03%	73,095	13.84	15.22%	86,295	16.34	17.97%
Monitor (3-5)	4,713	0.89	0.98%	269	0.05	0.06%	6,183	1.17	1.29%
Replace	474	0.09	0.10%	0	0.00	0.0%	1,272	0.24	0.26%
Unable to assess	7,879	1.49	1.64%	6,859	1.30	1.43%	6,628	1.26	1.38%
Total	480,252	90.96	100.00%	480,252	90.96	100.00%	480,252	90.96	100.00%

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
PUNTA GORDA ISLES CANAL MAINTENANCE DISTRICT SUMMARY**

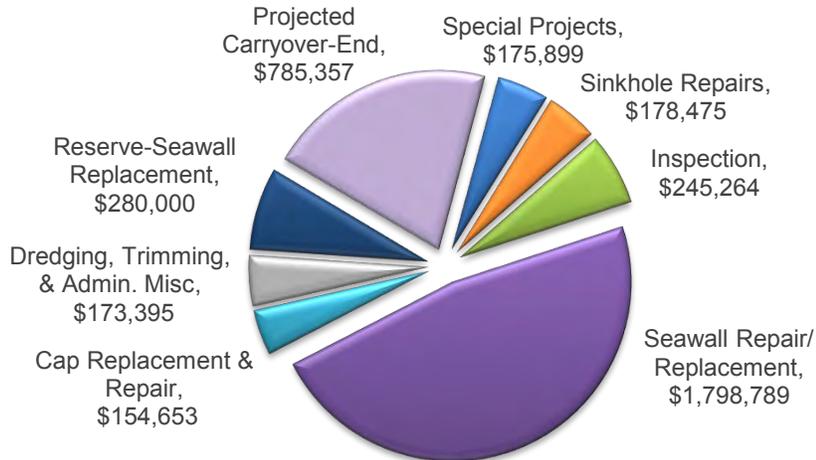
Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	535,658	576,289	620,337	609,752	633,150
Operating	1,926,325	1,961,809	2,079,660	2,434,055	2,090,825
Capital Outlay	52,655	48,141	0	80,000	2,500
Debt	0	0	0	0	0
Ending Rsrv-Seawall Repl	0	0	150,000	345,000	280,000
Projected Carryover	773,475	1,084,439	621,608	574,682	785,357
Total	3,288,113	3,670,678	3,471,605	4,043,489	3,791,832

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
PW Analyst	0	1	1	1	1
PW Supervisor	1	1	1	1	1
PW Senior Crew Chief	1	1	1	1	1
PW Crew Chief	2	1	1	1	1
Seawall Constr Insp	0	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	3	2	2	2	2
Total	9	9	9	9	9

Service Costs



**PGI CANAL MAINTENANCE FUND
 VEHICLE AND EQUIPMENT REPLACEMENT PROGRAM
 and SPECIAL PROJECT PROGRAM
 FY 2018 - FY 2022
 (All figures in thousands of dollars)**

PROJECT IDENTIFICATION	TOTAL PROJECT COST	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
EQUIPMENT:						
2011 Ice Machine (Replacement) - 1/2 shared	3	3				
2008 Pickup Truck, 3/4 ton (Replacement)	40			40		
SPECIAL PROJECTS:						
PGI Seawall Maintenance Alternatives	60	30	30			
PGI Spoil Site Channel	285	35			250	
TOTAL		68	30	40	250	-

**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	0960		Asset Tag	6816	Purchase Price (if Known)		\$ 26,576
Make	Ford	Model	F250 3/4 Ton Truck		Year	2008	Age 9
Current Mileage	87,514			Life to Date Maintenance Cost		\$ 15,310	
Description	3/4 ton pickup truck, crew cab, 4x4						
Recent Major Repair(s) to extend life: Replace: front and rear pads/rotors, pinion seal			Known Problems: None at this time				
Description of Requested Replacement: 3/4 ton, diesel, 4x4 pickup truck, with tow package (heavy suspension)						Estimated Cost of Replacement	
						\$ 40,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Expected end of service life				If this vehicle or equipment is not replaced, what are the alternatives: Increased repair and maintenance budget for additional maintenance or lease vehicle.			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):

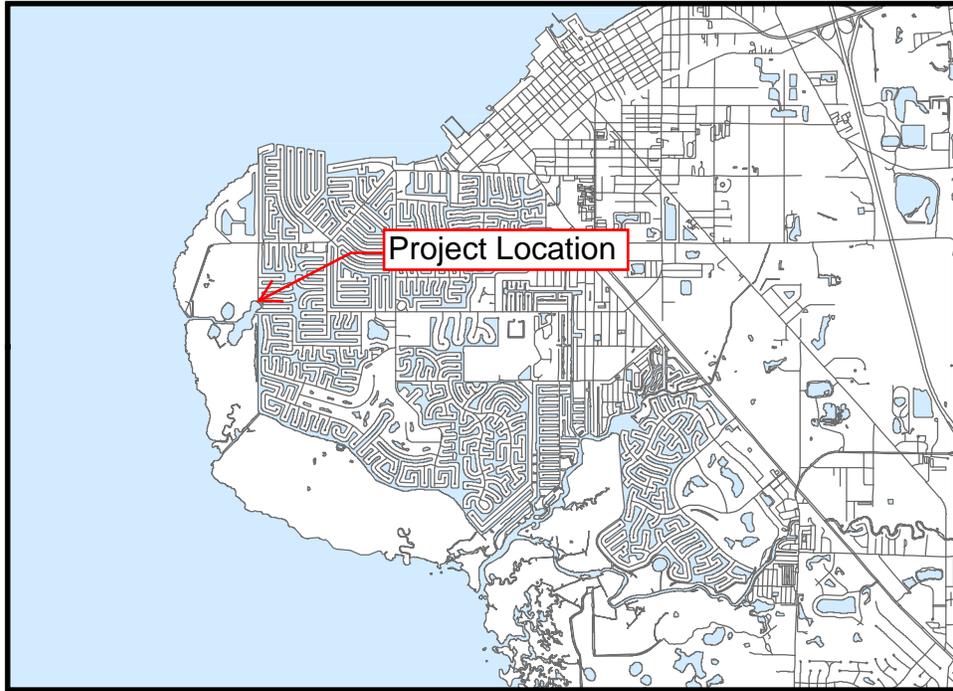


Capital Outlay Program Project Detail

Project Title: PGI Seawall Maintenance Alternatives, Seawall Panel																														
Acct #: 103-0960-549-3114			Project Code: SWSTDY																											
Strategic Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services. Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle, and its vibrant, safe City status.				Goal: To ensure efficient and effective service delivery and quality aesthetic appeal; Maximize use of new technology in applicable areas; Apply best management practices and systems in infrastructure maintenance. Achieve status as a waterfront destination for land and water visitors.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 30,000	\$ 30,000	\$ 0	\$ 0	\$ 0	\$ 60,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Canal Maintenance Contact Person: Rick Keeney																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned <input checked="" type="checkbox"/> No Land Involved _____ Gift			Project Description: Engage a consultant for further study of new seawall panel technologies/ installation methods to be reconsidered ahead of contract letting FY 2020 or later.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 60,000 Engineering \$ _____ 60,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total TBD																												
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">OF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">OF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	OF	_____	_____	2 nd Yr.	OF	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues N/A No Effect \$ _____ Total			Project Justification: With the increase in new home construction there are fewer and fewer vacant lots available for use during seawall maintenance projects.	
	Local	State	Federal																											
1 st Yr.	OF	_____	_____																											
2 nd Yr.	OF	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Outlay Program Project Detail

Project Title: PGI Spoil Site Channel																														
Acct #: 103-0960-549-3400; 103-0960-549-6300			Project Code: SSCHNL																											
Strategic Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services. Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle, and its vibrant, safe City status.				Goal: To ensure efficient and effective service delivery and quality aesthetic appeal; Apply best management practices and systems in infrastructure maintenance; Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands. Achieve status as a waterfront destination for land and water visitors.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 35,000	\$ 0	\$ 0	\$ 250,000	\$ 0	\$ 285,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Canal Maintenance Contact Person: Rick Keeney																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned <input checked="" type="checkbox"/> No Land Involved _____ Gift			Project Description: Engage consultant to obtain permitting for dredging a channel from Ponce De Leon Inlet through the shallow basin directly to the spoil site. Channel construction and shoreline improvements pending permitting. FY 2018 Funds: \$35,000 will be funded from Account: 103-0960-549-3400 for the permitting process. FY 2021 Funds: will be funded from Account: 103-0960-549-6300 for construction.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 285,000 Engineering \$ _____ 35,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ 250,000 Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total TBD																												
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">OF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">OF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	OF	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	OF	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues N/A No Effect \$ _____ Total			Project Justification: With the increase in new home construction there are fewer and fewer vacant lots available for use during seawall maintenance projects. This project will ensure the availability of a staging location.	
	Local	State	Federal																											
1 st Yr.	OF	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	OF	_____	_____																											
5 th Yr.	_____	_____	_____																											



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City of Punta Gorda, FL
Burnt Store Isles Canal Maintenance District
Revenue and Expenditure Comparison
Actual FY 2015 through Budget FY 2018

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Revenues:					
Canal Maintenance Fees	\$ 414,740	\$ 476,633	\$ 584,307	\$ 588,215	\$ 572,750
Interest Income	700	1,583	1,150	2,825	2,500
Financing			451,000	397,000	-
	<u>415,440</u>	<u>478,216</u>	<u>1,036,457</u>	<u>988,040</u>	<u>575,250</u>
Projected Carryover-Beginning	105,401	45,615	79,363	128,567	191,591
Prior Yr. Encumbrances		13,882			
Prior Yr. Re-Appropriation	67,800			40,300	
Total Revenues	<u>\$ 588,641</u>	<u>\$ 537,713</u>	<u>\$ 1,115,820</u>	<u>\$ 1,156,907</u>	<u>\$ 766,841</u>
Expenditures:					
Personnel Services	\$	\$ 30,468 *	\$ 35,157	\$ 35,096	\$ 35,837
Operating Expenses	529,144	333,628	367,170	400,520	352,805
Capital Outlay		4,750	560,000	529,700	
Debt Service					86,700
	<u>529,144</u>	<u>368,846</u>	<u>962,327</u>	<u>965,316</u>	<u>475,342</u>
Reserve-Seawall Replacement		45,000	90,000	90,000	100,000
Projected Carryover-End	59,497	123,867	63,493	101,591	191,499
Total Expenditures	<u>\$ 588,641</u>	<u>\$ 537,713</u>	<u>\$ 1,115,820</u>	<u>\$ 1,156,907</u>	<u>\$ 766,841</u>

* In FY 2016 personnel costs began to be directly charged to a personnel line account in Burnt Store Isles Canal Maint. District; prior to this it was treated as an operating expense that was charged by the Punta Gorda 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 2015 through FY 2022

	Operating Rate	\$400	\$460	\$460	\$460	\$460	\$460	\$460	\$460	\$460
	Dredging Rate			\$110	\$110	\$95	\$95	\$95	\$95	\$95
		Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Operating Assessment		\$ 414,740	\$ 476,633	\$ 474,800	\$ 474,800	\$ 474,800	\$ 474,800	\$ 474,800	\$ 474,800	\$ 474,800
Dredging Assessment				109,507	113,415	97,950	97,950	97,950	97,950	97,950
Interest		700	1,583	1,150	2,825	2,500	3,150	2,150	1,400	2,200
Use of Reserves/Financing		127,626		451,000	397,000					
Estimated Revenues		543,066	478,216	1,036,457	988,040	575,250	575,900	574,900	574,150	574,950
Contract-Employees*/Personnel		16,231*	30,468	35,157	35,096	35,837	37,026	38,260	39,538	40,863
Operating Expenses		22,590	26,082	30,170	52,470	62,705	41,612	57,517	33,449	33,216
Mangrove Trimming		25,120	17,910	26,000	26,000	26,000	26,000	26,000	26,000	26,000
Dredging		47,037	350		10,000		38,000	38,000	38,000	38,000
Total Seawalls		290,540	289,286	311,000	312,050	264,100	311,000	311,000	311,000	311,000
Perimeter Dredging Proj Debt Service						86,700	86,700	86,700	86,700	86,700
Perimeter Dredging Project			4,750	560,000	528,000					
Barge Access-Inlet Widening Project							250,000			
BSI Boat Lock Piling Removal		127,626								
Equipment					1,700					
Estimated Expenditures		529,144	368,846	962,327	965,316	475,342	540,338	807,477	534,687	535,779
Revenues over (under) expenditures		13,922	109,370	74,130	22,724	99,908	35,562	(232,577)	39,463	39,171
Projected Carryover - Beg		45,575	59,497	34,363	123,867	101,591	191,499	192,061	94,484	133,947
Reserve Seawall Replacement-Beg				45,000	45,000	90,000	100,000	135,000	-	-
Reserve Seawall Replacement-End			\$ 45,000	\$ 90,000	\$ 90,000	\$ 100,000	\$ 135,000	\$ -	\$ -	\$ -
Projected Carryover - End		\$ 59,497	\$ 123,867	\$ 63,493	\$ 101,591	\$ 191,499	\$ 192,061	\$ 94,484	\$ 133,947	\$ 173,118
Reserve Seawall Repl-End as a % of Seawall Contract			20.4%	38.2%	40.8%	51.5%	57.3%	0.0%	0.0%	0.0%
Projected Carryover-End as a % of Expenditures			33.6%	6.6%	10.5%	40.3%	35.5%	11.7%	25.1%	32.3%

Assumptions

Revenues:

FY 2017 Financing for perimeter canal dredging project reduced to \$397,000 based on new project estimate

FY 2018-2022 Operating assessment rate \$460

FY 2018-2022 Dredging assessment rate decreased to \$95 until FY 2022 for perimeter canal dredging project (FY 2017 \$110, FY 2018-2022 \$95)

Expenditures:

Personnel and Operating Expense:

FY 2018 - Per Department Request; Fire/General Liab Ins est. increase 5%

Special Projects: FY 2018-2019 \$10,000/year for engineering studies related to alternative seawall panel technologies/installation methods;

FY 2018 \$25,000 for permitting of inlet widening/removal of south side lock infrastructure; FY 2020 \$25,000 for permitting of channel corner widening

FY 2019-2022 - Dredging \$38,000 per year; Mangrove Trimming \$26,000 per year; total Seawall Cap & Seawall Replacements \$311,000 per year.

Est. increases: Fire/General Liab Insur 5%, all other operating 3% and personnel 3% except for health insurance 6%, workers comp insurance 10%

Special Projects:

FY 2017 Perimeter Canal Dredging Project reduced construction estimate to \$528,000

FY 2020 Barge Access Projects: Eng.&Constr est. for inlet widening/removal of south side lock infrastructure for purposes of access of fully loaded barge for R&M

Debt Service:

FY 2018-2022 Estimated principal and interest payments on \$397,000 revenue financing, 3% interest, 5 year loan

Reserves:

FY 2016-2022 \$45,000 added annually as a reserve in anticipation of increased seawall replacement costs due to reduction in vacant lot availability

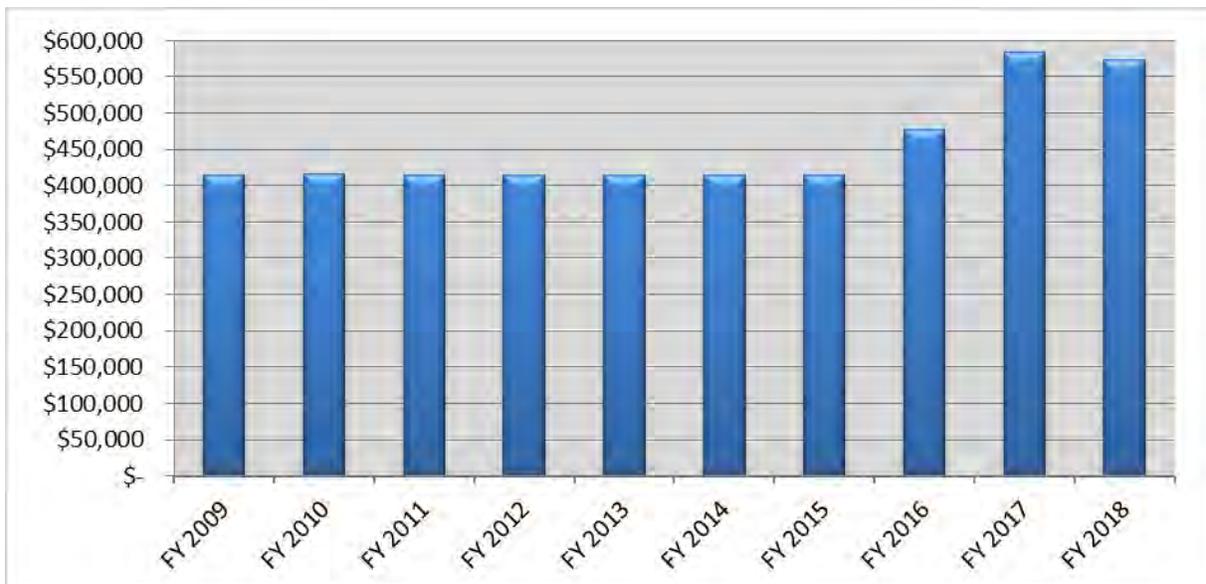
Per adopted financial policy. Special projects will utilize this funding.

*Contract Services from PGI eliminated and Personnel costs charged directly.

**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 2018 rate for each single family lot and properties not zoned single family with a single family residence (SFR) will be \$555. For all other property not zoned single family without a single family residence, the annual assessment is five and eight-tenths cents (\$.058) for each square foot of land lying within 120 lineal feet from any dedicated canal or waterway. The \$.058 rate is calculated by dividing the SFR rate of \$555 by 9,600 sq.ft. – the typical size of an SFR lot.

Fiscal Year	Amount Collected	Annual Assessment
FY 2009	\$414,647	\$400
FY 2010	\$415,670	\$400
FY 2011	\$414,837	\$400
FY 2012	\$414,741	\$400
FY 2013	\$415,317	\$400
FY 2014	\$415,103	\$400
FY 2015	\$414,740	\$400
FY 2016	\$476,633	\$460
FY 2017	\$588,215	\$570
FY 2018	\$572,750	\$555



CITY OF PUNTA GORDA, FLORIDA
 BUDGET FY 2018
 BURNT STORE ISLES CANAL MAINTENANCE DISTRICT

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
30-00	SPEC ASSMTS - CANAL ASSMT	414,740	476,633	584,307	588,215	572,750
*	PERMITS,FEES & SPEC ASSMT	414,740	476,633	584,307	588,215	572,750
10-00	INTEREST ON INVESTMENTS	700	1,583	1,150	2,825	2,500
*	MISCELLANEOUS REVENUE	700	1,583	1,150	2,825	2,500
10-01	LINE OF CREDIT	0	0	451,000	397,000	0
*	DEBT PROCEEDS	0	0	451,000	397,000	0
90-01	PROJ CARRYOVER-BEGINNING	105,401	45,615	34,363	83,567	101,591
90-02	PRIOR YEAR ENCUMBRANCES	0	13,882	0	0	0
90-05	PRIOR YR RE-APPROPRIATION	67,800	0	0	40,300	0
90-46	BEG RESERVE-SEAWALL REPL	0	0	45,000	45,000	90,000
*	BEGINNING RESERVES	173,201	59,497	79,363	168,867	191,591
		588,641	537,713	1,115,820	1,156,907	766,841

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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, seawall patching, cap patching, cap replacement, maintenance of aids to navigation, inspections, and related tasks. Seawall replacement, seawall cap replacement, dredging, seawall stabilization, and mangrove trimming projects are accomplished by outside contractors selected through the competitive bid process. No employees are directly attributed to this division.

ACCOMPLISHMENTS:

Accomplishments include 1,206 feet of seawall replaced, 118 feet of seawall cap replaced, depressions filled at 85 locations, 16,900 lineal ft. of maintenance trimming of mangroves, and seawall cap repairs completed at 8 locations. Projects completed during the year include the Perimeter Channel Dredge.

Navigation lights at the lock have been maintained, or replaced, as necessary. Drainage inlet baskets are monitored and replaced as needed.

Data acquisition for the seventh consecutive year of the GIS Seawall Assessment task was completed. Through GPS (Geographical Information System) equipment, field lap tops and many hours of close inspection, a thorough assessment was accomplished. Work is continuing 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 seventh year will allow the division to continue the forecasting of estimated wall and cap longevity.

BUDGET NARRATIVE:

Proposed budget requests reflect the continued normal operation and maintenance of the Burnt Store Isles Canal Maintenance Assessment District. Work will include:

- 1,050 linear ft. of seawall replacement
- 161 linear ft. of seawall cap replacement
- Perimeter Channel Dredge
- Maintenance trimming of mangroves
- Seawall patching
- Cap patching
- Depression filling
- Maintenance of the Lock site
- Repair or replacement of navigational aids within the canal system
- Further enhancement of the GIS Seawall Assessment and developing the forecasting models for estimating seawall and cap longevity
- Contract engineering services to design and permit Lock removal and widen the canal in 3 locations with tight radius'
- Contract engineering services for seawall material alternatives

FY 2018 use of funding for the seawall replacement reserve to design and permit lock removal and widening of canal project and the study of alternative seawall panel technologies and installation methods.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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

Goal: Apply best management practices & systems in infrastructure maintenance

Goal: Establish a long-range plan that ensure infrastructure is in place to meet projected growth demands

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

Goal: Emphasize transparency in City operations, reporting and activities

Goal: Continue to seek community input in decision making process

PRIORITY: QUALITY OF LIFE

Goal: Achieve status as a waterfront destination for land and water visitors

MISSION AND OBJECTIVES

The BSI Canal Maintenance District is responsible for maintaining 18 miles of seawall and dredging 9 miles of canals located within the district. Seawall replacement is accomplished by outside contractors selected through the competitive bid process. This work is performed to ensure the integrity of seawalls throughout the canal system and the safety of property owners and boaters.

INITIATIVES AND ACTION ITEMS

To provide maintenance and repair to the Burnt Store Isles canal system.

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
# of linear feet of seawalls replaced	1,205	1,170	1,122	996
# of linear feet seawall cap replacement	375	320	142	161
Efficiency:				
Contract & material cost per linear foot of seawall replacement	\$202	\$210	\$212	\$220
Contract & material cost per linear foot of seawall cap replacement	\$55	\$58	\$60	\$62
Service Quality:				
# of linear feet of seawall replacement completed within established timeline	1,284	1,206	1,122	996
# of linear feet of seawall cap replacement completed within established timeline	51	118	142	161
Outcome:				
% of seawall replacement projects completed in fiscal year	107%	103%	100%	100%
% of linear feet of seawall cap replacement completed in fiscal year	13%	37%	100%	100%

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
Burnt Store Isles Canal Maintenance District - Dept/Div 0961
Key Performance Measures

RESULTS

Data acquisition for the seventh consecutive year of the GIS Seawall Assessment task was completed. Through GPS (Geographical Information System) equipment, field lap tops and many hours of close inspection, a thorough assessment was accomplished. Work is continuing 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 seventh year will allow the division to continue the forecasting of estimated wall and cap longevity.

BURNT STORE ISLES ANNUAL SEAWALL AND CAP ASSESSMENT

Total seawall system length: 95,042 feet or 18.00 miles

CAP	FY 2015			FY 2016			FY 2017		
	FEET	MILES	%	FEET	MILES	%	FEET	MILES	%
Good	94,610	17.92	99.55%	94,714	17.94	99.65%	93,608	17.73	98.49%
Good minus Repairs	94,184	17.85	99.10%	94,241	17.85	99.16%	93,400	17.69	98.27%
Repair	See Below			See Below			See Below		
Replace	303	0.06	0.32%	264	0.05	0.28%	1,327	0.25	1.40%
Unable to assess	129	0.02	0.14%	64	0.01	0.07%	107	0.02	0.11%
Total*	95,042	18.00	100.00%	95,042	18.00	100.00%	95,042	18.00	100.00%

Individual Repairs 426 feet (104 repairs) 473 feet (140 repairs) 208 feet (41 repairs)

*Total does not include the "Good minus Repairs" data.

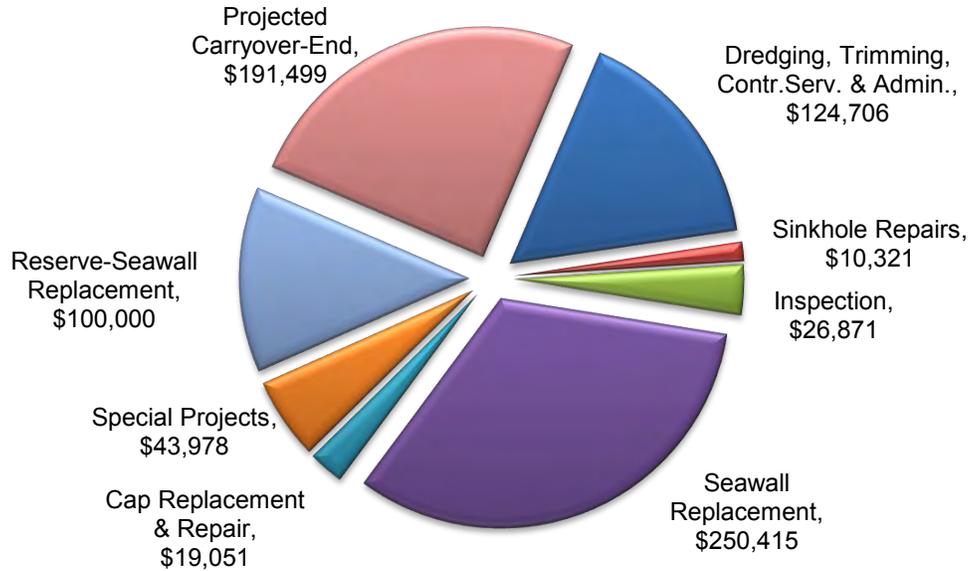
WALL	FY 2015			FY 2016			FY 2017		
	FEET	MILES	%	FEET	MILES	%	FEET	MILES	%
Good	82,146	15.56	86.43%	85,102	16.12	89.54%	81,632	15.46	85.89%
Monitor (0-2)	12,499	2.37	13.15%	9,876	1.87	10.39%	11,773	2.23	12.39%
Monitor (3-5)	267	0.05	0.28%	0	0.00	0.00%	1,530	0.29	1.61%
Replace	66	0.01	0.07%	0	0.00	0.00%	0	0.00	0.00%
Unable to assess	64	0.01	0.07%	64	0.01	0.07%	107	0.02	0.11%
Total	95,042	18.00	0.00%	95,042	18.00	100.00%	95,042	18.00	100.00%

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
BURNT STORE ISLES CANAL MAINTENANCE DISTRICT SUMMARY**

Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	0	30,468	35,157	35,096	35,837
Operating	529,144	333,628	367,170	400,520	352,805
Capital Outlay	0	4,750	560,000	529,700	0
Debt	0	0	0	0	86,700
Ending Resrv-Seawall Repl	0	45,000	90,000	90,000	100,000
Projected Carryover	59,497	123,867	63,493	101,591	191,499
Total	588,641	537,713	1,115,820	1,156,907	766,841

Service Costs

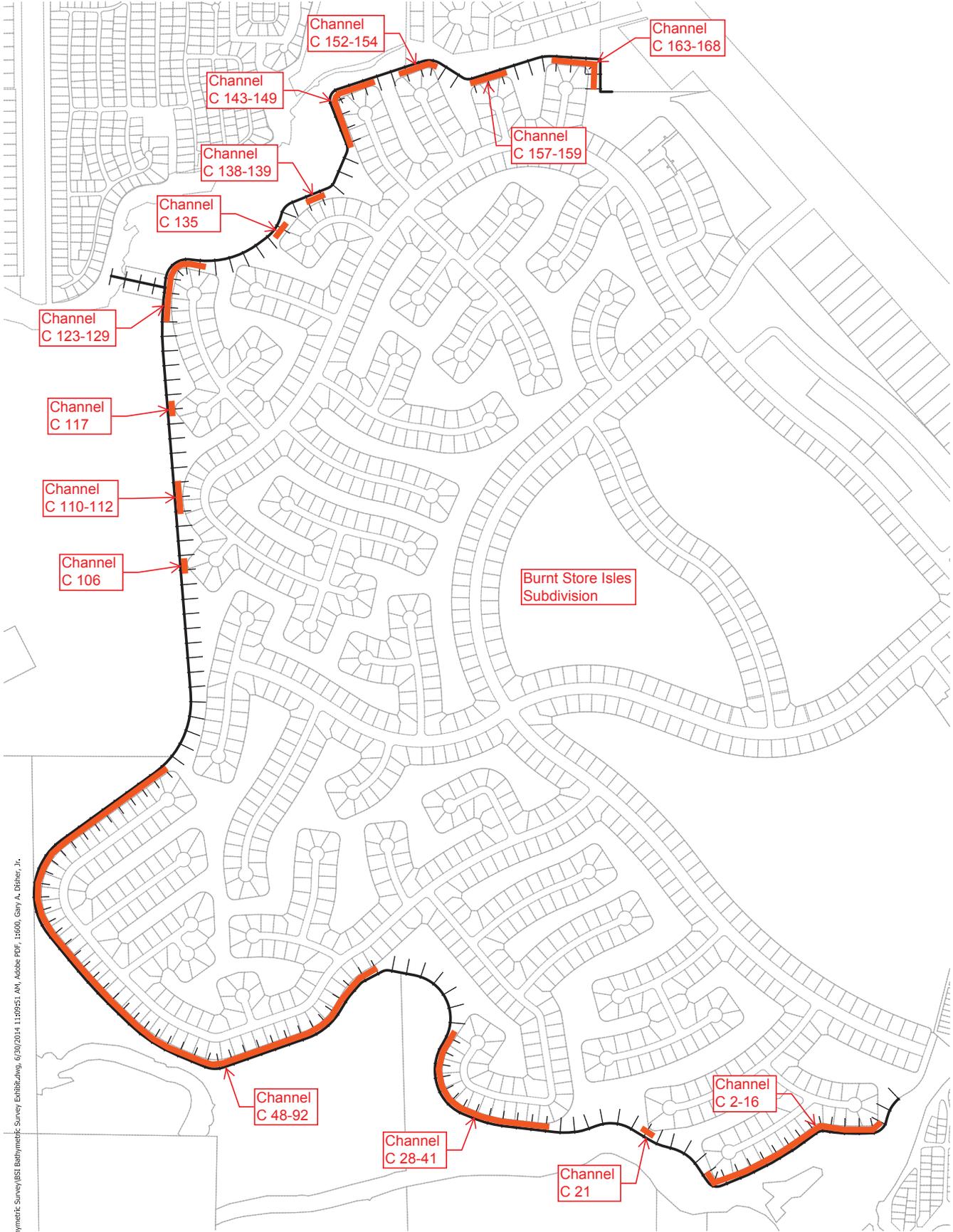


**BSI CANAL MAINTENANCE FUND
SPECIAL PROJECT PROGRAM
FY 2018 - FY 2022
(All figures in thousands of dollars)**

PROJECT IDENTIFICATION	TOTAL PROJECT COST	Prior Years' Funding	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
BSI Rim Canal Dredging	533	533					
BSI Seawall Maintenance Alternatives	20		10	10			
BSI Inlet Widening	275		25		250		
BSI Channel Corner Widening	25				25		
TOTAL		533	35	10	275	-	-

**Special Project Program
Carryover from FY 2017**

Project Title: BSI Rim Canal Dredging						
Acct #: 104-3000-549-6353			Project Code: BSIRIM			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services. Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle, and its vibrant, safe City status.				Goal: 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 long-term plan that ensures infrastructure is in place is in place to meet projected growth demands. Achieve status as a waterfront destination for land and water visitors.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 532,750	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 532,750
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Public Works Contact Person: Rick Keeney	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: Dredging of the narrow portions of the perimeter canal in the BSI Subdivision. The dredging will redefine the canal cross section back to what is believed to be the original design intent. The dredging project will allow the full use of the canal by boaters per the direction of the Canal Advisory Committee.	
3. Estimated Costs: In Previous CIP \$ 532,750 In Present CIP \$ 0 Engineering \$ 4,750 Land \$ _____ Site \$ _____ Improvement \$ 528,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ 0 Total			Funding: Operating funds and revenue financing	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total			Project Justification: The Canal Advisory Committee feels the work will make the entire BSI subdivision accessible to sailboats and large power boats and once complete; allow two boats to safely pass in the perimeter canal without running aground.	



Burnt Store Isles Subdivision

Perimeter Channel Designation Exhibit

J:\960 Canal Maintenance\BSI Bathymetric Survey\BSI Bathymetric Survey Exhibit.dwg, 6/30/2014 11:09:51 AM, Adobe PDF, 1:600, Gary A. Disher, Jr.

Special Project Program Project Detail

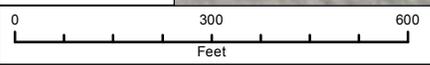
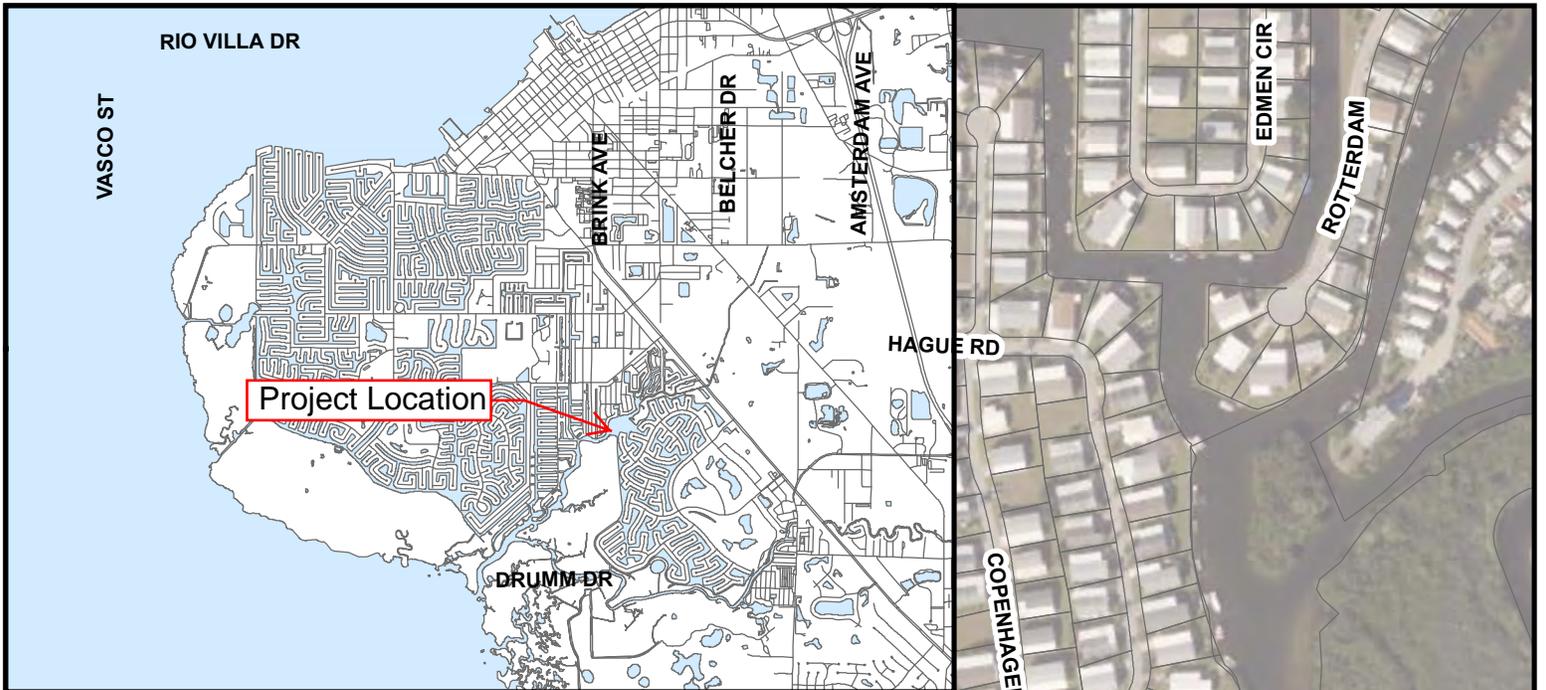
Project Title: BSI Seawall Maintenance Alternatives, Seawall Panel																														
Acct #: 104-0961-549-3114			Project Code: SWSTDY																											
Strategic Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services. Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle, and its vibrant, safe City status.				Goal: To ensure efficient and effective service delivery and quality aesthetic appeal; Maximize use of new technology in applicable areas; Apply best management practices and systems in infrastructure maintenance. Achieve status as a waterfront destination for land and water visitors.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 10,000	\$ 10,000	\$ 0	\$ 0	\$ 0	\$ 20,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Canal Maintenance Contact Person: Rick Keeney																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned <input checked="" type="checkbox"/> No Land Involved _____ Gift			Project Description: Engage consultant for further study of new seawall panel technologies/ installation methods to be reconsidered ahead of contract letting FY 2020 or later.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 20,000 Engineering \$ _____ 20,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total TBD																												
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">OF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">OF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	OF	_____	_____	2 nd Yr.	OF	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues N/A No Effect \$ _____ Total			Project Justification: With the uptick in new home construction there are fewer and fewer vacant lots available for use during seawall maintenance projects.	
	Local	State	Federal																											
1 st Yr.	OF	_____	_____																											
2 nd Yr.	OF	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											



**Burnt Store Isles
Canal Maintenance Assessment District**

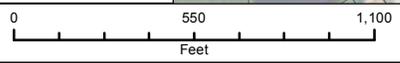
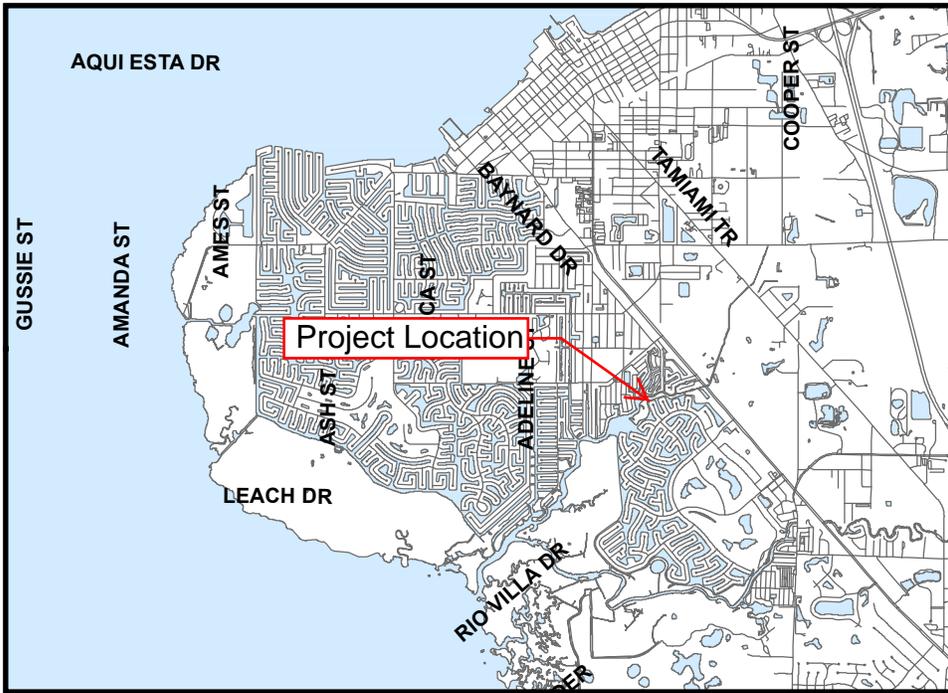
Special Project Program Project Detail

Project Title: BSI Inlet Widening/Removal of south side lock infrastructure						
Acct #: 104-0961-549-3400; 104-0961-549-6300			Project Code: BSIWDN			
Strategic Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services. Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle, and its vibrant, safe City status.				Goal: To ensure efficient and effective service delivery and quality aesthetic appeal; Apply best management practices and systems in infrastructure maintenance; Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands. Achieve status as a waterfront destination for land and water visitors.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 0	\$ 25,000	\$ 0	\$ 250,000	\$ 0	\$ 0	\$ 275,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Canal Maintenance Contact Person: Rick Keeney	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned _____ X No Land Involved _____ Gift			Project Description: Engage consultant to obtain permitting for the removal of south side of the lock infrastructure. Construction to follow permitting. FY 2018 Funds: \$25,000 will be funded from Account: 104-0961-549-3400 for the permitting process. FY 2020 Funds: \$250,000 will be funded from Account: 104-0960-549-6300 for construction.	
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 275,000 Engineering \$ _____ 25,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ 250,000 Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total TBD			Project Justification: This project will allow a fully assembled and loaded barge to access the subdivision. With the uptick in new home construction there are fewer and fewer vacant lots available for use during seawall maintenance projects.	
4. Sources of Financing: Local State Federal 1 st Yr. OF _____ 2 nd Yr. _____ 3 rd Yr. OF _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues N/A No Effect \$ _____ Total				



Special Project Program Project Detail

Project Title: BSI Channel Corner Widening																														
Acct #: 104-0961-549-3400			Project Code: BSICCW																											
Strategic Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services. Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle, and its vibrant, safe City status.				Goal: To ensure efficient and effective service delivery and quality aesthetic appeal; Maximize use of new technology in applicable areas; Apply best management practices and systems in infrastructure maintenance. Achieve status as a waterfront destination for land and water visitors.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 0	\$ 0	\$ 25,000	\$ 0	TBD	TBD																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Canal Maintenance Contact Person: Rick Keeney																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2020: Engage consultant to obtain permitting for dredging and widening the perimeter channel at 90 degree corners that a loaded barge cannot maneuver through. FY 2022: Construction costs to be determined.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 25,000 Engineering \$ _____ 25,000 Land \$ _____ Site \$ _____ Improvement \$ _____ TBD Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total TBD			Project Justification: With the uptick in new home construction there are fewer and fewer vacant lots available for use during seawall maintenance projects. This project will allow a fully assembled and loaded barge to access all portions of the subdivision.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">OF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	_____	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	OF	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues N/A No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	_____	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	OF	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											



City of Punta Gorda, FL
Community Redevelopment Agency
Revenue and Expenditure Comparison
Actual FY 2015 through Budget FY 2018

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Revenues:					
Charlotte County Tax Increment	\$ 884,092	\$ 927,748	\$ 982,031	\$ 988,358	\$ 1,133,253
City of Punta Gorda Tax Increment	448,578	470,728	500,000	501,481	575,000
Herald Court Centre Leases	139,668	192,236	236,775	214,266	263,158
Loan Repayment	17,388	22,989	17,029	17,060	17,029
Other Revenues	94,664	96,875	91,623	103,941	96,175
	<u>1,584,390</u>	<u>1,710,576</u>	<u>1,827,458</u>	<u>1,825,106</u>	<u>2,084,615</u>
Reserve - TIF for Debt Svc (Beg)	78,082	128,698	216,384	216,384	367,910
Reserve - Herald Ct (Beg)	22,358	29,909	63,303	58,781	105,089
Reserve - Other Operations (Beg)	1,359,628	1,220,613	560,192	985,850	341,064
Total Revenues	<u>\$ 3,044,458</u>	<u>\$ 3,089,796</u>	<u>\$ 2,667,337</u>	<u>\$ 3,086,121</u>	<u>\$ 2,898,678</u>
Expenditures:					
Lease Payments for Debt	\$ 1,282,054	\$ 1,310,790	\$ 1,338,313	\$ 1,338,313	\$ 1,379,440
Herald Ct Operating Expenses	149,395	163,364	181,476	167,958	179,610
Herald Ct & Laishley Park - Capital	132,008	26,500		330,290	
Other Operating Expenses	101,781	328,127	151,100	435,497	154,000
	<u>1,665,238</u>	<u>1,828,781</u>	<u>1,670,889</u>	<u>2,272,058</u>	<u>1,713,050</u>
Reserve - TIF for Debt Service (End)	128,698	216,384	360,102	367,910	696,723
Reserve - Herald Ct (End)	29,909	58,781	118,602	105,089	188,637
Reserve - Other Operations (End)	1,220,613	985,850	517,744	341,064	300,268
Total Expenditures	<u>\$ 3,044,458</u>	<u>\$ 3,089,796</u>	<u>\$ 2,667,337</u>	<u>\$ 3,086,121</u>	<u>\$ 2,898,678</u>

Footnote: During FY 2012, the City and County approved an interlocal agreement that extended the CRA district until December 31, 2030. TIF revenues are to be used solely for the payment of indebtedness and obligations or jointly approved new projects. During FY 2013, the four CRA loans were refinanced as one loan. FY 2013 began reflecting the TIF revenues and debt service & its associated reserve separated from Herald Court Centre building/parking garage operations & reserves and CRA operations & reserves.

City of Punta Gorda, FL
Community Redevelopment Agency
Proforma Schedule of Revenues and Expenditures
Actual FY 2015 through Proforma FY 2022

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Assessed Property Valuation change	-0.82%	3.20%	4%	4.45%	9.69%	3%	3%	3%	0%
DEBT SERVICE DIVISION									
Revenues for Debt Service:									
Charlotte Co. Tax Increment	\$ 884,092	\$ 927,748	\$ 982,031	\$ 988,358	\$ 1,133,253	\$ 1,167,251	\$ 1,202,268	\$ 1,238,336	\$ 1,238,336
Punta Gorda Tax Increment	448,578	470,728	500,000	501,481	575,000	592,250	610,018	628,318	628,318
Subtotal Revenues for Debt Svc	1,332,670	1,398,476	1,482,031	1,489,839	1,708,253	1,759,501	1,812,286	1,866,654	1,866,654
Debt Service:									
Herald Court Centre Lease payments	1,282,054	1,310,790	1,338,313	1,338,313	1,379,440	1,423,924	1,471,648	1,517,548	1,566,566
Subtotal Debt Service	1,282,054	1,310,790	1,338,313	1,338,313	1,379,440	1,423,924	1,471,648	1,517,548	1,566,566
Revenues in Excess of Debt Svc	50,616	87,686	143,718	151,526	\$328,813	335,577	340,638	349,106	300,088
Reserve - TIF for Debt Svc (Beg)	78,082	128,698	216,384	216,384	367,910	696,723	1,032,300	1,372,938	1,722,044
Reserve - TIF for Debt Svc (End)	\$ 128,698	\$ 216,384	\$ 360,102	\$ 367,910	\$ 696,723	\$ 1,032,300	\$ 1,372,938	\$ 1,722,044	\$ 2,022,132
HERALD COURT OPERATIONS DIV.									
Revenues for Herald Court:									
Artisan's Atelier Lease	\$ 1,340	\$ 1,449	\$ 1,500	\$ 1,040	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	1,500
FGCU Lease	53,880	50,940	48,000	48,000	48,000	48,000	48,000	48,000	48,000
Subway Lease	25,185	21,961	23,340	23,340	23,865	24,405	24,960	24,960	25,709
Foot Landing Lease	19,233	19,104	20,277	15,182	20,000	20,000	20,000	20,000	21,169
Other Side Ink Lease	23,130	21,172	21,393	21,393	21,629	21,873	22,124	22,124	24,950
Morgan Stanley Lease	9,844	45,072	50,059	50,059	51,186	52,345	53,540	53,540	53,540
P G Chocolate&Wine Lease		6,844	14,000	14,000	14,833	16,417	11,083	11,083	11,083
Pedelec Lease		15,539	20,680	20,680	22,081	23,484	22,600	22,000	19,628
Dream Salon & Spa Lease				7,717	46,564	47,614	48,695	49,809	49,000
Herald Ct Centre Retail Lease/Rent	250	250	20,000						
Real Estate Ad Valorem Tax Reimb.	6,806	9,905	17,526	12,855	13,500	15,350	16,000	17,000	17,510
Use of CRA Operations Reserves	17,278								
Subtotal Revenues for Herald Ct Op.	156,946	192,236	236,775	214,266	263,158	270,988	268,502	270,016	272,089
Subtotal HCC Operating Exp:	149,395	163,364	181,476	167,958	179,610	187,577	195,784	204,247	210,464
Revenues in Excess of Herald Ct Operations	7,551	28,872	55,299	46,308	83,548	83,411	72,718	65,769	61,625
Reserve - Herald Ct (Beg)	22,358	29,909	63,303	58,781	105,089	188,637	272,048	344,766	410,535
Reserve - Herald Ct (End)	\$ 29,909	\$ 58,781	\$ 118,602	\$ 105,089	\$ 188,637	\$ 272,048	\$ 344,766	\$ 410,535	\$ 472,160
CRA OPERATIONS DIVISION									
Revenues for CRA operations:									
Interest Income	\$ 5,616	\$ 8,551	\$ 2,500	\$ 15,000	\$ 6,400	\$ 5,500	\$ 4,400	\$ 3,500	\$ 2,500
Lease Revenues Parcel I	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Laishley Marina Ground Lease	81,311	82,472	83,623	83,441	84,275	85,118	85,969	86,829	87,697
Trabue Woods Loan repayment	17,388	22,990	17,029	17,060	17,029	17,029	17,029	17,029	17,029
Miscellaneous Revenues	837	351							
Insurance Recovery	1,400								
Subtotal Other Revenues	112,052	119,864	108,652	121,001	113,204	113,147	112,898	112,858	112,726
Professional Svcs	2,325	175	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Legal Svcs	3,548	4,166	4,000	4,000	4,000	4,000	4,000	4,000	4,000
Laishley Park Amenities Maint.	90,056	98,647	97,100	119,445	100,000	100,000	100,000	100,000	100,000
Herald Court Centre Maint.	5,852	225,139	45,000	307,052	45,000	45,000	45,000	45,000	45,000
Transfer to Herald Court Operations	17,278								
Subtotal CRA Operating Exp:	119,059	328,127	151,100	435,497	154,000	154,000	154,000	154,000	154,000
Capital Projects:									
Herald Court Centre - Retail Buildout	109,095			101,290					
Downtown Message Board				2,000					
Laishley Project -Phase 2	22,913	26,500		227,000					
Subtotal Capital Projects	132,008	26,500		330,290					
Total Operations Expenditures	251,067	354,627	151,100	765,787	154,000	154,000	154,000	154,000	154,000
Revenues Shortfall of Other Operations									
	(139,015)	(234,763)	(42,448)	(644,786)	(40,796)	(40,853)	(41,102)	(41,142)	(41,274)
Reserve - Other Operations (Beg)	1,359,628	1,220,613	560,192	985,850	341,064	300,268	259,415	218,313	177,171
Reserve - Other Operations (End)	\$ 1,220,613	\$ 985,850	\$ 517,744	\$ 341,064	\$ 300,268	\$ 259,415	\$ 218,313	\$ 177,171	\$ 135,897

Revenue Assumptions:
FY 2018 tax increment est. using proposed City millage rate: 3.1969, est. County millage rate: 6.3007 and 4% incr; FY 2019-2021 3% est incr; FY 2022 no est. incr
Herald Court Centre Retail Lease Revenue 15,378 sq. ft leased, and 1,591 sq. ft partial year vacancy
Lease Revenues Parcel I and Laishley Marina Ground Lease per contracts
Trabue Woods Loan Repayment per loan repayment schedule.

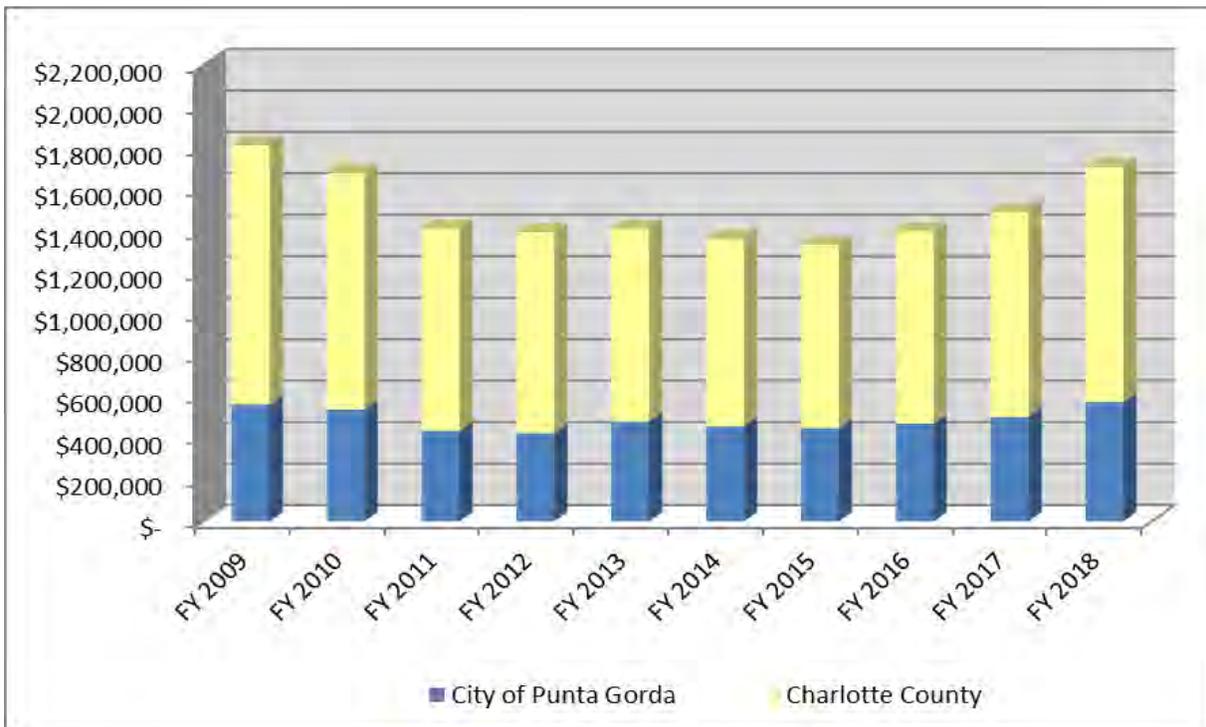
Expenditure Assumptions:
FY 2018 Herald Court Centre operating expenditures per request. FY 2019-FY 2022 est 3% incr except for liability insurance est 5% incr
Professional and legal services for meetings, surveys, and contract reviews.
Laishley Park Amenities annual maintenance expenditures FY 2018-FY 2022 est. \$55,000 for fountain & \$45,000 for Park and Marina facilities
Herald Court Centre facilities maintenance - est. \$45,000 annually

Debt Service Assumptions:
Herald Court Centre Lease - per loan schedule for \$20,030,000 revenue note, 2.43% interest, maturity January 1, 2028

**City of Punta Gorda, FL
Community Redevelopment Agency
Tax Incremental Financing
110-0000-338-9000**

City Council Resolution number 955-89 created and established the Community Redevelopment Agency pursuant to section 163.357 Florida Statutes. July 11, 2012, the City Council approved Resolution number 2983-12 extending the life of the CRA until December 31, 2030 in order to allow for sufficient time to repay debt obligations associated with Laishley Park Marina and Herald Court Centre. The 1989 base assessed value of the CRA District was \$80,572,922. The tax incremental financing revenue is City and County taxes generated on the taxable value increment over the 1989 base. The FY 2018 amounts are estimates based on the DR420. The actual contributions will be based on the final approved respective mill levies and DR422 taxable value. The final millage rate information will be available after the second public budget hearings of the City and Charlotte County.

Fiscal Year	Taxable Value Increment	City Contribution	County Contribution	Total
FY 2009	\$230,557,176	\$562,664	\$1,250,570	\$1,813,234
FY 2010	\$210,019,930	\$538,621	\$1,139,173	\$1,677,794
FY 2011	\$168,433,074	\$436,047	\$ 974,342	\$1,410,389
FY 2012	\$162,615,637	\$424,246	\$ 970,103	\$1,394,349
FY 2013	\$155,788,247	\$480,644	\$ 929,373	\$1,410,017
FY 2014	\$150,768,039	\$458,101	\$ 902,447	\$1,360,548
FY 2015	\$147,701,559	\$448,578	\$ 884,092	\$1,332,670
FY 2016	\$154,994,987	\$470,728	\$ 927,748	\$1,398,476
FY 2017	\$165,478,021	\$501,481	\$ 988,358	\$1,489,839
FY 2018	\$189,327,775	\$575,000	\$1,133,253	\$1,708,253



City of Punta Gorda, FL
Community Redevelopment Agency
Tax Incremental Financing (TIF) Schedule
Final FY 2016, 2017 and Proposed Budget FY 2018

	Final FY 2016	Final FY 2017	Budget FY 2018
Calculation of County tax due:			
Assessed Valuation of CRA District	\$235,567,909	\$246,050,943	\$269,900,697
Base Year (1989)	<u>80,572,922</u>	<u>80,572,922</u>	<u>80,572,922</u>
Increment Valuation	154,994,987	165,478,021	189,327,775
Countywide Tax Rate	<u>6.3007</u>	<u>6.3007</u>	<u>6.3007</u>
	976,577	1,042,627	1,192,898
	<u>0.95</u>	<u>0.95</u>	<u>0.95</u>
County TIF to CRA	<u><u>\$927,748</u></u>	<u><u>\$988,358</u></u>	<u><u>\$1,133,253</u></u>
Change from Prior Year	\$43,656	\$60,610	\$144,895

	Final FY 2016	Final FY 2017	Budget FY 2018
Calculation of City tax due:			
Assessed Valuation of CRA District	\$235,567,909	\$246,050,943	\$269,900,697
Base Year (1989)	<u>80,572,922</u>	<u>80,572,922</u>	<u>80,572,922</u>
Increment	154,994,987	165,478,021	189,327,775
City Tax Rate	<u>3.1969</u>	<u>3.1969</u>	<u>3.1969</u>
	495,503	529,017	605,262
	<u>0.95</u>	<u>0.95</u>	<u>0.95</u>
City TIF to CRA	<u><u>\$470,728</u></u>	<u><u>\$501,481</u></u>	<u><u>\$575,000</u></u>
Change from Prior Year	\$22,150	\$30,753	\$73,519

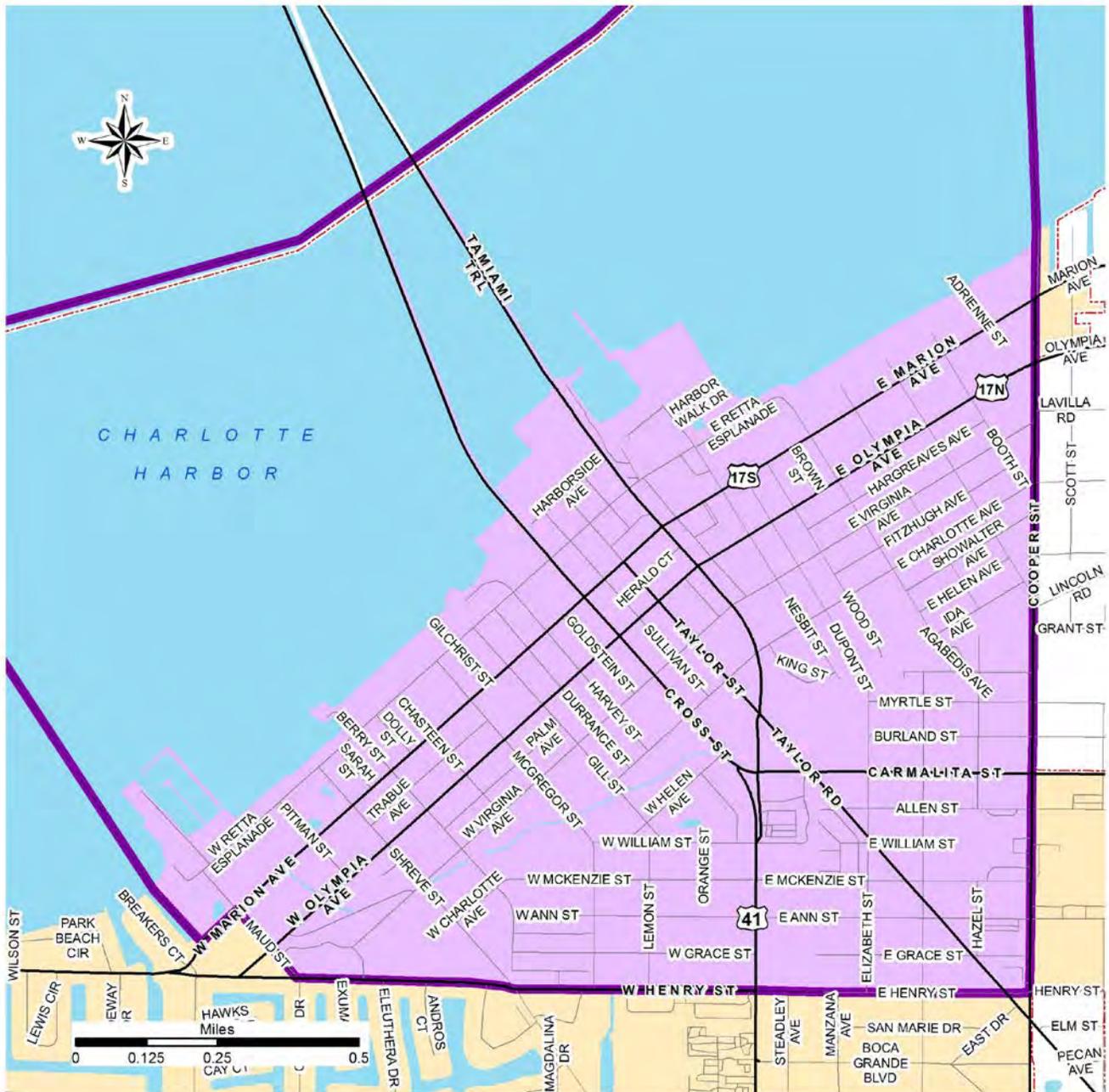
Combined TIF Revenue	<u><u>\$1,398,476</u></u>	<u><u>\$1,489,839</u></u>	<u><u>\$1,708,253</u></u>
\$ Change from Prior Year	\$65,806	\$91,363	\$218,413
% Change from Prior Year	4.94%	6.53%	14.66%

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
COMMUNITY REDEVELOPMENT AGENCY**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
90-00	CHAR COUNTY TAX INCREMENT	884,092	927,748	982,031	988,358	1,133,253
*	INTERGOVERNMENTAL REVENUE	884,092	927,748	982,031	988,358	1,133,253
10-00	INTEREST ON INVESTMENTS	5,616	8,551	2,500	15,000	6,400
*	INTEREST EARNINGS	5,616	8,551	2,500	15,000	6,400
04-01	LAISHLEY PK GROUND LEASE	81,311	82,472	83,623	83,441	84,275
04-02	LEASE REVENUES PARCEL 1	5,500	5,500	5,500	5,500	5,500
04-04	HERALD CT CENTRE RENTAL	250	250	20,000	0	20,000
04-05	FGCU LEASE	53,880	50,940	48,000	48,000	48,000
04-06	SUBWAY LEASE	25,185	21,961	23,340	23,340	23,865
04-08	ARTISAN'S ATELIER	1,341	1,449	1,500	1,040	1,500
04-20	FOOT LANDING	19,232	19,104	20,277	15,182	0
04-21	OTHER SIDE INK	23,130	21,172	21,393	21,393	21,629
04-22	REAL EST AD VAL TX REIMB	6,806	9,905	17,526	12,855	13,500
04-23	MORGAN STANLEY	9,844	45,072	50,059	50,059	51,186
04-24	P G CHOCOLATE & WINE	0	6,844	14,000	14,000	14,833
04-25	PEDELEC	0	15,539	20,680	20,680	22,081
04-26	DREAM SALON & SPA	0	0	0	7,717	46,564
*	RENTAL INCOME	226,479	280,208	325,898	303,207	352,933
70-18	INSURANCE RECOVERY	1,400	0	0	0	0
90-00	MISCELLANEOUS REVENUE	837	352	0	0	0
*	MISCELLANEOUS REVENUE	2,237	352	0	0	0
01-00	GENERAL	448,578	470,728	500,000	501,481	575,000
*	TRANSFER FROM OTHER FUNDS	448,578	470,728	500,000	501,481	575,000
40-10	LOAN PROCEEDS - INTEREST	1,360	2,846	820	851	738
40-30	LOAN PROCEEDS - PRINCIPAL	16,028	20,143	16,209	16,209	16,291
*	DEBT PROCEEDS	17,388	22,989	17,029	17,060	17,029
90-01	BEG RESERVE-TIF DEBT RED	78,082	128,698	216,384	216,384	367,910
90-01	BEG RESERVE - HERALD CT	22,358	29,909	63,303	58,781	105,089
90-01	BEG RESERVE - CRA OPER	1,351,128	1,182,613	560,192	568,548	341,064
90-02	PRIOR YEAR ENCUMBRANCES	0	26,500	0	264,397	0
90-05	PRIOR YR RE-APPROPRIATION	8,500	11,500	0	152,905	0
*	BEGINNING RESERVES	1,460,068	1,379,220	839,879	1,261,015	814,063
		3,044,458	3,089,796	2,667,337	3,086,121	2,898,678

City of Punta Gorda CRA Area



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 is also charged with overseeing the planning and programming efforts of the Revitalization Committee and Historic Preservation Advisory Board aimed at enhancing Punta Gorda's position as one of Florida's premier historic waterfront communities. Beginning in FY 2008, the district experienced 8 consecutive years of declining taxable value and a cumulative drop of 50% in TIF revenue. Due to the value drop the City determined and the County approved an extension of the life of the district until 12/31/2030, or until the debt service for the Herald Court Centre parking structure is completely paid, whichever comes sooner. FY 2018 is the third consecutive year of taxable value increase of 9.7%. The long range proforma indicates that with a continued conservative increase of 3% or less in some years, the CRA will be able to pay off the debt on time.

REVENUE:

Tax Increment Financing (TIF) – the City and County general operating millage times the CRA district taxable value @ a 95% collection rate. These funds are solely dedicated to retiring the debt on the Herald Court Centre parking structure.

Herald Court Centre retail leases – the City generates sufficient revenue to pay common area maintenance, property taxes, and general parking center expenses. There is concern that major R&R for the parking center cannot be covered, a study will be underway for this.

Laishley Park ground leases and miscellaneous non-TIF revenue – the City generates revenue to cover operating expenses for existing park infrastructure put in place by the CRA.

OPERATING EXPENSES:

Operating expenditures are related to the Herald Court Centre Facility, Laishley Park Improvements and general legal services. The revenues to pay for operations are ground leases, retail leases, and any other non-TIF revenue sources.

HERALD COURT CENTRE BUILDOUT:

The Herald Court Centre is a mixed use building consisting of 16,943 square feet of commercial space and 400 spaces of public parking. Of the total commercial space, 15,378 sq. ft. or 90% is leased and 1,591 sq. ft. is unimproved. The unimproved space will require funds to assist in tenant build-out costs. These funds will be released under contract conditions to new tenants. In addition to the commercial space there is 2,478 square feet of warehouse space allocated to the Artisans Atelier. The Atelier is a joint venture between the CRA, Team Punta Gorda and the Downtown Merchants Association. The goal is to provide a business incubator for the art community.

BUDGET NARRATIVE:

In accordance with the resolution extending the life of the district until 12/31/30, the CRA will be dedicating all TIF revenue to repay debt obligations related to Laishley Park and Herald Court Centre. Operational expenditures will be paid with ground and retail lease revenues and any other non-TIF revenues. New projects within the CRA area will be funded by alternative sources, unless approved by the CRA and Charlotte County Board.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
COMMUNITY REDEVELOPMENT AGENCY SUMMARY**

Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	0	0	0	0	0
Operating	251,176	491,491	332,576	603,455	333,610
Capital Outlay	132,008	26,500	0	330,290	0
Transfers (for debt)	1,282,054	1,310,790	1,338,313	1,338,313	1,379,440
Reserve - TIF for Debt Svc	128,698	216,384	360,102	367,910	696,723
Reserve - HCC R&R	26,683	28,885	45,045	37,485	46,085
Reserve - HCC Taxes	3,226	5,668	5,277	4,928	2,828
Reserve - HCC	0	24,228	68,280	62,676	139,724
Reserve - CRA Operations	1,220,613	985,850	517,744	341,064	300,268
Total	<u>3,044,458</u>	<u>3,089,796</u>	<u>2,667,337</u>	<u>3,086,121</u>	<u>2,898,678</u>

**COMMUNITY REDEVELOPMENT AGENCY FUND
 CAPITAL IMPROVEMENT PROGRAM
 FY 2018 - FY 2022
 (All figures in thousands of dollars)**

PROJECT IDENTIFICATION	TOTAL PROJECT COST	Prior Years' Funding	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Community Room Flooring	12	12					
Herald Court Centre - Retail Buildout	101	101					
Laishley Park Parking Expansion	205	205					
TOTAL			-	-	-	-	-

**Capital Improvements Program
Project Detail
Carryover from FY 2017**

Project Title: Community Room Flooring						
Acct #: 110-3000-559-6312			Project Code: MARINA			
Strategic Priority: Infrastructure Sustainability – Maintain and enhance the City’s capital assets and quality municipal services. Quality of Life – Enhance and promote Punta Gorda’s attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle, and its vibrant, safe City status.			Goal: Apply best management practices & systems in infrastructure maintenance. Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands. Optimize waterfront, bicycle and pedestrian assets of the City.			
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 12,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 12,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Public Works Contact Person: Rick Keeney	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: Replace carpeting in the Laishley Park Marina Community Room with a more sustainable flooring option. Current carpeting shows wear and stains that professional carpet cleaning cannot remove.	
3. Estimated Costs: In Previous CIP \$ _____ 12,000 In Present CIP \$ _____ Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ 12,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total				
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ No Effect \$ _____ 0 Total				

* FUNDING SOURCES (SEE PAGE 8.05)

**Capital Improvements Program
Project Detail
Carryover From FY 2017**

Project Title: Herald Court Centre - Retail Buildout (Remaining)																														
Acct #: 110-3000-559-62-24			Project Code: Various																											
Strategic Priority: Financial/Economic Sustainability – Advance and promote local business development and long-term financial and economic sustainability				Goal: Strengthen & diversify the City's tax base to achieve 75% residential and 25% commercial																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 101,290	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 101,290																								
1. Land Cost: _____ Acres _____ Front Ft \$ 610,865 _____ Sq Ft		5. Status of Project: _____ Preliminary Estimate _____ Survey in Progress _____ X Plans in Preparation _____ Completed			Department: Public Works Contact Person: Rick Keeney																									
2. Building Construction Cost: _____ 144,000 Sq. Ft. \$ 11,828,862 _____ Equipment _____ Previously Constructed		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: Herald Court Centre Retail Buildout FY 2017: Buildout of available (2,823 sq. ft.) retail space Carryover funds unspent.																									
3. Estimated Costs: In Previous CIP \$ _____ 101,290 In Present CIP \$ _____ Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ 101,290 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total			Project Justification: Requested by CRA.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <tr> <td></td> <td style="text-align: center;">Local</td> <td style="text-align: center;">State</td> <td style="text-align: center;">Federal</td> </tr> <tr> <td>1st Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </table>			Local	State	Federal	1 st Yr.	_____	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ TBD New Revenues _____ No Effect Tenant incentive to sign 5-year lease \$ _____ Total			Original funds from General Fund financing funded through CRA lease.	
	Local	State	Federal																											
1 st Yr.	_____	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program

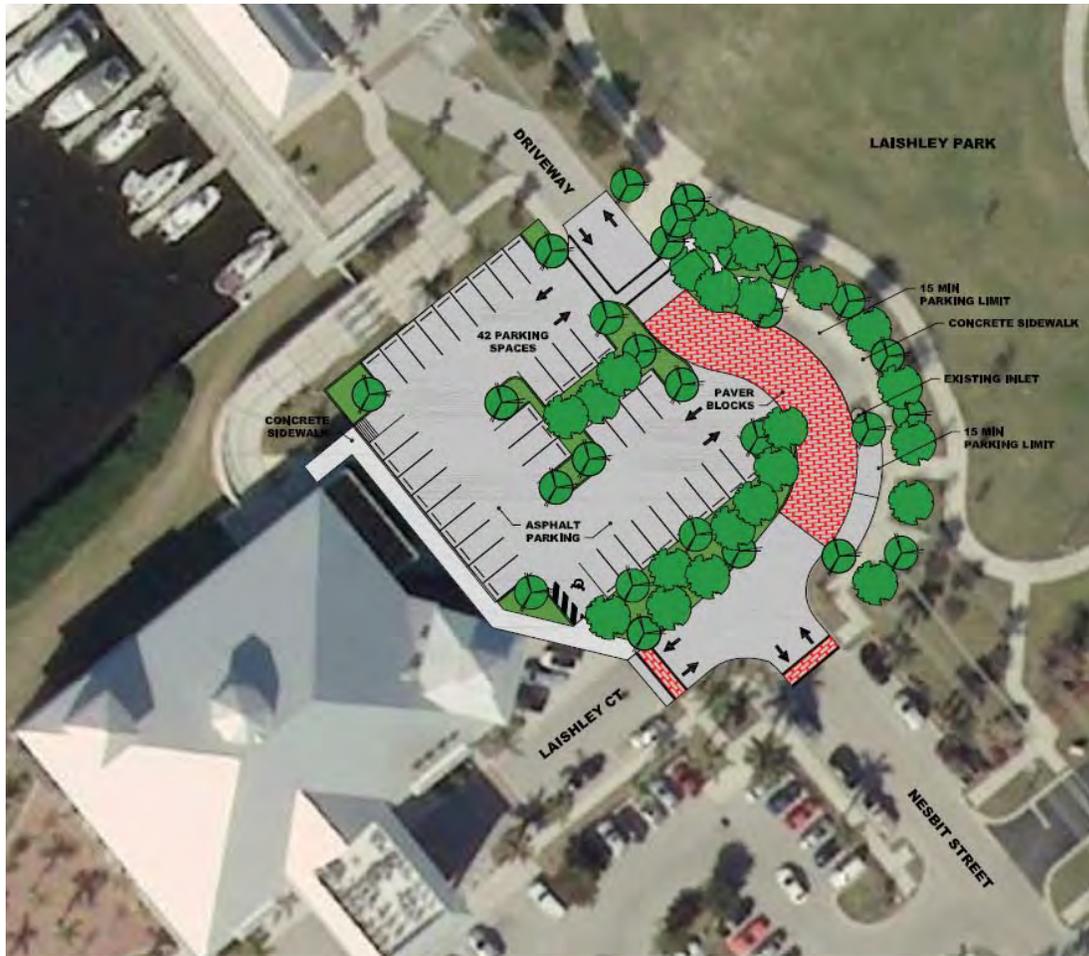


Herald Court Centre – Retail Buildout

**Capital Improvements Program
Project Detail
Carryover from FY 2017**

Project Title: Lashley Park Parking Expansion																														
Acct #: 110-3000-559-6312			Project Code: LPPKNG																											
Project Priority: Infrastructure Sustainability- Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Achieve status as a waterfront destination for land and water users.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 205,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 205,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Urban Design/Public Works Contact Person: Joan LeBeau/Rick Keeney																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2017 - FY 2018: Complete design and construction. Removal of round-about and reconfiguration of parking spaces on the northeast side of building. Marina Park has offered to contribute the engineering and design plans, and will guarantee removal and replanting of the existing palm trees that will be impacted by the proposed additional parking. Any tree that does not survive will be replaced by Marina Park.																									
3. Estimated Costs: In Previous CIP \$ 205,000 In Present CIP \$ 0 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ 205,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ 0 Total			Project Justification: To create more parking availability for Lashley Park. The proposed parking area will add 42 parking spaces and will provide adequate road width to accommodate public safety vehicles.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	_____	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	_____	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program



Lashley Park Parking Expansion

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**City of Punta Gorda
Summary of Gas Tax Funds and
Related General Fund Expenditures
Actual FY 2015 through Budget FY 2018**

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.

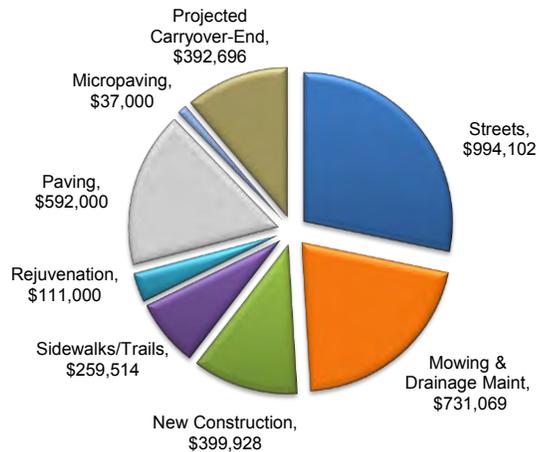
Additional Five Cent Gas Tax Fund: The legislation allows this tax to be used for road capital.

	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018 By Fund		
	Actual	Actual	Budget	Projected	Budget	First	Additional	General Fund
	Program	Program	Program	Program	Program	Six Cents	Five Cents	Right of Way
Total	Total	Total	Total	Total	Total	Fund 115	Fund 114	Division 0916
Revenues:								
Local Option Fuel Tax	\$ 839,738	\$ 862,704	\$ 846,000	\$ 868,000	\$ 873,000	\$ 592,000	\$ 281,000	\$ -
State Contracts	190,367	216,787	216,166	223,149	236,983	236,983		
General Fund	1,033,132	1,062,640	1,254,571	1,243,159	1,548,578			1,548,578
Interfund Transfer	609,000	459,000	459,000	459,000	459,000		459,000	
Miscellaneous Revenue	6,961	12,252	5,662	8,697	8,612	8,612		
Beginning Carryover	797,037	332,530	240,472	432,396	391,136	355,345	35,791	
Total Revenues	3,476,235	2,945,913	3,021,871	3,234,401	3,517,309	1,192,940	775,791	1,548,578

Expenditures:

Personal Services	946,809	955,076	991,771	980,359	995,214			995,214
Operating Expenses	2,182,898	1,515,074	1,575,639	1,668,906	1,621,899	836,035	740,000	45,864
Capital Outlay	13,998	43,367	194,000	194,000	507,500			507,500
Projected Carryover - End	332,530	432,396	260,461	391,136	392,696	356,905	35,791	
Total Expenditures	\$ 3,476,235	\$ 2,945,913	\$ 3,021,871	\$ 3,234,401	\$ 3,517,309	\$ 1,192,940	\$ 775,791	\$ 1,548,578

Service Costs



* Service Costs for General Fund Division 0916 only, may be found on page 6.76

City of Punta Gorda, FL
Six Cent Gas Tax
Proforma Schedule of Revenues and Expenditures
FY 2015 through FY 2022

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues									
Local Option Gas Tax	\$573,028	\$588,166	\$575,000	\$590,000	\$592,000	\$598,000	\$604,000	\$610,000	\$616,000
Street Sweeping/41 ROW	37,084	37,084	37,083	42,378	47,672	47,672	47,672	47,672	47,672
Traffic Signal Maintenance	23,903	49,704	49,704	51,392	51,392	51,392	51,392	51,392	51,392
Highway Lighting Maintenance	129,380	129,999	129,379	129,379	137,919	137,919	137,919	137,919	137,919
Interest on Investments	459	747	300	3,135	3,250	3,000	2,700	2,000	1,300
Insurance Recovery	5,376	10,420							
Miscellaneous Revenue	273	872	250	250	250	250	250	250	250
Reimbursement from County			5,112	5,112	5,112	5,112	5,112	5,112	5,112
Total Revenues	769,503	816,992	796,828	821,646	837,595	843,345	849,045	854,345	859,645
Operating Expenditures									
Street Sweeping	52,276	58,765	59,700	59,700	59,700	61,491	63,336	65,236	67,193
Street Striping	0	7,944	5,000	5,000	5,000	5,150	5,305	5,464	5,628
Sidewalk Replacement	50,070	60,765	65,000	65,000	65,000	66,950	68,959	71,027	73,158
Traffic Signal/HM Light Repair	98,280	125,090	100,000	123,000	123,000	126,690	130,491	134,405	138,438
Right of Way Cleaning	23,976	8,895	20,000	20,000	20,000	20,600	21,218	21,855	22,510
Street Lights-Electricity	226,135	225,003	238,960	238,960	246,130	253,514	261,119	268,953	277,021
Equipment Leases	1,070	2,394	3,500	36,967	3,500	3,605	3,713	3,825	3,939
Right of Way R/R Crossing	8,456	8,469	8,870	8,920	8,920	9,186	9,463	9,748	10,039
Repair/Mnt Equip Fleet	42,642	26,344	35,000	35,000	56,000	57,680	59,410	61,193	63,028
Street Decorator Lights	9,664	12,450	10,000	10,000	10,000	10,300	10,609	10,927	11,255
Administrative Charges	82,660	72,560	65,809	65,809	67,785	69,819	71,913	74,071	76,293
Landfill Fees	5,586	6,147	10,000	10,000	10,000	10,300	10,609	10,927	11,255
Gasoline	24,787	19,656	28,000	28,000	37,000	38,110	39,253	40,431	41,644
Dept Materials & Supplies	33,550	32,132	38,000	35,950	35,000	36,050	37,132	38,245	39,393
Traffic Signs	26,217	16,475	27,000	27,000	27,000	27,810	28,644	29,504	30,389
Storm Sewer System	19,112	48,690	60,000	69,500	60,000	61,800	63,654	65,564	67,531
Patch Str & Bridge Repair	661	689	2,000	2,000	2,000	2,060	2,122	2,185	2,251
Total Operating Expenditures	705,142	732,468	776,839	840,806	836,035	861,115	886,950	913,560	940,965
Revenues over (under) expenditures	64,361	84,524	19,989	(19,160)	1,560	(17,770)	(37,905)	(59,215)	(81,320)
Proj Carryover- Beginning	224,650	211,781	219,430	310,538	355,345	356,905	339,135	301,230	242,015
Prior Year Re-Appropriation		78,200		55,850					
Prior Year Encumbrances	970			8,117					
Proj Carryover-Ending	\$289,981	\$374,505	\$239,419	\$355,345	\$356,905	\$339,135	\$301,230	\$242,015	\$160,695

Assumptions:

Revenues:

Local Option Gas Tax based on City/County split of share percentage of 10.34%/89.66%. FY 2018 \$592,000 and FY 2019-2022 assumes 1% increases

Street Sweeping/41 ROW based on FY 2017 contract amount. FY 2019-FY 2022 flat

Traffic Signal Maint. and Highway Lighting Maint. FY 2018 based on current agreement. FY 2019-2022 flat

Minimal interest revenue projected

Miscellaneous revenue flat

Reimbursement from County per contract

Expenditures:

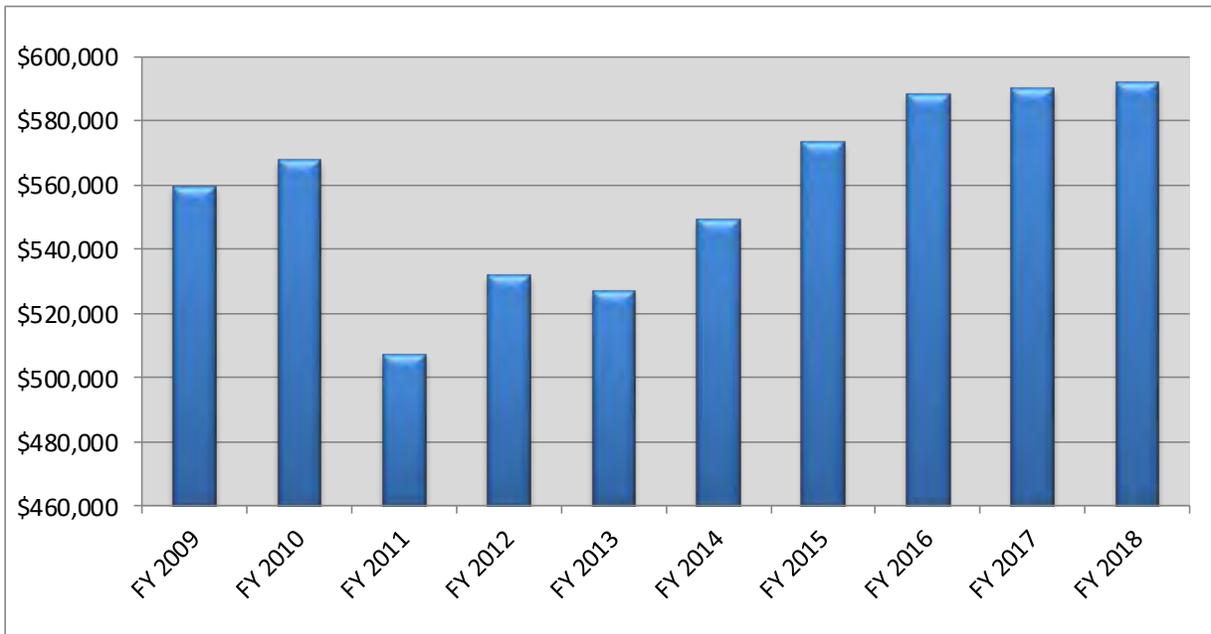
FY 2018 per departmental request

FY 2019-2022 est. 3% increase each year

**City of Punta Gorda
Local Option Fuel Taxes
115-0000-312-4100 (Six Cent Gas Tax Fund)**

The local option fuel taxes are authorized by Florida Statutes section 206.41. The proceeds are distributed by the State to Charlotte County and the City of Punta Gorda. The City and Charlotte County approved an interlocal agreement August 2010, effective for FY 2011, whereby the City's share of the first six cents of fuel tax will be 10.34%. The tax proceeds may be used for transportation expenditures as defined in FS section 336.025(7). These expenditures include public transportation operations and maintenance, roadway and right of way maintenance and drainage, street lighting, traffic signs and signals, bridge maintenance, and debt service and current expenditures for transportation and capital projects.

Fiscal Year	Six Cent Gas Tax Revenue	Percentage Change
FY 2009	\$559,547	-0.38%
FY 2010	\$567,590	1.44%
FY 2011	\$507,120	-10.65%
FY 2012	\$531,479	4.80%
FY 2013	\$526,830	-0.87%
FY 2014	\$548,919	4.19%
FY 2015	\$573,028	4.39%
FY 2016	\$588,166	2.64%
FY 2017	\$590,000	0.31%
FY 2018	\$592,000	0.34%



**City of Punta Gorda, FL
Additional Five Cent Gas Tax
Proforma Schedule of Revenues and Expenditures
FY 2015 through FY 2022**

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Addl Five Cent Gas Tax	\$266,710	\$274,538	\$271,000	\$278,000	\$281,000	\$284,000	\$287,000	\$290,000	\$293,000
Interest on Investments	853	156		200					
Miscellaneous Revenue		57							
Transfer - General Fund Ad Valorem	609,000	459,000	459,000	459,000	459,000	459,000	459,000	459,000	459,000
Total Revenues	876,563	733,751	730,000	737,200	740,000	743,000	746,000	749,000	752,000
Paving	1,405,431	718,409	730,000	759,300	740,000	740,000	745,000	750,000	755,000
Total Expenditures	1,405,431	718,409	730,000	759,300	740,000	740,000	745,000	750,000	755,000
Revenues over (under) expenditures	(528,868)	15,343	0	(22,100)	0	3,000	1,000	(1,000)	(3,000)
Proj Carryover-Beginning	11,417	15,817	21,042	28,591	35,791	35,791	38,791	39,791	38,791
Prior Year Encumbrances									
Prior Year Reappropriation	560,000	26,732		29,300					
Proj Carryover-Ending	\$ 42,549	\$ 57,891	\$ 21,042	\$ 35,791	\$ 35,791	\$ 38,791	\$ 39,791	\$ 38,791	\$ 35,791

Assumptions:

Revenues:

Local Option Gas Tax based on City/County split of share percentage of 6.74%/93.26%.

FY 2018 \$281,000; FY 2019-FY 2022 estimated 1% increases

Transfer from General Fund from Ad Valorem revenue of \$459,000 per year FY 2018-2022

Expenditures:

Paving program as adopted by City Council

FY 2018 Tentative Schedule:

W. Retta Esplanade (US 41 SB to Gill St)

Booth St (E. Marion Ave to E. Charlotte Ave)

Cooper St (Airport Rd to Taylor Ave)

Charlotte Ave (US 41 N to US 41 S)

Marion Ave (Tropicana to DiVinci)

San Pietro Ct (Madrid Blvd to cul-de-sac)

Portofino Dr (Monaco Dr to cul-de-sac)

Trieste Dr (Palmero Dr to cul-de-sac)

Palermo Dr (Portofino Dr to cul-de-sac)

St Girons Ct (St Girons Dr to cul-de-sac)

St Girons Dr (Madrid Blvd to cul-de-sac)

Madrid Ct (Madrid Blvd to cul-de-sac)

Licata Ct (Monaco Dr to cul-de-sac)

Cooper St Recreation Center Parking Lot

Sullivan and Olympia Ave Parking Lot

Rejuvenation (Location TBD)

Street Bricking - Goldstein between Marion and Olympia Ave

BSM cul-de-sac streets (Locations TBD)

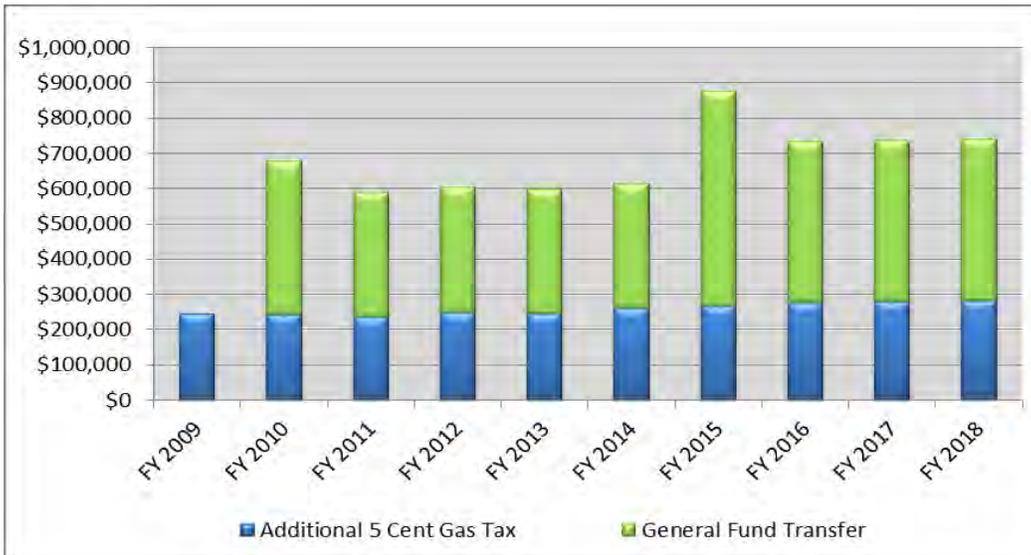
**City of Punta Gorda
Local Option Fuel Taxes
114-0000-312-4210 (Additional Five Cent Gas Tax Fund)**

The local option fuel taxes are authorized by Florida Statutes section 206.41. The proceeds are distributed by the State to Charlotte County and the City of Punta Gorda. The City's share of the next five cents of additional local option fuel tax is 6.74%. The distribution allocation is determined by the five-year average transportation expenditures per FS section 336.025. The tax proceeds are to be used only for transportation expenditures needed to meet the capital improvements element of the adopted comprehensive plan, immediate local transportation problems and for transportation-related projects that are critical for building comprehensive roadway networks, ie. new road construction, reconstruction or resurfacing of existing paved roads.

General Fund Ad Valorem Tax Transfer

The previous 10 year plan paving plan established an average need of \$600,000 per year. The City's policy was to subsidize the gas tax with a transfer of ad valorem revenue from the general fund. A FY 2014 analysis identified a significant backlog of paving needs and the City council increased the ad valorem millage rate by \$104,000 to pave/rejuvenate an additional mile per year. A one-time use of \$150,000 of general fund reserves for same was budgeted in FY 2015. FY 2018 is budgeted at \$459,000, the level established from the FY 2014 analysis.

Fiscal Year	Addn'l Five Cent Gas Tax Revenue	Percentage Change	General Fund Transfer
FY 2009	\$243,311	-9.70%	\$ 0
FY 2010	\$241,762	-0.64%	\$435,000
FY 2011	\$234,770	-2.89%	\$355,000
FY 2012	\$248,444	5.82%	\$355,000
FY 2013	\$243,574	-1.96%	\$355,000
FY 2014	\$259,217	6.42%	\$355,000
FY 2015	\$266,710	2.89%	\$609,000
FY 2016	\$274,538	2.94%	\$459,000
FY 2017	\$278,000	1.26%	\$459,000
FY 2018	\$281,000	1.08%	\$459,000



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
SIX CENT GAS TAX FUND**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
41-00	LOCAL OPTION GAS TAX	573,028	588,166	575,000	590,000	592,000
*	TAXES	573,028	588,166	575,000	590,000	592,000
03-00	STREET SWEEPING/41 ROW	37,084	37,084	37,083	42,378	47,672
06-00	TRAFFIC SIGNAL MAINTENANC	23,903	49,704	49,704	51,392	51,392
07-00	HIGHWAY LIGHTING MAINT	129,380	129,999	129,379	129,379	137,919
**	CHARGES FOR SERVICES	190,367	216,787	216,166	223,149	236,983
10-00	INTEREST ON INVESTMENTS	459	747	300	3,135	3,250
48-00	REIMBURSEMENT FROM COUNTY	0	0	5,112	5,112	5,112
70-18	INSURANCE RECOVERY	5,376	10,420	0	0	0
90-00	MISCELLANEOUS REVENUE	273	872	250	250	250
**	MISCELLANEOUS REVENUE	6,108	12,039	5,662	8,497	8,612
90-01	PROJ CARRYOVER-BEGINNING	224,650	211,781	219,430	310,538	355,345
90-02	PRIOR YEAR ENCUMBRANCES	970	0	0	8,117	0
90-05	PRIOR YR RE-APPROPRIATION	0	78,200	0	55,850	0
*	BEGINNING RESERVES	225,620	289,981	219,430	374,505	355,345
		995,123	1,106,973	1,016,258	1,196,151	1,192,940

**BUDGET FY 2018
ADDITIONAL FIVE CENT GAS TAX FUND**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2015	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
42-10	ADDL FIVE CENT GAS TAX	266,710	274,538	271,000	278,000	281,000
**	TAXES	266,710	274,538	271,000	278,000	281,000
10-00	INTEREST ON INVESTMENTS	853	156	0	200	0
90-00	MISCELLANEOUS REVENUE	0	57	0	0	0
**	MISCELLANEOUS REVENUE	853	213	0	200	0
01-00	GENERAL	609,000	459,000	459,000	459,000	459,000
*	TRANSFER FROM OTHER FUNDS	609,000	459,000	459,000	459,000	459,000
90-01	PROJ CARRYOVER-BEGINNING	11,417	15,817	21,042	28,591	35,791
90-05	PRIOR YR RE-APPROPRIATION	560,000	26,732	0	29,300	0
*	BEGINNING RESERVES	571,417	42,549	21,042	57,891	35,791
		1,447,980	776,300	751,042	795,091	775,791

City of Punta Gorda, FL
Police Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2015 through FY 2022

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	-	-	-	-	-	-	-	-
Revenues over (under) expenditures	-	-	-	-	-	-	-	-
Projected Carryover - Beginning								
Projected Carryover - End	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

* Based on an impact fee study, police impact fees that had been suspended as of April 2011 were suspended indefinitely until significant growth related improvements needs for these facilities are identified in the future.

City of Punta Gorda, FL
Fire Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2015 through FY 2022

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	-	-	-	-	-	-	-	-
Revenues over (under) expenditures	-	-	-	-	-	-	-	-
Projected Carryover - Beginning								
Projected Carryover - End	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

* Based on an impact fee study, fire impact fees that had been suspended as of April 2011 were suspended indefinitely until significant growth related improvements needs for these facilities are identified in the future.

City of Punta Gorda, FL
Government Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2015 through FY 2022

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	-	-	-	-	-	-	-	-
Revenues over (under) expenditures	-	-	-	-	-	-	-	-
Projected Carryover - Beginning								
Projected Carryover - End	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

* Based on an impact fee study, government impact fees that had been suspended as of April 2011 were suspended indefinitely until significant growth related improvements needs for these facilities are identified in the future.

**City of Punta Gorda, FL
Punta Gorda Impact Fees - Parks
Revenue and Expenditure Comparison
Actual FY 2015 through Budget FY 2018**

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Revenues:					
Impact Fees Park Residential	\$ 87,807	\$ 80,799	\$ 70,000	\$ 90,000	\$ 80,000
Interest Income	290	36			
	<u>88,097</u>	<u>80,835</u>	<u>70,000</u>	<u>90,000</u>	<u>80,000</u>
Projected Carryover-Beginning	<u>151,358</u>	<u>194,185</u>	<u>77,640</u>	<u>233,192</u>	<u>93,439</u>
Total Revenues	<u>\$ 239,455</u>	<u>\$ 275,020</u>	<u>\$ 147,640</u>	<u>\$ 323,192</u>	<u>\$ 173,439</u>
Expenditures:					
Transfer to General Construction Fund	\$ 45,270	\$ 41,828	\$ 80,000	\$ 229,753	\$ 80,000
	<u>45,270</u>	<u>41,828</u>	<u>80,000</u>	<u>229,753</u>	<u>80,000</u>
Projected Carryover-End	<u>194,185</u>	<u>233,192</u>	<u>67,640</u>	<u>93,439</u>	<u>93,439</u>
Total Expenditures	<u>\$ 239,455</u>	<u>\$ 275,020</u>	<u>\$ 147,640</u>	<u>\$ 323,192</u>	<u>\$ 173,439</u>

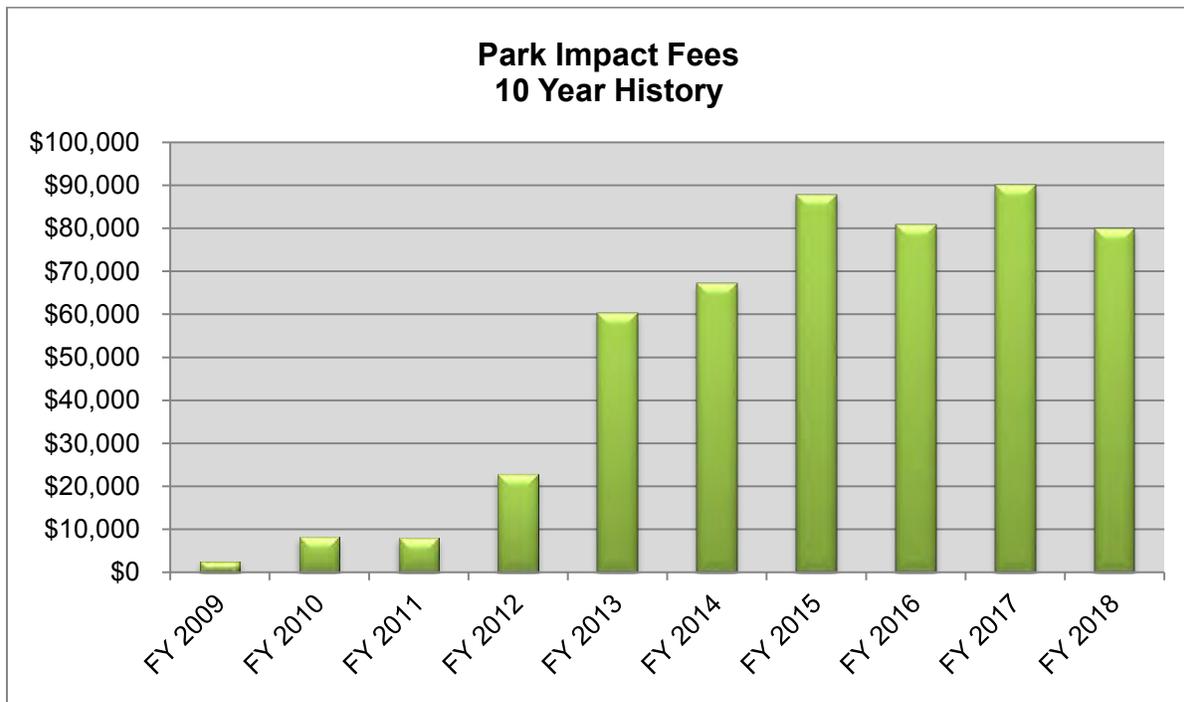
City of Punta Gorda, FL
Parks Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2015 through FY 2022

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues									
Parks- Resid	\$ 87,807	\$ 80,799	\$ 70,000	\$ 90,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000
Interest on Investments	290	36							
Total Revenues	88,097	80,835	70,000	90,000	80,000	80,000	80,000	80,000	80,000
Projects									
Transfer General Constr-Park Impr	45,270	41,828	80,000	229,753	80,000	80,000	80,000	80,000	80,000
Total Expenditures	45,270	41,828	80,000	229,753	80,000	80,000	80,000	80,000	80,000
Revenues over (under) expenditures	42,827	39,007	(10,000)	(139,753)	-	-	-	-	-
Projected Carryover - Beginning	151,358	194,185	77,640	233,192	93,439	93,439	93,439	93,439	93,439
Projected Carryover - End	\$ 194,185	\$ 233,192	\$ 67,640	\$ 93,439	\$ 93,439	\$ 93,439	\$ 93,439	\$ 93,439	\$ 93,439

**City of Punta Gorda
Parks Impact Fee Fund
Impact Fees Parks- Fees
105-0000-324-6105**

The park impact fee is a one-time payment to ensure that new development pays a proportionate share of the capital costs of public facilities needed to accommodate new development. These funds can only be employed as allowed by law. The fees are detailed in Code of Ordinances section 11-9. The details can be viewed at www.ci.punta-gorda.fl.us under Codes/Ordinances. The updated fee schedule adopted February 15, 2012 by City Council was based on an impact fee study and became effective May 16, 2012. No rate change is budgeted for FY 2018.

FY 2009	\$ 2,509	-66.0%
FY 2010	\$ 8,206	227.1%
FY 2011	\$ 7,877	-4.0%
FY 2012	\$22,740	188.7%
FY 2013	\$60,214	164.8%
FY 2014	\$67,110	11.5%
FY 2015	\$87,807	30.8%
FY 2016	\$80,799	-8.0%
FY 2017	\$90,000	11.4%
FY 2018	\$80,000	-11.1%



City of Punta Gorda, FL
Punta Gorda Impact Fees - Transportation
Revenue and Expenditure Comparison
Actual FY 2015 through Budget FY 2018

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Revenues:					
Impact Fees Transportation - Resid.	\$ 44,342	\$ 44,225	\$ 37,000	\$ 47,000	\$ 42,000
Impact Fees Transportation - Comm.	2,510	2,248	3,000	11,700	3,000
Interest Income	2,545	40			
	<u>49,397</u>	<u>46,513</u>	<u>40,000</u>	<u>58,700</u>	<u>45,000</u>
Projected Carryover-Beginning	<u>124,585</u>	<u>109,082</u>	<u>37,335</u>	<u>155,595</u>	<u>59,508</u>
Total Revenues	<u>\$ 173,982</u>	<u>\$ 155,595</u>	<u>\$ 77,335</u>	<u>\$ 214,295</u>	<u>\$ 104,508</u>
Expenditures:					
Transfer to General Construction Fund	\$ 64,900	\$ -	\$ 40,000	\$ 154,787	\$ 48,000
	<u>64,900</u>	<u>-</u>	<u>40,000</u>	<u>154,787</u>	<u>48,000</u>
Projected Carryover-End	<u>109,082</u>	<u>155,595</u>	<u>37,335</u>	<u>59,508</u>	<u>56,508</u>
Total Expenditures	<u>\$ 173,982</u>	<u>\$ 155,595</u>	<u>\$ 77,335</u>	<u>\$ 214,295</u>	<u>\$ 104,508</u>

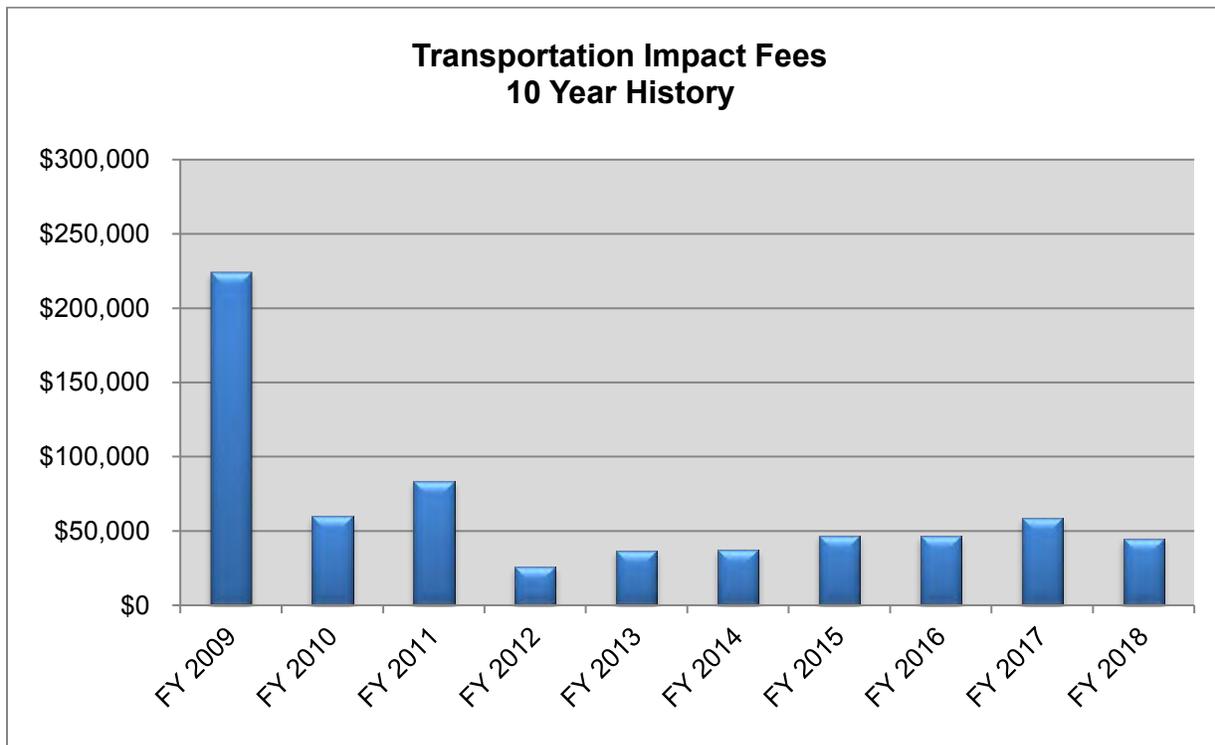
City of Punta Gorda, FL
Transportation Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2015 through FY 2022

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues									
Transportation - Residential	\$ 44,342	\$ 44,225	\$ 37,000	\$ 47,000	\$ 42,000	\$ 42,000	\$ 42,000	\$ 42,000	\$ 42,000
Transportation - Commercial	2,510	2,248	3,000	11,700	3,000	3,000	3,000	3,000	3,000
Interest on Investments	2,545	40							
Total Revenues	49,397	46,513	40,000	58,700	45,000	45,000	45,000	45,000	45,000
Projects									
Sidewalk Improvements (Incl. in 5 Yr. CIP)			40,000	154,787	48,000	48,000	48,000	48,000	48,000
Sidewalk Impr.-Taylor/Cooper	22,407								
Sidewalk Impr.-Durrance St DURSDW	42,493								
Total Expenditures	64,900	-	40,000	154,787	48,000	48,000	48,000	48,000	48,000
Revenues over (under) expenditures	(15,503)	46,513	-	(96,087)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)
Projected Carryover - Beginning	124,585	109,082	37,335	155,595	59,508	56,508	53,508	50,508	47,508
Projected Carryover - End	\$ 109,082	\$ 155,595	\$ 37,335	\$ 59,508	\$ 56,508	\$ 53,508	\$ 50,508	\$ 47,508	\$ 44,508

**City of Punta Gorda
 Transportation Impact Fee Fund
 Impact Fees Transportation- Fees
 109-0000-324-3109**

The transportation impact fee is a one-time payment to ensure that new development pays a proportionate share of the capital costs of public facilities needed to accommodate new development. These funds can only be employed as allowed by law. The fees are detailed in Code of Ordinances section 11-9. The details can be viewed at www.ci.punta-gorda.fl.us under Codes/Ordinances. The updated fee schedule adopted February 15, 2012 by City Council was based on an impact fee study and became effective May 16, 2012. No rate change is budgeted for FY 2018.

FY 2009	\$223,716	58.6%
FY 2010	\$59,745	-73.3%
FY 2011	\$83,160	39.2%
FY 2012	\$25,687	-69.1%
FY 2013	\$36,632	42.6%
FY 2014	\$37,515	2.4%
FY 2015	\$46,852	24.9%
FY 2016	\$46,473	-0.8%
FY 2017	\$58,700	26.3%
FY 2018	\$45,000	-23.3%



City of Punta Gorda, FL
Community Development Block Grant
Proforma Schedule of Revenues and Expenditures
FY 2015 through FY 2018

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Revenues					
Community Dev Block Grant	\$ 150,064	\$ 26,218	\$ 73,111	\$ 131,503	
Total Revenues	150,064	26,218	73,111	131,503	-
Projects					
Community Garden/Fresh Market		8,553	34,500	71,454	
I Am...Job Ready			3,500	3,500	
Cooper St AES & Camp ECO	7,470				
New Image Project	1,530	6,588	5,000	5,000	
Job Bus		330			
Credit Repair Counseling			1,000	1,000	
Meal Assistance			1,000	1,000	
Community Clean Up			1,000	1,000	
Unprogrammed Funds			9	21,447	
Veterans Bicycle Shelter			7,500	7,500	
Trabue Woods Pocket Park	133,070	1,854	5,000	5,000	
Administrative Charges	7,994	8,893	14,602	14,602	
Total Expenditures	150,064	26,218	73,111	131,503	-
Revenues over (under) expenditures	-	-	-	-	-
Projected Carryover - Beginning	-	-	-	-	-
Projected Carryover - End	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

Note: The City has discontinued participating in the Community Development Block Grant entitlement program.

**City of Punta Gorda, FL
Special Use Fund
Revenue and Expenditure Comparison
Actual FY 2015 through Budget FY 2018**

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Revenues:					
Intergovernmental Revenue	\$	\$ 44,910	\$	\$	\$
Miscellaneous Revenue	877,325				
Transfer from General Fund	117,992			3,510,000	
	<u>995,317</u>	<u>44,910</u>	<u> </u>	<u>3,510,000</u>	<u> </u>
Projected Carryover-Beginning	<u>550,584</u>	<u>1,535,901</u>	<u>1,228,359</u>	<u>1,465,661</u>	<u>4,391,109</u>
Total Revenues	<u><u>\$ 1,545,901</u></u>	<u><u>\$ 1,580,811</u></u>	<u><u>\$ 1,228,359</u></u>	<u><u>\$ 4,975,661</u></u>	<u><u>\$ 4,391,109</u></u>
Expenditures:					
Transfer to General Fund	\$ 10,000	\$ 10,000	\$ 10,000	\$ 143,735	\$ 219,335
Transfer to General Construction Fund		31,142		377,923	275,000
Interfund Loan to General Construction		74,008		62,894	
	<u>10,000</u>	<u>115,150</u>	<u>10,000</u>	<u>584,552</u>	<u>494,335</u>
Projected Carryover-End	<u>1,535,901</u>	<u>1,465,661</u>	<u>1,218,359</u>	<u>4,391,109</u>	<u>3,896,774</u>
Total Expenditures	<u><u>\$ 1,545,901</u></u>	<u><u>\$ 1,580,811</u></u>	<u><u>\$ 1,228,359</u></u>	<u><u>\$ 4,975,661</u></u>	<u><u>\$ 4,391,109</u></u>

City of Punta Gorda, FL
Special Use Fund
Proforma Schedule of Revenues and Expenditures
FY 2015 through FY 2018

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Revenues					
FEMA - 2004 Storms	\$ -	\$ 42,559	\$ -	\$ -	\$ -
State - 2004 Storms		2,351			
Insurance Recovery - General Fund	877,325				
Transfer from General Fund	117,992			3,510,000	
Total Revenues	<u>995,317</u>	<u>44,910</u>	<u>-</u>	<u>3,510,000</u>	<u>-</u>
Expenditures					
Trnsfr to General Fund-Emerg Mgmt	10,000	10,000	10,000	10,000	
Trnsfr to General Fund-Settlement				60,235	
Trnsfr to General Fund-Community Branding Contracts				73,500	131,000
Trnsfr to General Fund-Community Branding 1st yr startup staffing					88,335
Trnsfr to General Construction - 800 Mhz		9,810		14,190	
Trnsfr to General Construction - Affordable Housing		21,332		178,668	
Trnsfr to General Construction- Library Site Remediation				185,065	
Trnsfr to General Construction- Library Enhancements					275,000
Interfund Loan to General Construction - Additional Harbor Access		74,008		49,394	
Interfund Loan to General Construction - Additional Harbor Access				13,500	
Total Expenditures	<u>10,000</u>	<u>115,150</u>	<u>10,000</u>	<u>584,552</u>	<u>494,335</u>
Revenues over(under) expenditures	985,317	(70,240)	(10,000)	2,925,448	(494,335)
Projected Carryover - Beginning	550,584	1,535,901	1,228,359	1,465,661	4,391,109
Reserve for Repayment	\$ 370,000	\$ 370,000	\$ 370,000	\$ 370,000	\$ 370,000
Reserve for sale of Fishermans Village land				\$ 3,510,000	\$ 3,510,000
Projected Carryover - End	<u>\$ 1,165,901</u>	<u>\$ 1,095,661</u>	<u>\$ 848,359</u>	<u>\$ 511,109</u>	<u>\$ 16,774</u>

Reserve for Repayment - Hurricane Charley pending final audits of projects
Reserve for sale of Fishermans Village land - Pending settlement of legal issues

City of Punta Gorda, FL
 Gilchrist Intention
 Proforma Schedule of Revenues and Expenditures
 FY 2015 through FY 2022

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues									
Interest on Investments	\$ 25	\$ 27	\$ 20	\$ 58	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50
Total Revenues	25	27	20	58	50	50	50	50	50
Expenditures									
Total Expenditures	-	-	-	-	-	-	-	-	-
Revenues over(under) expenditures	25	27	20	58	50	50	50	50	50
Projected Carryover - Beginning	5,061	5,086	5,106	5,113	5,171	5,221	5,271	5,321	5,371
Projected Carryover - End	\$ 5,086	\$ 5,113	\$ 5,126	\$ 5,171	\$ 5,221	\$ 5,271	\$ 5,321	\$ 5,371	\$ 5,421

City of Punta Gorda, FL
Charlotte Harbor National Estuary Program
Revenue and Expenditure Comparison
Actual FY 2015 through Budget FY 2018

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Revenues:					
Federal Grants	\$ 625,805	\$ 660,170	\$ 600,000	\$ 699,911	\$ 600,000
State Grants	250,080	195,927	208,500	267,528	208,500
Local Grants	110,500	103,000	102,000	102,000	96,000
Contributions from Private Sources	40,000	40,000	40,000	40,000	50,000
Miscellaneous Revenue	92,808	1,600			
	<u>1,119,193</u>	<u>1,000,697</u>	<u>950,500</u>	<u>1,109,439</u>	<u>954,500</u>
Projected Carryover-Beginning		124,957	48,985	132,144	54,748
Total Revenues	<u>\$ 1,119,193</u>	<u>\$ 1,125,654</u>	<u>\$ 999,485</u>	<u>\$ 1,241,583</u>	<u>\$ 1,009,248</u>
Expenditures:					
Personnel Services	\$ 405,818	\$ 445,399	\$ 428,027	\$ 451,231	\$ 434,659
Operating Expenses	586,778	548,111	508,020	735,604	480,026
Capital Outlay	1,640				
	<u>994,236</u>	<u>993,510</u>	<u>936,047</u>	<u>1,186,835</u>	<u>914,685</u>
Projected Carryover-End	124,957	132,144	63,438	54,748	94,563
Total Expenditures	<u>\$ 1,119,193</u>	<u>\$ 1,125,654</u>	<u>\$ 999,485</u>	<u>\$ 1,241,583</u>	<u>\$ 1,009,248</u>

* FY 2015, City of Punta Gorda began hosting Charlotte Harbor National Estuary Program

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
CHARLOTTE HARBOR NATIONAL ESTUARY PROGRAM**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
31-50	EPA SECTION 320 GRANT	562,711	566,688	600,000	692,189	600,000
31-51	EPA MANGROVE GRANT	63,094	82,854	0	3,350	0
50-10	U S DEPT OF COMMERCE	0	10,628	0	4,372	0
*	FEDERAL GRANT	625,805	660,170	600,000	699,911	600,000
31-00	WATER SUPPLY SYSTEM	0	0	3,500	3,500	3,500
31-01	SW FL WATER MGMT DISTRICT	175,080	120,972	130,000	189,028	130,000
31-60	FL DEPT OF ENVIRON PROTEC	75,000	74,955	75,000	75,000	75,000
*	STATE GRANT	250,080	195,927	208,500	267,528	208,500
31-00	OTHER LOCAL GOV'T GRANTS	110,500	103,000	102,000	102,000	96,000
*	GRANTS - OTHER LOCAL UNIT	110,500	103,000	102,000	102,000	96,000
21-00	CONTRIB FROM PRIVATE SRCS	40,000	40,000	40,000	40,000	50,000
*	CONTRIB FROM PRIVATE SRCS	40,000	40,000	40,000	40,000	50,000
90-00	MISCELLANEOUS REVENUE	92,808	1,600	0	0	0
*	MISCELLANEOUS REVENUE	92,808	1,600	0	0	0
90-01	PROJ CARRYOVER-BEGINNING	0	75,307	48,985	132,144	54,748
90-30	BEG RSV-SECTION 320 GRANT	0	49,650	0	0	0
*	BEGINNING RESERVES	0	124,957	48,985	132,144	54,748
		1,119,193	1,125,654	999,485	1,241,583	1,009,248

FY 2015, City of Punta Gorda began hosting Charlotte Harbor National Estuary Program

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
CHARLOTTE HARBOR NATIONAL ESTUARY PROGRAM - Dept. 1536**

FUNCTION:

The Charlotte Harbor National Estuary Program (CHNEP) was created under section 320 of the Clean Water Act. CHNEP's decision-making body is its Policy Committee, an interjurisdictional board of elected officials and top agency heads. The City of Punta Gorda is CHNEP's host agency providing budgetary and auditing oversight and setting administrative policies including procurement and personnel. CHNEP is a partnership comprised of citizens, elected officials, resource managers and commercial and recreational resource users working to improve the water quality and ecological integrity of Charlotte Harbor's estuaries and watersheds. A collaborative decision-making process is used to address diverse resource management concerns in the 4,700-square-mile CHNEP study area.

The Clean Water Act requires all NEPs to develop, adopt and implement a *Comprehensive Conservation and Management Plan (CCMP)*. CHNEP's CCMP addresses four *priority problems* that are common throughout the CHNEP seven-county study area and affect the health of the watersheds and estuaries. The priority problems are water quality degradation, hydrologic alterations, fish and wildlife habitat loss and stewardship gaps. The CCMP includes a series of graphic vision maps, quantifiable objectives, priority actions and many support documents. The CHNEP implements the CCMP through partnerships that develop integrated plans, education and outreach programs and management structures to achieve a sustainable balance between the economy, society and the environment.

ACCOMPLISHMENTS:

To accomplish the overall goals of the CHNEP's CCMP and the short term goals identified by the CHNEP Management Conference in the annual CHNEP Workplan, major activities/goals accomplished during FY 2017 include:

- **Habitat Restoration Needs Plan Update:** In 2016, the CHNEP completed an enhancement for the "Restoring the Balance" algorithm and funded a peer review of the algorithm. Targets were developed and revealed the need for additional information. In FY2017, CHNEP initiated the Habitat Restoration Needs Plan Update which will guide habitat conservation, sustainability, resiliency and connectivity throughout the CHNEP study area and: a) refine the CHNEP habitat restoration vision for the next 50 years, as described in the CHNEP CCMP; b) define the CHNEP habitat restoration goals for the next 20 years; c) identify habitat restoration, conservation and land acquisition priorities throughout the CHNEP study area needed to reach the habitat restoration vision and goals; and d) develop a strategy for easy access and regular updates to the Habitat Restoration Needs.
- **Charlotte Harbor Watershed Summit:** Since 2002, the CHNEP hosts Watershed Summits, every three years, to present current research and restoration efforts, critical environmental issues affecting the Charlotte Harbor watershed and to review progress. On March 28-30, 2017 the Watershed Summit was held at the Charlotte Harbor Event & Conference Center, Punta Gorda. More than 40 partner projects were presented, in addition to posters and "lightening talks."

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
CHARLOTTE HARBOR NATIONAL ESTUARY PROGRAM - Dept. 1536**

ACCOMPLISHMENTS: (continued)

- **Oyster Reef Projects:** CHNEP continued to work with its partners to identify high priority oyster reef pilot projects and pursued funding options to implement them. CHNEP completed development of the volunteer citizen scientist oyster habitat monitoring protocols and manual in FY2017, partially funded by FDEP's Florida Coastal Zone Management Office.
- **Submerged Aquatic Vegetation:** CHNEP support the Caloosahatchee River SAV working group. The working group identified the need to establish sources of SAV to provide natural restoration. CHNEP and partners were awarded a grant to develop SAV Gardens in the Caloosahatchee River Estuary that will also increase stewardship of the River's resources through citizen science activities, and educate interested citizens about the role of seagrass in the River and Estuary's health.
- **Public Outreach Grants:** FY17 Public Outreach Grants funded seven projects with partner matches consistently exceeding 100% of the CHNEP provided funds. Projects ranged from providing transportation so school children could learn about the natural environment through wading trips to supporting the safe use of a drone to conduct bird rookery surveys.
- **Micro-Grants:** During FY17 approximately 40 projects will be supported with a micro-grant. One example of this is providing support to FGCU students developing and presenting curriculum to underserved children about recycling and the natural environment.
- **Water Quality Monitoring:** CHNEP staff assists with monthly random sample water quality monitoring, monthly volunteer water quality monitoring. Quarterly regional ambient monitoring program meeting of partners, bi-annual SWFWMD and SFWMD seagrass aerals, annual random sample field audits, reporting and meeting, annual FDEP seagrass transect monitoring.
- **Communities of Practice:** CHNEP continued to provide environmental educators, conservation land resource staff, scientists and engaged citizens workshops and training opportunities for a wide variety of topics – ranging from Florida-friendly landscaping, project development, to sea level rise.
- **Magazine:** The CHNEP magazine *Harbor Happenings* is published to reach the interested public. It provides information about the events, research and restoration projects in the CHNEP study area that implement the CCMP to protect the natural environment in Florida from Venice to Bonita Springs to Winter Haven.
- **Calendar:** The CHNEP published its 13th calendar of donated images that show the beauty and diversity of the native, natural environment.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
CHARLOTTE HARBOR NATIONAL ESTUARY PROGRAM - Dept. 1536**

BUDGET NARRATIVE:

The CHNEP continues to develop strategies to implement the CCMP through innovative partnerships and funding assistance, including seeking outside grants as a revenue source to fund projects; continuing to leverage partner resources; and ongoing evaluation to identify opportunities that implement the CCMP either directly or through partner projects.

THE CHNEP will pursue efforts for funding and implementing the following:

- CHNEP will work with partners to seek funding and implement significant hydrologic restoration projects including Dona Bay Restoration, Coral Creek Hydrologic Restoration, Alligator Creek Hydrologic Restoration, Charlotte Harbor Flatwoods Initiative, C-43 Reservoir and East Lehigh Acres Weir Project.
- CHNEP will work with partners to develop submerged aquatic vegetation restoration projects.
- CHNEP will work with its partners towards permitting and constructing/restoring oyster reefs.
- CHNEP will work with volunteer citizen scientists to conduct on-going monitoring.
- CHNEP will continue implementation of the Watershed Education Training, Ponds, Lakes and Neighborhoods (WETPLAN) program to assist neighborhood groups with stormwater pond management, overall water quality and best management practices and implementing green infrastructure.
- CHNEP will continue to implement its advocacy and review procedures by reviewing and providing comments on critical projects. CHNEP will continue working with local governments to address climate change resiliency.
- CHNEP will continue the periodic update of its Comprehensive Conservation Management Plan.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
CHARLOTTE HARBOR NATIONAL ESTUARY PROGRAM - Dept. 1536
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: WATER QUALITY

- Goal: Maintain or improve water quality from year 2000 levels.
- Goal: Develop and meet water quality criteria that are protective of living resources.
- Goal: Reduce severity, extent, duration and frequency of harmful algal blooms (HABs).
- Goal: Meet shellfish harvesting standards year round.

PRIORITY: HYDROLOGY

- Goal: Establish a more natural seasonal variation (annual hydrograph) in freshwater flows.
- Goal: Improve where practical historic watershed boundaries and natural hydrology.
- Goal: Enhance to more natural hydrologic conditions water bodies affected by artificially created structures.
- Goal: Improve linkages between local, water management district, state and federal government development permitting and capital programs affecting water storage, flood control and water quality.

PRIORITY: FISH AND WILDLIFE HABITAT

- Goal: Restore native habitats within natural variability, including submerged aquatic vegetation (SAV), submerged and intertidal unvegetated bottoms, oyster, mangrove, salt marsh, freshwater wetland, native upland and water column.
- Goal: Achieve a 100 percent increase in conservation, preservation and stewardship lands over 1998 acreage.
- Goal: Control invasive exotic plants and exotic nuisance animals, on publicly managed lands and on private lands.

PRIORITY: STEWARDSHIP

- Goal: A minimum of 50 percent of all residents in the CHNEP study area can recognize estuaries and watersheds. A minimum of 10 percent of all residents will be able to claim personal actions that protect the estuaries and watersheds.
- Goal: CHNEP will expand its role as a recognized resource to elected officials or their agents from local, state and federal government for policy advice.
- Goal: CHNEP long-term monitoring strategy and data management strategy will continue and be enhanced.
- Goal: Key geographic and scientific information will be presented in ways that are meaningful to the majority of people.

MISSION AND OBJECTIVES

The CHNEP Management Conference developed program goals and associated quantifiable objectives to address specific problems associated with water quality (WQ) degradation, hydrologic alteration (HA), fish and wildlife (FW) habitat loss and stewardship gaps (SG). These quantifiable objectives were used to develop the priority actions for the Comprehensive Conservation and Management Plan (CCMP). All these objectives are measurable and have an ambitious timeline to provide incentive for action. Progress is measured against these quantifiable objectives.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
CHARLOTTE HARBOR NATIONAL ESTUARY PROGRAM - Dept. 1536
Key Performance Measures**

INITIATIVES AND ACTION ITEMS

- **WQ-E:** CHNEP will continue to implement projects to improve or protect water quality to offset anthropogenic impacts. Specifically, Watershed Education Training, Ponds Lakes and Neighborhood workshops and materials will continue to be developed and made available throughout the Study Area.
- **HA-2:** By 2020, restore, enhance and improve where practical historic watershed boundaries and natural hydrology for watersheds within the CHNEP study area, with special attention to Outstanding Florida Waters and Class I water bodies. CHNEP will work with partners to attract funding to significant hydrologic restoration projects including Dona Bay Restoration, Coral Creek Restoration, Charlotte Harbor Flatwoods Initiative, C-43 Reservoir and East Lehigh Acres Projects. RESTORE Act funding will be sought.
- **FW-1:** Protect, enhance and restore native habitats where physically feasible and within natural variability, including: Submerged aquatic vegetation (SAV); Submerged and intertidal unvegetated bottoms; Oyster; Mangrove; Salt marsh; Freshwater wetland; Native upland; and Water column." CHNEP will continue working with partners toward permitting and constructing oyster reef restoration projects. CHNEP will work with partners to implement the Citizen Seagrass Gardening project.
- **SG-D:** CHNEP will continue to provide people with opportunities to be involved in research, monitoring, and restoration activities, through the Citizen Seagrass Gardening project, and the on-line virtual "Citizens Academy" targeted to reach a broad cross-section of residents. CHNEP will host events, especially for underrepresented populations.
- **SG-4:** In 2017, CHNEP will work to disseminate the information presented at the Triennial Watershed Summit, and showcase accomplishments and excellent examples of research findings, restoration, and outreach successes.

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Management Conference				
Management Conference meetings hosted	16	16	16	12
Special topic workshops and subcommittees hosted	4	3	3	4
Program reports prepared/transmitted	7	7	7	7
Outreach				
<i>Harbor Happenings</i> published	4	4	3	3
Public Outreach Grants executed	10	11	7	4
Micro-Grants completed	40	21	25	20
Events hosted	9	7	10	8
Research				
Field sampling and/or monitoring events completed	41	39	38	38
Research/Restoration projects contracted/ implemented	6	5	5	4
Research coordination and meetings completed	10	9	8	8
Restoration				
NEPORT restoration and acquisition projects submitted	48	77	45	48
Restoration coordination and meetings completed	19	16	16	12
Legislative Action:				
Advocacy & Review: letters, resolutions, etc.	26	39	20	20
Partner Grant assistance	5	7	5	5

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
CHARLOTTE HARBOR NATIONAL ESTUARY PROGRAM**

Operating Budget

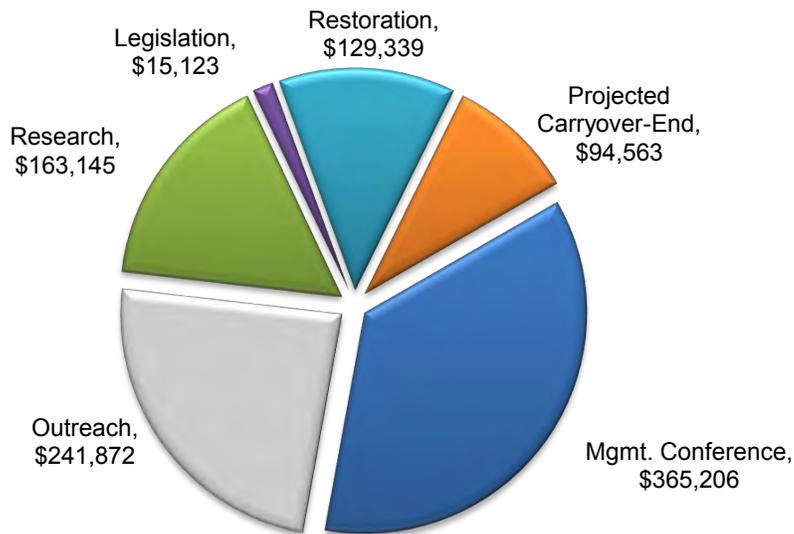
Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	405,818	445,399	428,027	451,231	434,659
Operating	586,778	548,111	508,020	735,604	480,026
Capital Outlay	1,640	0	0	0	0
Projected Carryover	124,957	132,144	63,438	54,748	94,563
Total	1,119,193	1,125,654	999,485	1,241,583	1,009,248

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
Director of CHNEP	1	1	1	1	1
Deputy Director	1	1	1	1	1
Program Scientist	1	1	1	1	1
Communications Manager	1	1	1	1	1
Total	4	4	4	4	4

* FY 2015, City of Punta Gorda began hosting Charlotte Harbor National Estuary Program

Service Costs



CAPITAL PROJECTS

The Capital Projects section is used to account for financial resources to be used for the acquisition or construction of capital facilities, projects, or individual purchases with a multi-year useful life span by the City, except those financed by Proprietary Funds.

- The 1% Local Option Sales Tax Fund is a special revenue fund that accounts for capital improvements/infrastructure projects funded by 1% sales tax. Authorized uses of the proceeds are found in Florida Statutes Chapter 212.055(2)(d). Allowed uses are the financing, planning and constructing of infrastructure; acquiring land for public recreation or conservation purposes; purchases of vehicles or equipment with a five-year life expectancy (including emergency service vehicles and the equipment to outfit them). These projects typically produce a citywide benefit.
- The General Construction Fund accounts for capital improvement projects normally funded by revenues available for use in the General Fund and Special Revenue Funds. Other revenue sources are grants, transfers from other funds, or financing. These capital projects typically produce a citywide benefit.

City of Punta Gorda, FL
1% Local Option Sales Tax Fund
Revenue and Expenditure Comparison
Actual FY 2015 through Budget FY 2018

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Revenues:					
1% Sales Tax	\$ 1,816,349	\$ 2,669,513	\$ 2,400,000	\$ 2,800,000	\$ 2,800,000
Transfer from Other Funds	34,604	32,965			
Miscellaneous Revenue	895	676		103,685	
	<u>1,851,848</u>	<u>2,703,154</u>	<u>2,400,000</u>	<u>2,903,685</u>	<u>2,800,000</u>
Projected Carryover-Beginning		895	5,344	1,718,372	874,745
Prior Yr. Encumbrances		<u>761,293</u>		<u>326,784</u>	
Total Revenues	<u>\$ 1,851,848</u>	<u>\$ 3,465,342</u>	<u>\$ 2,405,344</u>	<u>\$ 4,948,841</u>	<u>\$ 3,674,745</u>
Expenditures:					
ADA Improvements - Citywide	\$	\$ 57,987	\$ 125,000	\$ 170,687	\$ 200,000
Law Enforcement-Improv.other than Bldgs		29,973			
Law Enforcement-Vehicles		98,933	100,000	101,066	100,000
Fire Apparatus				450,000	
PW Equipment		345,449			
Sidewalks	47,385	9,975		90,025	
Drainage Improvements		16,230	960,000	1,059,915	
Intersection Improvements	63,954		100,000	100,000	
Road Improvements		20,276		3,000	
Road Lighting	40,901		100,000	100,000	
Park Improvements	10,509	6,100	75,000	105,000	200,000
Harborwalk West Seawall	675,110	356,017			
Harborwalk US41 SB Bridge	35,419	6,979		220,005	
Harborwalk West @ Gilchrist Area 1				693,939	
Harborwalk - Marina	5,188	207,913			
Harborwalk West Gilchrist Playground				502,740	
Harborwalk West Area 2		14,918		15,000	2,050,000
Harborwalk - East Side			45,000	66,511	
Professional Services	15,163	38,132		6,705	
Audio/Visual Equipment	6,861	3,834		39,305	
Computer Equipment	54,566	117,470		20,198	
Telecommunications Equipment				210,000	
Networking Equipment	134,604			30,000	
Transfer to General Fund for Proj. Mgmt		90,000	90,000	90,000	90,000
Undesignated Projects			<u>810,344</u>	<u>874,745</u>	<u>1,034,745</u>
	<u>1,089,660</u>	<u>1,420,186</u>	<u>2,405,344</u>	<u>4,948,841</u>	<u>3,674,745</u>
Projected Carryover-End	<u>762,188</u>	<u>2,045,156</u>			
Total Expenditures	<u>\$ 1,851,848</u>	<u>\$ 3,465,342</u>	<u>\$ 2,405,344</u>	<u>\$ 4,948,841</u>	<u>\$ 3,674,745</u>

FY 2015 New special revenue fund created to account for projects related to 1% Local Option Sales Tax.
November 2014 election extended the 1% Local Option Sales Tax beginning January 1, 2015 through December 31, 2020.

Previous elections of 1% Local Option Sales Tax revenue were accounted for in the General Fund. Capital projects expenditures were transferred to the General Construction Fund, debt service payments were transferred to the Debt Service Fund, and capital outlay and project management were left in the General Fund. With the new election, the special revenue fund was established to provide for transparency and keep all revenues and expenditures in one fund.

City of Punta Gorda, FL
1% Sales Tax
Proforma Schedule of Revenues and Expenditures
FY 2015 through FY 2022

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues									
1%Sales Tax	\$ 1,816,349	2,669,513	\$ 2,400,000	\$ 2,800,000	\$ 2,800,000	\$ 2,800,000	\$ 2,800,000	\$ 700,000	\$ -
Contribution from Private Sources				\$ 102,740					
Transfer from General Fund		25,000							
Transfer from IT	34,604	7,965							
Interest on Investments				945					
Miscellaneous Revenue	895	676							
Total Revenues	1,851,848	2,703,154	2,400,000	2,903,685	2,800,000	2,800,000	2,800,000	700,000	-
Projects									
PS Parking Lot Lighting		29,973							
Police Fleet Replacements		98,933	100,000	101,066	100,000	100,000	100,000		
Fire Apparatus				450,000					
PW Vactor Truck		345,449							
Sidewalk Improvements - Phase 1		9,975		90,025		148,000			
Baynard/Vasco Sidewalk Improvements or US 41 (Year TBD)									
US41 W. Side AQUI Esta to Airport Rd MURT-Design			100,000	100,000					
Stormwater Projects		16,230	960,000	1,059,915					
ADA Curb Ramp Improvements	63,954			10,866					
Intersection Treatments-Olymp/Goldstein ADA			100,000	100,000		100,000			
Sharrow Signage/Bike Lane		20,277							
Bike Racks				3,000					
Ponce de Leon - Miscellaneous		6,100							
Ponce de Leon Park Redesign & Constr.			75,000	105,000	200,000				
Harborwalk West Seawall	675,110	356,017							
Harborwalk-41 SB Bridge	35,419	6,979		220,005					
Harborwalk @ Gilchrist Area 1				693,939					
Harborwalk - LP Marina Path & footbridge	5,188	207,913							
Harborwalk West-Gilchrist Playground				502,740					
Harborwalk West-Area 2b-Restrooms (2 sets) Gilchrist Park		14,918			550,000				
Harborwalk West-Area 2-LOMR				15,000					
Harborwalk East Side - Widen HW behind JC				21,511					
Harborwalk East - Mary St Connection			45,000	45,000					
City Website Redesign	15,163	38,132		6,705					
Council Chamber Video Equip	6,861	3,834		39,305					
IT Computer HW/SW upgrade	54,566	8,513		20,198					
IT Comp Storage Area Network		100,992							
IT - Police Computers for vehicles		7,965							
Digital Phone System				210,000					
Network Backbone/Core Switch	134,604								
Bandwidth Loan Bal. Ro				30,000					
ADA Transition Study		57,987		34,821					
ADA Improvements			125,000	125,000	175,000	460,000	125,000	125,000	
IT ADA Improvements (internet, phone)					25,000	25,000	25,000	25,000	
Shreve St Complete St Impr. +Trail head(will apply for grant)						225,000			
Harborwalk West-Area 2a/2b					1,500,000				
Veteran's Park Phase 2									
US 41 Bridge Approaches Lighting						120,000			
Harborwalk West-Area 3 Design (Construction in Fund 301)						90,000			
Airport Rd Complete St Impr (will apply for grant)						40,000	560,000		
Cooper St Complete St Impr (will apply for grant)						100,000	900,000		
Gilchrist Park Activity Center Design							75,000		
Virginia Ave Complete St Improvements						950,000			
Harborwalk-Laishley Park Marriage Point							50,000	450,000	
Project Management/Transfer to GF		90,000	90,000	90,000	90,000	90,000	90,000	90,000	
Total Expenditures	1,089,660	1,420,186	1,595,000	4,074,096	2,640,000	2,448,000	1,925,000	690,000	-
Revenues over (under) expenditures	762,188	1,282,968	805,000	(1,170,411)	160,000	352,000	875,000	10,000	-
Projected Carryover - Beginning	-	762,188	5,344	2,045,156	874,745	1,034,745	1,386,745	2,261,745	2,271,745
Projected Carryover - End (Undesig.)	\$ 762,188	2,045,156	\$ 810,344	\$ 874,745	\$ 1,034,745	\$ 1,386,745	\$ 2,261,745	\$ 2,271,745	\$ 2,271,745

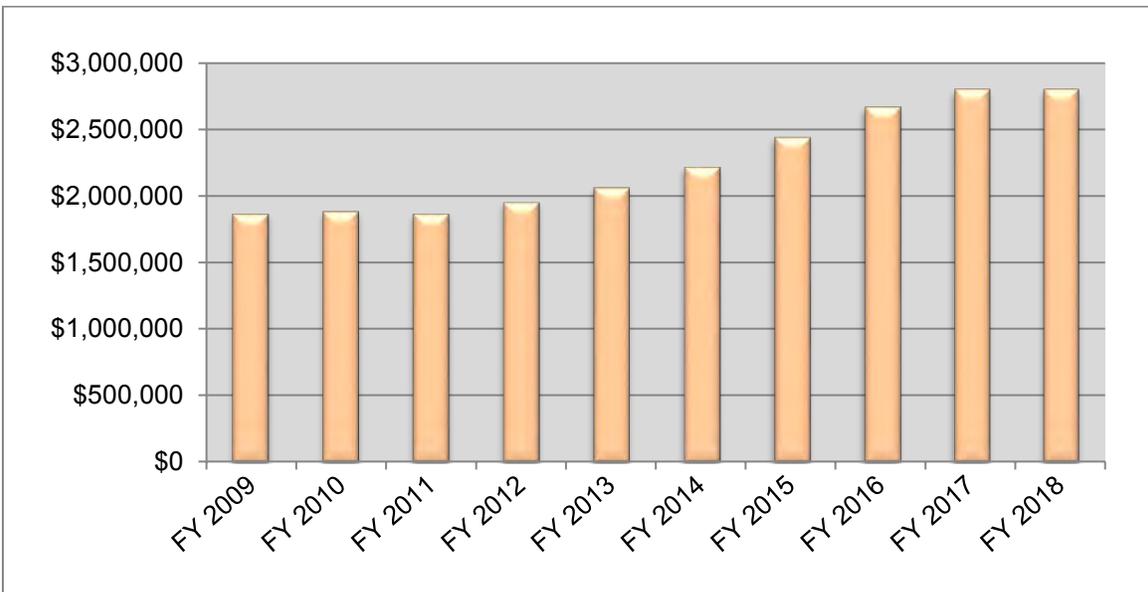
Assumptions:

1% sales tax for the period January 1, 2015 through December 31, 2020 as approved in November 2014 election.
Projects in future years may be reallocated to higher priority projects as determined by the City Council.

City of Punta Gorda, FL
1% Local Option Sales Tax Fund
1% Local Option Sales Tax
118-0000-335-1801

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

Fiscal Year	Revenue	Fund		Percent Change
FY 2009	\$1,868,362	General	New election 1/1/09	-9.07%
FY 2010	\$1,886,385	General		0.96%
FY 2011	\$1,867,911	General		-0.98%
FY 2012	\$1,954,584	General		4.64%
FY 2013	\$2,065,102	General		5.65%
FY 2014	\$2,218,360	General		7.42%
FY 2015	\$ 625,501	General		Incl. Below
FY 2015	\$1,816,349	1% Sales Tax	New election 1/1/15	10.07%
FY 2016	\$2,669,513	1% Sales Tax		9.32%
FY 2017	\$2,800,000	1% Sales Tax		4.89%
FY 2018	\$2,800,000	1% Sales Tax		0.00%



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
1% LOCAL OPTION SALES TAX**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
18-01	1% LOCAL OPTION SALES TAX	1,816,349	2,669,513	2,400,000	2,800,000	2,800,000
*	STATE SHARED REVENUES	1,816,349	2,669,513	2,400,000	2,800,000	2,800,000
10-00	INTEREST ON INVESTMENTS	0	0	0	945	0
21-00	CONTRIB FROM PRIVATE SRCS	0	0	0	102,740	0
90-00	MISCELLANEOUS REVENUE	895	676	0	0	0
*	MISCELLANEOUS REVENUE	895	676	0	103,685	0
01-00	GENERAL	0	25,000	0	0	0
61-00	INFORMATION TECHNOLOGY	34,604	7,965	0	0	0
*	TRANSFER FROM OTHER FUNDS	34,604	32,965	0	0	0
90-01	PROJ CARRYOVER-BEGINNING	0	895	5,344	1,718,372	874,745
90-02	PRIOR YEAR ENCUMBRANCES	0	761,293	0	326,784	0
*	BEGINNING RESERVES	0	762,188	5,344	2,045,156	874,745
		1,851,848	3,465,342	2,405,344	4,948,841	3,674,745

CITY OF PUNTA GORDA, FLORIDA
CAPITAL IMPROVEMENT PROGRAM FUNDING SOURCE DEFINITIONS

- FSIF Fair Share Impact Fees: These fees are paid by property owners at the time they construct or enlarge a building and are based upon the projected impact the user(s) of the new building will have upon Punta Gorda's road system, park facilities, police protection, fire protection capabilities, and general government facilities. Fair share impact fee revenues may only be used for capital improvements, which are needed to expand roads, parks, police capital facilities, fire capital facilities, and government buildings, to meet the demands of growth.
- G Grants: The majority of grant revenues received are in the form of State and Federal funds given to assist with the financing of various capital improvements being made by the City. Each grant program has its own specific restrictions on the use of funds for local capital improvements.
- GF General Fund: The majority of general fund revenues come from the payment of ad valorem taxes, local option gas taxes, development permits/fees, occupational licenses, state shared revenues, and interest earned on the City's investments. General fund revenues are typically used for capital projects, which produce a citywide benefit.
- ST Sales Tax: An additional one-cent sales tax that can be used for the financing, planning and constructing of infrastructure; acquiring land; purchase of vehicles or equipment with a five-year life expectancy and emergency vehicles. (Previously ISS – Infrastructure Surtax)
- RF Revenue Financing: Revenue notes or bonds are financed by those directly benefiting from the capital improvement. Revenue obtained from the issuance of these notes or bonds is used to finance publicly owned facilities such as waste water lines, solid waste equipment, potable water facilities, and parking structures. Charges collected from the users of these facilities and other designated revenue sources, such as TIF, are used to retire the debt obligations.
- TIF Tax Increment Financing: These revenues are generated by the payment of ad valorem taxes on property located within the Punta Gorda Community Redevelopment Area based upon the increase in property values, which have occurred since 1989. Tax increment revenues must be used to pay for capital improvements located inside the designated redevelopment area. Tax increment revenues may also be used to pay debt service on bonds issued for the construction of capital improvements in the redevelopment area.
- UF Utility Funds: The majority of the utility fund revenues come from water/sewer connection fees and the payment of water and sewer bills by users throughout the Punta Gorda utility service area. Utility fund revenues may only be used for capital improvements to the water or sewer system.
- UIF Utility Impact Fees: These fees are paid by property owners at the time they construct or enlarge a building, and are based upon the projected use of water and sewer service determined by a utility agreement with the City. Utility Impact Fees may only be used for plant expansions and transmission facility enlargements for the water and sewer system and debt repayment.
- OF Operating Funds: The operating revenues from funds other than the General Fund or Utility Fund. These generally come from Charges for Services.
- SF Shared Funding: Revenue that is provided typically by another governmental entity as part of a joint or shared project and that is not considered a grant.

1% SALES TAX FUND
1% Sales Tax Infrastructure Projects
FY 2018 - FY 2022
(All figures in thousands of dollars)

PROJECT IDENTIFICATION	Page#	Applied for Grant	Total Project Cost	Previous Years' Funding	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Grant Application *Funded	Unidentified Funding Source
EXPENDITURES:											
Council Chamber Equipment	8.07		50	50							
Harborwalk West - Area 1	8.08		694	694							
Harborwalk West Gilchrist Park Playground	8.10		502	502							
Harborwalk East- Mary Street Connection	8.12		45	45							
ADA Improvements	8.14		1,110	125	200	485	150	150			
Ponce de Leon Park - Redesign & Construction	8.16		725	105	200						420
Shreve St Trail Head & Complete Streets Improvements	8.18	Yes	750	200		225				200	125
Drainage Improvements - Boca Grande Area	8.20	Yes	4,076	1,076						2,000	1,000
Intersection Treatments	8.22		176	76		100					
Harborwalk West - Restrooms	8.24		550		550						
Harborwalk West - Amend Design/Constr.Area 2a/2b	8.26		1,500		1,500						
Harborwalk West - Area 3 Design	8.28		457			90		*		*367	
Capital Project Management	8.30		360		90	90	90	90			
Police Fleet Replacements	8.31		300		100	100	100				
Sidewalk Improvements - Phase 1	8.32		248	100		148					
US 41 Bridge Approach Lighting-Harborwalk	8.34		120			120					
Airport Rd Complete Street Imprv.	8.36	Yes	600			40	560				
Cooper St. Complete Street Imprv.	8.38	Yes	1,500			100	900				500
Virginia Ave Complete Street Imprv.	8.40		950			950					
Gilchrist Park Activity Center (prev. Waterfront Act.Ctr)	8.42		75				75				
Harborwalk - Laisley Park Marriage Point	8.44		500				50	450			
U.S. 41 W. side Aquí Esta to Airport Rd MURT - Design			100	100							
Baynard/Vasco Sidewalk Improvements OR US 41			200								200
1% SALES TAX FUNDING TOTAL					2,640	2,448	1,925	690	-		

Schedule covers through December 31, 2020 when current 1% sale tax election ends.

**Capital Improvements Program
Carryover from FY 2017**

Project Title: Council Chamber Equipment						
Acct #: 118-3007-590-6403			Project Code: CCVID			
Project Priority: Infrastructure Sustainability-Maintain and enhance the City's capital assets and quality municipal services				Goal: Maximize use of new technology in applicable areas. Apply best management practices & systems in infrastructure maintenance		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 50,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 50,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/IT Contact Person: Brad Schuette	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned _____ X No Land Involved _____ Gift			Project Description: The video equipment used in the council chambers such as the video source selector and the video signal distributor are outdated and no longer supported by the original manufacturers. Also, countertops may need to be adjusted to accommodate tablets used to view agenda and attachments.	
3. Estimated Costs: In Previous CIP \$ _____ 50,000 In Present CIP \$ _____ Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 50,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ 1,000 Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 1,000 Total			Project Justification: The current video equipment is no longer support and has reached end of life (EOL). This end of life (EOL) condition means that if the equipment fails, there is no repair possible, only new equipment purchase. Also, new technology would provide better quality video.	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

* FUNDING SOURCES (SEE PAGE 8.05)

**Capital Improvements Program
Carryover from FY 2017**

Project Title: Harborwalk West - Area 1						
Acct #: 301-3004-572-6580/118-3007-572-6580			Project Code: 431220			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Complete the 18-mile Punta Gorda Pathways connecting all neighborhoods with a pedestrian/bicycle pathway. Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.		
Previous Years	FY2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 2,430,106	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,430,106
1. Land Cost: ____ Acres ____ Front Ft ____ Sq Ft N/A		5. Status of Project: ____ X Preliminary Estimate ____ Survey in Progress ____ X Plans in Preparation ____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau	
2. Building Construction Cost: ____ Sq. Ft. ____ Equipment N/A		6. Status of Land Acquisition: ____ Not Yet Acquired ____ Partly Acquired ____ X Publicly Owned ____ No Land Involved ____ Gift			Project Description: FY 2016 - FY 2017: Construction: plans for the eastern most portion area within Harborwalk West include pavilions; bathroom facility; 20-foot wide Harborwalk parking; brick courtyards & intersections (Harvey, Durrance & Gill Streets); and stormwater management, and seawall from Harvey Street to Gill Street.	
3. Estimated Costs: In Previous CIP \$ <u>2,430,106</u> In Present CIP \$ _____ Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ <u>2,430,106</u> Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ <u>60,000</u> Other Costs: Mowing and Maintenance for all Harborwalk Phases \$ <u>60,000</u> Total			\$1,697,383-Funded by LAP Grant \$ 38,784-Funded by MAC Grant \$ 693,939-Funded by 1% Sales Tax Design/Engineering Costs from previous years \$423,592	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): ____ Loss of Taxes ____ Gain From Sale of Previous Facility ____ New Revenues ____ X No Effect \$ _____ Total			Project Justification: A contiguous waterfront harborwalk extending from Cooper Street to Fisherman's Village. A critical link in Punta Gorda Pathways Harborwalk runs along the waterfront and extends from Cooper Street to Fisherman's Village. Punta Gorda Pathways provides access to a variety of destination points as well as a safe route to commercial, retail, historic, and downtown areas of Punta Gorda. Completion of the Pathways will contribute to the City's urban mobility, and help to create a strong viable community.	

Capital Improvements Program



Harborwalk West - Area 1

**Capital Improvements Program
Carryover from FY 2017**

Project Title: Harborwalk West Gilchrist Park Playground																														
Acct #: 118-3007-572-6582			Project Code: HWGPPG																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 502,740	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 502,740																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2017: Design and construction of new playground in Gilchrist Park \$400,000 1% Sales Tax \$102,740 Donation																									
3. Estimated Costs: In Previous CIP \$ 502,740 In Present CIP \$ 0 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ 502,740 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: TBD after design phase \$ 0 Total			Project Justification: A contiguous waterfront harborwalk extending from Cooper Street to Fisherman's Village.																									
4. Sources of Financing: <table style="width:100%; border:none;"> <tr> <td></td> <td align="center">Local</td> <td align="center">State</td> <td align="center">Federal</td> </tr> <tr> <td>1st Yr.</td> <td align="center">_____</td> <td align="center">_____</td> <td align="center">_____</td> </tr> <tr> <td>2nd Yr.</td> <td align="center">_____</td> <td align="center">_____</td> <td align="center">_____</td> </tr> <tr> <td>3rd Yr.</td> <td align="center">_____</td> <td align="center">_____</td> <td align="center">_____</td> </tr> <tr> <td>4th Yr.</td> <td align="center">_____</td> <td align="center">_____</td> <td align="center">_____</td> </tr> <tr> <td>5th Yr.</td> <td align="center">_____</td> <td align="center">_____</td> <td align="center">_____</td> </tr> </table>			Local	State	Federal	1 st Yr.	_____	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total			A critical link in Punta Gorda Pathways Harborwalk runs along the waterfront and extends from Cooper Street to Fisherman's Village. Punta Gorda Pathways provides access to a variety of destination points as well as a safe route to commercial, retail, historic, and downtown areas of Punta Gorda. Completion of the Pathways will contribute to the City's urban mobility, and help to create a strong viable community. The Gilchrist Playground is an intergreel part of Harborwalk West and is one of the most used parks in the City.	
	Local	State	Federal																											
1 st Yr.	_____	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program



Harborwalk West
Gilchrist Park Playground

**Capital Improvements Program
Carryover from FY 2017**

Project Title: Harborwalk East - Mary Street Connection						
Acct #: 118-3007-572-6599			Project Code: HWALKE			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.		
Previous Years	FY2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 45,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 45,000
1. Land Cost: ____ Acres ____ Front Ft ____ Sq Ft N/A		5. Status of Project: ____ X Preliminary Estimate ____ Survey in Progress ____ X Plans in Preparation ____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau	
2. Building Construction Cost: ____ Sq. Ft. ____ Equipment N/A		6. Status of Land Acquisition: ____ Not Yet Acquired ____ Partly Acquired ____ X Publicly Owned ____ No Land Involved ____ Gift			Project Description: FY 2017: Design, to be completed by City's Engineer Division, for sidewalk from Marion Avenue @ Mary Street to Harborwalk East.	
3. Estimated Costs: In Previous CIP \$ 45,000 In Present CIP \$ 0 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ 45,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ 0 Total			1% Sales Tax Funding	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): ____ Loss of Taxes ____ Gain From Sale of Previous Facility ____ New Revenues ____ X No Effect \$ _____ Total			Project Justification: A continuation of the Punta Gorda Pathways; this "leg" of the project will be a connection from Marion Avenue to Harborwalk East.	

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



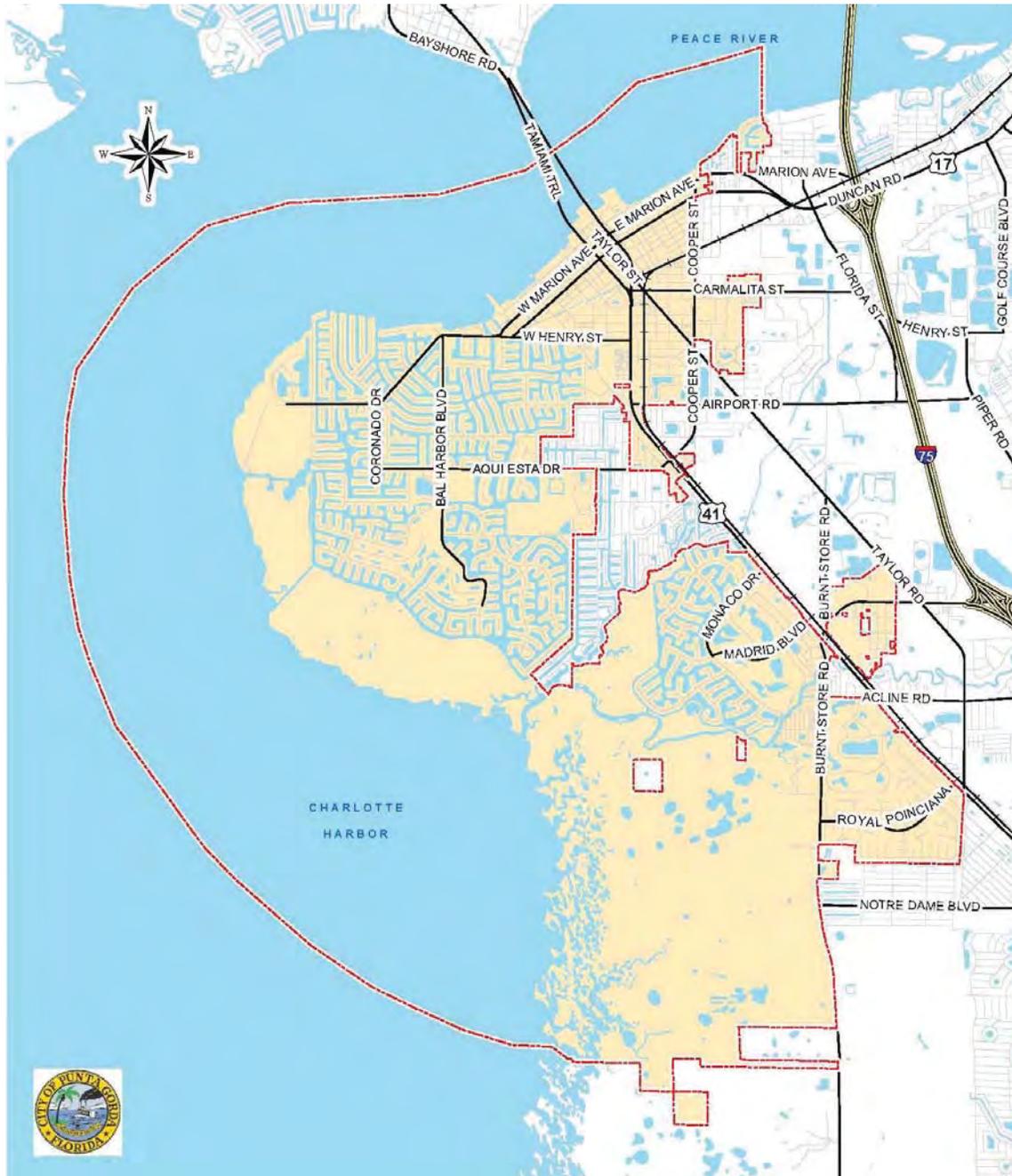
Harborwalk East - Mary Street Connection

Capital Improvements Program

Project Title: ADA Improvements - Citywide						
Acct #: 118-3007-515-6300			Project Code: Various			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 125,000	\$ 200,000	\$ 485,000	\$ 150,000	\$ 150,000	\$ 0	\$ 1,110,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2017-2021 Implementation of the City ADA Transition Plan to assure compliance with all federal, state and local regulations, standards and compliance monitoring requirements, \$125,000/year (Engineering, Improvement, Construction costs TBD) FY 2018-2019: Design of ADA Ramp at US 41SB to Harborwalk & Harborwalk underpass improvements (FY 2018, \$50,000) Construction of ADA Ramp (FY 2019, \$335,000) FY 2018-2021 Address technology concerns regarding ADA, i.e. website access \$25,000/year *This is an on-going project and may increase or decrease based on the results of the final report. NOTE: The ADA Transition Plan is currently being developed and will include a 5-year implementation plan, costs for repairs on this CIP are estimates and do not include City rights-of-way or curbs, which are being addressed by Public Works but incorporated into the ADA Transition Plan.	
3. Estimated Costs: In Previous CIP \$ 125,000 In Present CIP \$ 985,000 Engineering \$ 50,000 Land \$ _____ Site \$ _____ Improvement \$ 1,060,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ 8,500 Other Costs: Electricity, R&M \$ 8,500 Total			Project Justification: To remain eligible for federal grant funding the City is required to have in place an ADA Transition Plan that includes a schedule of implementation.	
4. Sources of Financing: Local State Federal 1 st Yr. ST _____ 2 nd Yr. ST _____ 3 rd Yr. ST _____ 4 th Yr. ST _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



ADA Improvements - Citywide

Capital Improvements Program

Project Title: Ponce de Leon Park - Redesign and Construction						
Acct #: 118-3007-572-6332			Project Code: PONCE			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services. Partnerships, Communication & Collaboration - Continue to promote partnerships, communication and transparency with all stakeholders.				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. Promote partnership opportunities with public, private and non-profit organizations.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 105,000	\$ 620,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 725,000
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2017: Design plans for the construction of new facilities at Ponce de Leon Park to include new restrooms, pavilions, site furnishings, re-furbish beach area, parking (car and boat trailer), chapel area (Funded by 1% sales tax) FY 2018: Construction timeline to be determined by City Council after design and Engineer's estimate is presented. Construction cost of Peace River Wildlife Center will not be included in City's construction cost. Funding: \$305,000 1% Sales Tax \$420,000 UNFUNDED	
3. Estimated Costs: In Previous CIP \$ 105,000 In Present CIP \$ 620,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ 725,000 Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total			Project Justification: Current configuration of park does not utilize space efficiently. This project will enhance the park and its amenities, and better incorporate the Peace River Wildlife Center into the park plan design.	
4. Sources of Financing: Local State Federal 1 st Yr. ST/TBD _____ 2 nd Yr. _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Ponce de Leon Park - Redesign and Construction

Capital Improvements Program

Project Title: Complete Street - Trail Head and Shreve Street Improvements						
Acct #: TBD			Project Code: TBD			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 200,000	\$ 200,000	\$ 350,000	\$ 0	\$ 0	\$ 0	\$ 750,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2017-2018: Construct a trailhead at the Shreve Street MURT to include rest rooms, picnic area w/tables and water fountain and possible shade structure. NOTE: Staff applied for FRDAP grant for trailhead project. This is a 50/50 matching grant: \$200,000 Grant/ \$200,000 1% sales tax funding. FY 2019: Design and Construction for improvements to Shreve Street MURT Airport Road/Pompano Terrace to West Virginia Avenue/Linear Park to include decorative lighting (includes appropriate lighting for existing MURT) \$225,000 Sales Tax Funding \$125,000 UNFUNDED NOTE: Project is on the MPO/LAP priority list as an UNFUNDED project for design and construction, \$350,000	
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 750,000 Engineering \$ _____ 50,000 Land \$ _____ Site \$ _____ Improvement \$ _____ 700,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ 8,500 Other Costs: Electricity, R&M \$ _____ 8,500 Total			Project Justification: A critical link in Punta Gorda Pathways Harborwalk runs along the waterfront and extends from Cooper Street to Fisherman's Village. Punta Gorda Pathways provides access to a variety of destination points as well as a safe route to commercial, retail, historic, and downtown areas of Punta Gorda. Completion of the Pathways will contribute to the City's urban mobility, and help to create a strong viable community.	
4. Sources of Financing: Local State Federal 1 st Yr. _____ G _____ 2 nd Yr. _____ ST _____ TBD _____ 3 rd Yr. _____ _____ _____ 4 th Yr. _____ _____ _____ 5 th Yr. _____ _____ _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

Capital Improvements Program

Shreve Street Trailhead - Concept Plan

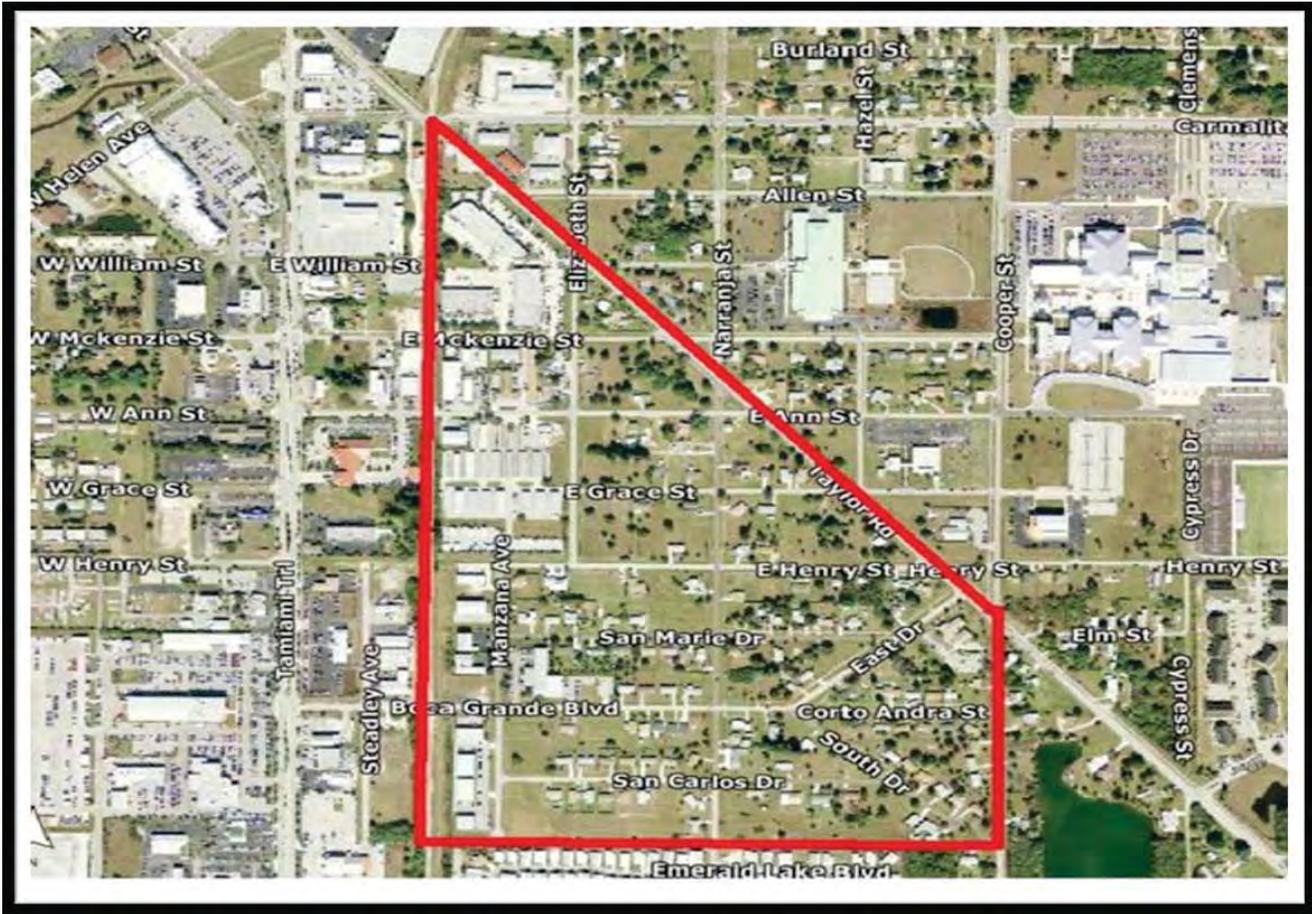


Complete Streets - Trail Head and Shreve Street Improvements

Capital Improvements Program

Project Title: Drainage Improvements - Boca Grande Area						
Acct #: 118-3007-541-63.20			Project Code: CABGDI			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices & systems in infrastructure maintenance.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 1,076,000	\$ 3,000,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 4,076,000
1. Land Cost: ____ Acres ____ Front Ft ____ Sq Ft N/A		5. Status of Project: ____ X Preliminary Estimate ____ Survey in Progress ____ Plans in Preparation ____ Completed			Department: Public Works Contact Person: Rick Keeney	
2. Building Construction Cost: ____ Sq. Ft. ____ Equipment N/A		6. Status of Land Acquisition: ____ Not Yet Acquired ____ Partly Acquired ____ x Publicly Owned ____ No Land Involved ____ Gift			Project Description: This item consists of selecting a design alternative, engineering design, permitting and construction. The project budget will be revisited once the study is completed and design alternative and grant availability are determined. FY 2016-2017- Drainage Study Phase 1 and design of project to improve drainage in the Boca Grande area \$1,076,000 funded by 1% sales tax. FY 2018 - Design, permitting, and construction est. \$3,000,000 UNFUNDED \$2,000,000 Applied for Grant funding \$1,000,000 City Funding TBD	
3. Estimated Costs: In Previous CIP \$ <u>1,076,000</u> In Present CIP \$ <u>3,000,000</u> Engineering \$ <u>1,076,000</u> Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ <u>3,000,000</u> Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ <u>3,000</u> Other Costs: Annual Maintenance keeping drainage area clean \$ <u>3,000</u> Total			Project Justification: Engineering design study that will be necessary to determine the work involved in the Corto Andra/Boca Grande area and with a Retention Pond Bank. Additional funding will be needed to address drainage concerns throughout the City. Construct a retention pond system for the Downtown/Eastside area. This project will ensure compliance with requirements of SWFWMD and can be used as an economic catalyst for new business. Project will include design and construction. Stormwater Bank will be located on property owned by the City of Punta Gorda.	
4. Sources of Financing: 1 st Yr. Local <u>TBD</u> State <u>TBD</u> Federal <u>TBD</u> 2 nd Yr. _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): ____ Loss of Taxes ____ Gain From Sale of ____ Previous Facility ____ New Revenues ____ X No Effect \$ _____ Total				

Capital Improvements Program



Drainage Improvements - Boca Grande Area

Capital Improvements Program

Project Title: Intersection Treatments						
Acct #: 118-3007-541-6393			Project Code: INTTRE			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 76,000	\$ 0	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 176,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Public Works Contact Person: Rick Keeney	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2017 through 2019: Design will be completed (in-house) and construction of intersection treatments at: *Fitzhugh: at Milus and Mary *Showalter: at Martin Luther King Jr. Drive, Milus, Mary and at Cooper *E. Helen: at Martin Luther King Jr. Drive, and Mary Street *McKenzie: at Elizabeth, Narranja, Hazel and Cooper *E. Ann: at Taylor, Hazel and Cooper	
3. Estimated Costs: In Previous CIP \$ 76,000 In Present CIP \$ 100,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ 176,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total 0			Project Justification: Special crosswalks and intersection treatments for primary pedestrian areas. Treatments will include special color or pattern of brick to distinguish from other street and pedestrian areas. Intent is to construct low intersection treatments.	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. ST _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

Capital Improvements Program



Intersection Treatments

Capital Improvements Program

Project Title: Harborwalk West Restrooms																														
Acct #: 118-3007-572-6583			Project Code: HWGPRR																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 550,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 550,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2018: Amend engineering plans and construct two new rest room facilities in Gilchrist Park (Area 1 & Playground) Pending Letter of Map Revision (LOMR)																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 550,000 Engineering \$ _____ 50,000 Land \$ _____ Site \$ _____ Improvement \$ _____ 0 Construction \$ _____ 500,000 Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total																												
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">ST</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	ST	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total			Project Justification: Necessary replacement of outdated facilities and bring into ADA compliance	
	Local	State	Federal																											
1 st Yr.	ST	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program



Harborwalk West - Restroom Facilities

Capital Improvements Program

Project Title: Harborwalk West - Area 2a and 2b																														
Acct #: 118-3007-572-6583			Project Code: TBD																											
Project Priority: Infrastructure Sustainability – Maintain and enhance the City’s capital assets and quality municipal services				Goal: Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 1,500,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,500,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress <input checked="" type="checkbox"/> Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2018: Area 2a - Amend design & construct Harborwalk West Gill Street to McGregor Street; improve existing parking, add street parking, landscaping, decorative lighting Area 2b - Amend design & construct Harborwalk @ Gilchrist Park from McGregor Street to Berry Street; improve existing parking and add street parking, landscaping, decorative lighting and improvements to basketball area. Replacement lighting at pickle ball and tennis courts.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 1,500,000 Engineering \$ _____ 150,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ 1,350,000 Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ 60,000 Other Costs: Ongoing Mowing and maintenance for all Harborwalk phases \$ _____ 60,000 Total																												
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">ST _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	ST _____	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total			Project Justification: A critical link in Punta Gorda Pathways Harborwalk runs along the waterfront and extends from Cooper Street to Fisherman’s Village. Punta Gorda Pathways provides access to a variety of destination points as well as a safe route to commercial, retail, historic, and downtown areas of Punta Gorda. Completion of the Pathways will contribute to the City’s urban mobility, and help to create a strong viable community.	
	Local	State	Federal																											
1 st Yr.	ST _____	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program

Area 2a



Area 2b

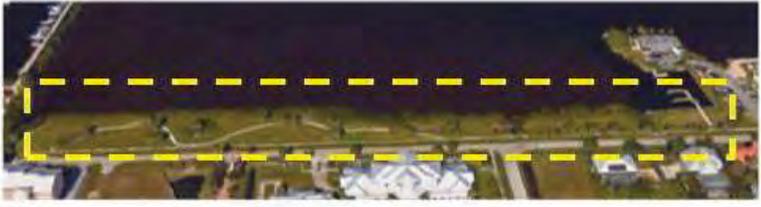


Harborwalk West - Area 2a and 2b

Capital Improvements Program

Project Title: Harborwalk West - Area 3																														
Acct #: 118-3007-572-6584 / 301-3004-572-6584			Project Code: TBD																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Complete the 18-mile Punta Gorda Pathways connecting all neighborhoods with a pedestrian/bicycle pathway																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 0	\$ 90,000	\$ 0	\$ 367,208	\$ 0	\$ 457,208																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2019: Design Harborwalk West construction Shreve Street to Linear Park to include 2 foot bridges, decorative lighting and landscaping and on-street parking (PPM Standards) Note: City is responsible for design cost																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 457,208 Engineering \$ _____ 90,000 Land \$ _____ Site \$ _____ Improvement \$ _____ 367,208 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ 60,000 Other Costs: Ongoing mowing and maintenance for all Harborwalk phases \$ _____ 60,000 Total			FY 2021: Construct NOTE: Construction is currently funded from MPO FY 2021/2022 for Harborwalk construction only (\$367,208)																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">ST</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">G</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	_____	_____	_____	2 nd Yr.	ST	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	G	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total			Project Justification: A critical link in Punta Gorda Pathways Harborwalk runs along the waterfront and extends from Cooper Street to Fisherman's Village. Punta Gorda Pathways provides access to a variety of destination points as well as a safe route to commercial, retail, historic, and downtown areas of Punta Gorda. Completion of the Pathways will contribute to the City's urban mobility, and help to create a strong viable community.	
	Local	State	Federal																											
1 st Yr.	_____	_____	_____																											
2 nd Yr.	ST	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	G	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program



Harborwalk West - Area 3

Capital Improvements Program

Project Title: Capital Project Management																														
Acct #: 118-0000-581.90-01			Project Code: CPMGMT																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Apply best management practices & systems in infrastructure maintenance. Establish a long-term plan that ensures infrastructure is in place to meet projected growth demands.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 0	\$ 360,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Public Works Contact Person: Rick Keeney																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned <input checked="" type="checkbox"/> No Land Involved _____ Gift			Project Description: A Capital Project Manager will oversee the design to construction of various City projects.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 360,000 Engineering \$ _____ 360,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total																												
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">ST</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">ST</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">ST</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">ST</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	ST	_____	_____	2 nd Yr.	ST	_____	_____	3 rd Yr.	ST	_____	_____	4 th Yr.	ST	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total			Project Justification: The Capital Projects Manager position is included in the Engineering Division of Public Works, in the General Fund. A transfer from the 1% Sales Tax fund to the General Fund will be made to cover this position. The funding will be made on a year by year basis.	
	Local	State	Federal																											
1 st Yr.	ST	_____	_____																											
2 nd Yr.	ST	_____	_____																											
3 rd Yr.	ST	_____	_____																											
4 th Yr.	ST	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program

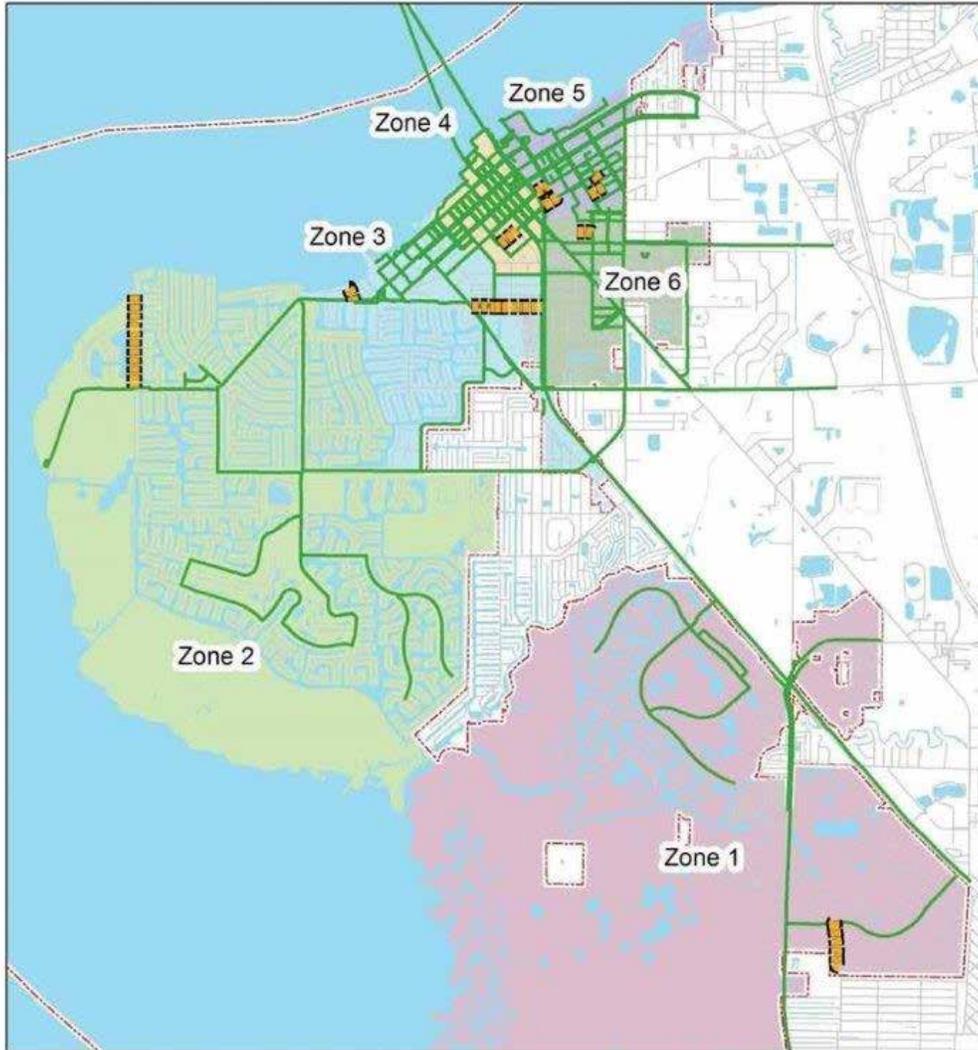
Project Title: Police Fleet Replacements																														
Acct #: 118-3007-521-6401			Project Code: PDVEH																											
Strategic Priority: Infrastructure Sustainability – Maintain and enhance the City’s capital assets and quality municipal services.			Goal: Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas. Apply best management practices & systems in infrastructure maintenance.																											
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 100,000	\$ 100,000	\$ 100,000	\$ 0	\$ 0	\$ 300,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed		Department: Police Contact Person: Jason Ciaschini																										
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned <input checked="" type="checkbox"/> No Land Involved _____ Gift		Project Description: Planned replacement of police fleet vehicles FY 2018 – FY 2020: Replacement of 5 vehicles per year - \$196,000 per year Funding Sources FY 2016-FY 2020: \$96,000 per year from General Fund Rev \$100,000 per year from 1% Sales Tax																										
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 300,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 300,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: Replacements - No additional operating costs \$ _____ Total		Project Justification: The Police Department maintains extensive records on its fleet. Replacement recommendations are made based upon age, mileage, and maintenance costs. The majority of the fleet operates under patrol operations and vehicle safety is paramount to our employees.																										
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">ST _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">ST _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">ST _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	ST _____	_____	_____	2 nd Yr.	ST _____	_____	_____	3 rd Yr.	ST _____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	ST _____	_____	_____																											
2 nd Yr.	ST _____	_____	_____																											
3 rd Yr.	ST _____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program

Project Title: Sidewalk Improvements Phase I																														
Acct #: 118-3007-541-6319			Project Code: TBD																											
Strategic Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 100,000	\$ 0	\$ 148,000	\$ 0	\$ 0	\$ 0	\$ 248,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Public Works Contact Person: Rick Keeney																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: NOTE: Previous Years' Funds \$100,000 for Madrid Sidewalks, in conjunction with funds: \$51,000 in account # 301-3004-541-63-19 FY 2019: Continue construction of various sidewalks located on the East side of city (new, repair existing and ADA improvements) as needed on a priority basis. Total construction and engineering at \$148,00.																									
3. Estimated Costs: In Previous CIP \$ 100,000 In Present CIP \$ 148,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ 248,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ 0 Other Costs: \$ 0 Total			Project Justification: Completion of gaps/repairs and ADA improvements of sidewalks at various locations.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">ST</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	_____	_____	_____	2 nd Yr.	ST	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	_____	_____	_____																											
2 nd Yr.	ST	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program



Sidewalk Improvements - Phase I

Capital Improvements Program

Project Title: Harborwalk - US 41 Bridge Approach Lighting						
Acct #: TBD			Project Code: TBD			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 0	\$ 0	\$ 120,000	\$ 0	\$ 0	\$ 0	\$ 120,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2019: Design and installation of decorative lighting US 41NB from East Retta Esplanade to Peace River Bridge and US 41SB from West Retta Esplanade to Peace River Bridge.	
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 120,000 Engineering \$ _____ 20,000 Land \$ _____ Site \$ _____ Improvement \$ _____ 100,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ 2,500 Other Costs: Electricity, R&M \$ _____ 2,500 Total				
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. _____ ST _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total			Project Justification: FDOT required project on links to the City's Punta Gorda Pathways which provides access to a variety of destination points as well as a safe route to commercial, retail, historic, and downtown areas of Punta Gorda creating a strong viable community.	

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



US 41 Bridge Approach Lighting - Harborwalk

Capital Improvements Program

Project Title: Complete Street - Airport Road Improvements																														
Acct #: TBD			Project Code: TBD																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 0	\$ 40,000	\$ 560,000	\$ 0	\$ 0	\$ 600,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2019: Design improvements from US 41 to Cooper Street providing sidewalks, bicycle facilities, decorative street lights and street trees FY 2020: Construction																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 600,000 Engineering \$ _____ 40,000 Land \$ _____ Site \$ _____ Improvement \$ _____ 560,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ 13,000 Other Costs: Mowing, maintenance & electric \$ _____ 13,000 Total			NOTE: This project is on the MPO/LAP priority list as an UNFUNDED project for design, construction, & CEI (\$600,000)																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">ST</td> <td style="text-align: center;">TBD</td> <td style="text-align: center;">TBD</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">ST</td> <td style="text-align: center;">TBD</td> <td style="text-align: center;">TBD</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	_____	_____	_____	2 nd Yr.	ST	TBD	TBD	3 rd Yr.	ST	TBD	TBD	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total			Project Justification: A continuation of Punta Gorda Pathways; this "leg" of the project would be the East Punta Gorda connection	
	Local	State	Federal																											
1 st Yr.	_____	_____	_____																											
2 nd Yr.	ST	TBD	TBD																											
3 rd Yr.	ST	TBD	TBD																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program



Complete Street - Airport Road Improvements

Capital Improvements Program

Project Title: Cooper Street Complete Street Improvements																														
Acct #: TBD			Project Code: TBD																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 0	\$ 100,000	\$ 900,000	\$ 500,000	\$ 0	\$ 1,500,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2019: Design improvements to Cooper Street from Airport Road to East Marion Avenue (US 17SB) providing sidewalks, bicycle facilities, decorative street lights and street trees FY 2020-2021: Construction UNFUNDED: FY 2021 \$500,000 NOTE: This project is on the MPO/LAP priority list as an UNFUNDED project for design, construction, & CEI (\$1,500,000)																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ 1,500,000 Engineering \$ 100,000 Land \$ _____ Site \$ _____ Improvement \$ 1,400,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ 6,000 Other Costs: Mowing, Maintenance, & Electric \$ 6,000 Total			Project Justification: A continuation of Punta Gorda Pathways; this "leg" of the project would be the East Punta Gorda connection																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">ST</td> <td style="text-align: center;">TBD</td> <td style="text-align: center;">TBD</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">ST</td> <td style="text-align: center;">TBD</td> <td style="text-align: center;">TBD</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">TBD</td> <td style="text-align: center;">TBD</td> <td style="text-align: center;">TBD</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	_____	_____	_____	2 nd Yr.	ST	TBD	TBD	3 rd Yr.	ST	TBD	TBD	4 th Yr.	TBD	TBD	TBD	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	_____	_____	_____																											
2 nd Yr.	ST	TBD	TBD																											
3 rd Yr.	ST	TBD	TBD																											
4 th Yr.	TBD	TBD	TBD																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program



Cooper Street Complete Street Improvements

Capital Improvements Program

Project Title: Complete Street - Virginia Avenue Improvements																														
Acct #:			Project Code:																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 0	\$ 950,000	\$ 0	\$ 0	\$ 0	\$ 950,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2019 Design and Construction Street improvements on Virginia Avenue from Harvey Street to Nesbit Street improving existing sidewalks filling in gaps and increasing width through City Center Zoning District, install high visibility and/or decorative crosswalks, on-street parking, decorative lighting and street trees.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 950,000 Engineering \$ _____ 150,000 Land \$ _____ Site \$ _____ Improvement \$ _____ 800,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ 3,000 Other Costs: Mowing, Maintenance, & Electric \$ _____ 3,000 Total			Project Justification: This is an internal continuation of the Punta Gorda Pathway project.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">ST</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	_____	_____	_____	2 nd Yr.	ST	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	_____	_____	_____																											
2 nd Yr.	ST	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program



Complete Street - Virginia Avenue Improvements

Capital Improvements Program

Project Title: Gilchrist Park Activity Center																														
Acct #: TBD			Project Code: TBD																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Establish long-range plan that ensures infrastructure is in place to meet projected growth demands																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 0	\$ 0	\$ 75,000	\$ 0	\$ 0	\$ 75,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2020: Facility Plan Study of new Gilchrist Park Activity Center in Gilchrist Park @ Bayfront Center.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 75,000 Engineering \$ _____ 75,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: TBD after design phase \$ _____ 0 Total																												
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">ST</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	_____	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	ST	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total			Project Justification: Current building does not meet FEMA code/guidelines; facility utilization exceeds capacity for current programs and will not be able to meet future growth demands	
	Local	State	Federal																											
1 st Yr.	_____	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	ST	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program



Gilchrist Park Activity Center

Capital Improvements Program

Project Title: Harborwalk - Laishley Park Marriage Point						
Acct #: TBD			Project Code: TBD			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 0	\$ 0	\$ 0	\$ 50,000	\$ 450,000	\$ 0	\$ 500,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2020: Design hardscape and landscape improvements including installation of new Gazebo at Marriage Point in Laishley Park	
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 500,000 Engineering \$ _____ 50,000 Land \$ _____ Site \$ _____ Improvement \$ _____ 450,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ 3,000 Other Costs: Maintenance \$ _____ 3,000 Total			FY 2021: Construct improvements	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. _____ 3 rd Yr. ST _____ 4 th Yr. ST _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total			Project Justification: Marriage Point has not received any improvements in over 15 years and is in need of an update and improvements.	

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Harborwalk – Lashley Park Marriage Point

City of Punta Gorda
General Construction Fund
 Budget FY 2018

	<u>Funding Sources FY 2018</u>			Projected Budget FY 2017
	General	Impact Fees	Total Budget FY 2018	
Revenues:				
Grants-FDOT LAP & JPA	\$ 550,000	\$	\$ 550,000	\$ 1,912,329
Grants-SHIP (Pass-thru Char Co.)				85,000
Grants-Marine Advisory Bd (WCIND)				38,784
Contribution-Private Sources				10,000
Transfer from Park Impact Fees		80,000	80,000	229,753
Transfer From Transportation Impacts		48,000	48,000	154,787
Transfer from Special Use Fund	275,000		275,000	377,923
Transfer from General Fund	1,190,000		1,190,000	538,000
Interfund Loan from Special Use Fund				62,894
Projected Carryover-Beginning	21,683		21,683	463,933
Projected Carryover Beginning 1% ST				7,626
Prior Year Encumbrances				9,962
Total Revenues	\$ 2,036,683	\$ 128,000	\$ 2,164,683	\$ 3,890,991
Expenditures:				
Affordable Housing	\$	\$	\$	\$ 273,668
Library Soil Prep/Enhancements	275,000		275,000	185,065
Cooper St. Roof Replacement	60,000		60,000	
Fire Apparatus	475,000		475,000	
NPDES	10,000		10,000	10,496
Storm Sewer Reconstruction	75,000		75,000	156,541
Total Maximum Daily Loads	10,000		10,000	36,755
City Hall Expansion/Improvements				28,000
Sidewalks				51,000
Drainage Improvements	500,000		500,000	568,632
BSI Lock Escrow				25,349
Bridge Repair	10,000		10,000	39,300
US 41 @ Carmalita St. Extension	550,000		550,000	
Streetscape				69,000
Trabue Woods Initiatives	50,000		50,000	
Park Improvements		80,000	80,000	229,753
City Beautification				5,139
Alligator Creek - US41 NB Pedestrian Bridge				215,000
Harborwalk West				1,743,739
Sidewalks		48,000	48,000	154,787
800 MHz Radio System				14,190
Additional Access to Charlotte Harbor				62,894
Reserve for Contingencies	21,683		21,683	21,683
Total Expenditures	\$ 2,036,683	\$ 128,000	\$ 2,164,683	\$ 3,890,991

City of Punta Gorda, FL
General Construction Fund
Proforma Schedule of Revenues and Expenditures
FY 2015 through FY 2022

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues:									
Interest on Investments	\$ 10,274	\$ 3,021	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenue	42,994	150,054	38,784	2,036,113	550,000	782,000	150,000	1,617,208	2,912,214
Miscellaneous Revenue	391	95,862		10,000					
Transfers from Other Funds	496,670	217,970	630,000	1,300,463	1,593,000	783,000	1,533,000	783,000	783,000
Interfund Loan		74,008		62,894					
Projected Carryover - Beginning	617,023	766,912	16,963	481,521	21,683	21,683	21,683	21,683	21,683
Total Revenues	\$1,167,352	\$1,307,827	\$ 685,747	\$3,890,991	\$2,164,683	\$1,586,683	\$1,704,683	\$2,421,891	\$3,716,897

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Expenditures by Account No.									
Reserve for Contingencies			16,963	21,683	21,683	21,683	21,683	21,683	21,683
Affordable Housing		21,332		273,668					
Library Soil Prep/Enhancements				185,065	275,000				
Cooper St Roof Replacement					60,000				
Fire Station #2	2,438	2,834							
Fire Equipment/Apparatus					475,000		750,000		
NTL Pollutant Dischg Elim				10,496	10,000	10,000	10,000	10,000	10,000
Storm Sewer Reconstruction				156,541	75,000	75,000	75,000	75,000	75,000
Total Maximum Daily Loads (TMDL's)	8,801		10,000	36,755	10,000	10,000	10,000	10,000	10,000
City Hall Expansion/Impr				28,000					
Sidewalks-Madrid				51,000					
Drainage Improvements	116,554		500,000	568,632	500,000	500,000	500,000	500,000	500,000
BSI Lock Escr Transp Fill				25,349					
Bridge Repair	7,800			39,300	10,000	10,000	10,000	10,000	10,000
W Marion Ave 4-Lane		14,812							
US 41 @ Carmalita St Extension					550,000			1,250,000	
Complete St-US 41 (Airport to Carmalita)							150,000		2,912,214
Additional Access to Charlotte Harbor		74,008		62,894					
Streetscape				69,000					
Trabue Woods Initiatives					50,000	50,000	50,000	50,000	50,000
Park Improvements	45,270	41,828	80,000	229,753	80,000	80,000	80,000	80,000	80,000
Park Development	940	615							
City Beautification				5,139					
Alligator Crk - US41 NB Ped Bridge I				215,000		782,000			
Laisley Project-Verteran's Wall		159,364							
Harborwalk West		54	38,784	1,736,113				367,208	
Sidewalks	64,900		40,000	154,787	48,000	48,000	48,000	48,000	48,000
800 MHZ Radio System		511,459		14,190					
Storm Drainage Improvements	35,998								
Public Parking Improvements	2,164								
Park Improvements	23,650								
Harborwalk West	91,925			7,626					
Projected Carryover for CIP	766,912	481,521							
Total Expenditures	\$1,167,352	\$1,307,827	\$ 685,747	\$3,890,991	\$2,164,683	\$1,586,683	\$1,704,683	\$2,421,891	\$3,716,897

Assumptions:

Revenue:

Revenue sources are transfers from the General Fund or Special Revenue Funds, grants as awarded, and financing.

The new election to extend 1% Local Option Sales Tax beyond 12/31/14 is now a special revenue fund beginning with January 1, 2015.

Expenditures:

Capital Projects are designated by City Council with identified funding source(s).

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
GENERAL CONSTRUCTION**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
49-04	FDOT LAP GRANTS	0	54	0	1,697,329	550,000
49-04	FDOT LAP & JPA GRANTS	0	0	0	215,000	0
53-00	HAZARD MITIGATION	42,994	0	0	0	0
50-04	SHIP (PASS-THRU CHAR CO)	0	0	0	85,000	0
50-10	DEPT-ECONOMIC OPPORTUNITY	0	150,000	0	0	0
21-00	MARINE ADVISORY BD-WCIND	0	0	38,784	38,784	0
*	INTERGOVERNMENTAL REVENUE	42,994	150,054	38,784	2,036,113	550,000
10-00	INTEREST ON INVESTMENTS	10,274	3,021	0	0	0
21-00	CONTRIB FROM PRIVATE SRCS	0	94,364	0	10,000	0
90-00	MISCELLANEOUS REVENUE	391	1,498	0	0	0
*	MISCELLANEOUS REVENUE	10,665	98,883	0	10,000	0
01-00	GENERAL	85,000	145,000	510,000	538,000	1,190,000
01-01	GEN FD-INFRASTRUCT SURTAX	301,500	0	0	0	0
06-00	IMPACT FEES - PARKS	45,270	41,828	80,000	229,753	80,000
10-00	IMPACT FEES - TRANSPORT	64,900	0	40,000	154,787	48,000
12-00	COMMUNITY DEV BLOCK GRANT	0	0	0	0	0
13-00	SPECIAL USE FUND	0	31,142	0	377,923	275,000
*	TRANSFER FROM OTHER FUNDS	496,670	217,970	630,000	1,300,463	1,593,000
50-13	SPECIAL USE FUND	0	74,008	0	62,894	0
*	INTERFUND LOAN	0	74,008	0	62,894	0
90-01	PROJ CARRYOVER-BEGINNING	258,032	254,802	16,963	463,933	21,683
90-02	PRIOR YEAR ENCUMBRANCES	40,472	2,834	0	9,962	0
90-04	PRIOR YEAR ENCUMBR ISS	34,513	500	0	0	0
90-06	PROJ CARRYOVER BEG ISS	284,006	508,776	0	7,626	0
*	BEGINNING RESERVES	617,023	766,912	16,963	481,521	21,683
		1,167,352	1,307,827	685,747	3,890,991	2,164,683

**GENERAL CONSTRUCTION FUND
CAPITAL IMPROVEMENTS PROGRAM
FY 2018 - FY 2022
(All figures in thousands of dollars)**

PROJECT IDENTIFICATION	Page#	TOTAL PROJECT COST	Prior Years' Funding*	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
GENERAL FUNDING:								
National Pollutant Discharge Elimination System	8.51	127	77	10	10	10	10	10
Storm Sewer Reconstruction	8.52	532	157	75	75	75	75	75
Total Maximum Daily Loads	8.53	100	50	10	10	10	10	10
Bridge Repair	8.54	89	39	10	10	10	10	10
Drainage Improvements	8.55	3,000	500	500	500	500	500	500
Fire Apparatus Replacement	8.56	1,225		475		750		
City Hall Renovations - Phase I		28	28					
Cooper Street Center Roof Replacement	8.57	60		60				
Trabue Woods Initiatives	8.58	250		50	50	50	50	50
GENERAL FUNDING TOTAL				1,190	655	1,405	655	655
ASSESSMENTS:								
Additional Access to Charlotte Harbor	8.60	TBD	138	TBD	TBD			
ASSESSMENTS TOTAL				-	-	-	-	-
GRANT FUNDING:								
Harborwalk West - Area 1	8.62	1,736	1,736					
Alligator Creek - US 41 NB - Pedestrian Bridge I	8.64	997	215		782			
US 41 @ Carmalita St Extension (PreDesign & Design)	8.66	1,800		550			1,250	
US 41 Complete Street - Airport to Carmalita	8.68	3,062				150		2,912
Harborwalk West - Area 3 Construction	8.70	457			**		367	
GRANT FUNDING TOTAL				550	782	150	1,617	2,912
PARK IMPACTS:								
Park Improvements	8.72	665	265	80	80	80	80	80
PARK IMPACTS TOTAL				80	80	80	80	80
TRANSPORTATION IMPACTS:								
Sidewalk Improvements	8.74	395	155	48	48	48	48	48
TRANSPORTATION IMPACTS TOTAL				48	48	48	48	48
CONTRIBUTIONS:								
Sidewalk Improvements - Madrid Sidewalk	8.76	51	51					
CONTRIBUTIONS TOTAL				-	-	-	-	-
SPECIAL USE FUND:								
Library Enhancements (City/County less Friends Contrib)				275				
SPECIAL USE FUND TOTAL				275	-	-	-	-
TOTAL FUNDED PROJECTS				2,143	1,565	1,683	2,400	3,695

* Prior Years' funding is included for projects that have additional funding FY18-22 or may not be complete at 9/30/17

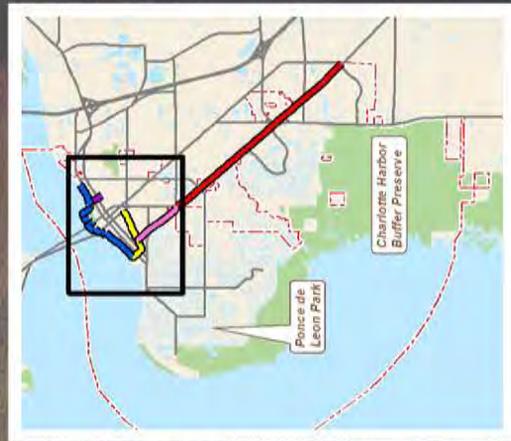
** Funding from another source - See CIP detail sheet

PROJECTS WITHIN CITY BOUNDARIES SCHEDULED BY OTHER AGENCIES
US 41 High Mast Lighting - AQUI Esta to Airport Rd, no path

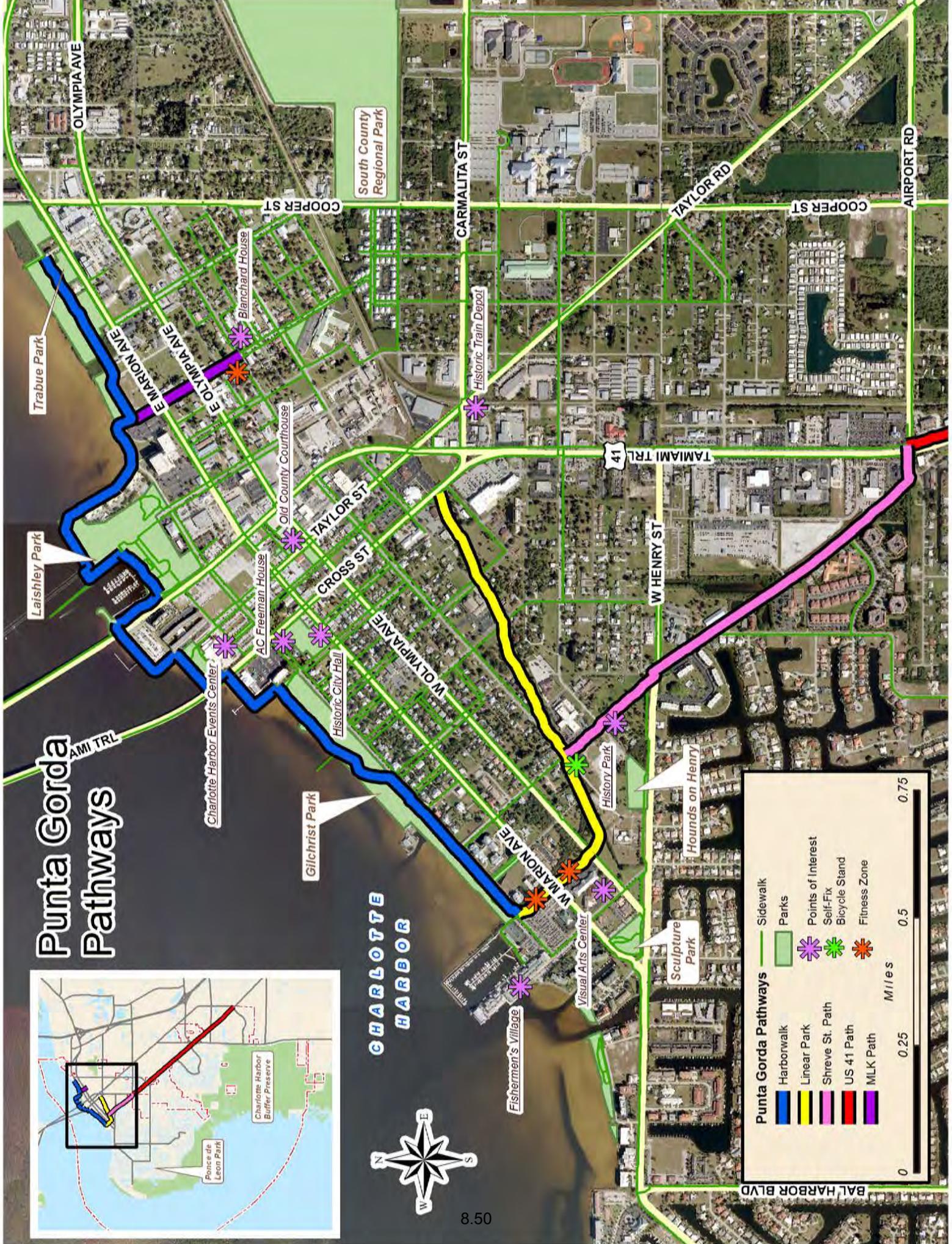
UNFUNDED PROJECTS

SOURCE OF FUNDING UNIDENTIFIED PROJECT IDENTIFICATION	Page#	TOTAL REQUESTED FUNDING	GRANT APPLIED FOR	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
City Hall Renovations - Phase II		49		49				
City Annex Renovations - Phase III		TBD		TBD				
Security Measures	8.77	139			42			
Veterans Park - Phase II (Design & Construct)	8.78	450		450				
Harborwalk - US 41 NB Bridge Underpass Improvements	8.80	200	Yes		30	170		
Harborwalk East - Phase II	8.82	625			125	500		
US 17 (Marion & Olympia) Complete St - US 41 to Cooper	8.84	3,000	Yes			360	2,640	
MURT - W Henry St. Connection	8.86	1,100				150		950
Royal Ponciana Improvements Complete Street	8.88	2,500					250	2,250
Historic District Street Lights	8.90	330					330	
Alligator Creek - US 41 NB - Pedestrian Bridge II	8.92	1,880	Yes				430	1,450
Taylor Street Re-bricking (Olympia Ave to Event Center)	8.94	350					350	
Historic District Markers	8.95	100						100
US 41 @ Carmalita St Extension (ROW Acq. & Construction)	8.97	TBD						TBD
PROJECT CATEGORY - UNFUNDED TOTAL				450	155	1,180	4,000	4,750

Punta Gorda Pathways



CHARLOTTE
HARBOR



Punta Gorda Pathways

- Harborwalk
- Linear Park
- Shreve St. Path
- US 41 Path
- MLK Path

Points of Interest

- Sidewalk
- Parks
- Points of Interest
- Self-Fix
- Bicycle Stand
- Fitness Zone

Miles

0 0.25 0.5 0.75

Capital Improvements Program

Project Title: National Pollutant Discharge Elimination System																														
Acct #: 301-3004-538.63-26			Project Code: NPDES																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services. Quality of life - Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle, and its vibrant, safe City status.				Goal: Maintain 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. Achieve status as a waterfront destination for land and water visitors.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 77,358	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 127,358																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ N/A		5. Status of Project: _____ Preliminary Estimate _____ Survey in Progress _____ X Plans in Preparation _____ Completed			Department: Public Works Contact Person: Rick Keeney																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned _____ X No Land Involved _____ Gift			Project Description: Best Management Practices which include: *Public Education *Public Involvement *Illicit Discharge & Connection Elimination *Construction Site Run-Off Control *Post Construction Stormwater Management *Pollution Prevention Carryover funds unspent																									
3. Estimated Costs: In Previous CIP \$ <u>77,358</u> In Present CIP \$ <u>50,000</u> Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ <u>127,358</u> Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ <u>75,000</u> Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ <u>75,000</u> Total			Project Justification: Federal Mandate																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <tr> <td></td> <td style="text-align: center;">Local</td> <td style="text-align: center;">State</td> <td style="text-align: center;">Federal</td> </tr> <tr> <td>1st Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </table>			Local	State	Federal	1 st Yr.	GF _____	_____	_____	2 nd Yr.	GF _____	_____	_____	3 rd Yr.	GF _____	_____	_____	4 th Yr.	GF _____	_____	_____	5 th Yr.	GF _____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ <u>0</u> Total				
	Local	State	Federal																											
1 st Yr.	GF _____	_____	_____																											
2 nd Yr.	GF _____	_____	_____																											
3 rd Yr.	GF _____	_____	_____																											
4 th Yr.	GF _____	_____	_____																											
5 th Yr.	GF _____	_____	_____																											

Capital Improvements Program

Project Title: Storm Sewer Reconstruction						
Acct #: 301-3004-538.63-75			Project Code: STSWRC			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services. Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods, healthy ecosystem and outdoor lifestyle, and its vibrant, safe City status.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Achieve status as a waterfront destination for land and water visitors.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 157,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 532,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ X Plans in Preparation _____ Completed			Department: Public Works Contact Person: Rick Keeney	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned _____ X No Land Involved _____ Gift			Project Description: Storm drainage pipe lining or replacement of defective pipe. Carryover funds unspent.	
3. Estimated Costs: In Previous CIP \$ 157,000 In Present CIP \$ 375,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ 532,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total			Project Justification: To repair or replace pipe which has deteriorated or collapsed due to age. These pipes carry the stormwater from the streets and right-of-ways.	
4. Sources of Financing: Local State Federal 1 st Yr. GF _____ 2 nd Yr. GF _____ 3 rd Yr. GF _____ 4 th Yr. GF _____ 5 th Yr. GF _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

Capital Improvements Program

Project Title: Total Maximum Daily Loads						
Acct #: 301-3004-538.63-76			Project Code: TMDL			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services. Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods, healthy ecosystem and outdoor lifestyle, and its vibrant, safe City status.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Achieve status as a waterfront destination for land and water visitors.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 50,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 100,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ N/A		5. Status of Project: _____ Preliminary Estimate _____ Survey in Progress <input checked="" type="checkbox"/> Plans in Preparation _____ Completed			Department: Public Works Contact Person: Rick Keeney	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned <input checked="" type="checkbox"/> No Land Involved _____ Gift			Project Description: The City is mandated by FDEP to improve water quality of State water bodies. The City is listed on the impaired water body list due to the Peace River and Alligator Creek flowing though City limits. Improvements to be made at locations that discharge into the Peace River and Alligator Creek.	
3. Estimated Costs: In Previous CIP \$ _____ 50,000 In Present CIP \$ _____ 50,000 Engineering \$ _____ 100,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: Dependent on unknown mandates \$ _____ 0 Total			Carryover funds unspent	
4. Sources of Financing: Local State Federal 1 st Yr. GF _____ 2 nd Yr. GF _____ 3 rd Yr. GF _____ 4 th Yr. GF _____ 5 th Yr. GF _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total			Project Justification: Federal Mandate	

Capital Improvements Program

Project Title: Bridge Repair						
Acct #: 301-3004-541.63-92			Project Code: BRDG			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services. Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods, healthy ecosystem and outdoor lifestyle, and its vibrant, safe City status.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Achieve status as a waterfront destination for land and water visitors.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 39,300	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 89,300
1. Land Cost: ____ Acres ____ Front Ft ____ Sq Ft N/A		5. Status of Project: ____ X Preliminary Estimate ____ Survey in Progress ____ Plans in Preparation ____ Completed			Department: Public Works Contact Person: Rick Keeney	
2. Building Construction Cost: ____ Sq. Ft. ____ Equipment N/A		6. Status of Land Acquisition: ____ Not Yet Acquired ____ Partly Acquired ____ Publicly Owned ____ x No Land Involved ____ Gift			Project Description: Bridge repairs resulting from FDOT bridge inspections. Carryover funds unspent.	
3. Estimated Costs: In Previous CIP \$ 39,300 In Present CIP \$ 50,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ 89,300 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ 0 Total			Project Justification: Funding provides for the repair and maintenance needed to keep City bridges in a safe and functional condition.	
4. Sources of Financing: Local State Federal 1 st Yr. GF _____ 2 nd Yr. GF _____ 3 rd Yr. GF _____ 4 th Yr. GF _____ 5 th Yr. GF _____		8. Effect on income (+ or -): ____ Loss of Taxes ____ Gain From Sale of ____ Previous Facility ____ New Revenues ____ X No Effect \$ _____ Total				

Capital Improvements Program

Project Title: Drainage Improvements																														
Acct #: 301-3004-541.63-20			Project Code: DRAI17, DRAI18																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services. Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods, healthy eco-system and outdoor lifestyle, and its vibrant, safe City status.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Achieve status as a waterfront destination for land and water visitors.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 3,000,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ x Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Public Works Contact Person: Rick Keeney																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned _____ x No Land Involved _____ Gift			Project Description: Construction for City-wide regrading of drainage swales, based on video observations of standing water after 72 hours. This is an ongoing project. Carryover funds unspent.																									
3. Estimated Costs: In Previous CIP \$ 500,000 In Present CIP \$ 2,500,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ 3,000,000 Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total			FY: 2018-2022: \$2,500,000 Funded from General Fund.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <tr> <td></td> <td style="text-align: center;">Local</td> <td style="text-align: center;">State</td> <td style="text-align: center;">Federal</td> </tr> <tr> <td>1st Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </table>			Local	State	Federal	1 st Yr.	GF _____	_____	_____	2 nd Yr.	GF _____	_____	_____	3 rd Yr.	GF _____	_____	_____	4 th Yr.	GF _____	_____	_____	5 th Yr.	GF _____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total			Project Justification: Maintain defined level of service which requires that water not stand in swales more than 72 hours following last rainfall. Program began in FY 2017	
	Local	State	Federal																											
1 st Yr.	GF _____	_____	_____																											
2 nd Yr.	GF _____	_____	_____																											
3 rd Yr.	GF _____	_____	_____																											
4 th Yr.	GF _____	_____	_____																											
5 th Yr.	GF _____	_____	_____																											

Capital Improvements Program

Project Title: Fire Apparatus Replacements																														
Acct #: 301-3004-522-64-06			Project Code: FIREAP																											
Project Priority: Quality of Life- Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, healthy Eco-system and outdoor lifestyle, and its vibrant, safe city status. Infrastructure Sustainability- Maintain and enhance the City's capital asset and quality municipal services.				Goal: Maintain the City's high safety rating and emergency response. Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 475,000	\$ 0	\$ 750,000	\$ 0	\$ 0	\$ 1,225,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Fire Contact Person: Ray Briggs																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned <input checked="" type="checkbox"/> No Land Involved _____ Gift			Project Description: FY 2018: Replace E-2 Front line fire engine covering Zone 2 - Burnt Store Isles, Seminole Lakes and Burnt Store Meadows.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ <u>1,225,000</u> Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ <u>1,225,000</u>		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: Reduced R&M costs while under warranty. Offset due to other aging fleet. \$ _____ 0 Total			FY 2020 Replace 75' Aerial Ladder fire engine. Funding from General Fund																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	GF	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	GF	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total			Project Justification: Engine replacements are necessary to maintain a consistent level of reliability, efficiency, and safety.	
	Local	State	Federal																											
1 st Yr.	GF	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	GF	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program

Project Title: Cooper Street Recreation Center - Replacement Roof																														
Acct #: 301-3004-519-6221			Project Code: COOPRF																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Apply best management practices & systems in infrastructure maintenance. Establish a long-term plan that ensures infrastructure is in place to meet projected growth demands.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 60,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 60,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Public Works Contact Person: Rick Keeney																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned _____ x No Land Involved _____ Gift			Project Description: Replacement roof needed for Cooper Street Recreation Center. Estimated cost: \$ 60,000																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 60,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ 60,000 Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total			Project Justification: Needs to be replaced.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <tr> <td></td> <td style="text-align: center;">Local</td> <td style="text-align: center;">State</td> <td style="text-align: center;">Federal</td> </tr> <tr> <td>1st Yr.</td> <td style="text-align: center;">GF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </table>			Local	State	Federal	1 st Yr.	GF	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	GF	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program

Project Title: Trabue Woods Initiatives																														
Acct #: 001-0000-569-6520 / 301-3004-569-6520			Project Code: Various																											
Project Priority: Financial/Economic Sustainability - Advance and promote local business developmen and long-term financial and economic sustainability. Partnerships, Communication & Collaboration - Continue to promote partnerships, communication and transparency with all stakeholders.				Goal: Strengthen & diversify the City's tax base to increase the commercial base. Promote partnership opportunities with public, private and non-profit organizations.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 45,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 295,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2017-2018: Construction of Trabue Woods Fresh Market & Garden at 317 W. Virginia for benefit of the Trabue Woods residents and as a small incubator economic opportunity. It is necessary to include start-up costs for this project.																									
3. Estimated Costs: In Previous CIP \$ 45,000 In Present CIP \$ 250,000 Engineering \$ 0 Land \$ _____ Site \$ _____ Improvement \$ 295,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ Total			FY 2018 & FY 2019: \$5,000 each year as agreed to for operating and maintenance costs for the Trabue Woods Fresh Market & Garden FY 2018-2022: Trabue Woods Initiatives based on the needs assessment approved by Council annually.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">GF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	GF _____	_____	_____	2 nd Yr.	GF _____	_____	_____	3 rd Yr.	GF _____	_____	_____	4 th Yr.	GF _____	_____	_____	5 th Yr.	GF _____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total			Project Justification: This project will support and assist independent organizations of the Trabue Woods community in the City's continued efforts to promote and preserve the Trabue Woods neighborhood.	
	Local	State	Federal																											
1 st Yr.	GF _____	_____	_____																											
2 nd Yr.	GF _____	_____	_____																											
3 rd Yr.	GF _____	_____	_____																											
4 th Yr.	GF _____	_____	_____																											
5 th Yr.	GF _____	_____	_____																											

Capital Improvements Program



Trabue Woods Initiatives

Capital Improvements Program

Project Title: Additional Access to Charlotte Harbor						
Acct #: 301-3004-549.65-15			Project Code: BRDCUT			
Project Priority: Partnerships, Communication & Collaboration - Continue to promote partnerships, communications and transparency with all stakeholders. Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods, healthy eco-system and outdoor lifestyle, and its vibrant, safe City status.				Goal: Promote partnership opportunities with public, private and non-profit organizations. Achieve status as a waterfront destination for land and water visitors.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 137,725	TBD	TBD	\$ 0	\$ 0	\$ 0	TBD
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Finance Contact Person: Dave Drury	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned _____ x No Land Involved _____ Gift			Project Description: FY 2017: Engineering & permitting for additional waterway access to Charlotte Harbor FY 2018: Construction of the additional waterway access to Charlotte Harbor -Estimate of construction will be provided after engineering & permitting.	
3. Estimated Costs: In Previous CIP \$ 137,725 In Present CIP \$ TBD Engineering \$ 137,725 Land \$ _____ Site \$ _____ Improvement \$ TBD Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: TBD \$ _____ 0 Total			Funding: FY 2017: Loan provided from Special Use Fund to be repaid by Special Assessment District FY 2018: Loan and Special Assessment will be established pending permit approval and final design/cost estimate.	
4. Sources of Financing: Local State Federal 1 st Yr. RF _____ 2 nd Yr. RF _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ TBD New Revenues Establish Assessment District to cover costs _____ No Effect \$ _____ Total			Project Justification:	

**Capital Improvements Program
Carryover from FY 2017**

Project Title: Harborwalk West - Area 1						
Acct #: 301-3004-572-6580/118-3007-572-6580			Project Code: 431220			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Complete the 18-mile Punta Gorda Pathways connecting all neighborhoods with a pedestrian/bicycle pathway. Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.		
Previous Years	FY2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 2,430,106	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,430,106
1. Land Cost: ____ Acres ____ Front Ft ____ Sq Ft N/A		5. Status of Project: ____ X Preliminary Estimate ____ Survey in Progress ____ X Plans in Preparation ____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau	
2. Building Construction Cost: ____ Sq. Ft. ____ Equipment N/A		6. Status of Land Acquisition: ____ Not Yet Acquired ____ Partly Acquired ____ X Publicly Owned ____ No Land Involved ____ Gift			Project Description: FY 2016 - FY 2017: Construction: plans for the eastern most portion area within Harborwalk West include pavilions; bathroom facility; 20-foot wide Harborwalk parking; brick courtyards & intersections (Harvey, Durrance & Gill Streets); and stormwater management, and seawall from Harvey Street to Gill Street.	
3. Estimated Costs: In Previous CIP \$ <u>2,430,106</u> In Present CIP \$ _____ Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ <u>2,430,106</u> Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ <u>60,000</u> Other Costs: Mowing and Maintenance for all Harborwalk Phases \$ <u>60,000</u> Total			\$1,697,383-Funded by LAP Grant \$ 38,784-Funded by MAC Grant \$ 693,939-Funded by 1% Sales Tax Design/Engineering Costs from previous years \$423,592	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): ____ Loss of Taxes ____ Gain From Sale of Previous Facility ____ New Revenues ____ X No Effect \$ _____ Total			Project Justification: A contiguous waterfront harborwalk extending from Cooper Street to Fisherman's Village. A critical link in Punta Gorda Pathways Harborwalk runs along the waterfront and extends from Cooper Street to Fisherman's Village. Punta Gorda Pathways provides access to a variety of destination points as well as a safe route to commercial, retail, historic, and downtown areas of Punta Gorda. Completion of the Pathways will contribute to the City's urban mobility, and help to create a strong viable community.	

Capital Improvements Program

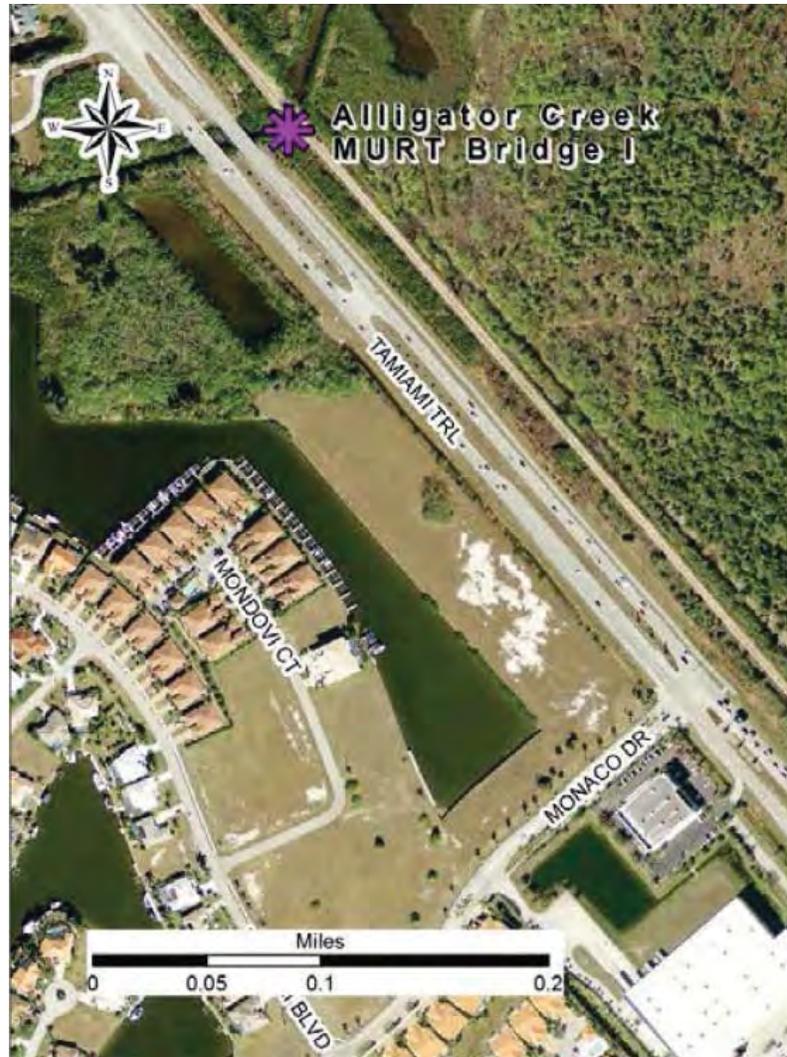


Harborwalk West - Area 1

Capital Improvements Program

Project Title: Alligator Creek - US 41 NB - Pedestrian Bridge I																														
Acct #: 301-3004-572-6345			Project Code: 440234																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Complete 18-mile pedestrian/bicycle pathway connecting all neighborhoods																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 215,000	\$ 0	\$ 782,000	\$ 0	\$ 0	\$ 0	\$ 997,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2017: Design of bicycle/pedestrian bridge US 41 NB Alligator Creek Funded by SunTrails Grant administered through FDOT, \$215,000* Design *May need additional funding for design																									
3. Estimated Costs: In Previous CIP \$ 215,000 In Present CIP \$ 782,000 Engineering \$ 215,000 Land \$ Site \$ Improvement \$ 782,000 Construction \$ Landscaping \$ Equipment \$		7. Effect of Operating Cost (+ or -): \$ Personal Services \$ Contractual for Services \$ Equipment \$ Other Costs: \$ 0 Total			FY 2019: Construction of bicycle/pedestrian bridge over US 41 NB Alligator Creek MPO Funded FY 2019/2020 for Construction only (\$782,000)																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">G</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	_____	_____	_____	2 nd Yr.	_____	G	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ Total			Project Justification: A continuation of the Punta Gorda Pathways; this "leg" of the project would be providing a missing connection of the existing MURT that will improve pedestrian & bicycle safety and connection to East Punta Gorda.	
	Local	State	Federal																											
1 st Yr.	_____	_____	_____																											
2 nd Yr.	_____	G	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program



Alligator Creek - US 41 NB - Pedestrian Bridge I

Capital Improvements Program

Project Title: US 41 @ Carmalita Street Extension																														
Acct #: 301-3004-541-6511			Project Code: 434988																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 550,000	\$ 0	\$ 0	\$ 1,250,000	TBD	TBD																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired <input checked="" type="checkbox"/> Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2018: Project Development and Environment (PD&E) study conducted on extension of Carmalita Street LAP/MPO funding FY 2018/2019 (\$550,000) FY 2021: Development of engineering, design, & construction plans for the extension of Carmalita Street through the US 41NB and SB lanes, add traffic signals (mast arms) at both US 41 intersections; extend MURT from Linear Park (US 41 @ W Helen Avenue) along US 41 SB to Carmalita Street and along Carmalita to Taylor Note: LAP/MPO funding FY 2021/2022 (\$1,250,000) FY 2022: UNFUNDED - ROW acquisition and Construction cost TBD																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ 1,800,000 Engineering \$ 1,800,000 Land \$ _____ Site \$ _____ Improvement \$ TBD Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ 17,260 Other Costs: Traffic Signal, Maintenance, Electric, and R&M Estimated \$ 17,260 Total			Project Justification: Extend Carmalita Street as 2-way street through US 41 NB and SB approximately 750 feet. Provide signalization (2 traffic signals) sidewalks and bicycle facilities, and decorative lighting and landscaping as appropriate along the southside of Carmalita. This project is part of the Punta Gorda Pathways system of bicycle and pedestrian trail designed to enhance non-auto dependent mobility. Construction limits are Taylor Road to Linear Park @ US 41SB.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">G</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">G</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">TBD</td> <td style="text-align: center;">TBD</td> <td style="text-align: center;">TBD</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	_____	_____	G	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	G	5 th Yr.	TBD	TBD	TBD	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	_____	_____	G																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	G																											
5 th Yr.	TBD	TBD	TBD																											

Capital Improvements Program



US 41 @ Carmalita Street Extension

Capital Improvements Program

Project Title: Complete Street - US 41 - Airport to Carmalita Improvements																														
Acct #: TBD			Project Code: TBD																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Complete 18-mile pedestrian/bicycle pathway connecting all neighborhoods																										
Previous Years	FY2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 0	\$ 0	\$ 150,000	\$ 0	\$ 2,912,214	\$ 3,062,214																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2020: Design plan for US 41 from Airport Road to Carmalita Street pavers and tree wells in utility strips, ADA improvements and high visibility crosswalks and decorative finish intersection treatments where appropriate for approximately 4,600 feet. This project is MPO/LAP FUNDED for design FY 2020/2021 for \$150,000																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ 3,062,214 Engineering \$ 150,000 Land \$ _____ Site \$ _____ Improvement \$ 2,912,214 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ 15,000 Other Costs: Mowing, Maintenance, & Electric \$ 15,000 Total			FY 2022: Construction This project is on the MPO/LAP FUNDED list for construction FY 2022/2023 for \$2,912,214																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">G</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">G</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	_____	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	G	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	G	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total			Project Justification: A continuation of the Punta Gorda Pathways; this "leg" of the project would be another connection to East Punta Gorda	
	Local	State	Federal																											
1 st Yr.	_____	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	G																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	G																											

Capital Improvements Program

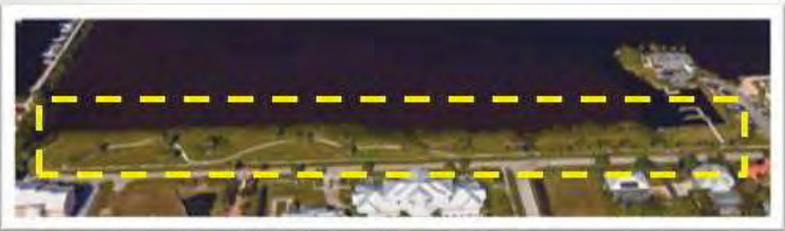


Complete Street - US 41 - Airport to Carmalita Improvements

Capital Improvements Program

Project Title: Harborwalk West - Area 3																														
Acct #: 118-3007-572-6584 / 301-3004-572-6584			Project Code: TBD																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Complete the 18-mile Punta Gorda Pathways connecting all neighborhoods with a pedestrian/bicycle pathway																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 0	\$ 90,000	\$ 0	\$ 367,208	\$ 0	\$ 457,208																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2019: Design Harborwalk West construction Shreve Street to Linear Park to include 2 foot bridges, decorative lighting and landscaping and on-street parking (PPM Standards) Note: City is responsible for design cost																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 457,208 Engineering \$ _____ 90,000 Land \$ _____ Site \$ _____ Improvement \$ _____ 367,208 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ 60,000 Other Costs: Ongoing mowing and maintenance for all Harborwalk phases \$ _____ 60,000 Total			FY 2021: Construct NOTE: Construction is currently funded from MPO FY 2021/2022 for Harborwalk construction only (\$367,208)																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">ST</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">G</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	_____	_____	_____	2 nd Yr.	ST	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	G	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total			Project Justification: A critical link in Punta Gorda Pathways Harborwalk runs along the waterfront and extends from Cooper Street to Fisherman's Village. Punta Gorda Pathways provides access to a variety of destination points as well as a safe route to commercial, retail, historic, and downtown areas of Punta Gorda. Completion of the Pathways will contribute to the City's urban mobility, and help to create a strong viable community.	
	Local	State	Federal																											
1 st Yr.	_____	_____	_____																											
2 nd Yr.	ST	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	G	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program



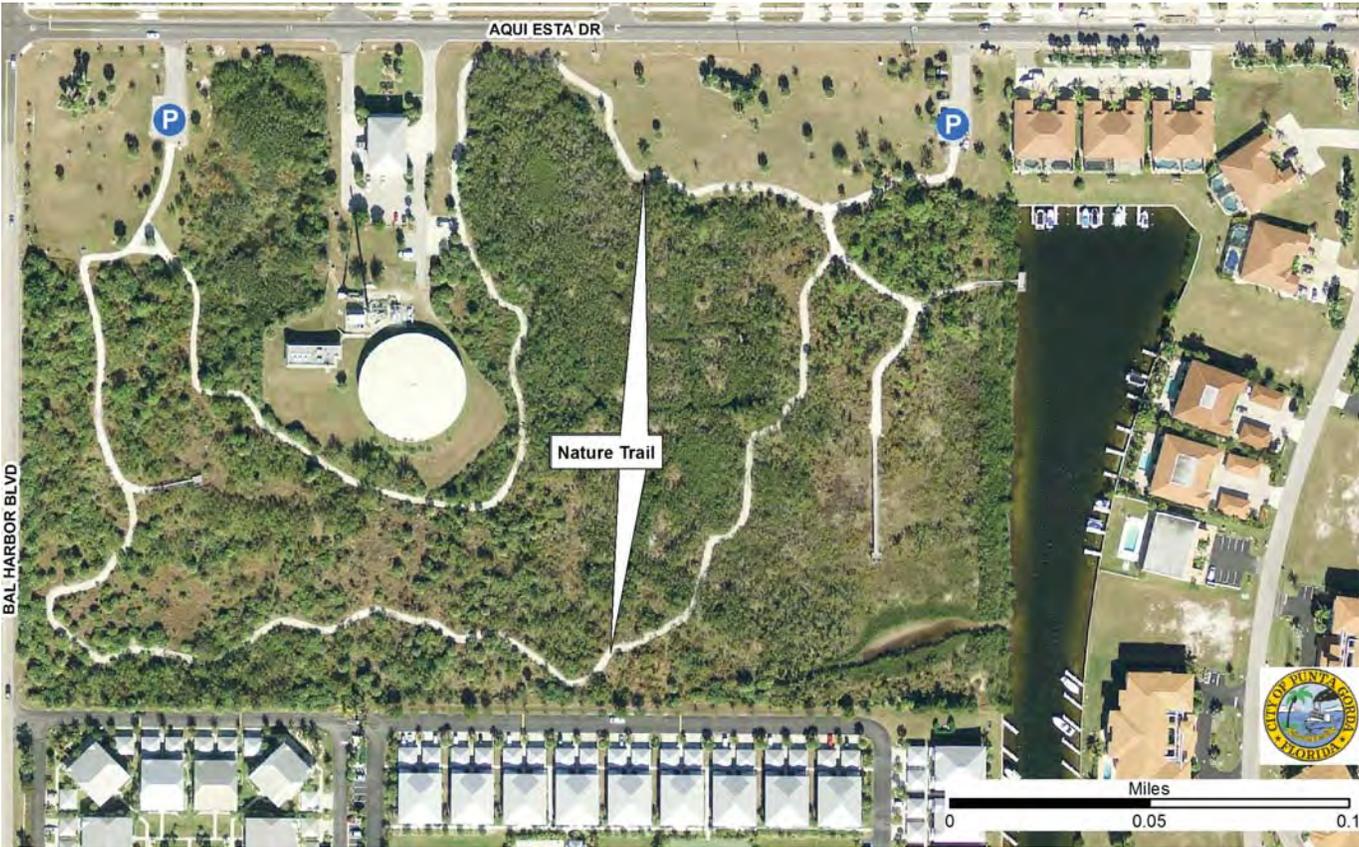
Harborwalk West - Area 3

Capital Improvements Program

Project Title: Park Improvements						
Acct #: 301-3004-572-6332			Project Code: Various			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 265,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 665,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2018-2021: Continue improvements to Nature Park Phase II. Improve nature trail including observation points, fish pier, drainage.	
3. Estimated Costs: In Previous CIP \$ 265,000 In Present CIP \$ 400,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ 665,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ 10,000 Other Costs: R&M \$ 10,000 Total			Future improvements to be determined by need.	
4. Sources of Financing: Local State Federal 1 st Yr. FSIF _____ 2 nd Yr. FSIF _____ 3 rd Yr. FSIF _____ 4 th Yr. FSIF _____ 5 th Yr. FSIF _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total			Project Justification: Park improvements funded for growth related improvements	

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program

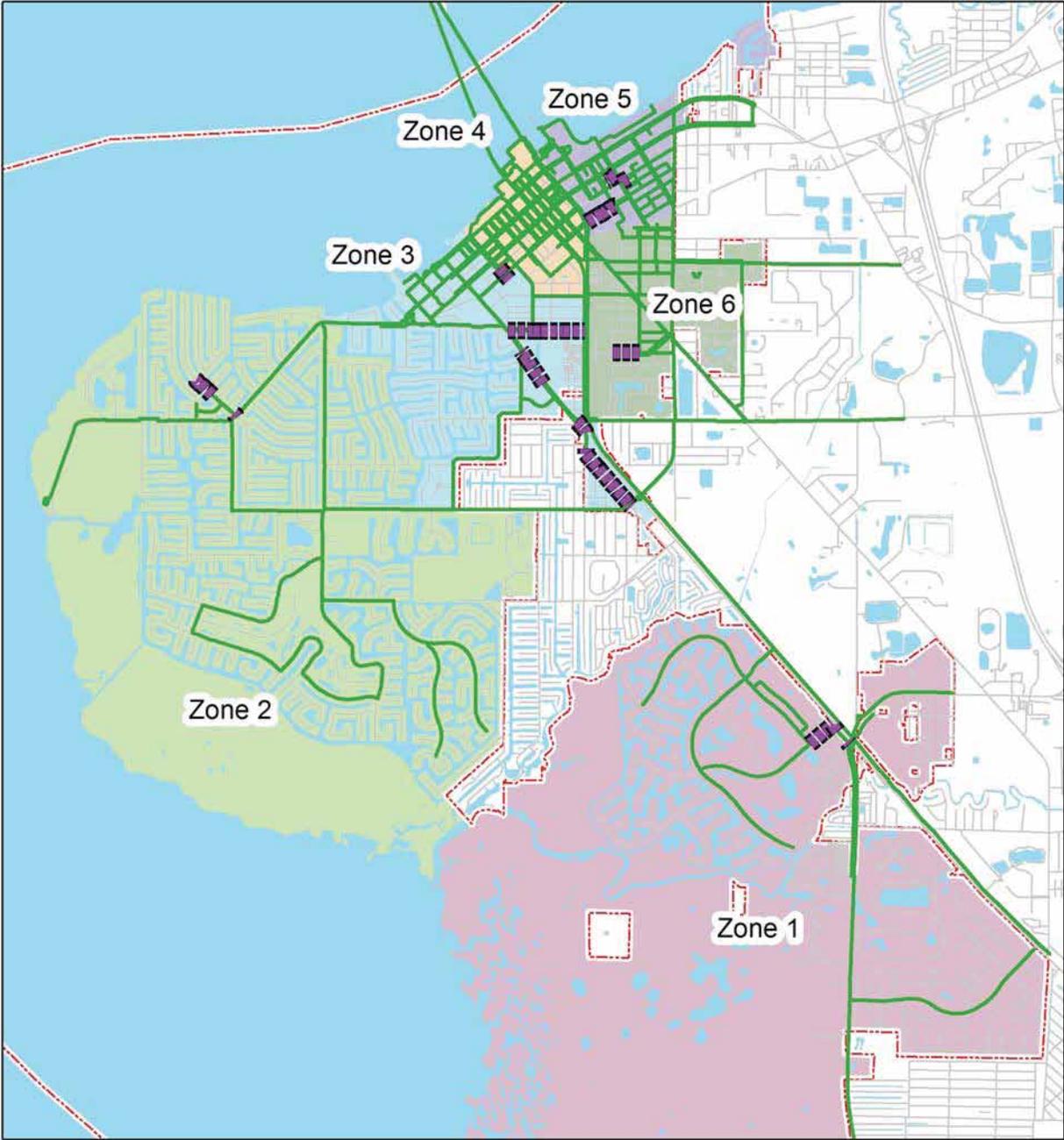


Park Improvements

Capital Improvements Program

Project Title: Sidewalks																														
Acct #: 301-3005-541-63.19			Project Code: SDWKIM																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Apply best management practices & systems in infrastructure maintenance. Establish a long-term plan that ensures infrastructure is in place to meet projected growth demands.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 154,787	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 394,787																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ N/A		5. Status of Project: _____ Preliminary Estimate _____ Survey in Progress _____ x Plans in Preparation _____ Completed			Department: Public Works Contact Person: Rick Keeney																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ x Publicly Owned _____ No Land Involved _____ Gift			Project Description: Construction of additional sidewalks throughout the City, providing for safe pedestrian traffic. City staff has completed a survey of all sidewalks within the City and is making arrangements to include necessary ADA improvements. Staff is proposing to use the funding each year to make connections between existing discontinuous sidewalk facilities. Staff is evaluating locations.																									
3. Estimated Costs: In Previous CIP \$ 154,787 In Present CIP \$ 240,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ 394,787 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total			Project Justification: To provide a safe access for pedestrians and school children along heavily used routes, in conjunction with state policies and the City's Comprehensive Plan.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <tr> <td></td> <td style="text-align: center;">Local</td> <td style="text-align: center;">State</td> <td style="text-align: center;">Federal</td> </tr> <tr> <td>1st Yr.</td> <td style="text-align: center;">FSIF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">FSIF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">FSIF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">FSIF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">FSIF _____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </table>			Local	State	Federal	1 st Yr.	FSIF _____	_____	_____	2 nd Yr.	FSIF _____	_____	_____	3 rd Yr.	FSIF _____	_____	_____	4 th Yr.	FSIF _____	_____	_____	5 th Yr.	FSIF _____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	FSIF _____	_____	_____																											
2 nd Yr.	FSIF _____	_____	_____																											
3 rd Yr.	FSIF _____	_____	_____																											
4 th Yr.	FSIF _____	_____	_____																											
5 th Yr.	FSIF _____	_____	_____																											

Capital Improvements Program



Sidewalk Improvements

Capital Improvements Program

Project Title: Madrid Sidewalks																														
Acct #: 301-3004-541-63-19			Project Code: MADSWK																											
Strategic Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 51,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 51,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Public Works Contact Person: Rick Keeney																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: Madrid Sidewalks : \$51,000 received from developer in FY 2016 to construct the sidewalks in Burnt Store Isles to Publix.																									
3. Estimated Costs: In Previous CIP \$ _____ 51,000 In Present CIP \$ _____ Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ 51,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total																												
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	_____	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total			Project Justification: 	
	Local	State	Federal																											
1 st Yr.	_____	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

**Capital Improvements Program
UNFUNDED PROJECT**

Project Title: Security Enhancements: City Hall & Annex, Fire Station 1, Utilities, Public Works						
Acct #: TBD			Project Code: TBD			
Project Priority: Some of the elements of this project are high priority in giving our employees assurance that actions to protect them while at work are being taken.				Goal: Create secure work spaces that still allow for effective and comfortable interaction with customers.		
Previous Years	FY2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 55,550	\$ 41,500	\$ 41,500	\$ 0	\$ 0	\$ 0	\$ 138,550
1. Land Cost: ____ Acres ____ Front Ft ____ Sq Ft N/A		5. Status of Project: ____ X Preliminary Estimate ____ Survey in Progress ____ Plans in Preparation ____ Completed			Department: All Contact Person: Phil Wickstrom	
2. Building Construction Cost: ____ Sq. Ft. X Equipment \$ 138,550		6. Status of Land Acquisition: ____ Not Yet Acquired ____ Partly Acquired ____ Publicly Owned X No Land Involved ____ Gift			Project Description: Install equipment and infrastructure in support of securing the safety of the City's employees. FY 2017-FY 2019 UNFUNDED project	
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 138,550 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ 138,550 Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: TBD \$ _____ 0 Total			Project Justification: During FY2017, City staff encountered individuals who created the impression that the safety of staff was in jeopardy, either directly, or indirectly by attacks in public forums and online media.	
4. Sources of Financing: Local State Federal 1 st Yr. TBD _____ 2 nd Yr. TBD _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): ____ Loss of Taxes ____ Gain From Sale of Previous Facility ____ New Revenues X No Effect \$ _____ Total				

**Capital Improvements Program
UNFUNDED PROJECT**

Project Title: Veterans Park Redesign & Construction																														
Acct #: TBD			Project Code: TBD																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 450,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 450,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2017- FY 2018: Design (City Engineering) and construct Veteran's Park Phase II to enhance the unimproved areas of the Veteran's Park. Site design to include plazas, mural wall, seating walls, landscaping, site lighting and ADA accessibility.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 450,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ 450,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ Total			UNFUNDED project *Possible donation funding to be provided																									
4. Sources of Financing: <table border="0" style="width:100%;"> <tr> <td></td> <td align="center">Local</td> <td align="center">State</td> <td align="center">Federal</td> </tr> <tr> <td>1st Yr.</td> <td align="center">TBD</td> <td align="center">_____</td> <td align="center">_____</td> </tr> <tr> <td>2nd Yr.</td> <td align="center">_____</td> <td align="center">_____</td> <td align="center">_____</td> </tr> <tr> <td>3rd Yr.</td> <td align="center">_____</td> <td align="center">_____</td> <td align="center">_____</td> </tr> <tr> <td>4th Yr.</td> <td align="center">_____</td> <td align="center">_____</td> <td align="center">_____</td> </tr> <tr> <td>5th Yr.</td> <td align="center">_____</td> <td align="center">_____</td> <td align="center">_____</td> </tr> </table>			Local	State	Federal	1 st Yr.	TBD	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total			Project Justification: Additional improvements to the Veteran's Park.	
	Local	State	Federal																											
1 st Yr.	TBD	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program

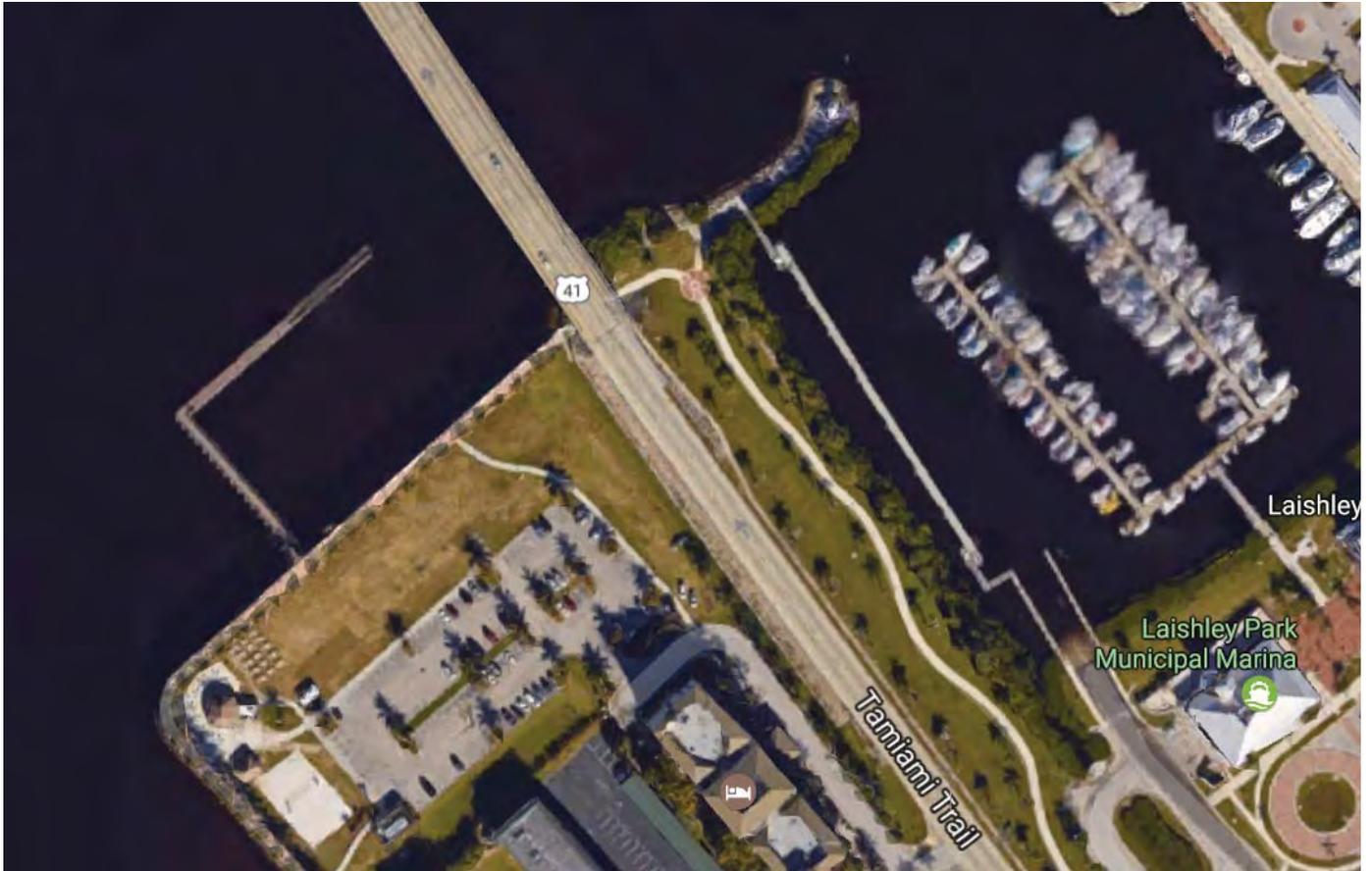


Veterans Park Redesign & Construction

**Capital Improvements Program
UNFUNDED PROJECT**

Project Title: Harborwalk - US 41 NB Bridge Underpass Improvements																														
Acct #: TBD			Project Code: TBD																											
Project Priority: Infrasrtructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 0	\$ 30,000	\$ 170,000	\$ 0	\$ 0	\$ 200,000																								
1. Land Cost: ____ Acres ____ Front Ft _____ ____ Sq Ft _____ N/A		5. Status of Project: ____ X Preliminary Estimate ____ Survey in Progress ____ Plans in Preparation ____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau																									
2. Building Construction Cost: ____ Sq. Ft. ____ Equipment N/A		6. Status of Land Acquisition: ____ Not Yet Acquired ____ Partly Acquired ____ X Publicly Owned ____ No Land Involved ____ Gift			Project Description: FY2019: Design for improvements to Harborwalk underpass at US 41NB (Tamiami Trail) bridge, including lighting FY2020: Construction of improvements to Harborwalk underpass																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 200,000 Engineering \$ _____ 30,000 Land \$ _____ Site \$ _____ Improvement \$ _____ 170,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ 500 Other Costs: Electricity \$ _____ Total			UNFUNDED project NOTE: This project is on the MPO unfunded list for FY2018/2019. Funding will be for construction only. City is responsible for design.																									
4. Sources of Financing: <table style="width:100%; border:none;"> <tr> <td></td> <td align="center">Local</td> <td align="center">State</td> <td align="center">Federal</td> </tr> <tr> <td>1st Yr.</td> <td align="center">____</td> <td align="center">____</td> <td align="center">____</td> </tr> <tr> <td>2nd Yr.</td> <td align="center">TBD</td> <td align="center">____</td> <td align="center">____</td> </tr> <tr> <td>3rd Yr.</td> <td align="center">TBD</td> <td align="center">____</td> <td align="center">TBD</td> </tr> <tr> <td>4th Yr.</td> <td align="center">____</td> <td align="center">____</td> <td align="center">____</td> </tr> <tr> <td>5th Yr.</td> <td align="center">____</td> <td align="center">____</td> <td align="center">____</td> </tr> </table>			Local	State	Federal	1 st Yr.	____	____	____	2 nd Yr.	TBD	____	____	3 rd Yr.	TBD	____	TBD	4 th Yr.	____	____	____	5 th Yr.	____	____	____	8. Effect on income (+ or -): ____ Loss of Taxes ____ Gain From Sale of ____ Previous Facility ____ New Revenues ____ X No Effect \$ _____ Total			Project Justification: A contiguous waterfront harborwalk extending from Cooper Street to Fisherman's Village. A critical link in Punta Gorda Pathways Harborwalk runs along the waterfront and extends from Cooper Street to Fisherman's Village. Punta Gorda Pathways provides access to a variety of destination points as well as a safe route to commercial, retail, historic, and downtown areas of Punta Gorda. Completion of the Pathways will contribute to the City's urban mobility, and help to create a strong viable community.	
	Local	State	Federal																											
1 st Yr.	____	____	____																											
2 nd Yr.	TBD	____	____																											
3 rd Yr.	TBD	____	TBD																											
4 th Yr.	____	____	____																											
5 th Yr.	____	____	____																											

Capital Improvements Program



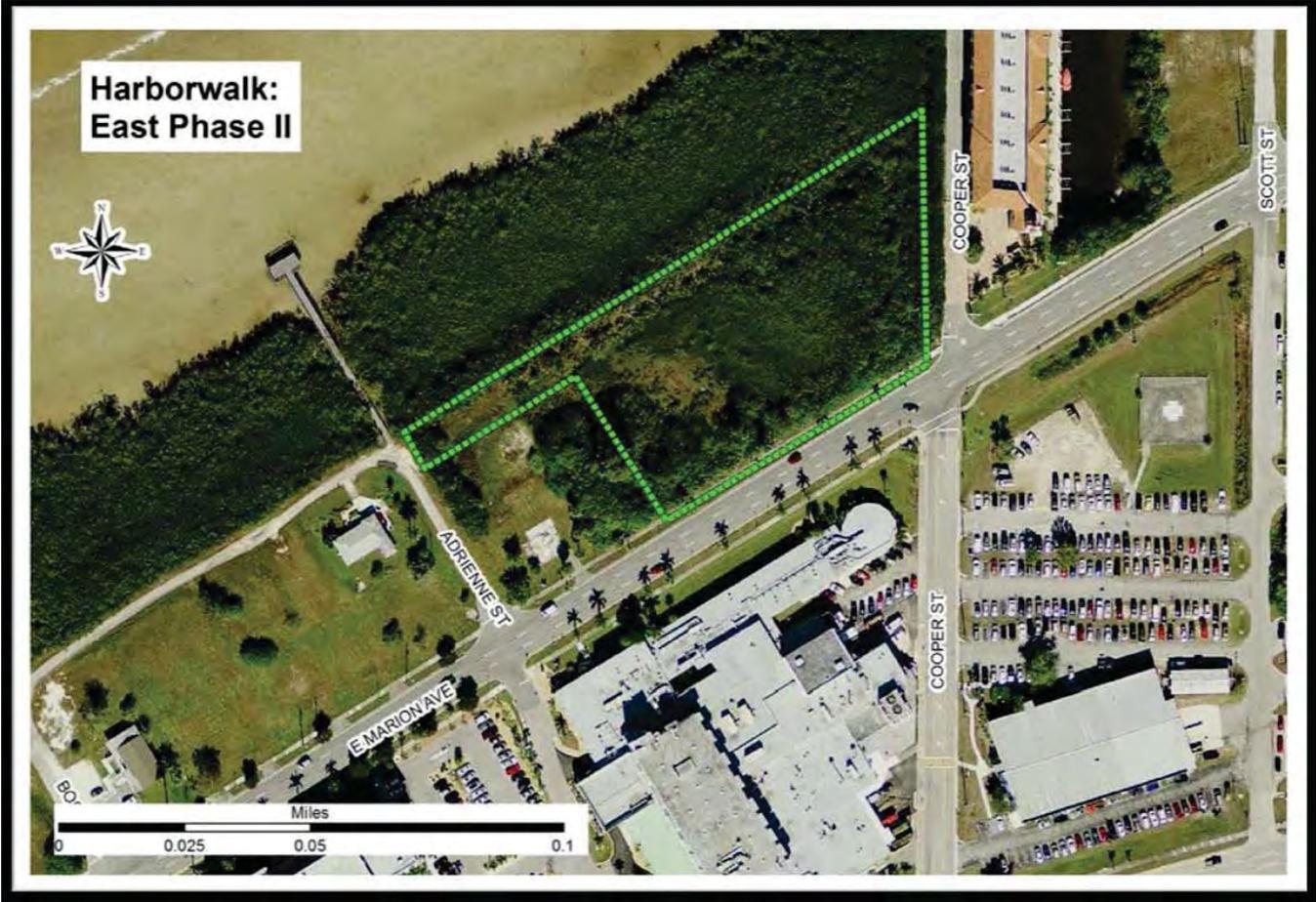
Harborwalk - US 41 NB Bridge Underpass Improvements

**Capital Improvements Program
UNFUNDED PROJECT**

Project Title: Harborwalk East - Phase II						
Acct #: TBD			Project Code: TBD			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 0	\$ 0	\$ 125,000	\$ 500,000	\$ 0	\$ 0	\$ 625,000
1. Land Cost: ____ Acres ____ Front Ft ____ Sq Ft N/A		5. Status of Project: ____ X Preliminary Estimate ____ Survey in Progress ____ Plans in Preparation ____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau	
2. Building Construction Cost: ____ Sq. Ft. ____ Equipment N/A		6. Status of Land Acquisition: ____ Not Yet Acquired ____ Partly Acquired ____ X Publicly Owned ____ No Land Involved ____ Gift			Project Description: FY2019: Design, includes environmental and permitting, Harborwalk from Adrienne Avenue to Cooper Street to include decorator lighting and wayfinding signage; approximately 700 feet.	
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 625,000 Engineering \$ _____ 125,000 Land \$ _____ Site \$ _____ Improvement \$ _____ 500,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ 60,000 Other Costs: Mowing & Maintenance for all Harborwalk phases \$ _____ 60,000 Total			FY2020: Construction Note: UNFUNDED project. Looking for environmental grants	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. <u>TBD</u> <u>TBD</u> <u>TBD</u> 3 rd Yr. <u>TBD</u> <u>TBD</u> <u>TBD</u> 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): ____ Loss of Taxes ____ Gain From Sale of ____ Previous Facility ____ New Revenues ____ X No Effect \$ _____ Total			Project Justification: A contiguous waterfront harborwalk extending from Cooper Street to Fisherman's Village. A critical link in Punta Gorda Pathways Harborwalk runs along the waterfront and extends from Cooper Street to Fisherman's Village. Punta Gorda Pathways provides access to a variety of destination points as well as a safe route to commercial, retail, historic, and downtown areas of Punta Gorda. Completion of the Pathways will contribute to the City's urban mobility, and help to create a strong viable community.	

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program



Harborwalk East Phase II

**Capital Improvements Program
UNFUNDED PROJECT**

Project Title: Complete Street - US 17 Improvements (US 41 NB to Cooper St)																														
Acct #: TBD			Project Code: TBD																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 0	\$ 0	\$ 360,000	\$ 2,640,000	\$ 0	\$ 3,000,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2020: Design Complete Streets Concept from Cooper Street @ US 17 (East Marion Avenue) to Tamiami Trail (US 41NB) and Cooper Street @ East Olympia Avenue (US17 NB) to include pavers and tree wells in existing utility strips, bicycle facilities, ADA improvements, high visibility crosswalks and decorative finish intersections where appropriate.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 3,000,000 Engineering \$ _____ 360,000 Land \$ _____ Site \$ _____ Improvement \$ _____ 2,640,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: TBD pending design \$ _____ 0 Total			FY 2021: Construct UNFUNDED project NOTE: This project is on the MPO UNFUNDED list for FY 2018/2019 construction only. City will be responsible for design cost.																									
4. Sources of Financing: <table style="width:100%; border-collapse: collapse;"> <tr> <td></td> <td align="center">Local</td> <td align="center">State</td> <td align="center">Federal</td> </tr> <tr> <td>1st Yr.</td> <td align="center">_____</td> <td align="center">_____</td> <td align="center">_____</td> </tr> <tr> <td>2nd Yr.</td> <td align="center">_____</td> <td align="center">_____</td> <td align="center">_____</td> </tr> <tr> <td>3rd Yr.</td> <td align="center">TBD</td> <td align="center">TBD</td> <td align="center">TBD</td> </tr> <tr> <td>4th Yr.</td> <td align="center">TBD</td> <td align="center">TBD</td> <td align="center">TBD</td> </tr> <tr> <td>5th Yr.</td> <td align="center">_____</td> <td align="center">_____</td> <td align="center">_____</td> </tr> </table>			Local	State	Federal	1 st Yr.	_____	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	TBD	TBD	TBD	4 th Yr.	TBD	TBD	TBD	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total			Project Justification: A continuation of the Punta Gorda Pathways; this "leg" of the project would be a connection to East Punta Gorda	
	Local	State	Federal																											
1 st Yr.	_____	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	TBD	TBD	TBD																											
4 th Yr.	TBD	TBD	TBD																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program

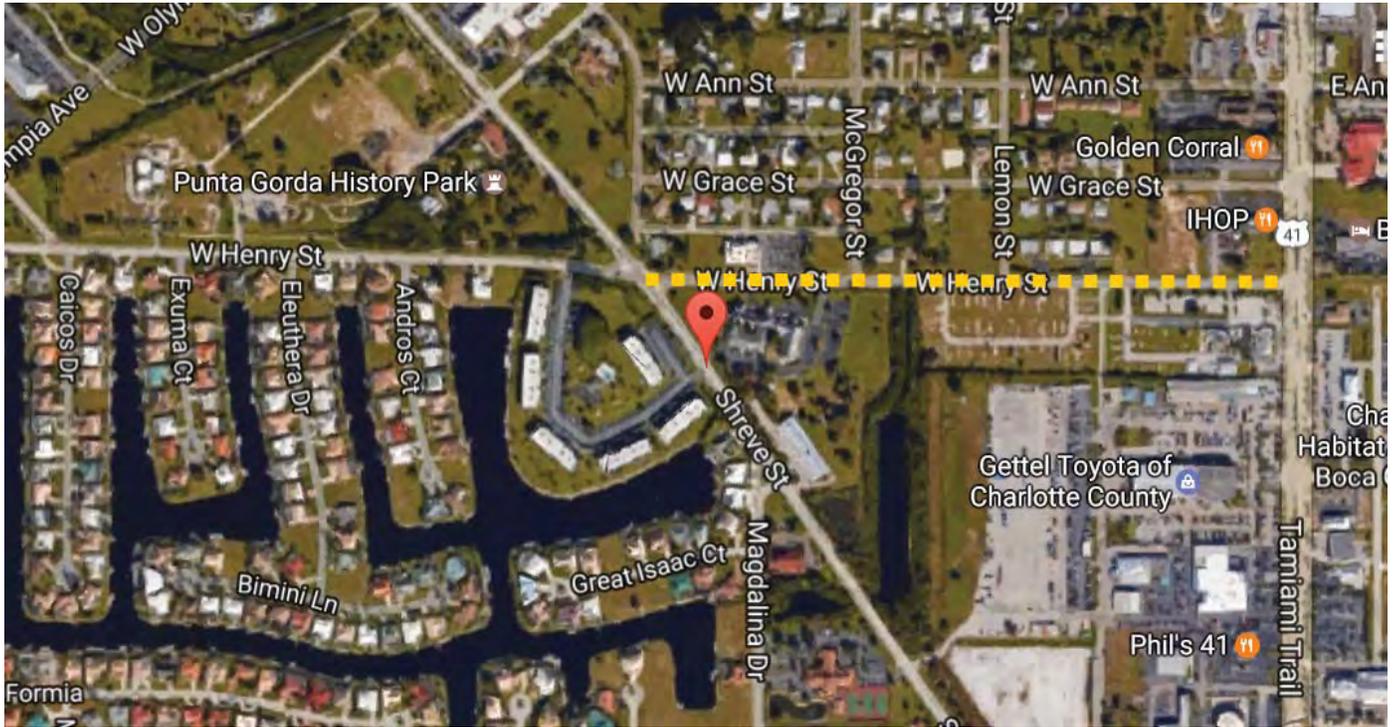


Complete Street - US 17 Improvements (US 41 NB to Cooper St)

**Capital Improvements Program
UNFUNDED PROJECT**

Project Title: MURT - W Henry Street Connection						
Acct #: TBD			Project Code: TBD			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 0	\$ 0	\$ 0	\$ 150,000	\$ 0	\$ 950,000	\$ 1,100,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2020: Design street improvements along West Henry providing sidewalks, bicycle facilities, decorative street lights and street trees. Shreve Street to US 41 FY 2022: Construct	
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 1,100,000 Engineering \$ _____ 150,000 Land \$ _____ Site \$ _____ Improvement \$ _____ 950,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: TBD pending design \$ _____ 0 Total			Note: UNFUNDED project	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. _____ 3 rd Yr. _____ TBD _____ TBD 4 th Yr. _____ 5 th Yr. _____ TBD _____ TBD		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total			Project Justification: A continuation of Punta Gorda Pathways; this "leg" of the project would connect to East Punta.	

Capital Improvements Program



MURT - W Henry Street Connection

Capital Improvements Program UNFUNDED PROJECT

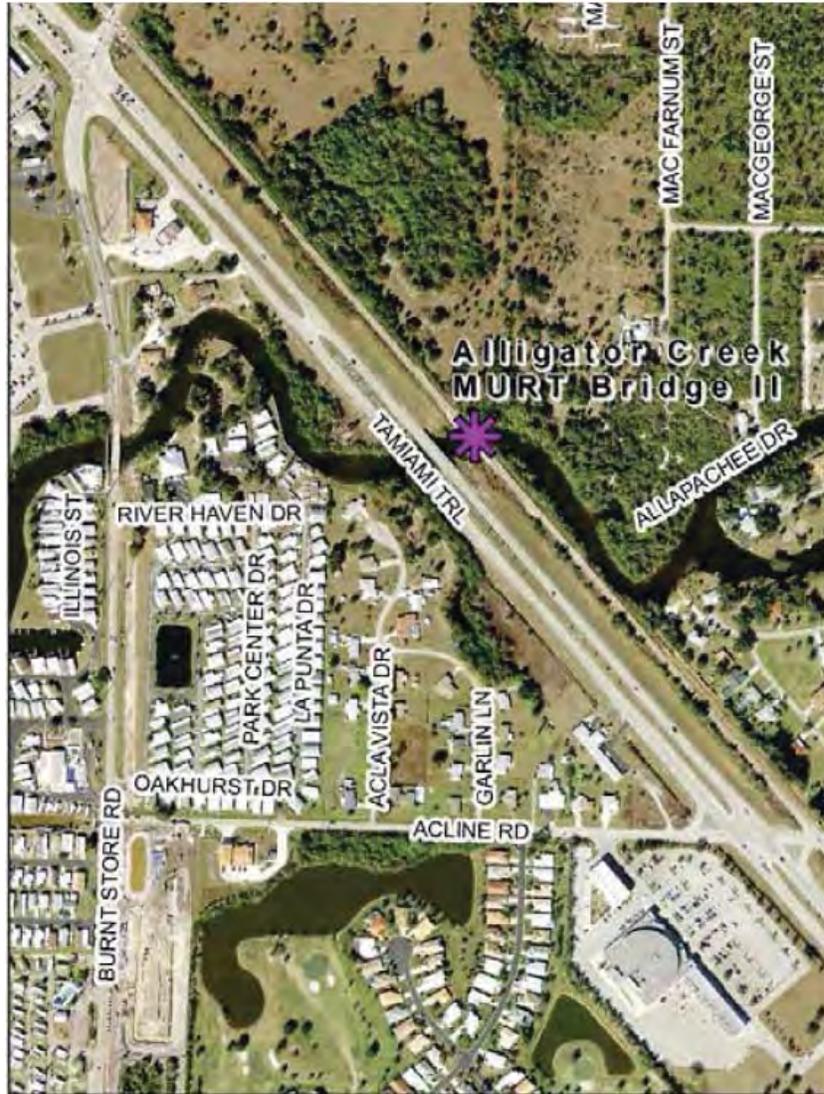
Project Title: Historic District Street Lights																														
Acct #: TBD			Project Code: TBD																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 0	\$ 0	\$ 0	\$ 330,000	\$ 0	\$ 330,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2020: Design, to be completed by City Engineering, for decorative lights within the Historic District FY 2021: Installation of decorative lighting: Marion Avenue from Harvey to US 41SB; Shreve Street from Virginia to Retta Esplanade; Marion/Shreve to Maud; Olympia/Shreve to Berry Street; Olympia/Berry to McGregor; and Olympia/McGregor to Harvey Street UNFUNDED project																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ 330,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ 330,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ 500 Other Costs: Electric \$ 500 Total			Project Justification: Enhance character of historic district																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">TBD</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	_____	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	TBD	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	_____	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	TBD	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program



Historic District Street Lights

Capital Improvements Program



Alligator Creek - US 41 NB - Pedestrian Bridge II

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Capital Improvements Program UNFUNDED PROJECT

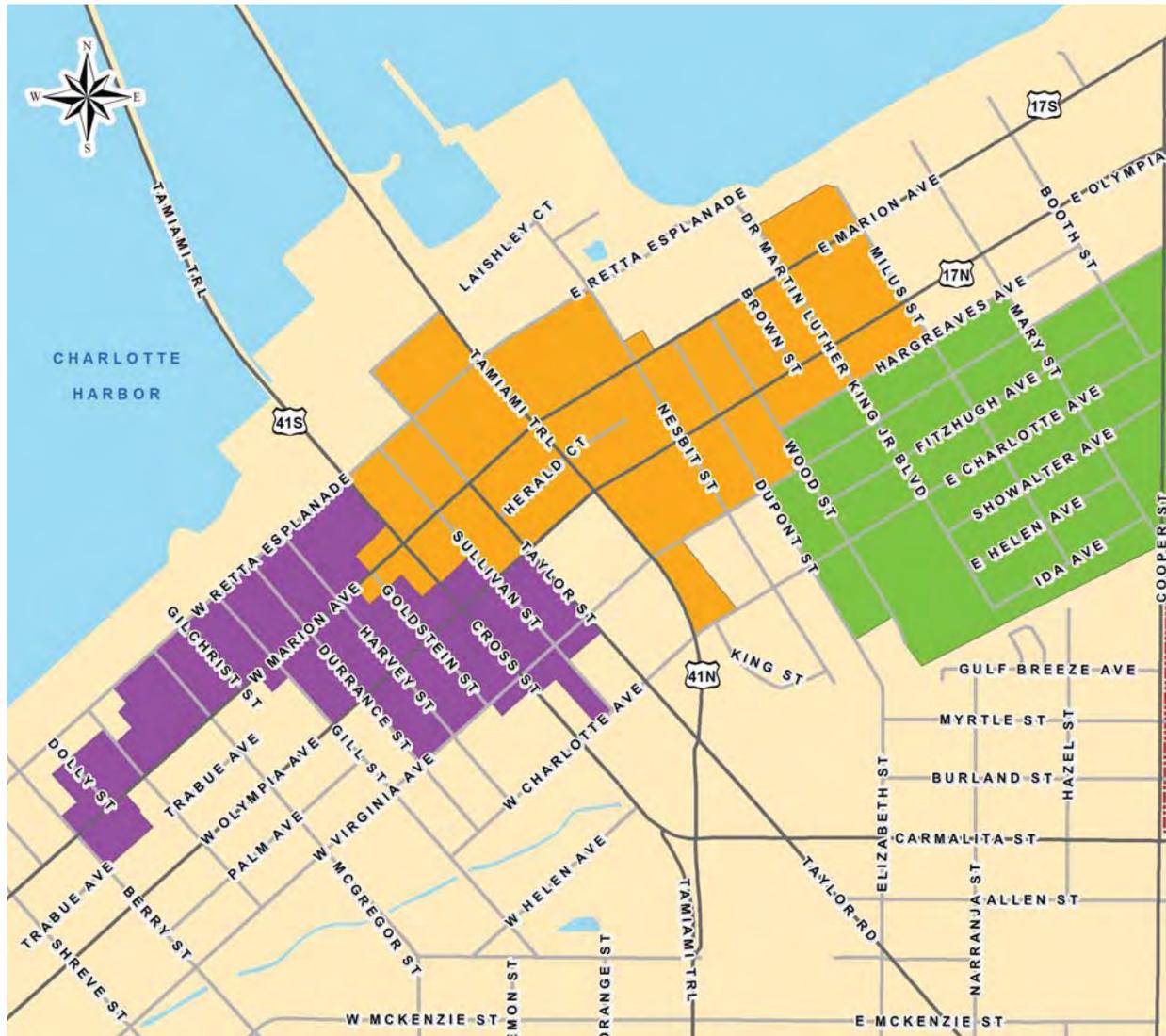
Project Title: Taylor Street Re-Brick (Olympia Ave. to Event Center)																														
Acct #: TBD			Project Code: TBD																											
Strategic Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 0	\$ 0	\$ 0	\$ 350,000	\$ 0	\$ 350,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Public Works Contact Person: Rick Keeney																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2021: Design (in-house) and Construction of brick sidewalks, tree wells and decorative lighting and irrigation (where needed) on Taylor Street: * Olympia to Herald Court * Herald Court to Marion * Marion to Retta Esplanade * Retta Esplanade to Harborside																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 350,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ 350,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total																												
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">TBD</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	_____	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	TBD	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total			Project Justification: Replace the current thin set pavers with brick pavers in same manner as all downtown areas. This is only area in downtown that has not been improved.	
	Local	State	Federal																											
1 st Yr.	_____	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	TBD	_____	_____																											
5 th Yr.	_____	_____	_____																											

* FUNDING SOURCES (SEE PAGE 8.05)

Capital Improvements Program UNFUNDED PROJECT

Project Title: Historic District Markers																														
Acct #: TBD			Project Code: TBD																											
Project Priority: Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods & working environment, heritage tourism, cultural opportunities, healthy eco-system & outdoor lifestyle, and its vibrant, safe City status				Goal: Support, promote & maintain the City's historic character																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000	\$ 100,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2022: Installation of historic markers identifying the Historic District; markers will be placed atop street name signage																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 100,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ 100,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total			Project Justification: To identify and promote the City's historic district.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">TBD</td> <td style="text-align: center;">TBD</td> <td style="text-align: center;">TBD</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	_____	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	TBD	TBD	TBD	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	_____	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	TBD	TBD	TBD																											

Capital Improvements Program

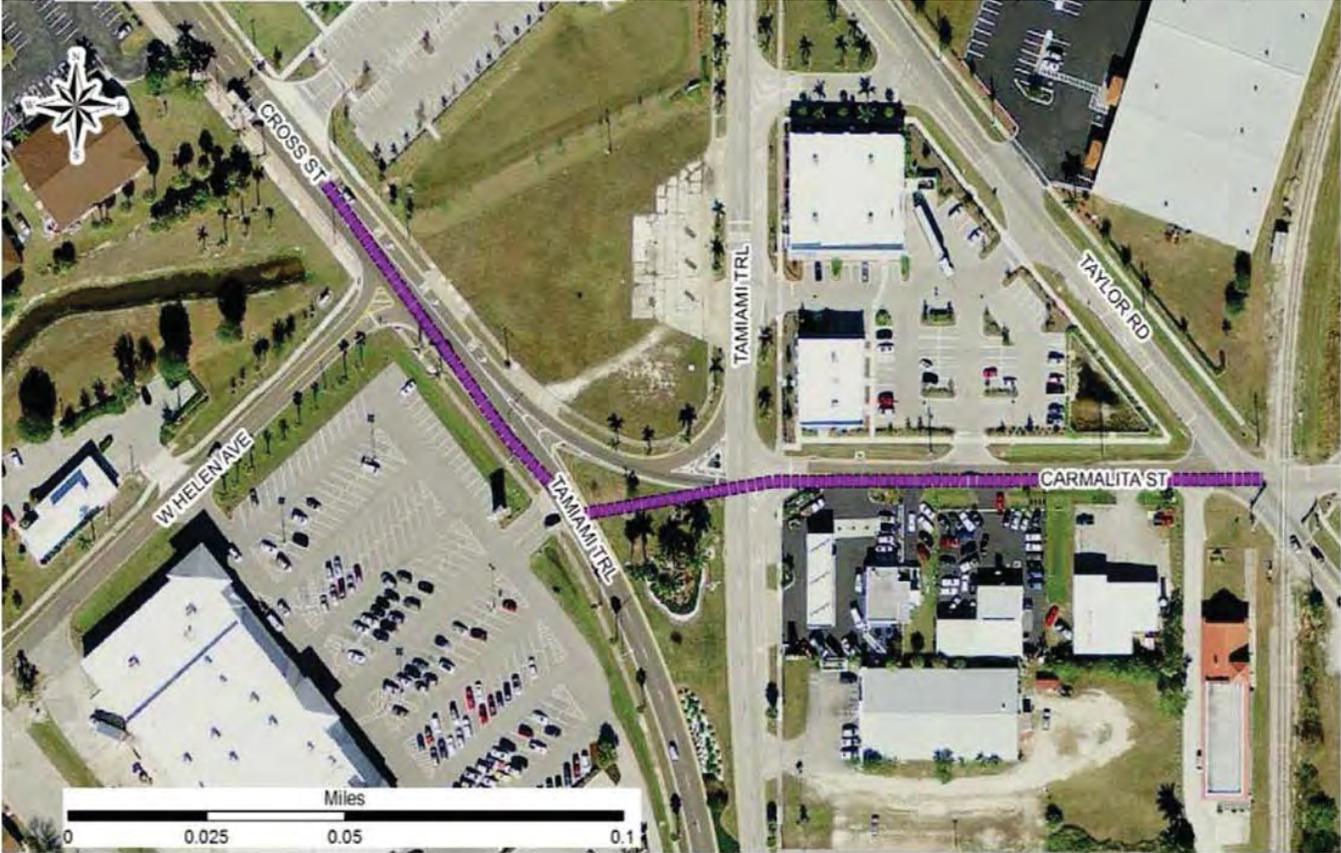


Historic District Markers

Capital Improvements Program

Project Title: US 41 @ Carmalita Street Extension																														
Acct #: 301-3004-541-6511			Project Code: 434988																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 550,000	\$ 0	\$ 0	\$ 1,250,000	TBD	TBD																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: CM/Urban Design Contact Person: Joan LeBeau																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired <input checked="" type="checkbox"/> Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2018: Project Development and Environment (PD&E) study conducted on extension of Carmalita Street LAP/MPO funding FY 2018/2019 (\$550,000) FY 2021: Development of engineering, design, & construction plans for the extension of Carmalita Street through the US 41NB and SB lanes, add traffic signals (mast arms) at both US 41 intersections; extend MURT from Linear Park (US 41 @ W Helen Avenue) along US 41 SB to Carmalita Street and along Carmalita to Taylor Note: LAP/MPO funding FY 2021/2022 (\$1,250,000) FY 2022: UNFUNDED - ROW acquisition and Construction cost TBD																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ 1,800,000 Engineering \$ 1,800,000 Land \$ _____ Site \$ _____ Improvement \$ TBD Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ 17,260 Other Costs: Traffic Signal, Maintenance, Electric, and R&M Estimated \$ 17,260 Total			Project Justification: Extend Carmalita Street as 2-way street through US 41 NB and SB approximately 750 feet. Provide signalization (2 traffic signals) sidewalks and bicycle facilities, and decorative lighting and landscaping as appropriate along the southside of Carmalita. This project is part of the Punta Gorda Pathways system of bicycle and pedestrian trail designed to enhance non-auto dependent mobility. Construction limits are Taylor Road to Linear Park @ US 41SB.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">G</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">G</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">TBD</td> <td style="text-align: center;">TBD</td> <td style="text-align: center;">TBD</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	_____	_____	G	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	G	5 th Yr.	TBD	TBD	TBD	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	_____	_____	G																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	G																											
5 th Yr.	TBD	TBD	TBD																											

Capital Improvements Program



US 41 @ Carmalita Street Extension

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 2015 through Budget FY 2018

Revenue:	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Charges for Service - Water	\$ 8,587,022	\$ 9,069,465	\$ 9,113,332	\$ 10,380,615	\$ 9,385,070
Charges for Service - Sewer	6,402,527	6,743,164	6,894,705	7,288,415	7,100,140
Charges for Service - Other	282,906	304,763	145,900	206,100	145,900
Other Fees	1,700	2,900	1,300	1,550	1,300
Miscellaneous Revenues	543,507	148,031	65,400	121,525	96,315
Transfer from Water System Impacts	300,000	1,050,000			208,000
Transfer from Sewer System Impacts			200,000		
	<u>16,117,662</u>	<u>17,318,323</u>	<u>16,420,637</u>	<u>17,998,205</u>	<u>16,936,725</u>
Projected Carryover-Beginning	3,712,666	4,343,009	6,298,893	7,136,556	7,963,749
Prior Year Encumbrances	18,198	25,710		373,830	
Prior Year Re-Appropriation		154,500		132,000	
Total Utilities O M & R Revenues	<u>\$ 19,848,526</u>	<u>\$ 21,841,542</u>	<u>\$ 22,719,530</u>	<u>\$ 25,640,591</u>	<u>\$ 24,900,474</u>
Expenses:					
Utilities Administration	\$ 794,690	\$ 713,530	\$ 794,520	\$ 790,436	\$ 840,708
Billings and Collections - Admin	556,798	693,099	737,234	732,676	749,575
Water Treatment	3,008,706	2,773,632	3,100,853	3,096,225	3,283,068
Water Distribution	1,999,841	1,881,021	2,007,227	1,942,157	2,105,638
Wastewater Collection	1,795,459	1,647,373	1,809,198	2,121,072	1,859,271
Wastewater Treatment	2,639,919	2,648,277	3,071,699	3,154,499	3,022,320
Wastewater Fleet/Equip Maint	170,898	175,534	186,053	185,569	188,976
Other NonDepartmental	529,976	628,734	705,840	783,208	928,527
Subtotal Operations	<u>11,496,287</u>	<u>11,161,200</u>	<u>12,412,624</u>	<u>12,805,842</u>	<u>12,978,083</u>
Debt - Principal	555,839	573,860	143,000		
Debt - Interest	27,001	9,096	59,000		
Transfer to State Revolving Debt Fund	200,000	200,000	200,000	200,000	1,031,600
Transfer to Utilities Construction - Capital	3,046,180	1,755,000	1,660,000	4,671,000	7,310,000
Contribution to Interconnect		500,000	1,500,000		
Subtotal Operations, Debt & Transfers	<u>15,325,307</u>	<u>14,199,156</u>	<u>15,974,624</u>	<u>17,676,842</u>	<u>21,319,683</u>
Projected Carryover-End	<u>4,523,219</u>	<u>7,642,386</u>	<u>6,744,906</u>	<u>7,963,749</u>	<u>3,580,791</u>
Total Utilities O M & R Expenses	<u>\$ 19,848,526</u>	<u>\$ 21,841,542</u>	<u>\$ 22,719,530</u>	<u>\$ 25,640,591</u>	<u>\$ 24,900,474</u>

The Actual FY 2015 and Actual FY 2016 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

**City of Punta Gorda, FI
Utilities O. M. R. Fund
Proforma Schedule of Revenues and Expenses
FY 2015 through FY 2022**

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues:									
Total Water Billings	\$ 8,587,022	\$ 9,069,465	\$ 9,113,332	\$ 10,380,615	\$ 9,385,070	\$ 9,478,921	\$ 9,573,710	\$ 9,669,447	\$ 9,766,142
Total Sewer Billings	6,402,527	6,743,164	6,894,705	7,288,415	7,100,140	7,171,142	7,242,853	7,315,282	7,388,435
Other Charges for Services	282,906	304,763	145,900	206,100	145,900	145,900	145,900	145,900	145,900
License & Permit Revenue	1,700	2,900	1,300	1,550	1,300	1,300	1,300	1,300	1,300
Miscellaneous Revenues	543,507	148,031	65,400	121,525	96,315	82,254	93,222	109,219	115,245
Transfer from Water & Sewer Impact Fees	300,000	1,050,000	200,000		208,000	830,000	830,000	830,000	480,000
Total Utilities OM&R Revenues	16,117,662	17,318,323	16,420,637	17,998,205	16,936,725	17,709,517	17,886,985	18,071,148	17,897,022
Expenses:									
Personnel Expenses	5,180,304	5,262,437	5,600,467	5,465,425	5,833,628	6,138,141	6,368,965	6,609,939	6,861,586
Operating Expenses	3,622,230	3,354,313	3,749,772	3,750,585	3,929,045	3,978,160	4,103,441	4,232,810	4,366,407
Administrative & Computer Overhead	2,333,070	2,336,911	2,490,685	2,509,685	2,565,410	2,642,372	2,721,644	2,803,293	2,887,392
Capital	360,683	207,540	521,700	1,030,147	600,000	650,000	700,000	700,000	700,000
Contingency			50,000	50,000	50,000	50,000	50,000	50,000	50,000
Net new operating exp - RO Plant						127,253	140,170	144,375	148,706
Subtotal Operations	11,496,287	11,161,201	12,412,624	12,805,842	12,978,083	13,585,926	14,084,220	14,540,417	15,014,091
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	1,926,180	635,000	540,000	3,551,000	6,190,000	215,000	170,000	275,000	
Existing Debt Service	782,840	782,955	200,000	200,000	200,000	200,000	200,000	200,000	
New Debt Service - Capital Projects			202,000		415,800	960,000	960,000	960,000	960,000
Transfer to SRF Fund - reserve incr (decr)					415,800	544,200		(375,000)	
Contribution to Pipeline Project		500,000	1,500,000			1,500,000			
Total Utilities Expenses	15,325,307	14,199,156	15,974,624	17,676,842	21,319,683	18,125,126	16,534,220	16,720,417	17,094,091
Revenues in excess (short) of Expenses	792,355	3,119,167	446,013	321,363	(4,382,958)	(415,609)	1,352,765	1,350,731	802,931
Operating Reserves - Beg	3,730,864	4,523,219	6,298,893	7,642,386	7,963,749	3,580,791	3,165,182	4,517,947	5,868,678
Operating Reserves - End	\$ 4,523,219	\$ 7,642,386	\$ 6,744,906	\$ 7,963,749	\$ 3,580,791	\$ 3,165,182	\$ 4,517,947	\$ 5,868,678	\$ 6,671,609

Assumptions:

Revenue:

- FY 2018-2022 No rate increases
- FY 2018-2022 Est. 1% growth
- FY 2018 assumes Utilities Construction SWFWMD grant revenue of full 50% funding of RO project
- FY 2018-2022 Water Impact Fee Fund transfer for partial debt service on RO project
- FY 2019-2021 Wastewater Impact Fee Fund transfer for balance of Jones Loop force main project

Operations Includes:

Personnel Expense:

- FY 2018 - Increase 1.5 F.T.E. count: SCADA analyst added to WTP and part-time clerk added to WWTP
- FY 2018 - 3% merit incr, defined benefit pension based on all members with citywide total same as FY 2017, defined contrib pension 7.5% of pensionable wages, health insur 3% incr, & WC insur est 14% incr.
- FY 2019-2022 - 1 F.T.E. increase for GIS/Engineering technician in Administration; 3% merit incr, pension est 5% incr, health insur est. 6% incr & workers comp insur est 10% incr

Operating Expense:

- FY 2018 - Per Departmental Request; Computer Overhead 3% est incr; Administrative Charges 3% est incr; Fire/General Liab insurance 5% est incr
- FY 2019-2022 - 3% est increase; except Fire/General Liab Insur 5% est incr; additional estimated operating costs of new RO plant per project engineers

Capital Outlay Expense:

- FY 2018 - Per Departmental Request; FY 2019 - Annual funding is targeted at \$650,000; FY 2020-2022 is targeted at \$700,000.

Renewal & Replacement of Infrastructure:

- FY 2018-2022 - 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 2017 - Cash funding previously earmarked for financing \$1,047,000
- FY 2017-FY 2018 \$15,650,000 financing (in Utilities Construction) and \$3,900,000 cash funding of RO project
- FY 2017-2022 Per 5 year Capital Improvement Plan

Contribution to Pipeline Project:

- FY 2017 City contribution to Interconnect Pipeline project delayed to match completion of RO project in FY 2019

Debt Service:

Existing Debt Service:

- FY 2018-2021 - Existing Debt Service per schedule; previous SRF loan paid off
- FY 2021 - Return of 1 year payment reserve from SRF Fund

New Debt Service:

- FY 2018-2022 - Debt Service as per schedule
- FY 2018-2019 - Transfer of 1 year payment reserve to SRF Fund

The Actual FY 2015 and Actual FY 2016 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

City of Punta Gorda, FL
Utilities Fund Proforma Schedule of Debt Service and Related Funding Sources
FY 2018 through FY 2022

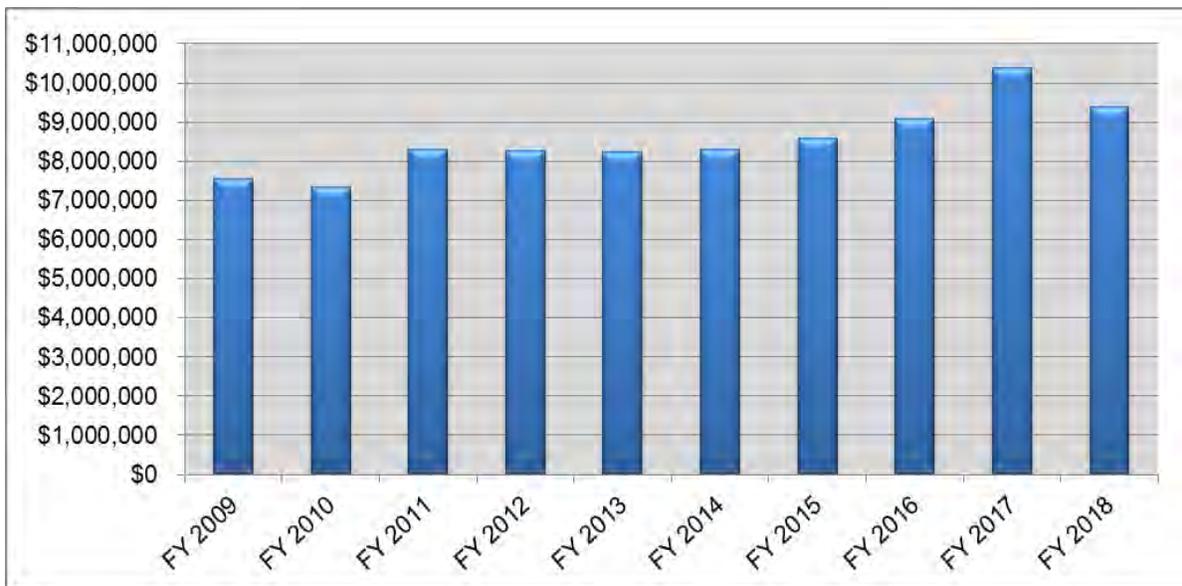
	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Funding Sources for Scheduled Debt:					
Utilities OM&R Fund	\$ 407,800	\$ 680,000	\$ 680,000	\$ 680,000	\$ 480,000
Water Impacts	208,000	480,000	480,000	480,000	480,000
Sewer Impacts	160,573	160,573	160,573	160,573	-
Total Funds Available for Debt Service	\$ 776,373	\$ 1,320,573	\$ 1,320,573	\$ 1,320,573	\$ 960,000

	FY 2018 Principal O/S	DUE FY 2018	DUE FY 2019	DUE FY 2020	DUE FY 2021	DUE FY 2022
Scheduled Debt:						
Current Outstanding Debt (Principal & Interest Payments)						
2000-Note 7/State Revolving/Maturity 08/15/21	\$ 1,338,890	\$ 360,573	\$ 360,573	\$ 360,573	\$ 360,573	\$ -
New Principal						
FY 2017-2022 Estimated New CIP Debt (Principal including capitalized interest & Interest Payments)						
R.O. Project - Deep Injection Well, 1.2% interest, 20 yr amortization	\$ 7,242,700	415,800	415,800	415,800	415,800	415,800
R.O. Project Construction, 2% estimated interest, 20 yr amortization	\$ 8,893,200		544,200	544,200	544,200	544,200
Total Debt Service Requirements	\$ 776,373	\$ 1,320,573	\$ 1,320,573	\$ 1,320,573	\$ 1,320,573	\$ 960,000

**City of Punta Gorda
Utility OM&R Fund
Water Billings-Charges for Services
402-0000-343-3100**

The user fee for water service is based on the meter size and amount of water used. The monthly rate is a combination of the monthly base facility charge per equivalent residential unit (ERU), a monthly charge by meter size, and a monthly volume charge based on all water used. Customers located outside the city limits have a 25% surcharge added to their bill. City residents pay a 10% water utility tax. The ERUs include commercial accounts. The water system monthly rates, fees and charges are detailed in Code of Ordinances section 17-7. The details can be viewed at ci.punta-gorda.fl.us under Code of Ordinances. Based on the 2015 Utility Rate and Impact Fee Study, modifications to the rate structure along with a 4% rate increases were implemented in FY 2016 and FY 2017 that would equitably recover costs based on customer class and continued promotion of conservation. The third increase has been delayed until further need is determined and is removed from the FY 2018 budget. A grant was secured to assist in funding the R.O. project. Consumption of water in FY 2017 is greater than expected, due primarily to a very dry and hot season. This is not expected to be repeated in FY 2018. Current rates at average consumption appear to remain adequate for funding the proposed 5 year proforma.

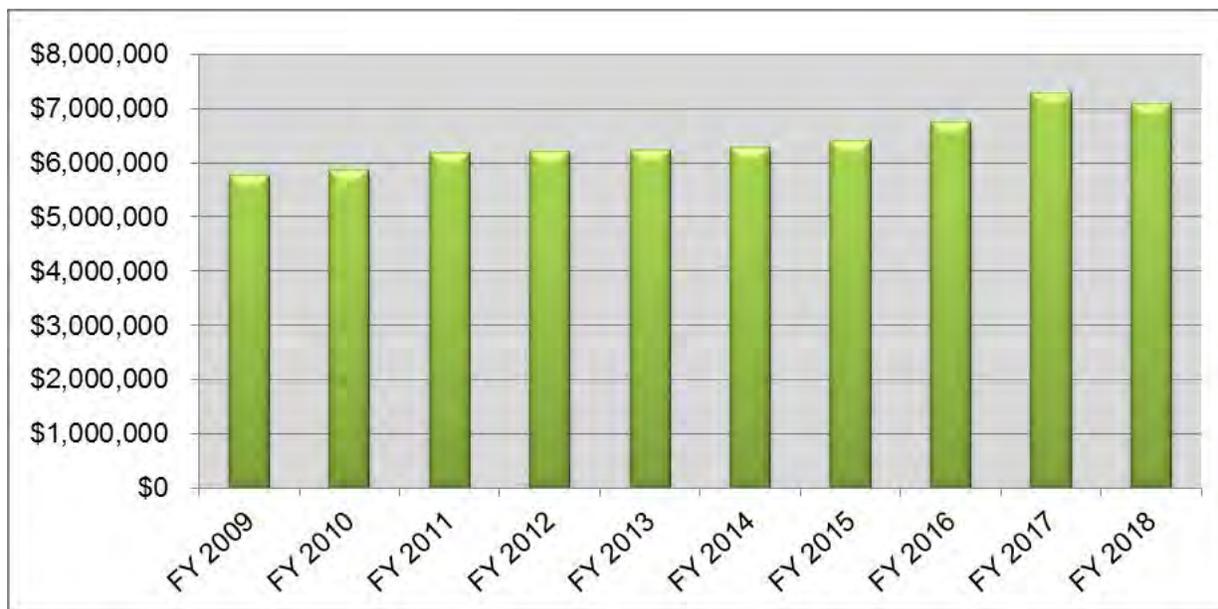
Fiscal Year	Rate Change	Revenue Amount	Percent Change	Equivalent Residential Units	Annual ERU Percent Change
FY 2009	15%	\$7,554,534	15.83%	20,651	-3.64%
FY 2010	3%	\$7,329,603	-2.98%	20,512	-0.67%
FY 2011	3%	\$8,299,976	13.24%	20,645	0.64%
FY 2012		\$8,268,807	-0.38%	20,684	0.19%
FY 2013		\$8,249,919	-0.23%	20,790	0.51%
FY 2014		\$8,305,917	0.68%	20,870	0.38%
FY 2015		\$8,587,022	3.38%	21,103	1.12%
FY 2016	4%	\$9,069,465	5.62%	21,511	1.93%
FY 2017	4%	\$10,380,615	14.46%	21,850	1.58%
FY 2018		\$9,385,070	-9.59%	22,070	1.00%



**City of Punta Gorda
Utility OM&R Fund
Sewer Billings- Charges for Services
402-0000-343-5100**

Wastewater system monthly rates, fees and charges are determined by the schedule in Code of Ordinances section 17-18. The monthly charge for the city's wastewater system includes the monthly base facility charge per equivalent residential unit (ERU) and a monthly volume charge based on the water used as determined by the city water meter per thousand gallons up to ten thousand gallons per ERU. Customers located outside the city limits pay a 25% surcharge. The details can be viewed at ci.punta-gorda.fl.us under Code of Ordinances. Based on the 2015 Utility Rate & Impact Fee Study, 4% rate increases were implemented in FY 2016 and FY 2017. The third increase has been delayed until further need is determined and is removed from the FY 2018 budget. Impact fees have been used to assist in funding capital expansion projects. It is expected that current rates are adequate for funding the proposed 5 year proforma. FY 2018 assumptions include a minimal growth rate and a monthly volume based on average history, rather than the unusually high consumption experienced during FY 2017.

Fiscal Year	Rate Change	Revenue Amount	Percent Change	Equivalent Residential Units	Annual ERU Percent Change
FY 2009	15%	\$5,759,028	16.56%	15,062	-3.99%
FY 2010	3%	\$5,876,561	2.04%	15,292	1.53%
FY 2011	3%	\$6,190,947	5.35%	15,390	0.64%
FY 2012		\$6,221,365	0.49%	15,422	0.21%
FY 2013		\$6,229,671	0.13%	15,557	0.88%
FY 2014		\$6,289,711	0.96%	15,694	0.88%
FY 2015		\$6,402,527	1.79%	15,904	1.34%
FY 2016	4%	\$6,743,164	5.32%	16,228	2.04%
FY 2017	4%	\$7,288,415	8.09%	16,575	2.14%
FY 2018		\$7,100,140	-2.58%	16,740	1.00%



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
UTILITIES O M & R**

REVENUES

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
07-01 FIRE FLOW TESTING FEE	350	600	300	300	300
07-02 SEPTIC INSPECTION FEE	600	1,400	500	500	500
08-00 DEVELOPER REVIEW FEE	750	900	500	750	500
* PERMITS,FEES & SPEC ASSMT	1,700	2,900	1,300	1,550	1,300
31-00 WATER BILLING	0	0	0	0	9,385,070
31-36 WATER 1-5 RATE INSIDE	0	1,372,418	1,591,200	1,662,140	
31-37 WATER 1-5 RATE OUTSIDE	0	526,655	661,000	676,360	
31-38 FACILITY CHG/ERU WATER IN	1,230,845	1,740,528	1,829,900	1,900,785	
31-39 FACILITY CHG/ERU WATER OUT	700,349	967,114	1,031,900	1,076,325	
31-40 WATER 6-10 RATE INSIDE	2,613,265	904,325	673,200	893,185	
31-41 WATER 6-10 RATE OUTSIDE	917,968	207,415	85,700	121,300	
31-42 WATER 11-20 RATE INSIDE	819,286	745,565	673,200	1,040,320	
31-43 WATER 11-20 RATE OUTSIDE	138,662	74,146	61,200	80,615	
31-44 WATER 21-40 RATE INSIDE	432,056	346,543	367,200	510,340	
31-45 WATER 21-40 RATE OUTSIDE	83,544	44,975	26,900	36,250	
31-46 WATER 41-80 RATE INSIDE	163,475	89,848	73,400	116,065	
31-47 WATER 41-80 RATE OUTSIDE	15,418	23,227	18,400	23,210	
31-48 WATER >80 RATE INSIDE	54,187	1,782	0	0	
31-49 WATER >80 RATE OUTSIDE	5,243	1,123	0	0	
31-50 CUSTOMER BILLING CHG IN	990,110	529,342	481,032	495,235	
31-51 CUSTOMER BILLING CHG OUT	422,615	264,419	241,100	256,300	
31-62 IRRIGATION 1-10 INSIDE	0	130,563	134,600	161,125	
31-63 IRRIGATION 1-10 OUTSIDE	0	781	500	2,120	
31-64 IRRIGATION 11-30 INSIDE	0	132,716	122,400	164,650	
31-65 IRRIGATION 11-30 OUTSIDE	0	251	0	830	
31-68 IRRIGATION >30 INSIDE	0	141,174	110,200	173,780	
31-69 IRRIGATION >30 OUTSIDE	0	564	0	0	
31-74 COMMERCIAL USAGE INSIDE	0	437,861	514,100	518,570	
31-75 COMMERCIAL USAGE OUTSIDE	0	386,130	416,200	471,110	
33-00 PENALTIES	84,458	84,708	50,000	50,000	50,000
34-00 SERVICE CHARGES	32,510	32,805	34,000	34,000	34,000
35-00 WATER SVC INSTALLATIONS	80,702	109,412	20,200	60,000	20,200
51-00 SEWER BILLING	0	0	0	0	7,100,140
51-62 SEWER CONSUMPTION INSIDE	1,193,167	1,254,986	1,251,800	1,397,810	
51-63 SEWER CONSUMPTION OUTSIDE	227,073	248,167	241,900	277,180	
51-64 WASTEWATER PRTS INSIDE	3,958,825	4,185,898	4,318,505	4,447,775	
51-65 WASTEWATER PRTS OUTSIDE	1,023,461	1,054,113	1,082,500	1,165,650	
55-00 SEWER TAP FEES	12,850	18,275	1,500	9,000	1,500
91-00 LIEN INTEREST	23,121	13,025	4,200	10,000	4,200
04-00 SANITATION BILLING	25,000	25,000	25,000	25,000	25,000
20-01 FLEET CHGS - GENERAL FUND	9,945	7,735	10,000	7,500	10,000
20-04 FLEET CHGS - P G I CANAL	1,755	1,853	1,000	400	1,000
20-26 FLEET - UTILITY EQUIPMENT	12,240	11,755	0	10,000	0
20-50 FLEET - SANIT/REFUSE COLL	325	195	0	200	0
* CHARGES FOR SERVICES	15,272,455	16,117,392	16,153,937	17,875,130	16,631,110

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
UTILITIES O M & R**

REVENUES

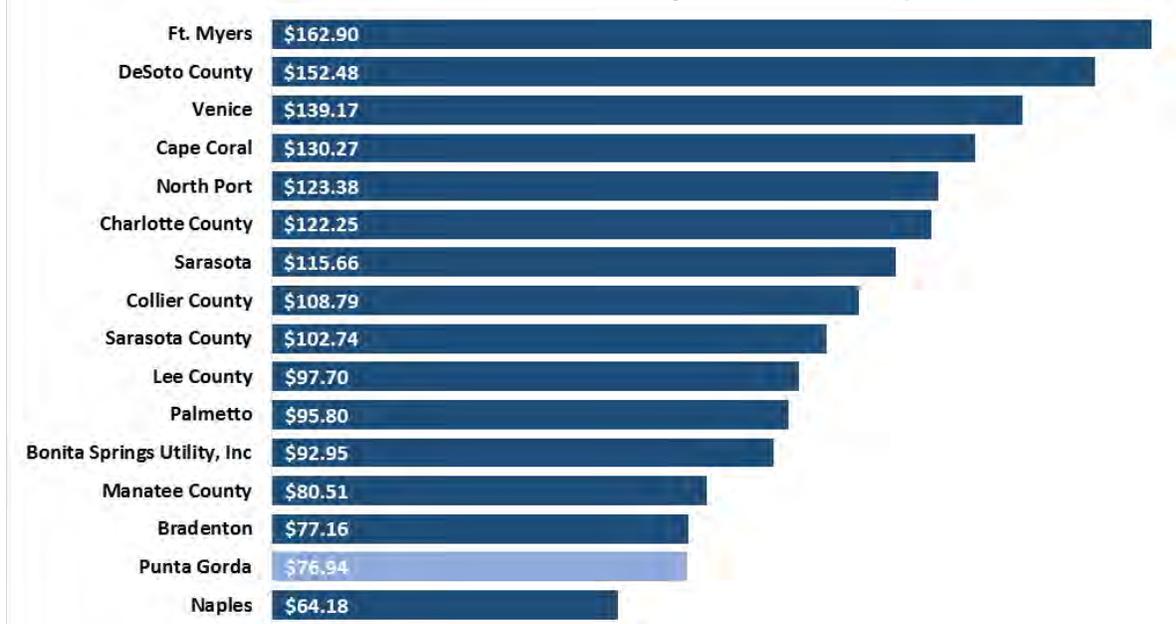
ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
07-00 WATER RESTRICT VIOLATIONS	0	0	0	25	0
* FINES & FORFEITS	0	0	0	25	0
10-00 INTEREST ON INVESTMENTS	27,086	31,289	20,000	58,000	50,000
00-00 RENTAL INCOME	28,657	29,517	30,400	30,400	31,315
41-00 SURPLUS FURN, FIXT, EQPT	4,496	14,978	0	0	0
30-02 SALE OF SOD	19,176	0	0	0	0
90-00 OTHER SCRAP OR SURPLUS	4,730	3,939	5,000	3,500	5,000
30-00 REFUND OF PRIOR YR EXPEND	721	4,133	0	0	0
70-18 INSURANCE RECOVERY	19,716	2,974	0	400	0
70-50 DEFINED CONTRIB REFUNDS	0	0	0	19,200	0
90-00 MISCELLANEOUS REVENUE	26,654	44,277	10,000	10,000	10,000
* MISCELLANEOUS REVENUE	131,236	131,107	65,400	121,500	96,315
31-00 UTILITIES CONSTRUCTION	3,293,680	398,556	0	0	0
35-00 WATER SYS CAPACITY ESCROW	300,000	1,050,000	0	0	208,000
36-00 SEWER SYS CAPACITY ESCROW	160,573	160,573	200,000	0	0
* TRANSFER FROM OTHER FUNDS	3,754,253	1,609,129	200,000	0	208,000
90-01 PROJ CARRYOVER-BEGINNING	0	0	6,298,893	7,136,556	7,963,749
90-02 PRIOR YEAR ENCUMBRANCES	0	0	0	373,830	0
90-05 PRIOR YR RE-APPROPRIATION	0	0	0	132,000	0
* BEGINNING RESERVES	0	0	6,298,893	7,642,386	7,963,749
	19,159,644	17,860,528	22,719,530	25,640,591	24,900,474

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

**City of Punta Gorda
Utility OM&R Fund
Rate Survey**

The City's utility rates are the 2nd lowest among the Southwest Florida utilities surveyed at the current FY 2017 rates.

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



The survey also gathered information available regarding FY 2018 expected rate increases. Findings indicated that the other entities in the area are expected to increase their rates between 0% to 5%. With the City not proposing any rate increase, it is anticipated that the City will continue to remain one of the lowest cost service providers in the area.

Entity	Proposed FY 2018 Increase
Ft. Myers	Unknown
DeSoto County	Unknown
Venice	2.9%
Cape Coral	Unknown
North Port	Unknown
Charlotte County	Unknown
Sarasota	No Increase
Collier County	Unknown
Sarasota County	No Increase
Lee County	No Increase
Bonita Springs Utility, Inc	Unknown
Palmetto	2% W, 4% WW
Manatee County	5%
Bradenton	Unknown
Punta Gorda	No Increase
Naples	2.2%

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
UTILITIES OM&R FUND SUMMARY**

Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	5,495,108	5,551,021	5,600,467	5,465,425	5,833,628
Operating	9,209,749	8,963,217	6,240,457	6,260,270	6,494,455
Capital Outlay	0	0	521,700	1,030,147	600,000
Debt Service	89,723	61,720	202,000	0	0
Intergovernmental	0	500,000	1,500,000	0	0
Contingency	0	0	50,000	50,000	50,000
Operating Transfers	3,072,772	1,756,508	1,860,000	4,871,000	8,341,600
Projected Carryover-End	0	0	6,744,906	7,963,749	3,580,791
Total	17,867,352	16,832,466	22,719,530	25,640,591	24,900,474

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

DEPARTMENT	Amended Authorized FY 2015	Amended Authorized FY 2016	Budget FY 2017	Amended Authorized FY 2017	Budget FY 2018
Utilities Administration	5	5	5	5	5
Billing & Collections	5	6	6	6	6
Water Treatment	16	17	17	17	18
Water Distribution	18	16.5	16.5	16.5	16.5
Wastewater Collection	15	15	15	15	15
Wastewater Treatment	14	15	15	15	15.5
Fleet/Equip Maint	1.5	1.5	1.5	1.5	1.5
	74.5	76	76	76	77.5

**UTILITIES OM&R FUND
VEHICLE & EQUIPMENT REPLACEMENT DETAIL
FY 2018 - FY 2022
(All figures in thousands of dollars)**

Capital Outlay	Page#	TOTAL PROJECT COST	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Utilities Administration							
Replace 2008 Ford Escape 4 door sport ute	9.15	26	26				
Water Treatment Plant:							
Progressive Cavity Pump		18	18				
Turbidity Meter Upgrade		13	13				
Camera System Repair/Upgrade		40	40				
Auto Flusher		10	10				
Hach DR3900		4	4				
Flushing Stations, Bacti Stations		10	10				
Replace 2004 Mule	9.22	8	8				
Replace 2007 pickup truck	9.23	25		25			
Replace 2005 Mule	9.24	8		8			
Replace 2006 4x4 pickup truck	9.25	25			25		
Replace 2006 tractor	9.26	45			45		
Replace 2007 50KW generator portable	9.27	35			35		
Replace 2008 Carolina Skiff boat	9.28	10				10	
Replace 2013 turf tiger	9.29	16				16	
Replace 2006 6x4 cab dump truck	9.30	100					100
Replace 2007 Wheel Loader	9.31	110					110
Replace 2011 small pickup truck	9.32	20					20
Replace 2015 Gator TX	9.33	8					8
Replace 2015 Gator TX	9.34	8					8
Replace 2015 4x4 pickup truck	9.35	25					25
Replace 2008 Dump Truck	9.36	62					62
Pumps, Motors & VFD's		400		100	100	100	100
Water Distribution:							
Replace 1997 Frontend Loader	9.40	130	130				
Replace 2006 F350 Crew Cab Utility truck	9.41	50		50			
Replace 2002 Cat Backhoe	9.42	75			75		
Replace 2006 Sport Utility	9.43	30				30	
Wastewater Collection:							
Nozz Teq. Spinner 1" Compl. w/all Jetts Nozzle		3	3				
3/4 HP Horizontal/Vertical Bandsaw w/93" Blade		2	2				
Cues Mplus Portable Lateral Camera		14	14				
Replace 2005 4x4 Cab Utility body & Auto Crane diesel	9.48	76	76				
Replace 2004 Crew cab 4x4	9.49	55		55			
Replace 2006 4x4 Diesel pickup truck	9.50	35			35		
Replace 2002 4x2 Cab Utility bed & Auto Crane	9.51	75			75		
Replace 2005 Extended cab pickup truck	9.52	26				26	
Wastewater Treatment Plant:							
Pumps, Motors, Mixers, Blowers, Effluent Pumps	9.56	534	134	100	100	100	100
Doors & Soffits	9.57	15	15				
Replace 2001 4x4 diesel pickup truck	9.58	35		35			
Replace 1991 4x4 Tractor duel speed	9.59	85		85			
Replace 1984 Forklift	9.60	20		20			
Replace 1996 5550 Backhoe	9.61	85			85		
Replace 1994 3 Yard Loader 4x4	9.62	100			100		
Replace 2001 Bush Hog flexwing Rotary cutter	9.63	15			15		
Unspecified Equipment Needs		864	97	172	10	418	167
TOTAL			600	650	700	700	700

FY 2018 - Per Departmental request; FY 2019 Annual funding is targeted at \$650,000;
FY 2020-2022 is targeted at \$700,000
FY 2019-2022 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 2018
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:

Capital wastewater projects that advanced in FY 2017 included: Completion of the re-roofing of 5 buildings in the wastewater treatment division, replaced over 1,100 linear feet of gravity sewer with various projects. The Groundwater Reverse Osmosis, (R.O.) project saw the completion of the tri-zone monitoring well and continued work on the completion of two groundwater production, and test wells. Work started on drilling the deep injection well for the disposal of the R.O. brine. The Groundwater R.O. design moved to the 90% plans. City Staff worked with the plant designer and Construction Manager to develop cost estimates.

BUDGET NARRATIVE:

The proposed operating budget provides funding for operation of the Utilities Administration Division consistent with FY 2017. The Utilities Capital Improvement Plan budget includes funding for:

- Design of the Jones Loop force main
- Completion of the groundwater test / production wells
- Completion of the Deep Injection well
- Complete the groundwater permit application
- Bid the R.O. Construction phase

The FY 2018 budget also includes funding for replacement of an administration vehicle.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: QUALITY OF LIFE

Goal: Improve the City's water quality

MISSION AND OBJECTIVES

To provide secure, safe, and reliable public water and wastewater utility services to the City of Punta Gorda customer.

INITIATIVES AND ACTION ITEMS

Planning and implementation activities and a capital improvement program to plan and construct facilities required to meet current and future water and wastewater needs. Perform management of developer initiated utility improvements and administrative activities supporting departmental and divisional programs. Provide training programs to improve employee skills and knowledge to achieve operational efficiencies and reinforce worker safety. Engage public agencies and local governments to realize benefits from interagency cooperation. Perform regulatory compliance program.

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY2017	FY 2018
Output:				
No. of Project Reviews	16	24	24	24
Utility Relocation Projects - Thousand \$	\$4	\$19	\$222	\$20
Capital Projects - Million \$	\$3.4	\$4.0	\$36.5	\$12.6
Efficiency:				
Annual Cost of Administration per Customer Account (Budget Basis)	\$38.52	\$33.79	\$36.47	\$38.41
Service Quality:				
Strategic Plan Projects accomplished on schedule	No	No	TBD	TBD
Outcome:				
Water Customer Accounts	12,134	12,393	12,675	12,800
Wastewater Customer Accounts	8,498	8,725	9,000	9,090
Water ERUs	21,103	21,511	21,850	22,070
Wastewater ERUs	15,904	16,228	16,575	16,740

* ERUs (Equivalent Residential Units)

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
UTILITIES ADMINISTRATION – Dept/Div 1620
Key Performance Measures**

RESULTS

Continued administration of SWFWMD grant for WTP RO project. Construction of WTP Ground Water Well Field is continuing and is scheduled to be completed July 2017. Construction of WTP RO Concentrate Injection Well is continuing and is scheduled to be completed July 2017. WTP Raw Water Pump Station Upgrade project was bid and awarded this year. Construction is scheduled to be complete July 2018. The Regional Water Supply Authority Phase 1 Pipeline Basis of Design Report was completed this year. Final design and permitting of the Phase 1 Pipeline is scheduled to be complete November 2018. The Jones Loop Road Force Main project started this year. Design and permitting started January 2017 and is scheduled to be complete January 2018. Continued assistance to Developers with Utility Inquiries, Planning, Designs, and Plan Reviews. Continued assistance to Division Managers with CIP and Operations projects.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
UTILITIES ADMINISTRATION SUMMARY**

Operating Budget

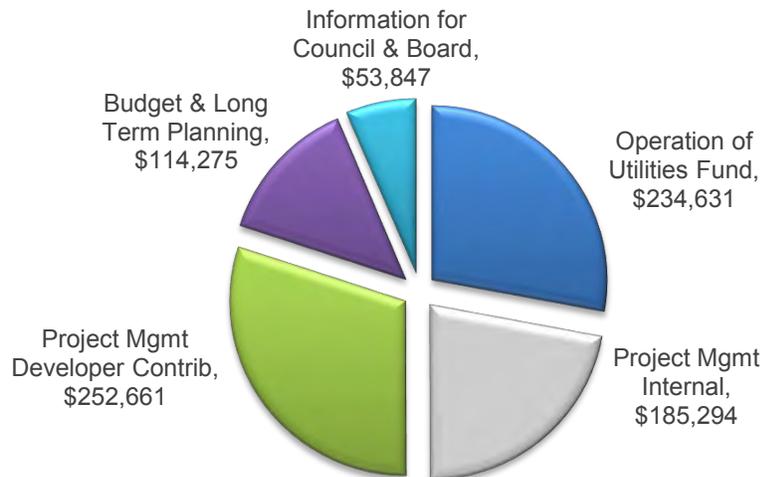
Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	569,260	596,831	559,058	555,968	575,068
Operating	267,113	167,898	185,462	184,468	189,640
Capital Outlay	0	0	0	0	26,000
Operating Contingency	0	0	50,000	50,000	50,000
Total	836,373	764,729	794,520	790,436	840,708

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
Utilities Director	1	1	1	1	1
Utilities Engineering Mgr	1	1	1	1	1
Sr. Utilities Project Mgr	1	1	1	1	1
Utilities Project Manager	1	1	1	1	1
Executive Assistant	1	1	1	1	1
Total	5	5	5	5	5

Service Costs



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1620		Asset Tag	6817	Purchase Price (if Known)		\$ 21,308
Make	Ford	Model	Escape		Year	2008	Age 10
Current Mileage	88,358			Life to Date Maintenance Cost		\$ 15,053	
Description	4 door sport utility vehicle						
Recent Major Repair(s) to extend life: Transmission overhaul			Known Problems: High mileage and expensive to maintain				
Description of Requested Replacement: 4 door sport utility vehicle or similar						Estimated Cost of Replacement	
						\$ 26,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Mileage, maintenance costs, age				If this vehicle or equipment is not replaced, what are the alternatives: Increased equipment repair & maintenance costs			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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:

Implementation of modifications to on-line accounts and credit card processing were the focal point of the first half of FY 2017. These changes demanded an unprecedented amount of staff time in order to provide customer assistance, change almost 600 customers from recurring credit card payment to bank drafting and process the increase in payments received by mail and over the counter. With continued economic growth came continued construction and the installation of over 100 new meters. In addition to new development, Billing and Collections staff processed over 400 changes to existing account ownership from October 2016 to March 2017.

BUDGET NARRATIVE:

The 2018 budget reflects continued service and operations at the existing level, with no significant increase or decrease in cost or staffing.

The implementation of the Advanced Metering Infrastructure (AMI) project will begin in the second quarter of FY 2018. It is unknown at this time the impact on operations.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
BILLING AND COLLECTIONS - Dept/Div 0423
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

Goal: Continue best management practices in financial planning

Goal: Identify sustainable spending policies and appropriate technologies to support business operations

MISSION AND OBJECTIVES

Bill all accounts in an accurate and timely manner while providing high-level service to all customers. Minimize follow-up window to increase collections on final bills. Increase use of emerging technology to lower postage and supply costs.

INITIATIVES AND ACTION ITEMS

- Monitor off-cycle billing and final accounts to insure monthly processing.
- Pursue rapid collection of outstanding final bills.
- Establish on-line billing and payment for slip rentals.
- Implement a campaign to increase number of customers using ebill service

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
Number of Cycle bills	144,750	147,972	151,532	153,934
Number of Final bills	1,074	949	1,070	1,100
Utility rates in relation to SWFL communities	2nd lowest	2nd lowest	2nd lowest	2nd lowest
Efficiency:				
Annual cost per bill (Budget Basis)	\$45.82	\$55.85	\$57.61	\$58.02
Service Quality:				
Number of corrected bills	56	29	23	35
Outcome:				
% of bills in regular cycle	99%	99%	99%	99%
% of Finals done monthly	50%	73%	80%	85%

RESULTS

Reading and billing accuracy continue to exceed industry standard, as reflected by the minimal number of corrected bills and the production of 99% of bills in regular cycle. The continued rise in annual cost per bill is attributable to increased staff costs and administration of the meter reading contract.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
BILLING & COLLECTIONS SUMMARY**

Operating Budget

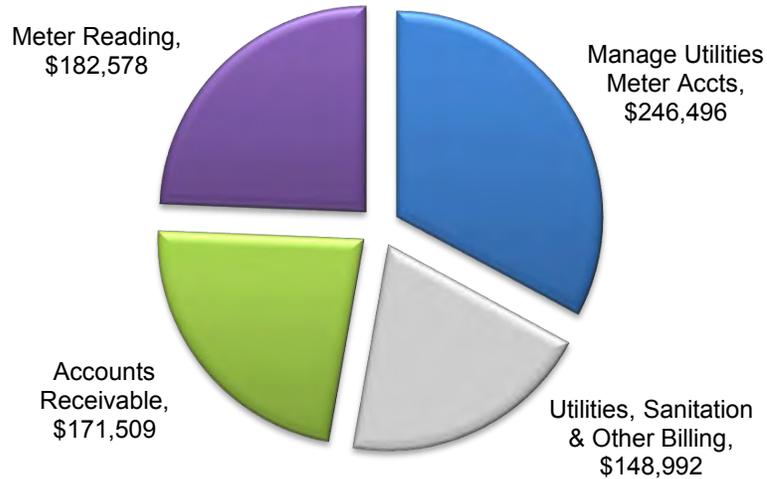
Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	344,069	364,947	388,718	386,056	407,925
Operating	226,637	346,567	348,516	346,620	341,650
Capital Outlay	0	0	0	0	0
Total	570,706	711,514	737,234	732,676	749,575

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
Billing & Collections Supervisor	1	1	1	1	1
Senior Customer Service Representative	2	2	2	2	2
Customer Service Representative	2	3	3	3	3
Total	5	6	6	6	6

Service Costs



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
WATER TREATMENT DIVISION - Dept/Div 1621**

FUNCTION:

The Water Treatment Division operates and maintains the Shell Creek Water Treatment Facility, which supplies potable water to City and County residents. The plant is currently rated at 10,000,000 gallons per day. The division is responsible for the operation and maintenance of other facilities, such as the Burnt Store Isles Elevated Tank, Punta Gorda Isles Ground Storage Tank and Booster Pump Station. The water treatment division is continuing to respond to increased requirements relating to water management, water quality, and treatment operations mandated by the Florida Department of Environmental Protection (FDEP) and other regulatory agencies.

ACCOMPLISHMENTS

Accomplishments for FY 2017 consist of an electronic logbook, updating the maintenance program, replacing a loader, and upgrading licenses of employees from three "A"s to six "A"s and two "C"s to two "B"s. From October 1, 2016 through February 2017 the water treatment plant treated 900 million gallons of raw water, maintaining water quality and quantity.

BUDGET NARRATIVE:

Budget requests reflect funding to achieve permit compliance, normal plant operations, and maintain the existing facilities. The budget includes replacement of one utility vehicle, upgrade of turbidity meters, replacement of security camera equipment, pump, flusher, and flushing & bacti stations.

The FY 2018 budget includes an increase of 1 f.t.e. for a SCADA (Supervisory Control And Data Acquisition) Analyst who will be involved with the installation, integration, and testing of the control electronics for the new groundwater R.O. facility as well as the existing Shell Creek plant.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 & systems in infrastructure maintenance
 Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands
- PRIORITY: QUALITY OF LIFE
 Goal: Improve the City’s water quality

MISSION AND OBJECTIVES

The mission of the water treatment plant is to protect public health by providing reliable high quality drinking water to our customers at the lowest cost possible.

INITIATIVES AND ACTION ITEMS

To provide professional and proficient operation and maintenance of the City’s Water Treatment Facilities. Continually seek excellence with process operation and maintenance of plant facilities. Meet the regulatory standards of the U.S. Environmental Protection Agency Safe Drinking Water Act and Department of Environmental Protection.

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
Billion gallons potable water produced	1.8	1.9	1.9	1.9
Million gallons of ASR water stored per cycle*	200	200	200	200
Efficiency:				
Cost per 1000 gallons potable water (Budget Basis)	\$1.67	\$1.46	\$1.63	\$1.73
Service Quality:				
Deviation from regulatory standards**	None	None	None	None
Outcome:				
% Meeting Drinking Water Standards**	100%	100%	100%	100%

*Restricted by permit

**The City has a TDS exemption which allows 1,000 parts per million and exemption will be removed when RO plant is constructed.

RESULTS

This past year the Water Treatment Plant met all water demands with 100% compliance to State and Federal Regulations with City’s TDS exemption. Average annual demand was 4.6 Million Gallons per Day (MGD) and peak day demand was 6.9 MGD.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
WATER TREATMENT SUMMARY**

Operating Budget

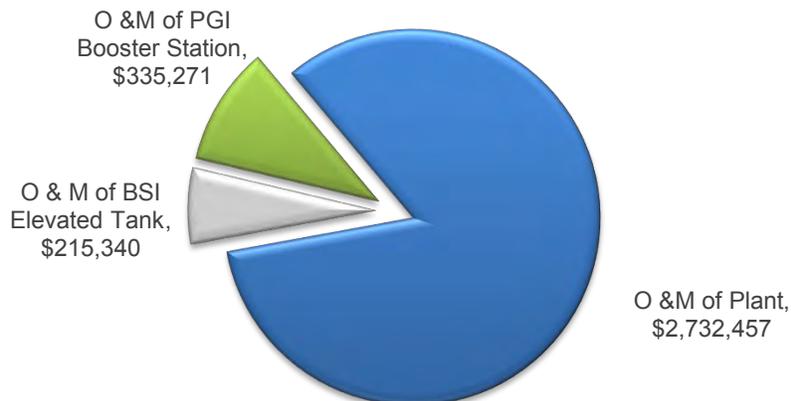
Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	1,123,638	1,187,124	1,199,738	1,192,095	1,357,194
Operating	1,822,821	1,578,504	1,790,115	1,735,130	1,822,445
Capital Outlay	0	0	111,000	169,000	103,429
Total	<u>2,946,459</u>	<u>2,765,628</u>	<u>3,100,853</u>	<u>3,096,225</u>	<u>3,283,068</u>

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
Utilities Supervisor	1	1	1	1	1
Treatmt Plant Chief Op	1	1	1	1	1
SCADA Analyst	0	0	0	0	1
Laboratory Technician	0	0	0	1	1
Treatmt Plant Mtce Chief	1	1	1	1	1
Operator A	6	6	6	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	0	1	1	1	1
Total	16	17	17	17	18

Service Costs



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1621		Asset Tag	5450	Purchase Price (if Known)		\$ 8,100
Make	Kawasaki	Model	Mule3000		Year	2004	Age 13
Current Mileage	2,581			Life to Date Maintenance Cost		\$ 1,841.93	
Description	All terrain vehicle (ATV)						
Recent Major Repair(s) to extend life: Drive shaft assembly			Known Problems: None				
Description of Requested Replacement: All terrain vehicle (ATV)						Estimated Cost of Replacement \$ 8,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Reaching end of service life				If this vehicle or equipment is not replaced, what are the alternatives: Operators would need to use a truck to get to the wells for samples			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1621		Asset Tag	6811	Purchase Price (if Known)		\$ 18,547
Make	Ford	Model	F150XL		Year	2007	Age 10
Current Mileage	102,535			Life to Date Maintenance Cost		\$ 7,860	
Description	4x4, 1/2 ton pickup truck						
Recent Major Repair(s) to extend life: None			Known Problems: None				
Description of Requested Replacement: 4x4, 1/2 ton pickup truck						Estimated Cost of Replacement	
						\$ 25,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Reaching end of service life				If this vehicle or equipment is not replaced, what are the alternatives: Increase in equipment repair and maintenance. An alternative would be needed to complete the mandatory flushing. If short a vehicle, would cause a delay in operations.			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1621		Asset Tag	5489	Purchase Price (if Known)		\$ 9,573
Make	Kawasaki	Model	Mule 3010		Year	2006	Age 11
Current Mileage	1,228			Life to Date Maintenance Cost		\$ 977.52	
Description	All Terrain Vehicle						
Recent Major Repair(s) to extend life: None			Known Problems: None				
Description of Requested Replacement: All Terrain Vehicle						Estimated Cost of Replacement	
						\$ 8,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If this vehicle or equipment is not replaced, what are the alternatives: Maintenance staff would have to use a truck to move equipment around the plant and hand carry to tight spaces.			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1621		Asset Tag	5490	Purchase Price (if Known)		\$ 18,496
Make	Ford	Model	F150XL		Year	2006	Age 11
Current Mileage	85,371			Life to Date Maintenance Cost		\$ 3,500	
Description	4x4 pickup truck						
Recent Major Repair(s) to extend life: Repairs to the front end			Known Problems: None				
Description of Requested Replacement: 4x4 pickup truck						Estimated Cost of Replacement	
						\$ 25,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If this vehicle or equipment is not replaced, what are the alternatives: Increased equipment repair & maintenance costs or lease truck			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1621		Asset Tag	5516	Purchase Price (if Known)		\$ 42,555
Make	John Deere	Model	6415		Year	2006	Age 11
Current Mileage	7,959			Life to Date Maintenance Cost		\$ 5,372	
Description	4 WD Tractor						
Recent Major Repair(s) to extend life: None			Known Problems: None				
Description of Requested Replacement: 4 WD Tractor						Estimated Cost of Replacement	
						\$ 45,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If this vehicle or equipment is not replaced, what are the alternatives: Unable to maintain upkeep of 166 acres			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):

**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1621		Asset Tag	6837	Purchase Price (if Known)		\$ 20,050
Make	Magnum	Model	55		Year	2007	Age 10
Current Mileage	3,766	Hours			Life to Date Maintenance Cost		\$ 1,139.31
Description	50KW Generator-Portable						
Recent Major Repair(s) to extend life:			Known Problems:				
None			None				
Description of Requested Replacement:						Estimated Cost of Replacement	
50 KW Generator-Portable						\$ 35,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If this vehicle or equipment is not replaced, what are the alternatives: Would not be able to power heaters in chemical room, or booster pump at Bal Harbor during power outages			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1621		Asset Tag	6850	Purchase Price (if Known)		\$ 7,802
Make	Carolina Skiff	Model	1965D		Year	2008	Age 9
Current Mileage	244	Hours	Life to Date Maintenance Cost			\$	1,845.51
Description	Boat with bimini top						
Recent Major Repair(s) to extend life:			Known Problems:				
None			None				
Description of Requested Replacement:						Estimated Cost of Replacement	
Boat with bimini top						\$ 10,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->				End of Life - Fiscal Year			
Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5				<input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input checked="" type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate ->				Requested Fiscal Year for replacement			
Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5				<input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input checked="" type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If this vehicle or equipment is not replaced, what are the alternatives: We would not be able to spray for algae			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO							
If No, Requested use?							

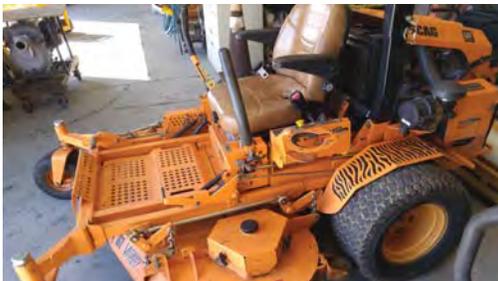
Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1621	Asset Tag	6911	Purchase Price (if Known)	\$	13,947.96				
Make	Scagg	Model	turf tiger	Year	2013	Age	4			
Current Mileage	388	Hours		Life to Date Maintenance Cost	\$	56.38				
Description	Riding Mower									
Recent Major Repair(s) to extend life:	None		Known Problems:	None						
Description of Requested Replacement:				Estimated Cost of Replacement						
Riding Mower				\$ 16,000						
Scoring Criteria										
<- Highest Concern -- Lowest Concern ->			End of Life - Fiscal Year							
Safety:	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 5	<input type="checkbox"/> 2018	<input type="checkbox"/> 2019	<input type="checkbox"/> 2020	<input checked="" type="checkbox"/> 2021	<input type="checkbox"/> 2022
<- Most Costly -- Least Costly to Operate ->			Requested Fiscal Year for replacement							
Efficiency:	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 5	<input type="checkbox"/> 2018	<input type="checkbox"/> 2019	<input type="checkbox"/> 2020	<input checked="" type="checkbox"/> 2021	<input type="checkbox"/> 2022
Provide explanation for requested fiscal year of replacement: Anticipated end of service life					If this vehicle or equipment is not replaced, what are the alternatives: Contract mowing to an outside vendor					
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO										
If No, Requested use?										

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1621		Asset Tag	5492	Purchase Price (if Known)		\$ 80,393
Make	Freightliner	Model	M2112		Year	2006	Age 11
Current Mileage	13,071			Life to Date Maintenance Cost		\$ 78,254	
Description	6x4 cab/chassis with Warren Dump						
Recent Major Repair(s) to extend life: Air Tank			Known Problems: None				
Description of Requested Replacement: 6x4 cab dump truck						Estimated Cost of Replacement	
						\$ 100,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input checked="" type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input checked="" type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If this vehicle or equipment is not replaced, what are the alternatives: None - We would not be able to haul sludge			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



City of Punta Gorda Fleet/Equipment Replacement Review

Dept/Div	1621	Asset Tag	6834	Purchase Price (if Known)	\$ 106,116					
Make	JCB	Model	426zx w/coupler	Year	2007	Age	10			
Current Mileage	769	Hours		Life to Date Maintenance Cost	\$ 2,913					
Description	Articulated loader									
Recent Major Repair(s) to extend life:	None			Known Problems:	None					
Description of Requested Replacement:					Estimated Cost of Replacement					
Articulated loader					\$ 110,000					
Scoring Criteria										
<- Highest Concern -- Lowest Concern ->			End of Life - Fiscal Year							
Safety:	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 2018	<input type="checkbox"/> 2019	<input type="checkbox"/> 2020	<input type="checkbox"/> 2021	<input checked="" type="checkbox"/> 2022
<- Most Costly -- Least Costly to Operate ->			Requested Fiscal Year for replacement							
Efficiency:	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 2018	<input type="checkbox"/> 2019	<input type="checkbox"/> 2020	<input type="checkbox"/> 2021	<input checked="" type="checkbox"/> 2022
Provide explanation for requested fiscal year of replacement:					If this vehicle or equipment is not replaced, what are the alternatives:					
Anticipated end of service life					None - would be unable to manage the sludge piles					
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO										
If No, Requested use?										

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1621		Asset Tag	6902	Purchase Price (if Known)		\$ 17,685
Make	Ford	Model	Ranger		Year	2011	Age 6
Current Mileage	54,511			Life to Date Maintenance Cost		\$ 3,537	
Description	Pickup truck						
Recent Major Repair(s) to extend life: None			Known Problems: None				
Description of Requested Replacement: Pickup truck						Estimated Cost of Replacement	
						\$ 20,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input checked="" type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input checked="" type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If this vehicle or equipment is not replaced, what are the alternatives: Increase in equipment repair and maintenance. Or need to find another way to get around and collect bacti's, which could cause a delay in operations.			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1621		Asset Tag	6967	Purchase Price (if Known)		\$ 7,830
Make	John Deere	Model	Gator TX		Year	2015	Age 2
Current Mileage	180	Hours		Life to Date Maintenance Cost			\$ 104.79
Description	Off road utility						
Recent Major Repair(s) to extend life: None			Known Problems: None				
Description of Requested Replacement: Off road utility						Estimated Cost of Replacement	
						\$ 8,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input checked="" type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input checked="" type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Anticipated end of life				If this vehicle or equipment is not replaced, what are the alternatives: The moving of equipment would have to be done with a truck and hand carried to tight areas of the plant			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1621		Asset Tag	6968	Purchase Price (if Known)		\$ 7,830
Make	John Deere	Model	Gator TX		Year	2015	Age 2
Current Mileage	85	Hours		Life to Date Maintenance Cost		\$ 36.22	
Description	Off road utility						
Recent Major Repair(s) to extend life: None			Known Problems: None				
Description of Requested Replacement: Off road utility						Estimated Cost of Replacement	
						\$ 8,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input checked="" type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input checked="" type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Anticipated end of life				If this vehicle or equipment is not replaced, what are the alternatives: The moving of equipment would have to be done with a truck and hand carried to tight areas of the plant			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1621		Asset Tag	6971	Purchase Price (if Known)		\$ 21,927
Make	Ford	Model	F150		Year	2016	Age 1
Current Mileage	5,702			Life to Date Maintenance Cost		\$ 0	
Description	Ford F150 4x4 pickup						
Recent Major Repair(s) to extend life: None			Known Problems: None				
Description of Requested Replacement: 4x4 pickup truck						Estimated Cost of Replacement	
						\$ 25,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input checked="" type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input checked="" type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: This will be extended past FY 2022				If this vehicle or equipment is not replaced, what are the alternatives:			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1621		Asset Tag	6829	Purchase Price (if Known)		\$ 60,521
Make	International	Model	4300MF		Year	2008	Age 9
Current Mileage	6,229			Life to Date Maintenance Cost		\$ 2,597	
Description	Dura Star Max Force Dump Truck						
Recent Major Repair(s) to extend life:			Known Problems:				
			Problems with the A/C				
Description of Requested Replacement: Dump truck						Estimated Cost of Replacement	
						\$ 62,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->				End of Life - Fiscal Year			
Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				<input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input checked="" type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate ->				Requested Fiscal Year for replacement			
Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				<input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input checked="" type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If this vehicle or equipment is not replaced, what are the alternatives: We would not be able to move sludge from the drying beds			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO							
If No, Requested use?							

Photo (s):



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
WATER DISTRIBUTION DIVISION - Dept/Div 1626**

FUNCTION:

The Water Distribution Division is responsible for the maintenance of the water distribution system which consists of 238 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 238 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 1,230 fire hydrants.
- The repair of approximately 50 fire hydrants per year found broken.
- The replacement of approximately 10-20 fire hydrants per year found broken and too old for repairs.
- The flow testing of fire hydrants for outside engineering firms as requested.
- The annual inspection and exercising of approximately 2,100 valves.
- The installation of approximately 200 new water meters per year.
- The repair of approximately 500 water leaks per year including service breaks and water mains.
- The replacement of approximately 1,200 water meters that fail to meet AWWA criteria such as age or high usage.
- The annual replacement of 14,000 feet of pipeline that is inferior due to type or age and results in improved flow and quality.
- A Cross Connection Control Program to protect the water system from contamination.
- The installation and testing of backflow prevention assemblies at City facilities.
- The installation of automatic flushing devices throughout the water system at locations selected by the water treatment plant.
- The installation of sampling stations throughout the water distribution system at locations selected by the water treatment plant.
- The painting of water line pipes crossing bridges to prevent or reduce corrosion of the pipes.
- The restoration of approximately 1,200 locations annually, using staff to sod and install small road patches wherever possible.
- The location and marking of City water & wastewater lines at nearly 5,000 sites annually for contractors working in the right-of-way to prevent damage to City utilities.

The FY 2018 Budget includes the replacement of a wheel loader.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 & systems in infrastructure maintenance

Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: QUALITY OF LIFE

Goal: Improve the City's water quality

MISSION AND OBJECTIVES

To operate and maintain water distribution facilities to provide reliable service to customers; Construct improvements to meet anticipated service standards. Construct improvements to increase reliability, safety, and efficiency.

INITIATIVES AND ACTION ITEMS

To perform repairs to water line breaks and service interruptions. Continue preventative maintenance program to distribution facilities. Construct system improvements to meet increased capacity needs, and improve reliability and safety to workers and public. Compliance with Florida Department of Environmental Protection rules relating to Water Distribution System activities.

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
Repairs	131	239	175	175
Locate Tickets	4,980	5,501	5,500	5,500
Meters Installed	286	278	300	300
Efficiency:				
Cost per ERU (Budget Basis)	\$94.77	\$87.44	\$88.89	\$95.41
Service Quality:				
Meters replaced or serviced-10 yr sched.	1,285	863	1,200	1,200
Compliance with required drinking water standards as measured in the distribution system monthly samples	100%	100%	100%	100%
Outcome:				
Water ERUs	21,103	21,511	21,850	22,070

RESULTS

Water Distribution Division performs operation and maintenance of the water distribution lines in the utility service area. Primary activities consist of installation of meters, responding to customer service requests, performing repairs to utility damages and line breaks, and performing repair and replacement maintenance projects to upgrade existing facilities. Program activities also include underground utility protection under direction of Sunshine One Call of Florida. Ongoing programs include: A Cross Connection Control program that monitors and prevents hazardous substances from entering distribution system piping; a Fire Hydrant Maintenance Program; and a Water Main Valve exercising program to identify and replace defective valves.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
WATER DISTRIBUTION SUMMARY**

Operating Budget

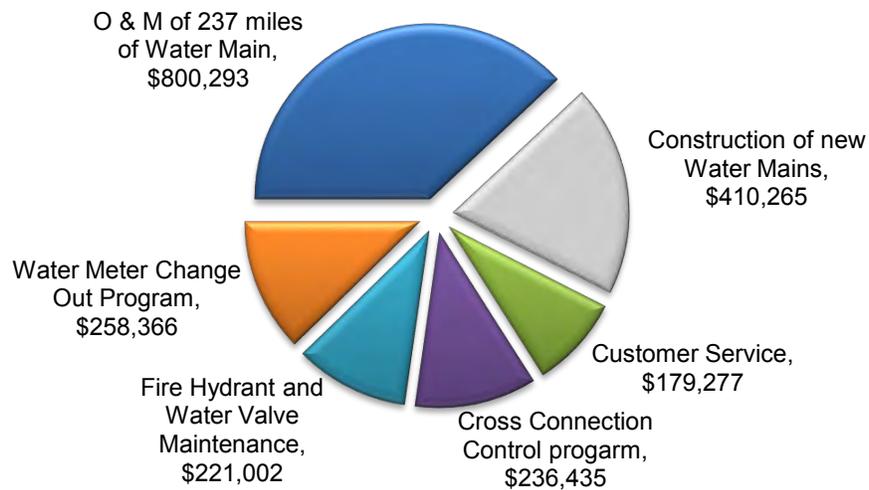
Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	1,291,565	1,220,499	1,217,276	1,152,206	1,210,733
Operating	741,774	720,783	744,951	744,951	764,905
Capital Outlay	0	0	45,000	45,000	130,000
Total	2,033,339	1,941,282	2,007,227	1,942,157	2,105,638

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
Utilities Supervisor	1	1	1	1	1
Utilities Senior Crew Chief	1	1	1	1	1
Cross Conn Control Coord	1	1	1	1	1
Utilities Op Coordinator	1	1	1	1	1
Utilities Service Coord	1	1	1	1	1
Utilities Crew Chief	3	3	3	3	3
Utilities Mntce Worker III	4	4	4	4	4
Utilities Mntce Worker II	2	2	2	3	3
Utilities Mntce Worker I	2	2	2	1	1
Util Mntc Wkr III part-time	0	0.5	0.5	0.5	0.5
Meter Technician	2	0	0	0	0
Total	18	16.5	16.5	16.5	16.5

Service Costs



City of Punta Gorda Fleet/Equipment Replacement Review

Dept/Div	1626	Asset Tag	4377	Purchase Price (if Known)	\$ 84,764		
Make	Samsung	Model	SL120-2B	Year	1997	Age	20
Current Mileage	940	Hours		Life to Date Maintenance Cost	\$ 43,116.33		
Description	Wheel loader						
Recent Major Repair(s) to extend life:			Known Problems:				
None			Most mechanical systems are worn out				
Description of Requested Replacement:						Estimated Cost of Replacement	
Wheel Loader						\$ 130,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->				End of Life - Fiscal Year			
Safety: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate ->				Requested Fiscal Year for replacement			
Efficiency: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Hours, maintenance costs, age				If this vehicle or equipment is not replaced, what are the alternatives: Increased equipment repair and maintenance costs or rent/lease equipment			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO							
If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1626		Asset Tag	5518	Purchase Price (if Known)		\$ 34,786
Make	Ford	Model	F350 crew cab		Year	2006	Age 11
Current Mileage	128,502			Life to Date Maintenance Cost		\$ 50,652.68	
Description	Ford crew cab with full utility bed						
Recent Major Repair(s) to extend life: None			Known Problems: high mileage and expensive to maintain				
Description of Requested Replacement: Pickup truck with crew cab and full utility bed						Estimated Cost of Replacement \$ 50,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: mileage, maintenance costs, age				If this vehicle or equipment is not replaced, what are the alternatives: Increased equipment repair and maintenance costs			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



City of Punta Gorda Fleet/Equipment Replacement Review

Dept/Div	1626		Asset Tag	5418		Purchase Price (if Known)	\$ 54,962	
Make	Cat	Model	420D		Year	2002	Age	15
Current Mileage	4,382		Hours	Life to Date Maintenance Cost			\$ 53,750.07	
Description	Backhoe							
Recent Major Repair(s) to extend life: replaced/repaired front bucket			Known Problems: high hours and expensive to maintain					
Description of Requested Replacement: Backhoe						Estimated Cost of Replacement		
						\$ 75,000		
Scoring Criteria								
<- Highest Concern -- Lowest Concern ->				End of Life - Fiscal Year				
Safety: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				<input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate ->				Requested Fiscal Year for replacement				
Efficiency: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				<input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: hours, maintenance costs, age				If this vehicle or equipment is not replaced, what are the alternatives: Increased equipment repair and maintenance costs or rent/lease equipment				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?								

Photo (s):



City of Punta Gorda Fleet/Equipment Replacement Review

Dept/Div	1626	Asset Tag	5512	Purchase Price (if Known)	\$ 22,890		
Make	Ford	Model	Explorer 4 door	Year	2006	Age	11
Current Mileage	47,000			Life to Date Maintenance Cost	\$ 4,905.24		
Description	Ford Explorer						
Recent Major Repair(s) to extend life: Typical maintenance items			Known Problems: high mileage and expensive to maintain				
Description of Requested Replacement: Sport Utility Vehicle						Estimated Cost of Replacement	
						\$ 30,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input checked="" type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: mileage, maintenance costs, age			If this vehicle or equipment is not replaced, what are the alternatives: Increased equipment repair and maintenance costs				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
WASTEWATER COLLECTION DIVISION - Dept/Div 1622

FUNCTION:

The Wastewater Collection division is responsible for the operation and maintenance of 118 sewage pumping stations along with 130 miles of gravity sewer mains located in a 30 square mile area. This division also includes the Pretreatment Program and Instrumentation Control and Calibration Unit.

The division is made up of 15 employees. Eleven 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.

Three of the member's responsibilities include basic electrical work, calibration of electronic instrumentation and telemetry equipment at both Water and Wastewater Plants along with the Collections division.

To finish out the field, one member serves as the Pretreatment Coordinator. This person is responsible for monthly FOG (fats, oils and greases) inspections of local restaurants and fast food establishments. This person also is involved in code compliance issues related to the City's pretreatment ordinance.

ACCOMPLISHMENTS:

Inflow Abatement Program: 55,000lf of the gravity system was smoke tested and appropriate repairs were made according to the results. Manholes in the smoke tested areas were inspected and 48 of those manholes were resealed with Elasta Seal. Staff installed multiple sectional liners throughout the gravity system with cured-in-place liners totaling approx. 80lf overall. These sectional liners were installed in sections of gravity mains that had become damaged or were leaking. Coated the interior walls of 40 manholes within the system that were leaking and deteriorated. **Liftstation Maintenance:** Liftstation 2, 36 and 62 - Complete wet well rehabilitation that would include discharge pipe replacement, base elbow replacement and interior coating. **SCADA:** Hyper server upgrade. **Gravity Replacement:** Replaced 303lf of gravity main on Retta Esplanade. Replaced 557lf of gravity main on Booth St. Replaced 304lf of gravity main on Carmillita St. Made multiple repairs to gravity system as part of the Paving Program. The pretreatment (F.O.G.) program continues to show positive results in decreasing the amount of F.O.G. in the collection system.

BUDGET NARRATIVE:

Proposed budget reflects continued normal operation and maintenance of the wastewater collection system consisting of cost associated with the repair and maintenance of 118 liftstations, repair and replacement of various horse power pumps within the system; the repair and new installation of gravity sewer mains and services; electrical maintenance, repair and replacement of electrical components for 118 pump control panels; the cosmetic maintenance on 118 liftstations; and the closed circuit televising of on avg. 40,000 ft of gravity sewer main. There are no staffing changes. The FY 2018 budget includes the replacement of a utility truck with crane, nozzles, bandsaw, and portable lateral camera.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: QUALITY OF LIFE

Goal: Improve the City’s water quality

MISSION AND OBJECTIVES

To operate and maintain wastewater collection facilities to provide reliable service to customers. Construct improvements to meet anticipated service standards. Construct improvements to increase reliability, safety, and efficiency.

INITIATIVES AND ACTION ITEMS

Reduce infiltration entering the wastewater collection system. Continue the preventative maintenance 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	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
# Lift Station upgrades	30 including control panel modifications	26 including control panel modifications	32 including control panel modifications	30 including control panel modifications
Inflow abatement treatment – LS Area	Smoke tested 61,078lf of gravity main. Resealed 57 manhole chimneys	Smoke tested 105,000lf of gravity main. Resealed 68 manhole chimneys	Smoke tested 120,000lf of gravity main. Resealed 56 manhole chimneys	Smoke test 100,000lf of gravity main. Reseal 70 manhole chimneys
Gravity Main Installation	487 lf	788 lf	980 lf	760 lf
Force Main Installation	0	0	0	0
Pretreatment compliance	100%	100%	100%	100%
Efficiency:				
Cost per Wastewater ERU (Budget Basis)	\$112.89	\$101.51	\$127.97	\$111.07

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
WASTEWATER COLLECTION DIVISION – Dept/Div 1622
Key Performance Measures**

(continued)

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Service Quality:				
Feet of lines video inspected and cleaned	73,000	80,000	55,000	60,000
Outcome:				
Collection Repairs	70	75	74	TBD
Force Main Repairs	2	2	8	TBD
Station Repairs	100	108	102	TBD
Sectional Liner Repairs	0	100	0	TBD
Preventative Maintenance Work Orders Completed	2,350	1,500	1,663	TBD

RESULTS

Inflow Abatement Program: 55,000lf of the gravity system was smoke tested and appropriate repairs were made according to the results. Manholes in the smoke tested areas were inspected and 48 of those manholes were resealed with Elasta Seal. Staff installed multiple sectional liners throughout the gravity system with cured-in-place liners totaling approx. 80lf overall. These sectional liners were installed in sections of gravity mains that had become damaged or were leaking. Coated the interior walls of 40 manholes within the system that were leaking and deteriorated. **Liftstation Maintenance:** Liftstation 2, 36 and 62 - Complete wet well rehabilitation that would include discharge pipe replacement, base elbow replacement and interior coating. **SCADA:** Hyper server upgrade. **Gravity Replacement:** Replaced 303lf of gravity main on Retta Esplanade. Replaced 557lf of gravity main on Booth St. Replaced 304lf of gravity main on Carmillita St. Made multiple repairs to gravity system as part of the Paving Program. The pre-treatment (F.O.G.) program continues to show positive results in decreasing the amount of F.O.G. in the collection system.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
WASTEWATER COLLECTION SUMMARY**

Operating Budget

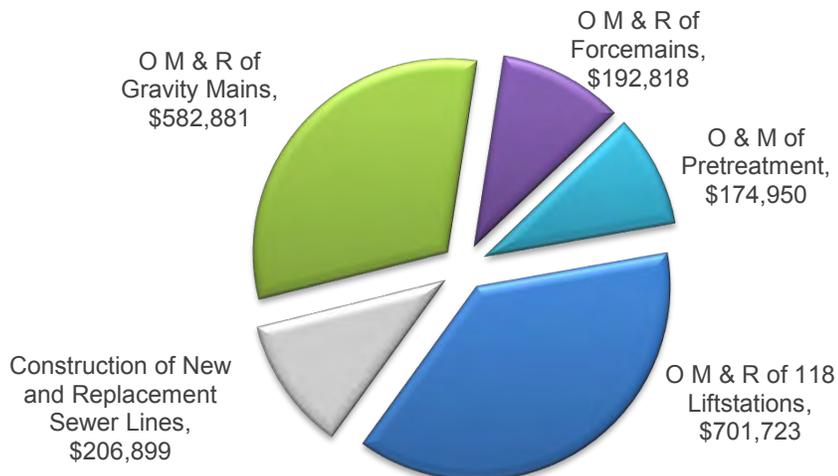
Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	1,014,553	941,259	997,251	977,183	989,886
Operating	725,386	681,707	751,247	751,567	774,185
Capital Outlay	0	0	60,700	392,322	95,200
Total	<u>1,739,939</u>	<u>1,622,966</u>	<u>1,809,198</u>	<u>2,121,072</u>	<u>1,859,271</u>

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
Utilities Supervisor	1	1	1	1	1
Utilities Senior Crew Chief	1	1	1	1	1
Electrician	1	1	1	1	1
Pre-treatment Coordinator	1	1	1	1	1
Utilities Crew Chief	3	3	3	3	3
Utilities Mntce Worker III	4	4	4	4	4
Utilities Mntce Worker II	3	3	3	3	3
Utilities Mntce Worker I	1	1	1	1	1
Total	15	15	15	15	15

Service Costs



City of Punta Gorda Fleet/Equipment Replacement Review

Dept/Div	1622	Asset Tag	5473/5473A	Purchase Price (if Known)	\$ 42,200		
Make	Dodge	Model	2500	Year	2005	Age	13
Current Mileage	137,360			Life to Date Maintenance Cost	\$ 34,921		
Description	1 ton 4x4 with Auto Crane, manual outriggers, and underhood air compressor						
Recent Major Repair(s) to extend life:			Known Problems:				
None							
Description of Requested Replacement:					Estimated Cost of Replacement		
1 ton Crew Cab 4x4 with Auto Crane, utility body, hydraulic outriggers, and underhood air compressor					\$ 76,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->			End of Life - Fiscal Year				
Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 5			<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate ->			Requested Fiscal Year for replacement				
Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5			<input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: Vehicle no longer meets division needs for daily use. Cab and Chassis is too small. Does not accommodate crew size or load being hauled. Crane can not pick up larger pumps within our collection system.			If this vehicle or equipment is not replaced, what are the alternatives: Wear on mechanical components resulting in increased equipment repair and maintenance costs. Crew members have to utilize other means of transportation to work areas.				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO							
If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1622		Asset Tag	5447	Purchase Price (if Known)		\$ 24,549
Make	Ford	Model	F250		Year	2004	Age 13
Current Mileage				Life to Date Maintenance Cost		\$ 17,010.38	
Description	Crew Cab Ford F250 4x4, Gas						
Recent Major Repair(s) to extend life: None			Known Problems: Cosmetic				
Description of Requested Replacement: 4x4 Crew Cab & Chassis w/Utility Bed						Estimated Cost of Replacement \$ 55,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Mileage, maintenance cost, age				If this vehicle or equipment is not replaced, what are the alternatives: Increased equipment repair and maintenance costs			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1622		Asset Tag	5510	Purchase Price (if Known)		\$ 22,060
Make	Ford	Model	F250		Year	2006	Age 11
Current Mileage	62,359			Life to Date Maintenance Cost		\$ 8,223.18	
Description	Ford F250 4x4 Diesel						
Recent Major Repair(s) to extend life: None			Known Problems: Cosmetic				
Description of Requested Replacement: 4x4, 3/4 ton, diesel pickup truck						Estimated Cost of Replacement \$ 35,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Mileage, maintenance cost, age				If this vehicle or equipment is not replaced, what are the alternatives: Increased equipment repair and maintenance costs			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1622		Asset Tag	5404	Purchase Price (if Known)		\$ 53,641
Make	Ford	Model	F450		Year	2002	Age 15
Current Mileage	149,418			Life to Date Maintenance Cost		\$ 52,424.77	
Description	Ford F450 4x2 Cab & Chassis with Utility Bed & Auto Crane						
Recent Major Repair(s) to extend life: None			Known Problems: Cosmetic				
Description of Requested Replacement: Similar vehicle						Estimated Cost of Replacement \$ 75,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Mileage, maintenance cost, age				If this vehicle or equipment is not replaced, what are the alternatives: Increased equipment repair and maintenance costs			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1622		Asset Tag	5475	Purchase Price (if Known)		\$ 15,709
Make	Ford	Model	F150		Year	2005	Age 12
Current Mileage	61,575			Life to Date Maintenance Cost		\$ 11,836.04	
Description	Extended cab Ford F150 Gas 4x2						
Recent Major Repair(s) to extend life: None			Known Problems: Cosmetic				
Description of Requested Replacement: 1/4 ton extended cab pickup						Estimated Cost of Replacement \$ 26,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input checked="" type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input checked="" type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Mileage, maintenance cost, age				If this vehicle or equipment is not replaced, what are the alternatives: Increased equipment repair and maintenance costs			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 865 million gallons of treated wastewater was pumped into the City's Deep Injection Well last year. This equates to an average daily flow of over 2.0 million gallons per day and resulted in 384 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.

In accordance with the BioSolids rule, under the administration of the Florida Department of Environmental Protection, the division presented the DEP with the new 2016 Nutrient Management Report.

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. A new part-time clerk, 0.5 f.t.e., has been budgeted to help alleviate administrative tasks from the maintenance chief and the fleet mechanic. An operator trainee position is included in the budget to prepare the division for anticipated staff turnover. This position is to be reviewed each time there is a vacancy for future needs.

The FY 2018 budget includes funding for replacement pumps, motors, mixers and blowers, as well as, some building improvements.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 & systems in infrastructure maintenance
 Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands
- PRIORITY: QUALITY OF LIFE
 Goal: Improve the City's water quality

MISSION AND OBJECTIVES

To operate and maintain the City's Wastewater Treatment Facilities within the Florida Department of Environmental Protection and U. S. Environmental Protection Agency's operating permit requirements.

INITIATIVES AND ACTION ITEMS

To protect public health and enhance the environment, by ensuring the responsible treatment and beneficial disposal of domestic waste, through efficient and effective operation and maintenance of the City's Wastewater Treatment Facilities, and maintaining compliance with all permit requirements.

Indicator	Prior Year Actual		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
Million Gallons wastewater treated	877	955	860	918
Tons of Bio-Solids Treated	292	384	389	394
Efficiency:				
Cost per 1000 gallons of treated wastewater (Budget Basis)	\$3.01	\$2.77	\$3.67	\$3.29
Service Quality:				
Deviation from regulatory standards	None	None	None	None
Outcome:				
Wastewater ERUs	15,904	16,228	16,575	16,740

RESULTS

Treated wastewater met all required permit conditions. There were no operating permit violations.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
WASTEWATER TREATMENT SUMMARY**

Operating Budget

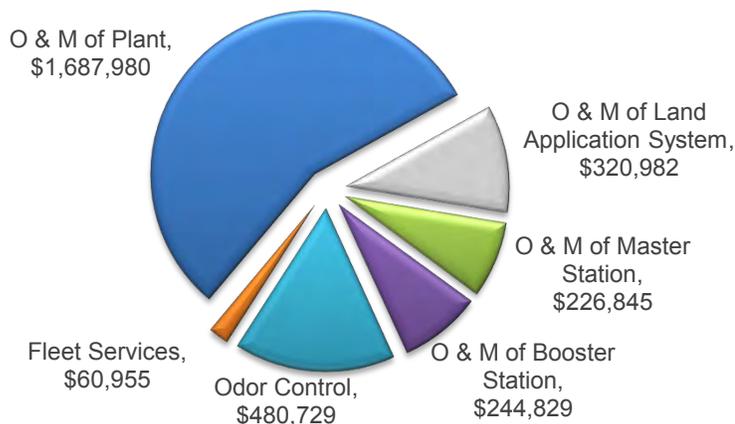
Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	998,401	1,090,327	1,092,612	1,056,587	1,109,305
Operating	1,600,372	1,522,844	1,699,087	1,699,087	1,764,190
Capital Outlay	0	0	280,000	398,825	148,825
Total	2,598,773	2,613,171	3,071,699	3,154,499	3,022,320

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
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	0	1	1	1	1
Part-Time Clerk	0	0	0	0	0.5
Total	14	15	15	15	15.5

Service Costs



Capital Outlay Program Project Detail

Project Title: Pumps, Motors, Mixers, Blowers, Effluent Pumps																														
Acct #: 402-1625-535-6403			Project Code: N/A																											
Strategic 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.																											
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 134,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 534,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: 16/25 Contact Person: Dave Brooks																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned <input checked="" type="checkbox"/> No Land Involved _____ Gift			Project Description: FY 2018 Replace effluent pump number one with a 100 horsepower motor, pump, and VFD Replace three 14 horsepower submersible process pumps and two 10 horsepower submersible process mixers. FY 2019-FY 2022 Equipment to be replaced in the following years as needed.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 534,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 534,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: No operating cost changes are foreseen \$ _____ 0 Total			Project Justification: Annual program to replace equipment as needed if repairing is not cost effective.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	UF	_____	_____	2 nd Yr.	UF	_____	_____	3 rd Yr.	UF	_____	_____	4 th Yr.	UF	_____	_____	5 th Yr.	UF	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	UF	_____	_____																											
2 nd Yr.	UF	_____	_____																											
3 rd Yr.	UF	_____	_____																											
4 th Yr.	UF	_____	_____																											
5 th Yr.	UF	_____	_____																											

Capital Outlay Program Project Detail

Project Title: Building repairs																														
Acct #: 402-1625-535-6201			Project Code: N/A																											
Strategic 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.																											
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 15,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 15,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: 1625 Contact Person: Dave Brooks																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned <input checked="" type="checkbox"/> No Land Involved _____ Gift			Project Description: Repair the cracks and re-paint the facade areas of the Administration, Maintenance and Chlorine storage buildings and to screen in the area outside the second floor doors in the library																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 15,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ 15,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: No change in operating cost are foreseen \$ _____ 0 Total																												
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	UF	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ x No Effect \$ _____ Total			Project Justification: Repairs needed to prevent more damage to the facilities.	
	Local	State	Federal																											
1 st Yr.	UF	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1625		Asset Tag	5406A	Purchase Price (if Known)		\$ 17,418
Make	FORD	Model	F150		Year	2001	Age 16
Current Mileage	102,788			Life to Date Maintenance Cost		\$ 15,591	
Description	1/2 ton extended cab 4x2 pickup						
Recent Major Repair(s) to extend life: Replaced intake manifold			Known Problems: Loss of power, truck bed and tailgate rusted, steering wheel play				
Description of Requested Replacement: 4x4 diesel, regular cab pickup truck, 8" bed						Estimated Cost of Replacement	
						\$ 35,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If this vehicle or equipment is not replaced, what are the alternatives: Use SUV to carry wastewater samples, concentrated cl2, and Hydrochloric acid inside vehicle			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1625	Asset Tag	2447	Purchase Price (if Known)	\$	23,000	
Make	John Deere	Model	2755	Year	1991	Age	26
Current Mileage	Hours-4203.9		Life to Date Maintenance Cost		\$	9,794.79	
Description	Tractor						
Recent Major Repair(s) to extend life: A/C unit was not repaired due to cost and age of unit.			Known Problems: Entire A/C unit, including hoses need to be replaced due to corrosion.				
Description of Requested Replacement: 4x4 Tractor, 75 horsepower or greater with Dual speed PTO and enclosed cab					Estimated Cost of Replacement		
					\$ 85,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			End of Life - Fiscal Year <input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate -> Efficiency: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: Reaching end of service life			If this vehicle or equipment is not replaced, what are the alternatives: Contract out the mowing of the plant grounds and berm roads				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1625		Asset Tag	1520	Purchase Price (if Known)		\$ 12,000
Make	Mckee Stewart	Model	PDC-30-106		Year	1984	Age 33
Current Mileage	N/A			Life to Date Maintenance Cost		\$ 1,380.3	
Description	4000# Electric Forklift (Battery)						
Recent Major Repair(s) to extend life: Repaired Battery			Known Problems: Multiple hydraulic leaks, loss of power				
Description of Requested Replacement: 4000# Electric forklift						Estimated Cost of Replacement	
						\$ 20,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Parts may no longer be available for this model due to extended age.				If this vehicle or equipment is not replaced, what are the alternatives: We have no other safe alternatives to use to off load delivery trucks or to stack supplies on warehouse shelves.			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1625		Asset Tag	3777A	Purchase Price (if Known)		\$ 35,000
Make	Ford	Model	5550		Year	1996	Age 21
Current Mileage	Hours-2118.6			Life to Date Maintenance Cost		\$ 40,510.85	
Description	Front end loader with backhoe attachment						
Recent Major Repair(s) to extend life: No Recent repairs have been done due to age of equipment. Not cost affective.			Known Problems: Loss of power, motor leaking, most of the backhoe joints are worn and in need of replacement.				
Description of Requested Replacement: Backhoe						Estimated Cost of Replacement	
						\$ 85,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: End of service life				If this vehicle or equipment is not replaced, what are the alternatives: Contracting out repairs of underground pipes and vales or renting equipment when needed during emergency leak repairs which may cause service delays.			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1625	Asset Tag	3732	Purchase Price (if Known)	\$	76,640	
Make	John Deere	Model	544G	Year	1994	Age	22
Current Mileage	Hours-Not available		Life to Date Maintenance Cost		\$	46,913	
Description	3 yard loader 4 wheel drive rubber tire						
Recent Major Repair(s) to extend life: Rebuilt hydraulic steering cylinders	Known Problems: Loss of electronic dash board (hour reading unavailable). A/C does not work. Cracked windshield. Steel exterior panels rusted through. Electric draw when not running, causing battery to be dead when needed.						
Description of Requested Replacement: 3 yard loader 4 wheel drive					Estimated Cost of Replacement		
					\$	100,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate -> Efficiency: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: End of service life			If this vehicle or equipment is not replaced, what are the alternatives: Contract out work in fields or rent/lease equipment.				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1625		Asset Tag	5227	Purchase Price (if Known)		\$ 9,727
Make	Bush Hog	Model	3715 Flexwing		Year	2001	Age 16
Current Mileage	N/A			Life to Date Maintenance Cost		\$ 2,781.16	
Description	15' Flexwing Rotary Mower						
Recent Major Repair(s) to extend life: Rebuilt hydraulic deck cylinders, replaced safety chain guards. Fabricated and welded on deck patches to repair rusted through holes.			Known Problems: Decks are rusting through				
Description of Requested Replacement: Flexwing rotary cutter						Estimated Cost of Replacement	
						\$ 15,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If this vehicle or equipment is not replaced, what are the alternatives: Contract out the mowing of plant grounds and perimeter berm roads.			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 the following services are provided: routine services on engines, driveline, tires, brakes, and electrical systems.

This is accomplished by maintaining a comprehensive preventative maintenance program, detailed record keeping, emergency response service, and coordination of repairs with outside vendors.

Besides maintaining the City's Utilities and Public Works fleet, this division also assists in preparation of vehicle specifications and assists Procurement with contract specifications for vehicles, parts, and repair services. Fleet makes a conscious effort to conserve and protect our environment by ensuring all local, state and federal guidelines are followed.

ACCOMPLISHMENTS:

Accomplishments include maintaining serviceability, safety, appearance and extending the life span of existing Utilities and Public Works fleet. This was done by being conscious to minimize downtime of equipment through effective scheduling of preventative maintenance, and timely completion of unscheduled repairs.

BUDGET NARRATIVE:

Contracts have been established with outside vendors to provide many services at more competitive prices than previously experienced. Utility Maintenance employees assist the Fleet mechanic with in-house repairs.

One full-time mechanic remains in the Fleet division and an administrative assistant position is shared with Finance. A part-time clerk has been added to the Wastewater Treatment Plant division which will assist with administrative tasks of the mechanic.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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 & systems in infrastructure maintenance

Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: QUALITY OF LIFE

Goal: Improve the City's water quality

MISSION AND OBJECTIVES

Complete projects managed by Fleet services effectively and efficiently.

INITIATIVES AND ACTION ITEMS

To maintain Utilities and Public Works vehicles and equipment, coordinate outside repairs to ensure that equipment operates properly in order for employees to perform their duties in completing projects throughout the City. Fleet is also responsible for cars, trucks, and other light equipment for several other City departments, including the review of technical specifications when ordering new equipment for the City.

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
Total # of job orders	1,091	1,062	1,110	1,120
Efficiency:				
Average cost per job order (Budget Basis)	\$157	\$165	\$167	\$169
Service Quality:				
Average time per job order (in hours)	2.00	2.00	2.00	2.00
Outcome:				
% of job orders completed	99%	99%	99%	99%

RESULTS

Fleet division completed all maintenance and repairs that were scheduled or needed during this fiscal year.

The increase/decrease in both total number of job orders and average cost per job order over the years are a reflection of either more frequent and costlier 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 2018
FLEET MAINTENANCE SUMMARY**

Operating Budget

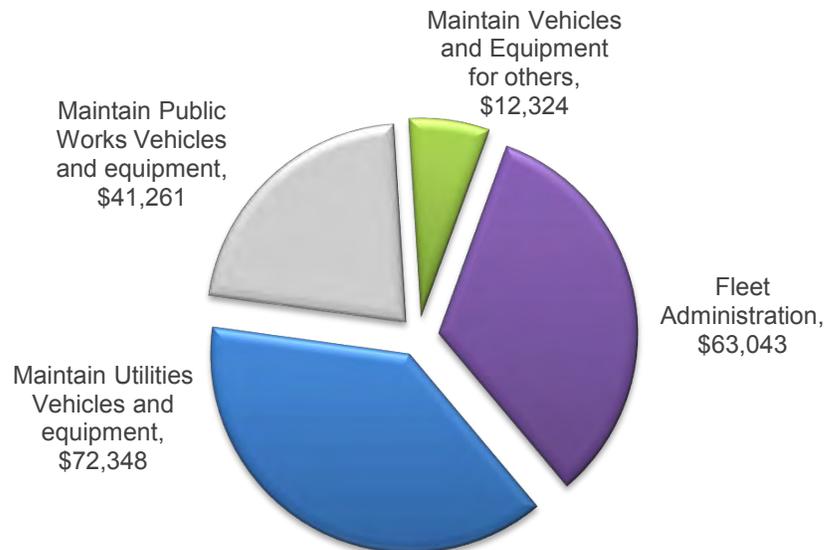
Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	153,622	150,034	133,814	133,330	135,151
Operating	41,220	44,186	52,239	52,239	53,825
Capital Outlay	0	0	0	0	0
Total	194,842	194,220	186,053	185,569	188,976

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
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 2018
NON DEPARTMENTAL SUMMARY**

Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	0	0	12,000	12,000	48,366
Operating	3,784,426	3,900,728	668,840	746,208	783,615
Capital Outlay	0	0	25,000	25,000	96,546
Debt Service	89,723	61,720	202,000	0	0
Contribution to Interconnect	0	500,000	1,500,000	0	0
Transfers for Debt Service	0	0	200,000	200,000	1,031,600
Transfers for Capital	3,046,180	1,755,000	1,660,000	4,671,000	7,310,000
Transfers - Other	26,592	1,508	0	0	0
Projected Carryover-End	0	0	6,744,906	7,963,749	3,580,791
Total	6,946,921	6,218,956	11,012,746	13,617,957	12,850,918

DETAIL ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
12-05 SICK ESCROW	0	0	12,000	12,000	48,366
* PERSONNEL SERVICES	0	0	12,000	12,000	48,366
31-00 PROFESSIONAL SERVICES	23,468	31,633	0	77,368	94,710
49-06 ADMINISTRATIVE CHARGES	555,990	594,120	668,840	668,840	688,905
59-00 DEPRECIATION EXPENSE	3,182,635	3,252,331	0	0	0
95-01 AMORTIZED RENT EXPENSE	22,333	22,333	0	0	0
99-09 INVENTORY SHORT/OVER	0	311	0	0	0
* OPERATING EXPENSES	3,784,426	3,900,728	668,840	746,208	783,615
64-03 EQUIPMENT	0	0	25,000	25,000	96,546
* CAPITAL OUTLAY	0	0	25,000	25,000	96,546
71-15 PRINC-CONSTRUCTION DEBT	0	0	143,000	0	0
72-06 INTEREST-DEBT REDUCTION	18,191	0	0	0	0
72-07 INT DEBT REDUCT-ST REVOLV	71,532	61,720	0	0	0
72-15 INT-CONSTRUCTION DEBT	0	0	59,000	0	0
* DEBT SERVICE	89,723	61,720	202,000	0	0
81-02 CONTRIB-UTIL INTERCONNECT	0	500,000	1,500,000	0	0
* CONTRIB-UTIL INTERCONNECT	0	500,000	1,500,000	0	0
91-01 TRANSFER TO GENERAL FUND	26,592	1,508	0	0	0
91-31 UTILITIES CONSTRUCTION	3,046,180	1,755,000	1,660,000	4,671,000	7,310,000
91-39 STATE REVOLVING LOAN FUND	0	0	200,000	200,000	1,031,600
* TRANSFERS	3,072,772	1,756,508	1,860,000	4,871,000	8,341,600
99-03 PROJECTED CARRYOVER - END	0	0	6,744,906	7,963,749	3,580,791
* ENDING RESERVES	0	0	6,744,906	7,963,749	3,580,791
	6,946,921	6,218,956	11,012,746	13,617,957	12,850,918

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

City of Punta Gorda, FL
Water Impact Fees
Proforma Schedule of Revenues and Expenses
FY 2015 through FY 2022

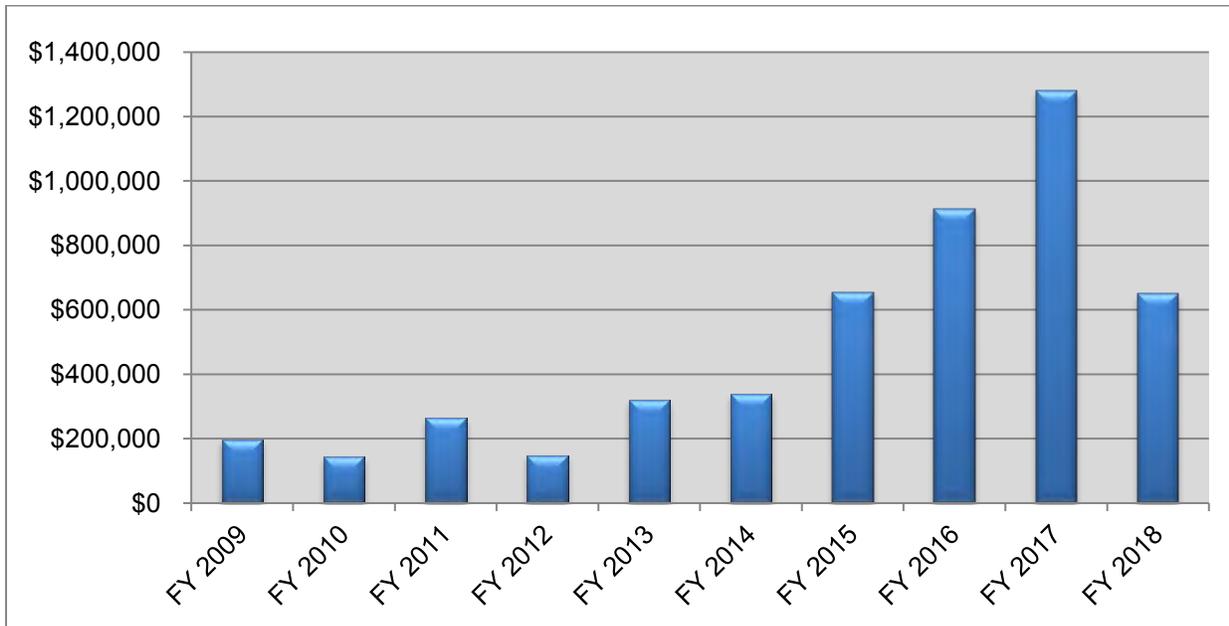
WATER SYSTEM IMPACT FEES and RELATED PROJECTS	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues									
Residential	\$ 654,416	\$ 908,865	\$ 600,000	\$ 700,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000
Commercial	-	5,470	-	579,748					
Interest on Investments	1,154	2,316	1,500	10,000	16,000	18,000	19,000	19,500	20,000
Total Revenues	655,570	916,651	601,500	1,289,748	666,000	668,000	669,000	669,500	670,000
Projects									
Charlotte Park Project		1,050,000							
Raw Water Pump Station Upgrade	300,000								
RO SRF Deep Inj Well (1/2 debt svc)					208,000	208,000	208,000	208,000	208,000
RO Construction (up to 1/2 debt svc)						272,000	272,000	272,000	272,000
Subtotal Transfers to Util. OM&R	300,000	1,050,000	-	-	208,000	480,000	480,000	480,000	480,000
Advanced Metering Infrastr.-AMI Est. (25%)				625,000					
Generator for Plant (50%)					650,000				
Subtotal Transfers to Util. Construction	-	-	-	625,000	650,000	-	-	-	-
Total Expenditures	300,000	1,050,000	-	625,000	858,000	480,000	480,000	480,000	480,000
Revenues over (under) expenditures	355,570	(133,349)	601,500	664,748	(192,000)	188,000	189,000	189,500	190,000
Projected Carryover - Beginning	501,898	857,468	474,468	724,119	1,388,867	1,196,867	1,384,867	1,573,867	1,763,367
Projected Carryover - End	\$ 857,468	\$ 724,119	\$ 1,075,968	\$ 1,388,867	\$ 1,196,867	\$ 1,384,867	\$ 1,573,867	\$ 1,763,367	\$ 1,953,367

The Actual FY 2015 & FY 2016 columns are based on comparison to budget (non-GAAP) and therefore includes projected carryovers.

City of Punta Gorda
Water System Capacity Escrow
Water System Capacity Fees-Permits, Fees, & Special Assessments
415-0000-324-2135

The water system capacity fee is a one-time payment to cover the cost of the water system production capacity for new water meter installations. These funds can only be employed as allowed by law. It is based on the meter size. The fees are detailed in Code of Ordinances section 17-6. The details can be viewed at www.ci.punta-gorda.fl.us under Codes/Ordinances. In 2015 the City undertook a comprehensive rate & impact fee study. The study results for water system capacity fees were based upon the cost of current infrastructure and five year capital improvement program. As a result of the completed 2015 Utility Rate & Impact Study, the water impact fee rate decreased 6% or \$178 in FY 2016. Impact fees can vary due to quantity of single family residential (sfr) units and inclusion of large development projects. FY 2017 has several development projects. FY 2018 estimates an average quantity of sfr units and excludes any large developments.

FY 2009	\$196,524	-62.6%
FY 2010	\$144,336	-26.6%
FY 2011	\$264,205	83.0%
FY 2012	\$148,520	-43.8%
FY 2013	\$319,056	114.8%
FY 2014	\$339,088	6.3%
FY 2015	\$654,416	93.0%
FY 2016	\$914,335	39.7%
FY 2017	\$1,279,748	40.0%
FY 2018	\$650,000	-49.2%



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
WATER SYSTEM CAPACITY ESCROW**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
21-35	WATER IMPACT FEES RESID	654,416	908,865	600,000	700,000	650,000
22-35	WATER IMPACT FEES COMM	0	5,470	0	579,748	0
*	PERMITS,FEES & SPEC ASSMT	654,416	914,335	600,000	1,279,748	650,000
10-00	INTEREST ON INVESTMENTS	1,154	2,316	1,500	10,000	16,000
*	MISCELLANEOUS REVENUE	1,154	2,316	1,500	10,000	16,000
90-01	PROJ CARRYOVER-BEGINNING	0	0	474,468	724,119	1,388,867
*	OTHER REVENUE SOURCES	0	0	474,468	724,119	1,388,867
		655,570	916,651	1,075,968	2,013,867	2,054,867

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
WATER SYSTEM CAPACITY ESCROW**

EXPENDITURES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
91-26	UTILITIES O M & R	300,000	1,050,000	0	0	208,000
91-31	UTILITIES CONSTRUCTION	0	0	0	625,000	650,000
*	TRANSFERS	300,000	1,050,000	0	625,000	858,000
99-03	PROJECTED CARRYOVER - END	0	0	1,075,968	1,388,867	1,196,867
*	ENDING RESERVES	0	0	1,075,968	1,388,867	1,196,867
		300,000	1,050,000	1,075,968	2,013,867	2,054,867

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

**City of Punta Gorda, FL
Wastewater Impact Fees
Proforma Schedule of Revenues and Expenses
FY 2015 through FY 2022**

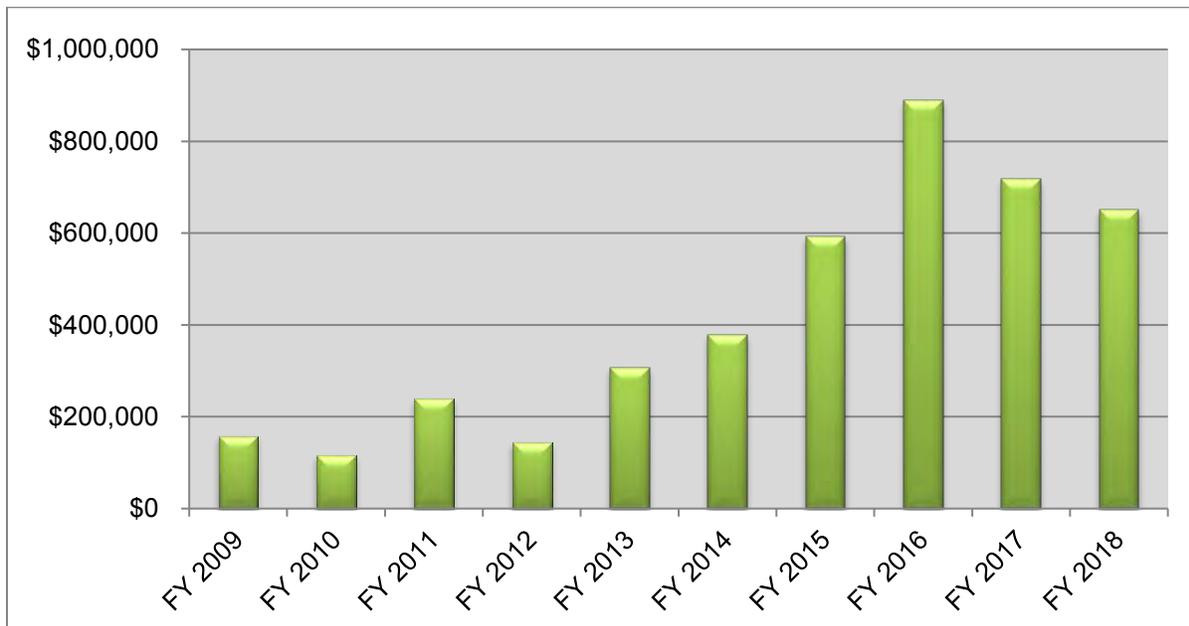
WASTEWATER SYSTEM IMPACT FEES and RELATED PROJECTS	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues									
Residential	\$ 591,576	\$ 888,680	\$ 600,000	\$ 716,600	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000
Commercial	-	-	-	-	-	-	-	-	-
Interest on Investments	2,451	4,699	1,600	13,400	7,000	7,000	8,000	8,000	5,000
Total Revenues	594,027	893,379	601,600	730,000	657,000	657,000	658,000	658,000	655,000
Projects									
Debt Service	160,573		200,000						
Jones Loop-Reimb for advance FY 17 & 18						350,000	350,000	350,000	
Subtotal Transfer to Util OM&R	160,573	-	200,000	-	-	350,000	350,000	350,000	-
Filtration project	200,000	200,000		437,600					
WWTP Pipe project		500,000							
Jones Loop ForceMain 100%					750,000				
WWTP Improvements 100%						100,000	100,000	100,000	1,000,000
Subtotal Transfer to Util Construction	200,000	700,000	-	437,600	750,000	100,000	100,000	100,000	1,000,000
State Revolving Loan Fund		160,573	160,573	160,573	160,573	160,573	160,573	160,573	
Total Expenditures	360,573	860,573	360,573	598,173	910,573	610,573	610,573	610,573	1,000,000
Revenues over (under) expenditures	233,454	32,806	241,027	131,827	(253,573)	46,427	47,427	47,427	(345,000)
Projected Carryover - Beginning	539,872	773,326	535,253	806,132	937,959	684,386	730,813	778,240	825,667
Projected Carryover - End	\$ 773,326	\$ 806,132	\$ 776,280	\$ 937,959	\$ 684,386	\$ 730,813	\$ 778,240	\$ 825,667	\$ 480,667

The Actual FY 2015 & FY 2016 columns are based on comparison to budget (non-GAAP) and therefore includes projected carryovers.

City of Punta Gorda
Wastewater System Capacity Escrow
Wastewater System Capacity Fees-Permits, Fees, & Special Assessments
416-0000-324-2136

The wastewater system capacity fee is a one-time payment to cover the cost of the wastewater system capacity for new wastewater connections. These funds can only be employed as allowed by law. The fees are based on the meter size. The fees are detailed in Code of Ordinances section 17-17. The details can be viewed at www.ci.punta-gorda.fl.us under Codes/Ordinances. In 2015 the City undertook a comprehensive rate & impact fee study. The study results for wastewater system capacity fees were based upon the cost of current infrastructure and five year capital improvement program. As a result of the completed 2015 Utility Rate & Impact Study, the wastewater impact fee rate was increased 9% or \$214 in FY 2016. Impact fees can vary due to quantity of single family residential (sfr) units and inclusion of large development projects. FY 2018 estimates an average quantity of sfr units and excludes any large developments.

FY 2009	\$157,632	-59.7%
FY 2010	\$114,784	-27.2%
FY 2011	\$238,911	108.1%
FY 2012	\$142,854	-40.2%
FY 2013	\$304,991	113.5%
FY 2014	\$377,934	23.9%
FY 2015	\$591,576	56.5%
FY 2016	\$888,680	50.2%
FY 2017	\$716,600	-19.4%
FY 2018	\$650,000	-9.3%



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
WASTEWATER SYSTEM CAPACITY ESCROW**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
21-36	WASTEWATER IMPACTS RESID	591,576	888,680	600,000	716,600	650,000
*	PERMITS,FEES & SPEC ASSMT	591,576	888,680	600,000	716,600	650,000
10-00	INTEREST ON INVESTMENTS	2,451	4,699	1,600	13,400	7,000
*	MISCELLANEOUS REVENUE	2,451	4,699	1,600	13,400	7,000
90-01	PROJ CARRYOVER-BEGINNING	0	0	535,253	806,132	937,959
*	OTHER REVENUE SOURCES	0	0	535,253	806,132	937,959
		594,027	893,379	1,136,853	1,536,132	1,594,959

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
WASTEWATER SYSTEM CAPACITY ESCROW**

EXPENDITURES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
91-26	UTILITIES O M & R	160,573	160,573	200,000	0	0
91-31	UTILITIES CONSTRUCTION	200,000	700,000	0	437,600	750,000
91-39	STATE REVOLVING LOAN FUND	0	0	160,573	160,573	160,573
*	TRANSFERS	360,573	860,573	360,573	598,173	910,573
99-03	PROJECTED CARRYOVER - END	0	0	776,280	937,959	684,386
*	ENDING RESERVES	0	0	776,280	937,959	684,386
		360,573	860,573	1,136,853	1,536,132	1,594,959

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
UTILITIES R & R RESERVE**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
90-01	PROJ CARRYOVER-BEGINNING	0	0	1,500,000	1,500,000	1,500,000
*	OTHER REVENUE SOURCES	<u>0</u>	<u>0</u>	<u>1,500,000</u>	<u>1,500,000</u>	<u>1,500,000</u>
		0	0	1,500,000	1,500,000	1,500,000

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
UTILITIES R & R RESERVE**

EXPENDITURES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
99-03	PROJECTED CARRYOVER - END	0	0	1,500,000	1,500,000	1,500,000
*	ENDING RESERVES	<u>0</u>	<u>0</u>	<u>1,500,000</u>	<u>1,500,000</u>	<u>1,500,000</u>
		0	0	1,500,000	1,500,000	1,500,000

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
SPECIAL ASSESSMENT DISTRICT #4**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
10-00	INTEREST ON INVESTMENTS	92	261	120	555	485
*	MISCELLANEOUS REVENUE	<u>92</u>	<u>261</u>	<u>120</u>	<u>555</u>	<u>485</u>
90-01	PROJ CARRYOVER-BEGINNING	0	0	47,625	47,686	48,241
*	OTHER REVENUE SOURCES	<u>0</u>	<u>0</u>	<u>47,625</u>	<u>47,686</u>	<u>48,241</u>
		92	261	47,745	48,241	48,726

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
SPECIAL ASSESSMENT DISTRICT #4**

EXPENDITURES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
99-03	PROJECTED CARRYOVER - END	0	0	47,745	48,241	48,726
*	ENDING RESERVES	<u>0</u>	<u>0</u>	<u>47,745</u>	<u>48,241</u>	<u>48,726</u>
		0	0	47,745	48,241	48,726

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
STATE REVOLVING LOAN FUND**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
10-00	INTEREST ON INVESTMENTS	733	2,091	945	4,310	7,975
*	MISCELLANEOUS REVENUE	733	2,091	945	4,310	7,975
26-00	UTILITIES O M & R	0	0	200,000	200,000	1,031,600
36-00	SEWER SYS CAPACITY ESCROW	0	0	160,573	160,573	160,573
*	TRANSFER FROM OTHER FUNDS	0	0	360,573	360,573	1,192,173
90-01	PROJ CARRYOVER-BEGINNING	0	0	377,150	377,561	381,870
*	OTHER REVENUE SOURCES	0	0	377,150	377,561	381,870
		733	2,091	738,668	742,444	1,582,018

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
STATE REVOLVING LOAN FUND**

EXPENDITURES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
71-07	STATE REVOLVING LOAN	0	0	307,705	307,705	647,722
72-07	STATE REVOLVING LOAN	0	0	52,869	52,869	128,631
*	DEBT SERVICE	0	0	360,574	360,574	776,353
99-03	PROJECTED CARRYOVER - END	0	0	378,094	381,870	805,665
*	ENDING RESERVES	0	0	378,094	381,870	805,665
		0	0	738,668	742,444	1,582,018

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

City of Punta Gorda
Utility Construction Fund
Revenue and Expense Comparison
Actual FY 2015 through Budget FY 2018

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017*	Budget FY 2018
Revenues:					
Transfer from Utility OM&R	\$ 3,046,180	\$ 1,755,000	\$ 1,660,000	\$ 4,671,000	\$ 7,310,000
Transfer from Water System Capacity Fees				625,000	650,000
Transfer from Sewer System Capacity Fees	200,000	700,000		437,600	750,000
FDEP Grant	157,854	652,622		89,524	
SWFWMD Grant		894,429	9,589,500	14,755,572	3,900,000
Miscellaneous Revenue	2,593	437			
Financing			9,589,500	15,650,000	
Temporary Intrafund Cash Transfer **	(24,383)				
Project Carryover - Beginning		1,654		437	
Prior Year Encumbrances		19,575		224,562	
Total Revenues	<u>\$ 3,382,244</u>	<u>\$ 4,023,717</u>	<u>\$ 20,839,000</u>	<u>\$ 36,453,695</u>	<u>\$ 12,610,000</u>
Expenses:					
Reserve for Contingencies	\$ 21,229	\$ 224,999	\$ -	\$ 1,047,019	\$ -
Non-Departmental				50,000	200,000
Water Treatment Plant Improvements	603,561	3,091,285	19,504,000	30,684,198	9,100,000
Water Distribution System	120,061	94,008	220,000	3,021,013	220,000
Wastewater Collection System	2,206,678	372,592	1,000,000	1,402,393	2,400,000
Wastewater Treatment Plant Improvements	430,715	240,833	115,000	249,072	690,000
Total Expenses	<u>\$ 3,382,244</u>	<u>\$ 4,023,717</u>	<u>\$ 20,839,000</u>	<u>\$ 36,453,695</u>	<u>\$ 12,610,000</u>

* Projected FY 2017 column includes not only anticipated completed projects, but all current budgeted projects that may be carried over to FY 2018 for completion. The reserve for contingency includes the balance from previous years' funding of \$1.1 million annual R&R. If not encumbered by end of FY 2017, these funds will be accounted for in a reserve for recurring renewal and replacements that may exceed the annual funding of \$1.1 million.

** Temporary intrafund cash transfer to the Utilities Construction fund from other utility funds in FY 2014 and repaid in FY 2015; all utility funds are consolidated for annual financial reporting.

The Actual FY 2015 and Actual FY 2016 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 2015 through FY 2022

Projects	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
GRANT-FDEP	\$ 157,854	\$ 652,622	\$ -	\$ 89,524	\$ -	\$ -	\$ -	\$ -	\$ -
SWFWMD WATER		894,429	9,589,500	14,755,572	3,900,000				
UTILITIES O M & R	3,046,180	1,755,000	1,660,000	4,671,000	7,310,000	1,335,000	1,290,000	1,395,000	1,120,000
WATER SYS CAPACITY ESCROW				625,000	650,000				
SEWER SYS CAPACITY ESCROW	200,000	700,000		437,600	750,000	100,000	100,000	100,000	1,000,000
MISCELLANEOUS REVENUE	2,593	437							
TEMP. INTRAFUND CASH TRANSFER	(24,383)								
FINANCING			9,589,500	15,650,000					
Subtotal	3,382,244	4,002,488	20,839,000	36,228,696	12,610,000	1,435,000	1,390,000	1,495,000	2,120,000
PROJ CARRYOVER-BEGINNING				437					
PRIOR YEAR ENCUMBRANCES		21,229		224,562					
Total Revenues	\$ 3,382,244	\$ 4,023,717	\$ 20,839,000	\$ 36,453,695	\$ 12,610,000	\$ 1,435,000	\$ 1,390,000	\$ 1,495,000	\$ 2,120,000
Utilities Construction									
RESERVE FOR CONTINGENCIES	\$ 21,229	\$ 224,999	\$ -	\$ 1,047,019	\$ -	\$ -	\$ -	\$ -	\$ -
PROFESSIONAL SERVICES				50,000	200,000				
Total Non-Departmental	21,229	224,999	0	1,097,019	200,000	0	0	0	0
Water Treatment Plant Improvements									
ENGINEER CONSULTING	76,803	4,092	100,000	145,908			50,000		
HENDRICKSON DAM IMPROVEMT			25,000	50,000		25,000		25,000	
EQUIPMENT					1,300,000				
MOD/EXPAND WATER PLANT	526,758	3,087,193	19,179,000	30,288,290	7,800,000				
ELEVATED TANK			200,000	200,000					
Total WTP Improvements	603,561	3,091,285	19,504,000	30,684,198	9,100,000	25,000	50,000	25,000	0
Water Distribution System									
AMI-Automated Reading System, Est				2,500,000					
MISC UTILITY RELOCATION	4,351	19,286	120,000	221,649	20,000	20,000	20,000	20,000	20,000
WATER MAIN UPGRADES	115,710	74,722	100,000	299,364	200,000	200,000	200,000	200,000	200,000
Total Water Distribution System	120,061	94,008	220,000	3,021,013	220,000	220,000	220,000	220,000	220,000
Wastewater Collection System									
ENGINEER CONSULTING				89,000					
GRAVITY SEWER REPLACEMENT	58,225	160,824	250,000	266,750	250,000	250,000	250,000	250,000	150,000
LIFT STATION PROJECTS		47,236	100,000	146,643	100,000	100,000	100,000	100,000	200,000
WW COLLECTION SYS IMPROVE	28,192	144,956	300,000	300,000	200,000	200,000	200,000	200,000	200,000
FORCE MAIN PROJECTS	2,120,261	19,576	350,000	600,000	1,850,000	350,000	350,000	350,000	350,000
Total Wastewater Collection System	2,206,678	372,592	1,000,000	1,402,393	2,400,000	900,000	900,000	900,000	900,000
Wastewater Treatment Plant Improvements									
WWTP IMPROVEMENTS	430,715	240,833	115,000	249,072	690,000	290,000	220,000	350,000	1,000,000
Total WWTP Improvements	430,715	240,833	115,000	249,072	690,000	290,000	220,000	350,000	1,000,000
Total Expenses	\$ 3,382,244	\$ 4,023,717	\$ 20,839,000	\$ 36,453,695	\$ 12,610,000	\$ 1,435,000	\$ 1,390,000	\$ 1,495,000	\$ 2,120,000

(Temporary intrafund cash transfer to the Utilities Construction fund from other utility funds; all utility funds are consolidated for annual financial reporting.)

Projected FY 2017 reserve for contingency includes the balance from previous years' funding of \$1.1 million annual R&R. In not encumbered by end of FY 2017, these funds will be accounted for in a reserve for recurring renewal and replacements that may exceed the annual funding of \$1.1 million.

Footnotes in Utilities OM&R proforma are relevant to Utilities Construction fund

The Actual FY 2015 & FY 2016 columns are based on comparison to budget (non-GAAP) and therefore includes capital asset acquisitions and does not include asset transfers.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
UTILITIES CONSTRUCTION**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
31-01	SW FL WATER MGMT DISTRICT	0	894,428	9,589,500	14,755,572	3,900,000
35-10	DEPT ENVIRONMENTAL PROTECT	157,854	652,622	0	89,524	0
*	STATE GRANT	157,854	1,547,050	9,589,500	14,845,096	3,900,000
10-00	INTEREST ON INVESTMENTS	939	0	0	0	0
90-00	MISCELLANEOUS REVENUE	1,654	437	0	0	0
*	MISCELLANEOUS REVENUE	2,593	437	0	0	0
26-00	UTILITIES O M & R	3,046,180	1,755,000	1,660,000	4,671,000	7,310,000
35-00	WATER SYS CAPACITY ESCROW	0	0	0	625,000	650,000
36-00	SEWER SYS CAPACITY ESCROW	200,000	700,000	0	437,600	750,000
*	TRANSFER FROM OTHER FUNDS	3,246,180	2,455,000	1,660,000	5,733,600	8,710,000
10-01	LINE OF CREDIT	0	0	9,589,500	0	0
11-01	OTHER FINANCING	0	0	0	15,650,000	0
*	DEBT PROCEEDS	0	0	9,589,500	15,650,000	0
90-01	PROJ CARRYOVER-BEGINNING	0	0	0	437	0
90-02	PRIOR YEAR ENCUMBRANCES	0	0	0	224,562	0
*	BEGINNING RESERVES	0	0	0	224,999	0
		3,406,627	4,002,487	20,839,000	36,453,695	12,610,000

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

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**UTILITIES
CAPITAL IMPROVEMENTS PROGRAM
FY 2018 - FY 2022**

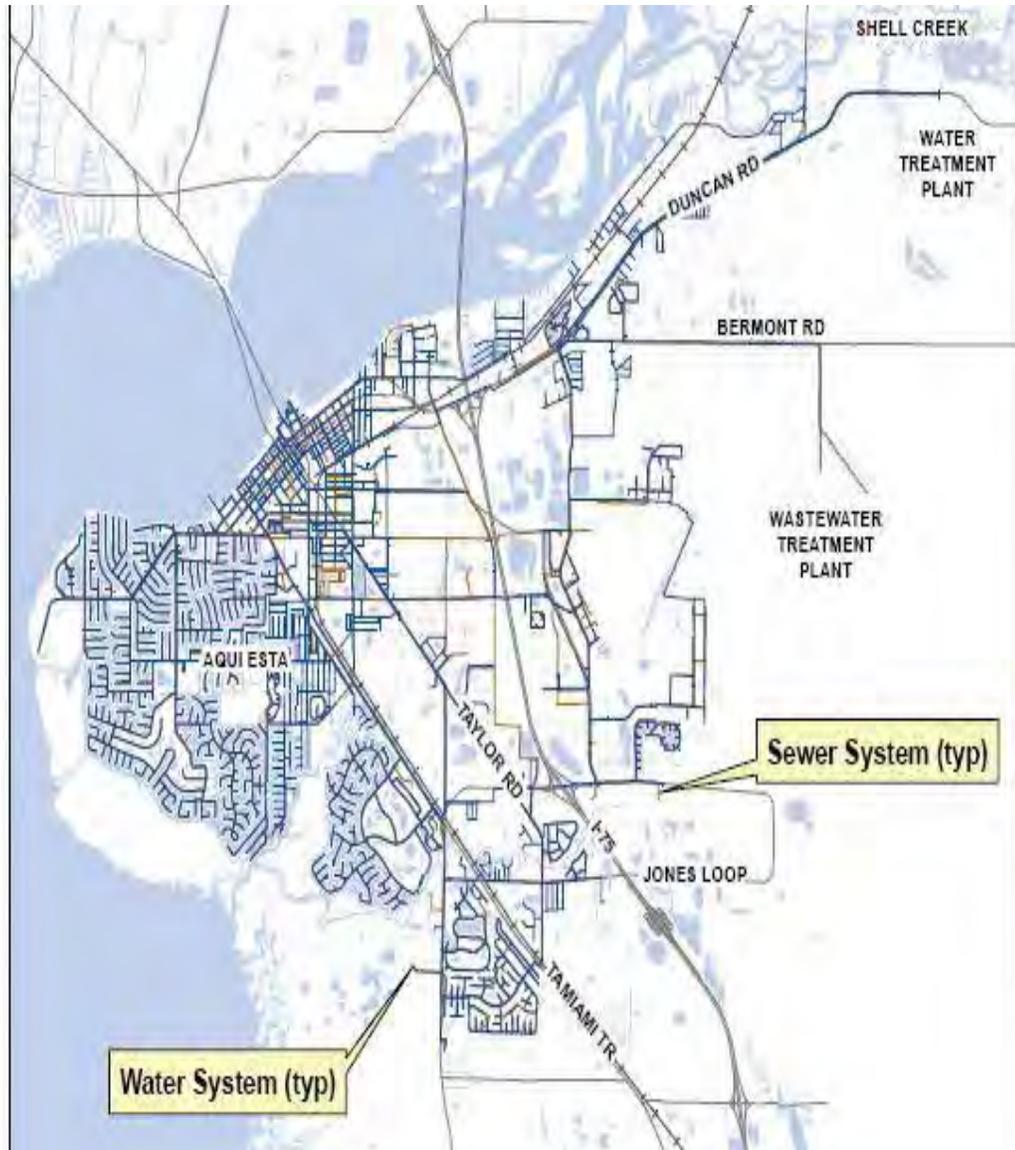
(All figures in thousands of dollars)

PROJECT IDENTIFICATION	Page #	TOTAL PROJECT COST	Prior Years' Funding	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
FUNDING SOURCE: Utilities Fund current revenue of \$1.12M per policy for R & R Projects								
Water System Utility Relocation Misc. Projects	9.81	100		20	20	20	20	20
Watermain Renewal/Replacement Projects	9.83	1,000		200	200	200	200	200
Wastewater Gravity Sewer Replacement Projects	9.85	1,150		250	250	250	250	150
Wastewater Lift Station Renewal/Replacement Projects	9.87	600		100	100	100	100	200
Wastewater Inflow Abatement - Rehabilitation Structures	9.89	1,000		200	200	200	200	200
Wastewater Force Main Renewal/Replacement Projects	9.91	1,750		350	350	350	350	350
R & R Projects Total				1,120	1,120	1,120	1,120	1,120
FUNDING SOURCE: Utilities Fund current revenues and Reserves, Grants, Impact Fees, and Financing								
Administration Projects								
GIS Atlas (Mapping)	9.93	250	50	200				
Advanced Metering Infrastructure (AMI) - Estimated	9.95	2,500	2,500					
Administration Projects Total				200	0	0	0	0
Wastewater Projects								
Wastewater Treatment Plant Tank Coating	9.97	500		250			250	
Wastewater Treatment Plant Permit Renewal (FDEP)	9.99	75			75			
Wastewater Deep Injection Well Permit Renewal	9.101	75			75			
Wastewater Deep Injection Well Mechanical Integrity Test (MIT)	9.103	120				120		
Wastewater Treatment Plant DIW Pump Replacement	9.105	80		40	40			
Wastewater Treatment Plant Clear Well Filters	9.107	75		75				
Wastewater Treatment Plant DSSU Motor Replacement	9.109	75		75				
Wastewater Treatment Plant Reline Sludge Pond	9.111	50		50				
Wastewater Treatment Plant Expansion	9.113	1,500		200	100	100	100	1,000
Wastewater - The Loop Forcemain Extension	9.115	1,800	300	1,500				
Wastewater - Sewer Feasibility Study	9.117	89	89					
Wastewater Projects Total				2,190	290	220	350	1,000
Water Projects								
Water - Riverside Drive Improvements	9.119	190	190					
Water - I75 Widening Utility Relocation Phase I	9.121	206	206					
WTP - Raw Water Pump Station Upgrade	9.123	1,760	1,760					
Water Treatment Plant RO Well Field Construction	9.125	2,400	2,400					
Water Treatment Plant RO Deep Injection Well Construction	9.127	4,334	4,334					
Water Treatment Plant Phase 1 Ground Water (RO)	9.129	3,812	3,812					
Water Treatment Plant Construction (CMR)	9.130	29,454	21,654	7,800				
WTP - BSR Tank Improvements	9.131	200	200					
WTP - Hendrickson Dam Inspection Program & Maintenance	9.133	50			25		25	
Water Hydro Biological Monitoring Plan (HBMP)	9.135	50				50		
WTP - Reuse Feasibility Study	9.137	100	100					
WTP - Generator	9.139	1,300		1,300				
Water Projects Total				9,100	25	50	25	0
UTILITIES CONSTRUCTION FUND TOTAL				12,610	1,435	1,390	1,495	2,120

Capital Improvements Program

Project Title: UT Relocation Project To Be Determined																														
Acct #: 411-8423-533-63-09			Project Code: TBD																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ Right of Way		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2018- 2022 Annual Project Relocate water and wastewater lines to accommodate non-programmed projects and/or work performed by FDOT, Charlotte County Public Works and Punta Gorda Public Works.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 100,000 Engineering \$ _____ 20,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ 80,000 Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: Relocation of existing lines. No additional operating cost. \$ _____ 0 Total																												
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	UF	_____	_____	2 nd Yr.	UF	_____	_____	3 rd Yr.	UF	_____	_____	4 th Yr.	UF	_____	_____	5 th Yr.	UF	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total			Project Justification: FDOT programs roadway improvements in a 5 year CIP and also performs non-programmed projects. Charlotte County Public works and the City Public works also perform non-programmed projects on a as needed basis. Once a non-programmed project is identified a transfer of funds from TBD will be processed and a project code will be created to identify project and cost.	
	Local	State	Federal																											
1 st Yr.	UF	_____	_____																											
2 nd Yr.	UF	_____	_____																											
3 rd Yr.	UF	_____	_____																											
4 th Yr.	UF	_____	_____																											
5 th Yr.	UF	_____	_____																											

Capital Improvements Program



UT Relocation Project To Be Determined

Capital Improvements Program

Project Title: Water Main Renewal/Replacement Project To Be Determined																														
Acct #: 411-8423-533-63-21			Project Code: TBD																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.			Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.																											
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ Right of Way		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed		Department: Utilities Administration Contact Person: Tom Jackson																										
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift		Project Description: FY 2018 - 2022 TBD Funds provide renewal & replacement of existing water mains on an as needed basis. The end of life to a water mains cannot be predicted with certainty. Replacement projects are based on water main breaks and Public Work projects. Annual projects are determined by operations staff to meet immediate needs. Funds unused are released at end of year. Major water main projects are programmed individually.																										
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 1,000,000 Engineering \$ _____ 200,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ 800,000 Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: Relocation of existing lines. No additional operating cost. \$ _____ 0 Total		Project Justification: TBD projects may result from immediate need to maintain level of service to customers or to reduce costs responding to multiple repairs. Once a project is identified a project code will be created and funds will be transferred from TBD to the identified project.																										
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	UF	_____	_____	2 nd Yr.	UF	_____	_____	3 rd Yr.	UF	_____	_____	4 th Yr.	UF	_____	_____	5 th Yr.	UF	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues _____ No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	UF	_____	_____																											
2 nd Yr.	UF	_____	_____																											
3 rd Yr.	UF	_____	_____																											
4 th Yr.	UF	_____	_____																											
5 th Yr.	UF	_____	_____																											

Capital Improvements Program

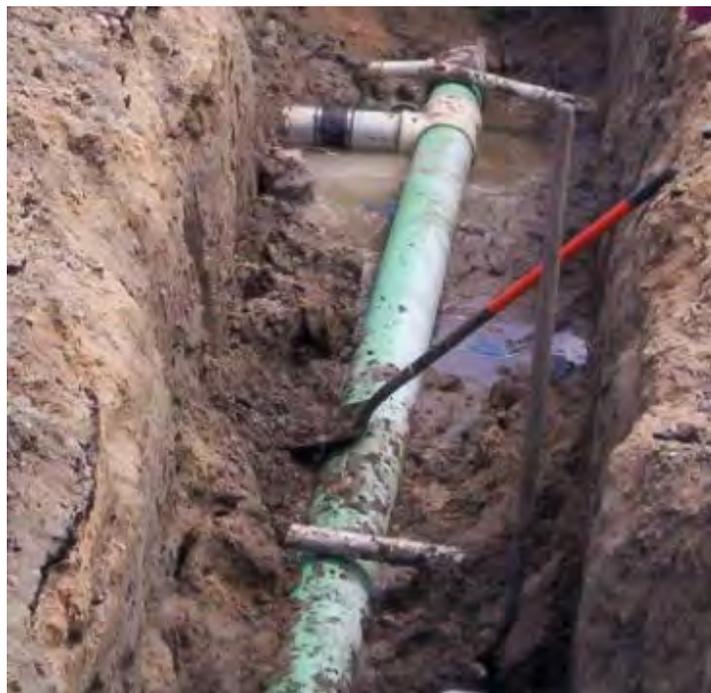


Water Main Renewal/Replacement

Capital Improvements Program

Project Title: Gravity Sewer Replacement Project To Be Determined																														
Acct #: 411-8536-535-63-28			Project Code: TBD																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 150,000	\$ 1,150,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ Right of Way		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2018 - 2022 Funds will renew & replace gravity sewer lines and restore asphalt pavement associated with sewer replacement. Old clay pipe gravity lines are candidate projects for replacement with PVC sewer pipe. Sewer relocation work is also coordinated with Public Works resurfacing and repaving projects. An increase in volume on Public Works paving projects has caused an increase to the amount programmed.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ <u>1,150,000</u> Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ <u>1,150,000</u> Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total																												
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	UF	_____	_____	2 nd Yr.	UF	_____	_____	3 rd Yr.	UF	_____	_____	4 th Yr.	UF	_____	_____	5 th Yr.	UF	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total			Project Justification: Renewal and replacement of gravity sewer is performed to maintain system capacity by reducing storm water infiltration. Clay pipe gravity sewer lines commonly contribute to storm water infiltration. Public Works projects are typically related to street reconstructions. Once a project is identified a project code will be created and funds from TBD will be transferred to cover cost.	
	Local	State	Federal																											
1 st Yr.	UF	_____	_____																											
2 nd Yr.	UF	_____	_____																											
3 rd Yr.	UF	_____	_____																											
4 th Yr.	UF	_____	_____																											
5 th Yr.	UF	_____	_____																											

Capital Improvements Program



Gravity Sewer Replacement Project

Capital Improvements Program

Project Title: Lift Station Renewal/Replacement Project To Be Determined																														
Acct #: 411-8536-535-63-29			Project Code: TBD																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 200,000	\$ 600,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ Right of Way		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2018 - 2022 Annual Project Funds will design and Construct wastewater lift station rehabilitation or improvements on an as needed basis to maintain level of service.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 600,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ 600,000 Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: No additional operating costs. \$ _____ 0 Total																												
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	UF	_____	_____	2 nd Yr.	UF	_____	_____	3 rd Yr.	UF	_____	_____	4 th Yr.	UF	_____	_____	5 th Yr.	UF	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total			Project Justification: Provide improved wastewater transmission capacity. Projects are identified by wastewater master plan or other studies. Projects may result from immediate need to maintain level of service to customer or reduce cost responding to multiple repair. The City operates 118 Lift Stations. Wastewater Collections staff performs renew and/or replacement of equipment on an as needed basis. Projects are scheduled to match available funding. Renew/replacement is typically for components rather than complete rehabilitation/replacement of an individual lift station.	
	Local	State	Federal																											
1 st Yr.	UF	_____	_____																											
2 nd Yr.	UF	_____	_____																											
3 rd Yr.	UF	_____	_____																											
4 th Yr.	UF	_____	_____																											
5 th Yr.	UF	_____	_____																											

Capital Improvements Program

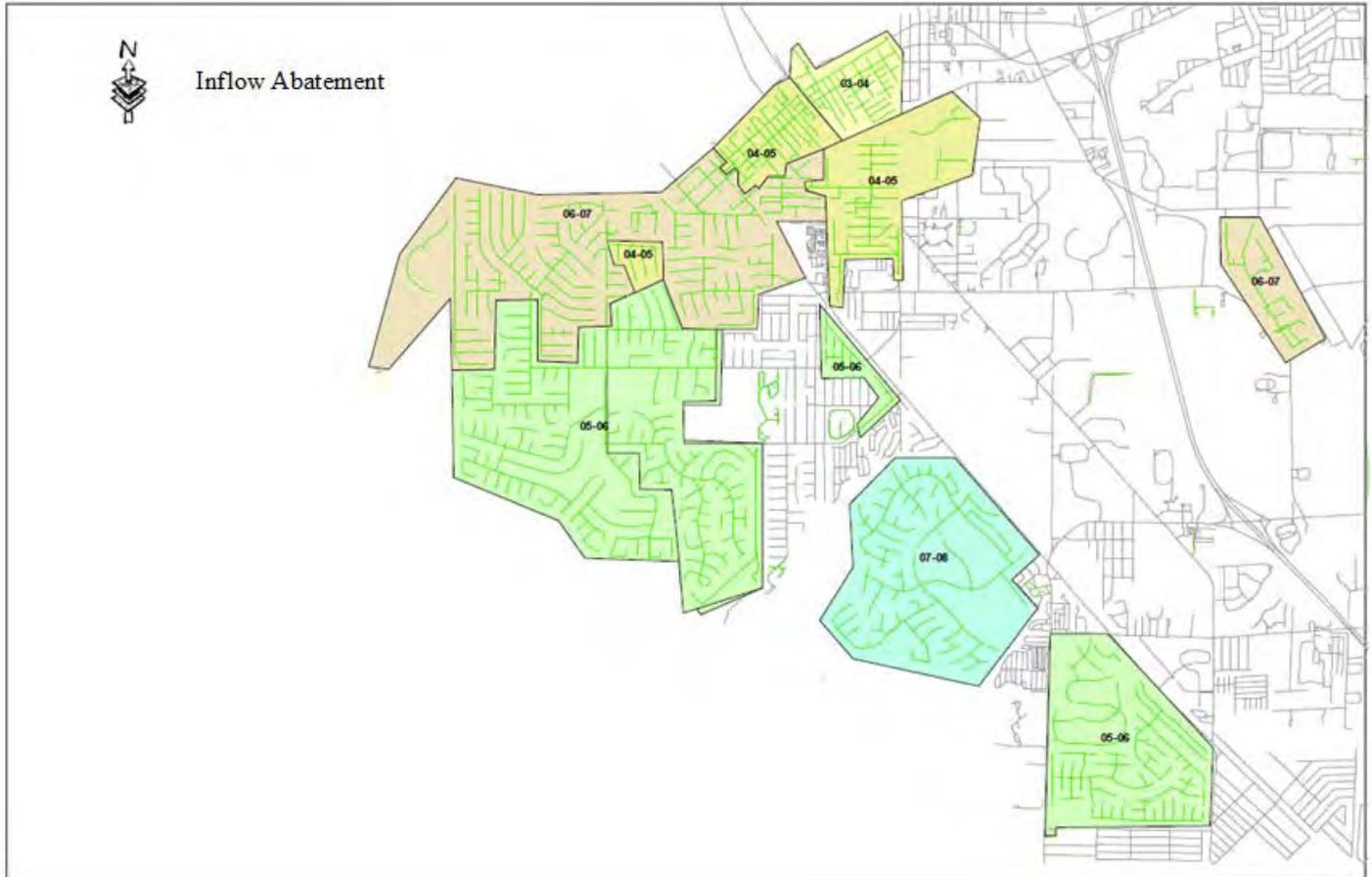


Lift Station Renewal/Replacement

Capital Improvements Program

Project Title: Inflow Abatement Rehab Structures Project To Be Determined																														
Acct #: 411-8536-535-63-56			Project Code: TBD																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ Right of Way		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2018 - 2022 Annual Project for rehabilitation/ replacement includes interior coating of manholes and wet wells, installation of manhole inflow protectors, smoke testing, grouting and lining sewer lines of the City's wastewater collection system elements throughout the City's service Area. Project implements strategies for reducing storm water infiltration.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 1,000,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ 1,000,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total			Project Justification: Inspection, replacement and renewal of the City's collection system will reduce infiltration and inflow, reduce collection system defects, maintain system capacity and reduce wet weather overflows. Rehabilitation work extends useful life which reduces replacement needs. Once a project is identified a project code will be created and funds will be transferred.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	UF	_____	_____	2 nd Yr.	UF	_____	_____	3 rd Yr.	UF	_____	_____	4 th Yr.	UF	_____	_____	5 th Yr.	UF	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	UF	_____	_____																											
2 nd Yr.	UF	_____	_____																											
3 rd Yr.	UF	_____	_____																											
4 th Yr.	UF	_____	_____																											
5 th Yr.	UF	_____	_____																											

Capital Improvements Program



Inflow Abatement Rehab Structures

Capital Improvements Program

Project Title: Force Main Renewal/Replacement Project To Be Determined																														
Acct #: 411-8536-535-63-67			Project Code: TBD																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.			Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.																											
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 1,750,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ Right of Way		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed		Department: Utilities Administration Contact Person: Tom Jackson																										
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift		Project Description: FY 2018 - 2022 Annual Projects may be determined by Operations staff to meet immediate needs. Projects will replace existing Ductile Iron Pip (DIP) with PVC pipe.																										
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ <u>1,750,000</u> Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ <u>1,750,000</u> Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: Reallocation of existing lines. No additional operating cost. \$ _____ 0 Total		Project Justification: Rehabilitation and improvements to existing facilities are needed as a result of end of service life and changes to the utilities system for growth or other capital projects. Force main breaks cannot be predicted with certainty. Once a project is identified a project code will be created and funds will be transferred.																										
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	UF	_____	_____	2 nd Yr.	UF	_____	_____	3 rd Yr.	UF	_____	_____	4 th Yr.	UF	_____	_____	5 th Yr.	UF	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	UF	_____	_____																											
2 nd Yr.	UF	_____	_____																											
3 rd Yr.	UF	_____	_____																											
4 th Yr.	UF	_____	_____																											
5 th Yr.	UF	_____	_____																											

Capital Improvements Program

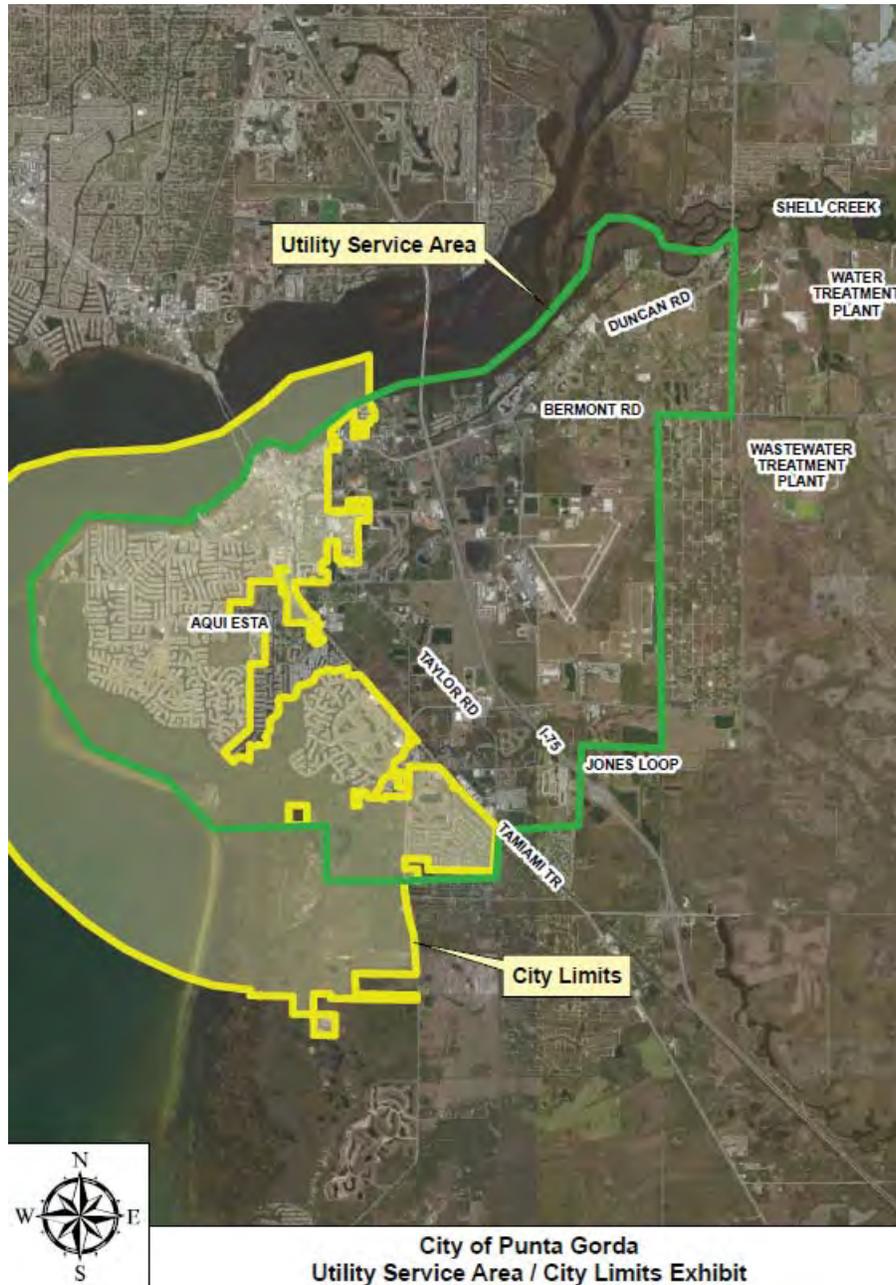


Force Main Renewal/Replacement

Capital Improvements Program

Project Title: GIS Atlas (Utility Mapping)						
Acct #: 411-0000-536-31-00			Project Code: UTAT11			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure sufficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 50,000	\$ 200,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 250,000
1. Land Cost: ____ Acres ____ Front Ft _____ ____ Sq Ft _____ N/A		5. Status of Project: ____ X Preliminary Estimate ____ Survey in Progress ____ X Plans in Preparation ____ Completed			Department: Utilities Administration Contact Person: Tom Jackson	
2. Building Construction Cost: ____ Sq. Ft. ____ Equipment N/A		6. Status of Land Acquisition: ____ Not Yet Acquired ____ Partly Acquired ____ Publicly Owned ____ No Land Involved ____ Gift			Project Description: The project will develop a GIS based mapping system of water and wastewater facilities. The GIS system will provide a record of utility facilities to support the operations of the Utility System.	
3. Estimated Costs: In Previous CIP \$ 50,000 In Present CIP \$ 200,000 Engineering \$ 250,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: TBD \$ _____ 0 Total			FY 2018 Prepare Design Report and begin GIS Mapping of utility facilities FUTURE Complete GIS mapping, develop Utility Atlas, Develop asset and financial management applications.	
4. Sources of Financing: Local State Federal 1 st Yr. UF _____ 2 nd Yr. _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): ____ Loss of Taxes ____ Gain From Sale of Previous Facility ____ New Revenues ____ X No Effect \$ _____ Total			Project Justification: A GIS data base will compile and maintain records of utility facilities and operational data. The GIS data base will support multiple missions, Utility mapping, operational records management, asset and financial management.	

Capital Improvements Program

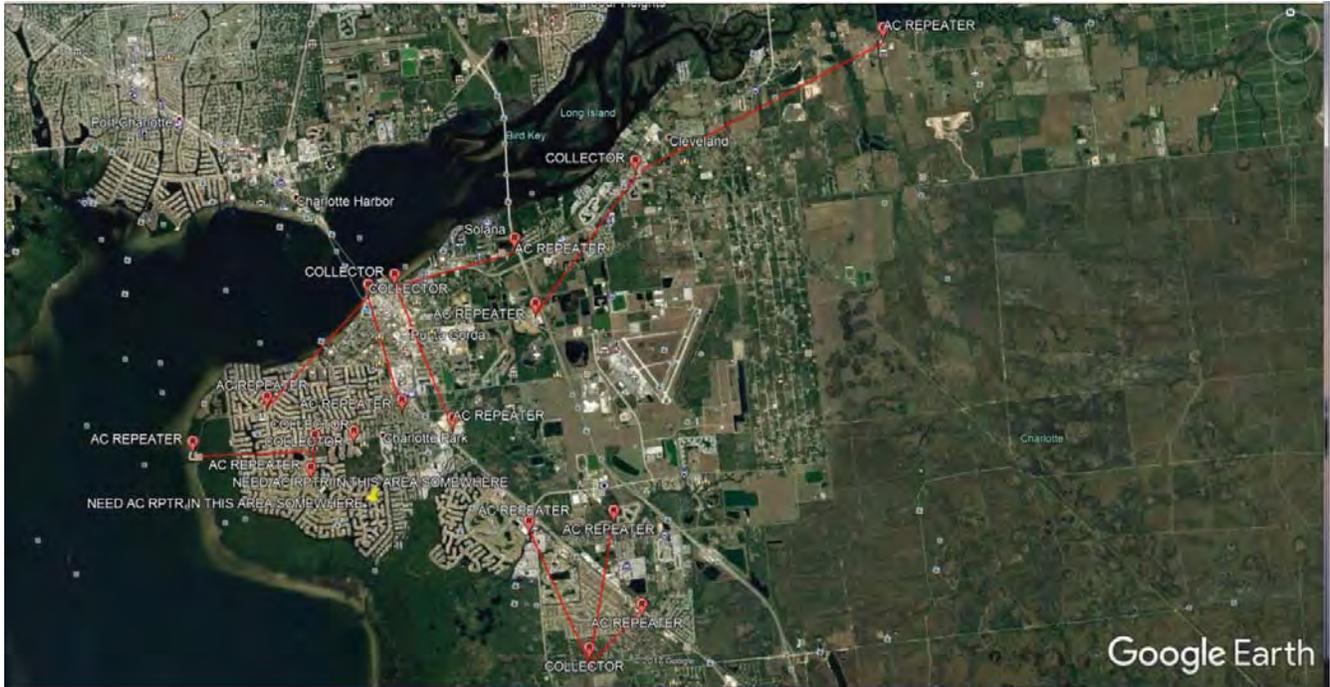


GIS Atlas (Utility Mapping)

**Capital Improvements Program
Carryover from FY 2017**

Project Title: Advanced Metering Infrastructure (AMI) Estimated						
Acct #: 411-8423-533-64-03			Project Code: AMIMTR			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure sufficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 2,500,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,500,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____		5. Status of Project: _____ Preliminary Estimate _____ Survey in Progress _____ X Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned _____ No Land Involved _____ Gift			Project Description: Replace existing water meters which require monthly on-site meter reading with new water meters with electronic data transfer capability to reduce on-site meter reading. FY 2017 Select vendor, award contract, begin meter change out Future Complete meter change out	
3. Estimated Costs: In Previous CIP \$ <u>2,500,000</u> In Present CIP \$ <u>0</u> Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ <u>2,500,000</u>		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: TBD \$ <u>0</u> Total			Project Justification: Update water meters with technology to collect daily or monthly water use data and remotely transmit data to a collector or to a central office computer. System will reduce labor of reading water meters with monthly on-site read cycles.	
4. Sources of Financing: Local State Federal 1 st Yr. <u>UF</u> _____ _____ 2 nd Yr. _____ _____ _____ 3 rd Yr. _____ _____ _____ 4 th Yr. _____ _____ _____ 5 th Yr. _____ _____ _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

Capital Improvements Program



Advanced Metering Infrastructure (AMI)

Capital Improvements Program

Project Title: Wastewater Treatment Plant Tank Coating						
Acct #: 411-8711-535-63-31			Project Code: WWTC18			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Apply best management practices and systems in infrastructure maintenance.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 0	\$ 250,000	\$ 0	\$ 0	\$ 250,000	\$ 0	\$ 500,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2018 & 2021 Replace interior coating system in our wastewater equalization tank. There are two tanks at the MPF and two tanks at the BPF. Coating replacement is on a rotational schedule based on need every 2-5 years.	
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 500,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ 500,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: No additional operating cost. \$ _____ 0 Total			Project Justification: Interior tank coating system has a warranty of 2-5 years. Annual inspection will be performed. when a coating failure is detected outside of the warranty period, the coating system will be replaced. Coating system is needed to protect concrete surfaces from wastewater.	
4. Sources of Financing: Local State Federal 1 st Yr. UF _____ 2 nd Yr. _____ 3 rd Yr. _____ 4 th Yr. UF _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

Capital Improvements Program



Wastewater Treatment Plant Tank Coating

Capital Improvements Program

Project Title: Wastewater Treatment Plant Permit Renewal (FDEP)						
Acct #: 411-8711-535-63-31			Project Code: WWPERM			
Project Priority: Partnerships, Communication & Collaboration - Continue to promote partnerships, communication and transparency with all stakeholders.				Goal: Emphasize transparency in City operations, reporting and activities.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 0	\$ 0	\$ 75,000	\$ 0	\$ 0	\$ 0	\$ 75,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2019 The WWTP is required to maintain an operating permit issued by the Florida Department of Environmental Protection. Permit compliance requires renewal at 5 year intervals. Funds are needed for engineering services to prepare permit application materials prior to September 2019.	
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 75,000 Engineering \$ _____ 75,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: Permit renewal only. No additional operating cost. \$ _____ 0 Total			Project Justification: Florida Department of Regulation will require renewal of the WWTP operating permit in 2019. Current permit is valid September 2014 - September 2019.	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. UF _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

Capital Improvements Program



Wastewater Treatment Plant Facility



Wastewater Treatment Plant Permit Renewal (FDEP)

Capital Improvements Program

Project Title: WWTP Deep Injection Well Permit Renewal (FDEP)						
Acct #: 411-8711-535-63-31			Project Code: DWPERM			
Project Priority: Partnerships, Communication & Collaboration - Continue to promote partnerships, communication and transparency with all stakeholders.				Goal: Emphasize transparency in City operations, reporting and activities.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 0	\$ 0	\$ 75,000	\$ 0	\$ 0	\$ 0	\$ 75,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2019 The WWTP effluent disposal deep well is regulated by an Underground Injection Control (UIC) permit. Permit compliance requires renewal at 5 year intervals.	
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 75,000 Engineering \$ _____ 75,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: Permit renewal only. No additional operating cost. \$ _____ 0 Total			Project Justification: Florida Department of Regulation will require renewal of the UIC permit by 2019.	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. UF _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

Capital Improvements Program



WWTP Deep Injection Well Permit

Capital Improvements Program

Project Title: WWTP Deep Injection Well Mechanical Integrity Testing (MIT)						
Acct #: 411-8711-535-63-31			Project Code: DWMIT			
Project Priority: Partnerships, Communication & Collaboration - Continue to promote partnerships, communication and transparency with all stakeholders.				Goal: Emphasize transparency in City operations, reporting and activities.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 0	\$ 0	\$ 0	\$ 120,000	\$ 0	\$ 0	\$ 120,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2020 The WWTP effluent disposal well is regulated by an Underground Injection Control (UIC) permit. Permit compliance requires Mechanical Integrity Testing (MIT) at 5 year intervals. Project will perform MIT for the required period.	
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 120,000 Engineering \$ _____ 120,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: Required testing for permit renewal. No additional operating cost. \$ _____ 0 Total			Project Justification: MIT is required by UIC permit.	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. _____ 3 rd Yr. UF _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

Capital Improvements Program



WWTP Deep Injection Well Mechanical Integrity Test

Capital Improvements Program

Project Title: WWTP Deep Injection Well Pump Replacement																														
Acct #: 411-8711-535-63-31			Project Code: DWPUMP																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 40,000	\$ 40,000	\$ 0	\$ 0	\$ 0	\$ 80,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2018 Change out pump 2 FY 2019 Change out pump 3																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 80,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 80,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: No additional operating cost. \$ _____ 0 Total			Project Justification: The effluent pump station was constructed in 2001 with two duty pumps and one jockey pump. The City added high level disinfection to the effluent process in 2015. The pump materials are not designed to handle the chlorine added by high level disinfection. Three new pumps designed for chemical resistance are recommended.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	UF	_____	_____	2 nd Yr.	UF	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	UF	_____	_____																											
2 nd Yr.	UF	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program



WWTP DIW PUMP

Capital Improvements Program

Project Title: WWTP CLEARWELL FILTERS																														
Acct #: 411-8711-535-63-31			Project Code: CWF18																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices & systems in infrastructure maintenance.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 75,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 75,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2018 Install a cover filter at the clearwell to prohibit algae growth from sunlight.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 75,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 75,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total			Project Justification: The clearwell is producing too much algae due to nutrients and too much sunlight. This causes our Total Suspended Solids (TSS) compliance meter to read high.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	UF	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	UF	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program



WWTP CLEARWELL FILTERS

Capital Improvements Program

Project Title: WWTP DSSU MOTOR / BLOWER REHAB																														
Acct #: 411-8711-535-63-31			Project Code: DSSU18																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices & systems in infrastructure maintenance.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 75,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 75,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2018 Replace blower and motor at Digestive Sludge Storage Unit due to inadequate air supply.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 75,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 75,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: No additional operating cost. \$ _____ 0 Total																												
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	UF	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total			Project Justification: Current blower and motor at the Digestive Sludge Storage Unit was installed in 1983. Parts for current pump and motor are unavailable and currently do not provide enough air supply to the DSSU.	
	Local	State	Federal																											
1 st Yr.	UF	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program



WWTP DSSU MOTOR / BLOWER

Capital Improvements Program

Project Title: WWTP RELINE SLUDGE POND																														
Acct #: 411-8711-535-63-31			Project Code: RLSP18																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices & systems in infrastructure maintenance.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 50,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 50,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2018 Replace pond liner #3 to assist with holding sludge during excessive rain conditions.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 50,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ 50,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total			Project Justification: Torn and ripped liner needs to be replaced. Store sludge in pond during rainy season.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	UF	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	UF	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program



WWTP RELINE SLUDGE POND

Capital Improvements Program

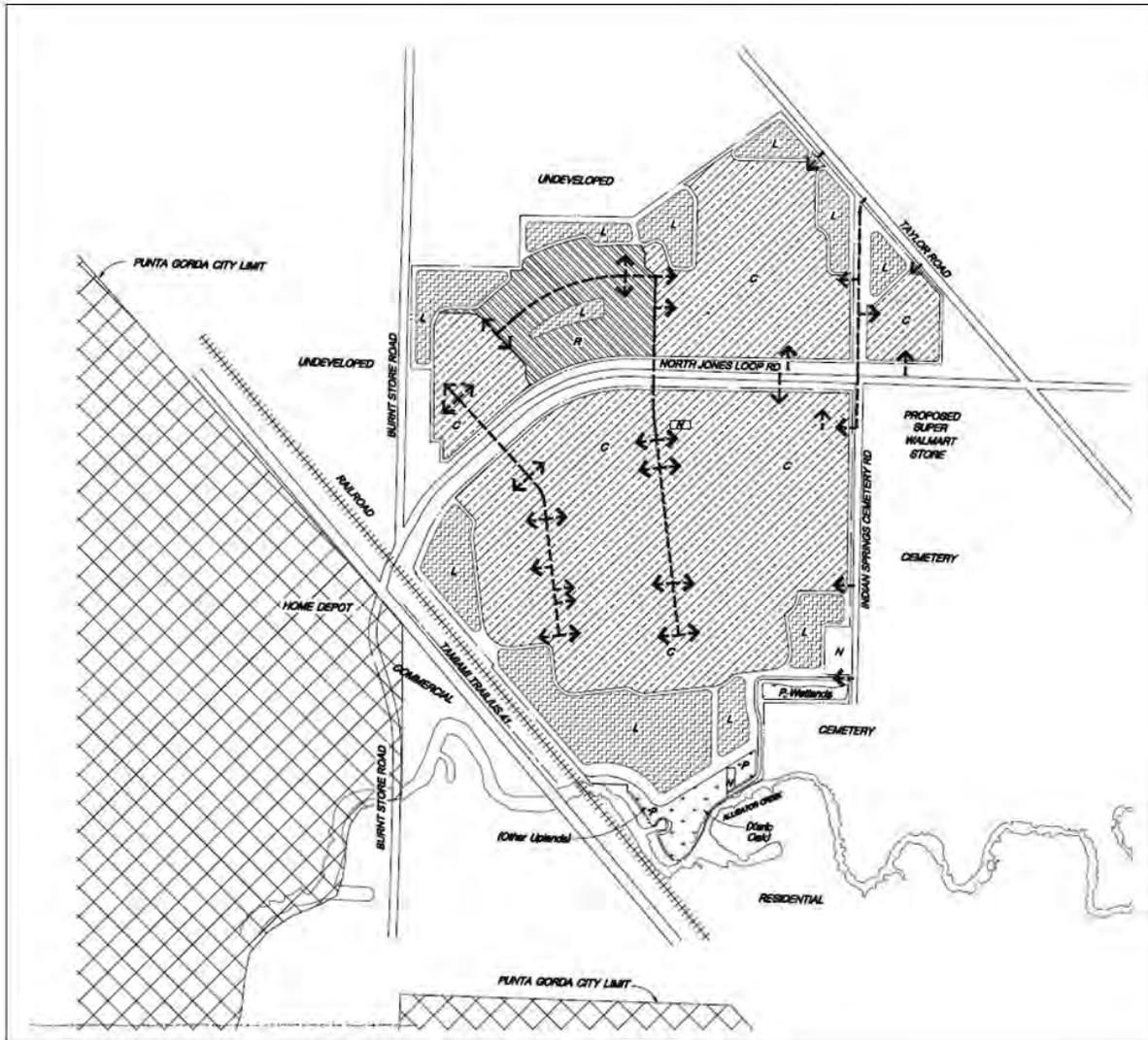
Project Title: WWTP EXPANSION																														
Acct #: 411-8711-535-63-31			Project Code: WWPEXP																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices & systems in infrastructure maintenance.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,000,000	\$ 1,500,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2018 The DEP Rule requires the City to monitor flow rates of WWTP treatment and if flow rates reach 75% of the plant design flow capacity, a WWTP Expansion design report is required. Flow rates indicate the 75% condition is expected to occur within 5 years. This project will prepare a design report to identify future alternatives of WWTP expansion.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ <u>1,500,000</u> Engineering \$ <u>200,000</u> Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ <u>1,300,000</u> Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total			Project Justification: A planned approach for WWTP capacity and expansion is required by DEP rule when the capacity of the WWTP reaches 75% of the permitted capacity.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr. UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr. UF/UIF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr. UF/UIF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr. UF/UIF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr. UF/UIF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr. UF	_____	_____	_____	2 nd Yr. UF/UIF	_____	_____	_____	3 rd Yr. UF/UIF	_____	_____	_____	4 th Yr. UF/UIF	_____	_____	_____	5 th Yr. UF/UIF	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr. UF	_____	_____	_____																											
2 nd Yr. UF/UIF	_____	_____	_____																											
3 rd Yr. UF/UIF	_____	_____	_____																											
4 th Yr. UF/UIF	_____	_____	_____																											
5 th Yr. UF/UIF	_____	_____	_____																											

Capital Improvements Program



Wastewater Treatment Plant Expansion

Capital Improvements Program



The Loop Force Main Extension

**Capital Improvements Program
Carryover from FY 2017**

Project Title: Waste Water Sewer Feasibility Study						
Acct #: 411-8536-535-63-67			Project Code: WWSTDY			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure sufficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 89,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 89,000
1. Land Cost: ____ Acres ____ Front Ft _____ ____ Sq Ft _____		5. Status of Project: ____ X Preliminary Estimate ____ Survey in Progress ____ X Plans in Preparation ____ Completed			Department: Utilities Administration Contact Person: Tom Jackson	
2. Building Construction Cost: ____ Sq. Ft. ____ Equipment N/A		6. Status of Land Acquisition: ____ Not Yet Acquired ____ Partly Acquired ____ Publicly Owned ____ No Land Involved ____ Gift			Project Description: Prepare a Master Plan to evaluate the cost to extend wastewater collection facilities to properties in the Punta Gorda Utility Service Area currently utilizing on-site septic tanks for wastewater disposal.	
3. Estimated Costs: In Previous CIP \$ _____ 89,000 In Present CIP \$ _____ 0 Engineering \$ _____ 89,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: TBD \$ _____ 0 Total			FY 2017 Perform Master Plan Study	
4. Sources of Financing: Local State Federal 1 st Yr. UF _____ 2 nd Yr. _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): ____ Loss of Taxes ____ Gain From Sale of ____ Previous Facility ____ New Revenues ____ X No Effect \$ _____ Total			Project Justification: Charlotte County BCC has adopted a 10 Plan to extend central sewer to properties currently utilizing on-site septic tanks for wastewater disposal. Punta Gorda is seeking to work in cooperation with BCC to study and construct central sewers.	

Capital Improvements Program

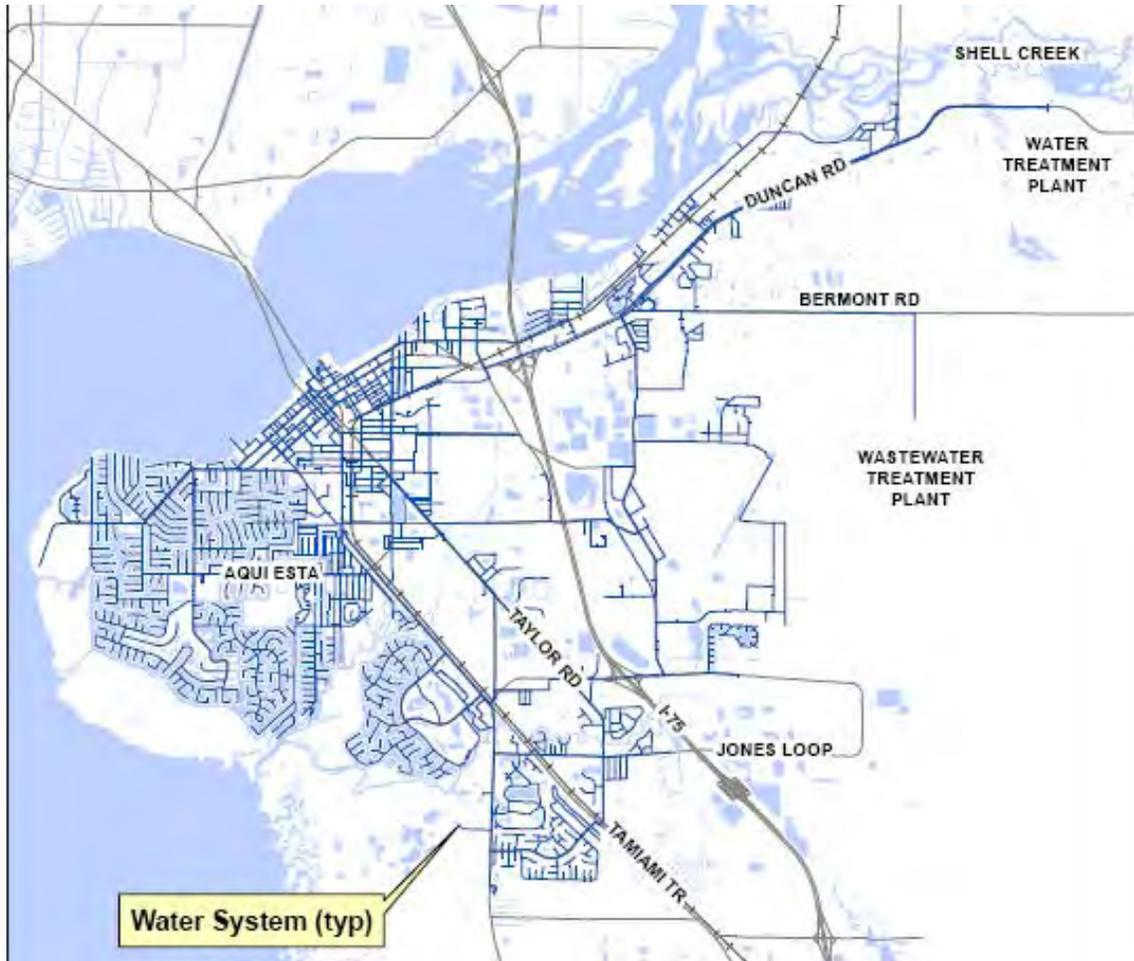


Waste Water Sewer Feasibility Study

**Capital Improvements Program
Carryover from FY 2017**

Project Title: Riverside Drive Improvements						
Acct #: 411-8423-533-63-21			Project Code: RIVIMP			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 190,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 190,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2017: Design and construct 1,500 LF new 6" water main on Riverside Drive from Tuckerman to Dutch, and 800 LF new 8" water main from Regent to Darst.	
3. Estimated Costs: In Previous CIP \$ 190,000 In Present CIP \$ 0 Engineering \$ 38,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ 152,000 Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ -1,560 Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ -1,560 Total			Project Justification: Provide improved water distribution capacity. Project is listed in Water Master Plan page 4-32.	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

Capital Improvements Program

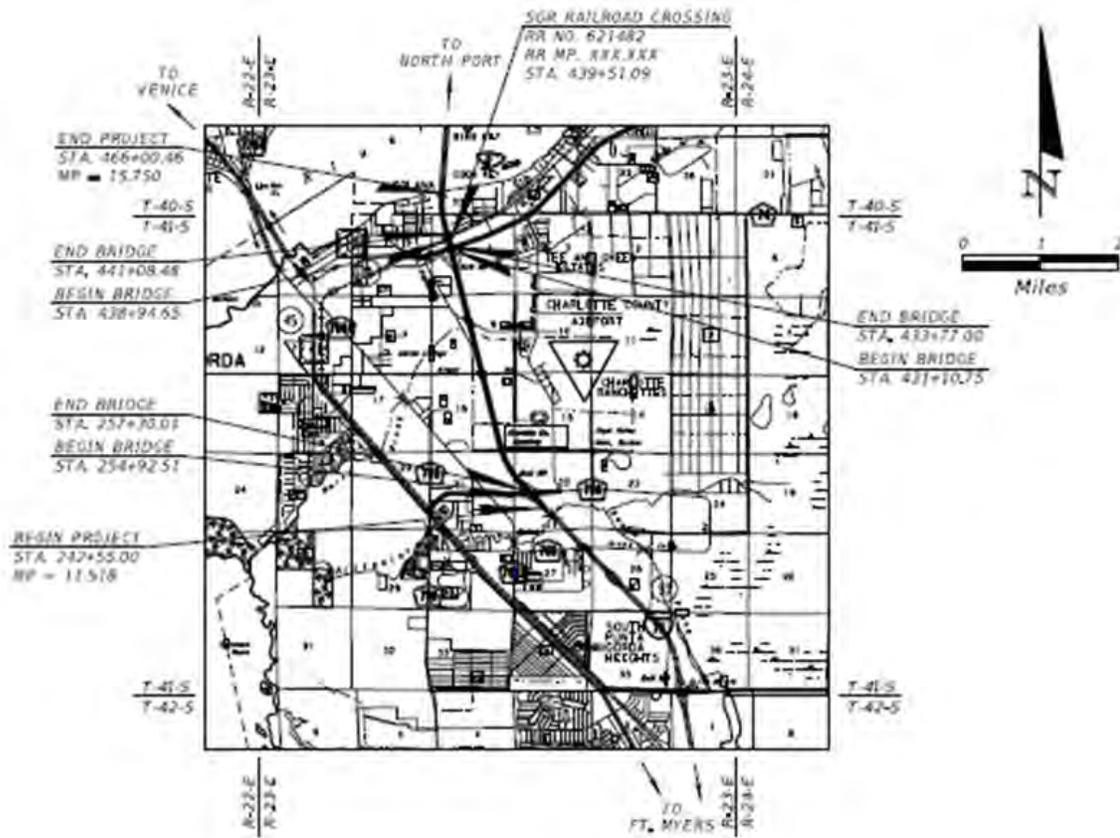


Riverside Drive Improvements

**Capital Improvements Program
Carryover from FY 2017**

Project Title: UT Relocation I75 Widening Phase I						
Acct #: 411-8423-533-63-09			Project Code: URI75W			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 206,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 206,000
1. Land Cost: ____ Acres ____ Front Ft ____ Sq Ft ____ Right of Way		5. Status of Project: ____ X Preliminary Estimate ____ Survey in Progress ____ Plans in Preparation ____ Completed			Department: Utilities Administration Contact Person: Tom Jackson	
2. Building Construction Cost: ____ Sq. Ft. ____ Equipment N/A		6. Status of Land Acquisition: ____ Not Yet Acquired ____ Partly Acquired ____ X Publicly Owned ____ No Land Involved ____ Gift			Project Description: FY 2016 - 2017 Relocate water lines to accommodate work planned by FDOT to widen I75.	
3. Estimated Costs: In Previous CIP \$ 206,000 In Present CIP \$ 0 Engineering \$ 60,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ 146,000 Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: Relocation of existing lines. No additional operating cost. \$ 0 Total			Project Justification: FDOT programs roadway improvements in a 5 year CIP and also performs non-programmed projects. Roadway projects may require utility adjustments to accommodate road improvements.	
4. Sources of Financing: Local State Federal 1 st Yr. UF _____ 2 nd Yr. _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): ____ Loss of Taxes ____ Gain From Sale of ____ Previous Facility ____ New Revenues ____ X No Effect \$ _____ Total				

Capital Improvements Program



UT Relocation I75 Widening Phase

**Capital Improvements Program
Carryover from FY 2017**

Project Title: Raw Water Pump Station Upgrade						
Acct #: 411-8422-533-65-02			Project Code: RWPSUP			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 1,760,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,760,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2014 - FY 2015 Prepare design and construct plans for raw water pump station improvement selected by planning study. FY 2016 - FY 2017 Bid, award and construct raw water pump station improvements.	
3. Estimated Costs: In Previous CIP \$ 1,760,000 In Present CIP \$ 0 Engineering \$ 210,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ 1,550,000 Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total			Project Justification: Raw Water Pumping Station (RWPS) was constructed in 1964 & has numerous age deficiencies. New pumps & motor controls. The project is needed to improve reliability & reduce the possibility of a pump failure & the inability to pump raw water to the WTP. RWPS delivers raw water from Hendrickson Reservoir to WTP for processing to drinking water.	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

Capital Improvements Program



Raw Water Pump Station Upgrade

**Capital Improvements Program
Carryover from FY 2017**

Project Title: RO - Well Field Construction						
Acct #: 411-8422-533-65-02			Project Code: RO-WEL			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 2,400,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,400,000
1. Land Cost: ____ Acres ____ Front Ft ____ Sq Ft City owned property		5. Status of Project: ____ X Preliminary Estimate ____ Survey in Progress ____ Plans in Preparation ____ Completed			Department: Utilities Administration Contact Person: Tom Jackson	
2. Building Construction Cost: ____ Sq. Ft. ____ Equipment N/A		6. Status of Land Acquisition: ____ Not Yet Acquired ____ Partly Acquired ____ X Publicly Owned ____ No Land Involved ____ Gift			Project Description: This project will construct a 4 MGD RO WTP Improvement. The project cost estimate has been updated to 40,000,000 based on 90% plans & CMAR cost estimate. FY2015 - FY2016 Construct well field for 5 MGD raw water supply	
3. Estimated Costs: In Previous CIP \$ 2,400,000 In Present CIP \$ 0 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ 2,400,000 Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ 128,000 Other Costs: net operating cost increase for all 4 RO projects \$ 128,000 Total			Project Justification: Plan, design, & construct WTP improvement projects to meet regulatory requirements & water use forecast as defined in the March 2009 Water Supply Master Plan. RO will need to be completed in phases through permitting and testing of Phase I & II - Permitting & Well fields Phase III - Permitting & Injection well Phase IV - Permitting & RO facility	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): ____ Loss of Taxes ____ Gain From Sale of Previous Facility ____ New Revenues ____ X No Effect \$ _____ Total				

Capital Improvements Program



RO - Well Field Construction

**Capital Improvements Program
Carryover from FY 2017**

Project Title: RO - Deep Injection Well						
Acct #: 411-8422-533-65-02			Project Code: RO-DIW			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 4,334,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 4,334,000
1. Land Cost: ____ Acres ____ Front Ft ____ Sq Ft City owned property		5. Status of Project: ____ X Preliminary Estimate ____ Survey in Progress ____ Plans in Preparation ____ Completed			Department: Utilities Administration Contact Person: Tom Jackson	
2. Building Construction Cost: ____ Sq. Ft. ____ Equipment N/A		6. Status of Land Acquisition: ____ Not Yet Acquired ____ Partly Acquired ____ X Publicly Owned ____ No Land Involved ____ Gift			Project Description: This project will construct a 4 MGD RO WTP Improvement. The project cost estimate has been updated to 40,000,000 based on 90% plans & CMAR cost estimate. This project is the concentrate disposal system of the Punta Gorda RO project described in the Tetra Tech Preliminary Design Report. FY 2015: Submit DEP application for DIW FY 2016: Bid & construct concentrate disposal system of the RO project	
3. Estimated Costs: In Previous CIP \$ 4,334,000 In Present CIP \$ 0 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ 4,334,000 Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ 128,000 Other Costs: net operating cost increase for all 4 RO projects \$ 128,000 Total			Project Justification: Plan, design, & construct WTP improvement projects to meet regulatory requirements & water use forecast as defined in the March 2009 Water Supply Master Plan. RO will need to be completed in phases through permitting and testing of Phase I & II - Permitting & Well fields Phase III - Permitting & Injection well Phase IV - Permitting & RO facility	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): ____ Loss of Taxes ____ Gain From Sale of Previous Facility ____ New Revenues ____ X No Effect \$ _____ Total				

Capital Improvements Program



RO - Deep Injection Well

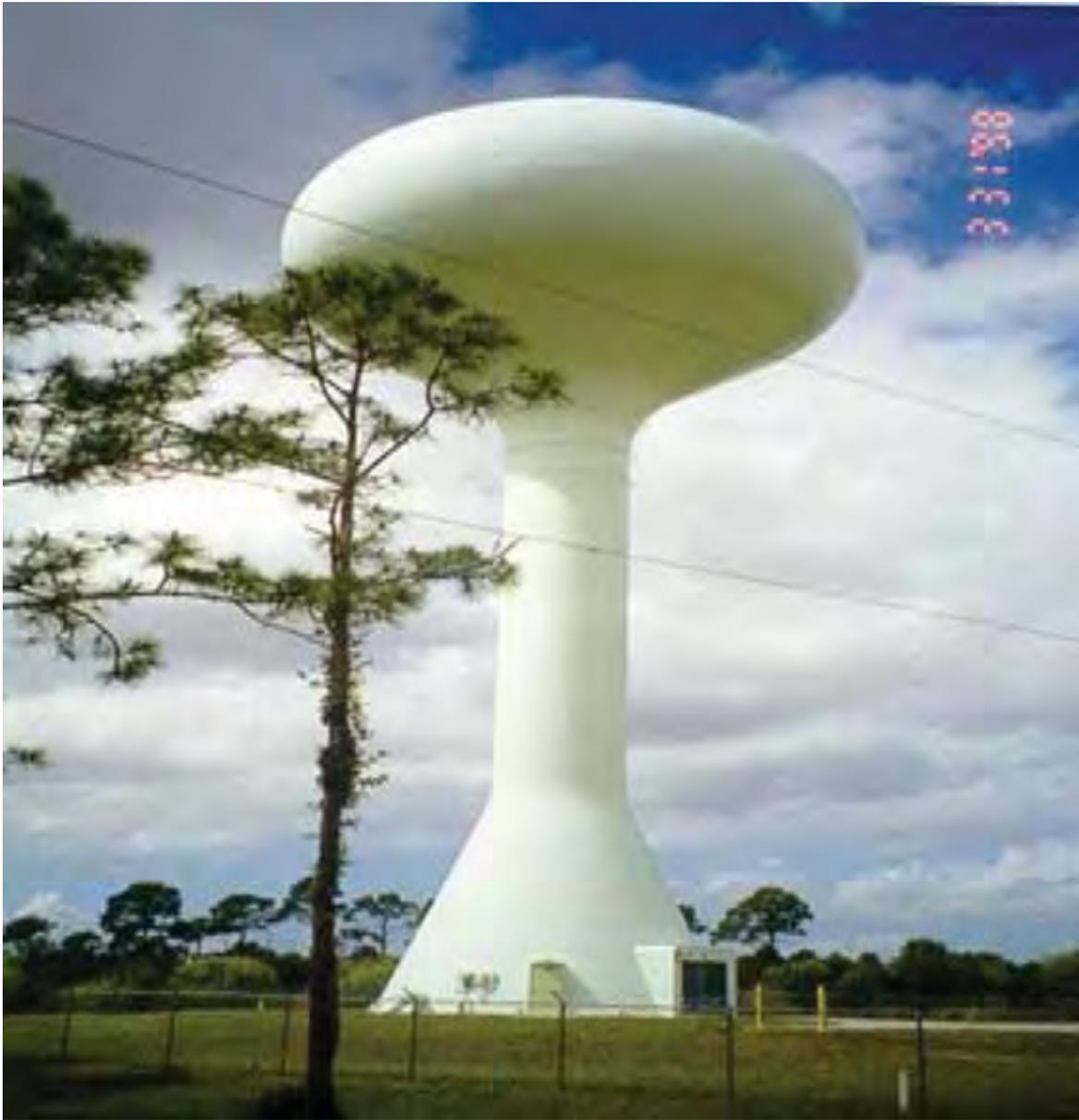
**Capital Improvements Program
Carryover from FY 2017**

Project Title: Phase 1 Ground Water (RO)						
Acct #: 411-8422-533-65-02			Project Code: PH1GW			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 3,812,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 3,812,000
1. Land Cost: ____ Acres ____ Front Ft _____ ____ Sq Ft _____ ____ City owned property		5. Status of Project: ____ X Preliminary Estimate ____ Survey in Progress ____ Plans in Preparation ____ Completed			Department: Utilities Administration Contact Person: Tom Jackson	
2. Building Construction Cost: ____ Sq. Ft. ____ Equipment N/A		6. Status of Land Acquisition: ____ Not Yet Acquired ____ Partly Acquired ____ X Publicly Owned ____ No Land Involved ____ Gift			Project Description: This project will construct a 4 MGD RO WTP Improvement. The project cost estimate has been updated to 40,000,000 based on 90% plans & CMAR cost estimate. Phase 1 Groundwater consists of: all the engineering for the well fields, deep injection well and the RO plant; and engineering inspections for construction of the RO plant. FY 2015-FY 2017 RO plant - Engineering services to design and permit RO facility as final phase of project.	
3. Estimated Costs: In Previous CIP \$ 3,812,000 In Present CIP \$ 0 Engineering \$ 3,812,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ 128,000 Other Costs: net operating cost increase for all 4 RO projects \$ 128,000 Total			Project Justification: Plan, design, & construct WTP improvement projects to meet regulatory requirements & water use forecast as defined in the March 2009 Water Supply Master Plan. RO will need to be completed in phases through permitting and testing of Phase I & II - Permitting & well fields Phase III - Permitting & Injection well Phase IV - Permitting & RO facility	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): ____ Loss of Taxes ____ Gain From Sale of Previous Facility ____ New Revenues ____ X No Effect \$ _____ Total				

**Capital Improvements Program
Carryover from FY 2017**

Project Title: Burnt Store Road Tank Improvements						
Acct #: 411-8422-533-65-02			Project Code: BSRT17			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 200,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 200,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2017 Design, permit and construct disinfection process equipment at the Burnt Store Road Tank.	
3. Estimated Costs: In Previous CIP \$ 200,000 In Present CIP \$ 0 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ 200,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ 0 Total			Project Justification: DEP is proposing a rule change to require the WTP to monitor and report additional disinfection stands in the distribution system. A system will be needed to at the Burnt Store Rd Storage Tank to add disinfection.	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

Capital Improvements Program



Burnt Store Road Tank Improvement

Capital Improvements Program

Project Title: Hendrickson Dam Inspection Program and Management																														
Acct #: 411-8422-533-63-30			Project Code: DAMINS																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Apply best management practices and systems in infrastructure maintenance.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 0	\$ 25,000	\$ 0	\$ 25,000	\$ 0	\$ 50,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2019 & FY2021 Funds are programmed for dam inspection and report documenting the condition of the dam components and recommending maintenance and rehabilitation.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 50,000 Engineering \$ _____ 50,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: No additional operating cost. \$ _____ 0 Total			Project Justification: Hendrickson Dam impounds water from Shell Creek to provide a water supply reservoir for the WTP. The dam was constructed in 1965 and a major rehabilitation of the spillway was completed in FY 2010. Operational protocol of dam facilities provides for annual dam inspections to monitor and document the condition of dam components. A maintenance program and capital program are developed to address deficiencies. A specialized engineering firm will be engaged to perform dam inspections and to develop recommendations for maintenance and rehabilitation projects. Funds are programmed for biennial inspections and reports.																									
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	Local	State	Federal																											
1 st Yr.	_____	_____	_____																											
2 nd Yr.	UF	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	UF	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program



Hendrickson Dam Inspection Program

Capital Improvements Program

Project Title: Hydro Biological Monitoring Plan						
Acct #: 411-8422-533-31-14			Project Code: HBMP20			
Project Priority: Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods & working environment, heritage tourism, cultural opportunities, healthy eco-system and outdoor lifestyle and its vibrant, safe city status.				Goal: Improve the City's water quality.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 0	\$ 0	\$ 0	\$ 50,000	\$ 0	\$ 0	\$ 50,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned _____ X No Land Involved _____ Gift			Project Description: FY 2020 SWFWMD water use permit requires a sampling and testing plan to document biological conditions of Shell Creek. Testing and sampling is required on a monthly basis each year and a summary report is required on a 5 year cycle. The cost of the summary report is budgeted for \$50,000 on a 5 year recurring cycle. The 2015 Summary report is currently in progress.	
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 50,000 Engineering \$ _____ 50,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: No additional operating cost. \$ _____ 0 Total			Project Justification: The City Water Treatment Plant (WTP) obtains source water from Shell Creek, authorized by a water use permit (WUP) issued by SWFWMD. The WUP requires the City to perform water quality testing, complete data and furnish a technical report to demonstrate permitted water use complies with regulatory standards. The composite activities consisting of water sampling, testing, data analysis, and preparation of a 5 year technical summary report are assigned the term Hydro Biological Monitoring Plan.	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. _____ 3 rd Yr. UF _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

Capital Improvements Program



Hydro Biological Monitoring Plan

**Capital Improvements Program
Carryover from FY 2017**

Project Title: Reuse Feasibility Study						
Acct #: 411-8422-533-31-14			Project Code: REUSE			
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ X Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2017 The City Water Use Permit requires the City to prepare and submit a Reuse Feasibility Report & 10 year updates to the report. The term reuse means to treat & reclaim water from the wastewater plant, and beneficially reuse the water. Most reuse water is used for irrigation. The water from the WWTP has never been suitable for irrigation due to elevated chloride concentration. This condition is not expected to change.	
3. Estimated Costs: In Previous CIP \$ _____ 100,000 In Present CIP \$ _____ 0 Engineering \$ _____ 100,000 Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total			Project Justification: A Reuse Study is required by the SWFWMD Water Use Permit Rule.	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

Capital Improvements Program



Water Reuse Feasibility Study

Capital Improvements Program

Project Title: WTP GENERATOR																														
Acct #: 411-8422-533-65-02			Project Code: WTPGEN																											
Project Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.			Goal: Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.																											
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 1,300,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,300,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Utilities Administration Contact Person: Tom Jackson																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2018 Design, bid, and install replacement emergency power generator.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ <u>1,300,000</u> Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ <u>1,300,000</u>		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: No additional operating cost. \$ _____ 0 Total			Project Justification: The Emergency Generator at the WTP was installed 30 years ago. While the unit currently works, it's main function is reliable backup power supply in the event FPL is out of service. The reliability of the unit is uncertain due to age, and non-predictable repair events.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">UF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	UF	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues _____ No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	UF	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

Capital Improvements Program



WTP Generator

City of Punta Gorda
Sanitation Fund
Revenue and Expense Comparison
Actual FY 2015 through Budget FY 2018

Revenue:	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Service Charges	\$ 3,007,195	\$ 3,169,987	\$ 3,297,700	\$ 3,342,500	\$ 3,488,160
Solid Waste Franchise Fee	19,811	19,098	19,000	19,000	19,000
Interest Income	3,620	7,164	4,000	15,000	4,000
Recycling	3,483	2,612	1,275	1,650	1,275
Miscellaneous	20,121	3,494	100	100	100
Subtotal Operating Revenue	<u>3,054,230</u>	<u>3,202,355</u>	<u>3,322,075</u>	<u>3,378,250</u>	<u>3,512,535</u>
Projected Carryover-Beginning	<u>997,022</u>	<u>1,550,285</u>	<u>771,386</u>	<u>2,002,871</u>	<u>1,240,322</u>
Total Revenues	<u>\$ 4,051,252</u>	<u>\$ 4,752,640</u>	<u>\$ 4,093,461</u>	<u>\$ 5,381,121</u>	<u>\$ 4,752,857</u>
Expenses:					
Personnel Services	\$ 1,074,419	\$ 1,194,688	\$ 1,305,366	\$ 1,267,939	\$ 1,344,682
Operating Expenses	1,426,548	1,555,081	1,743,180	1,773,305	1,934,070
Capital Outlay	<u>2,500,967</u>	<u>2,749,769</u>	<u>3,048,546</u>	<u>4,140,799</u>	<u>609,000</u>
Subtotal Operations	<u>2,500,967</u>	<u>2,749,769</u>	<u>3,048,546</u>	<u>4,140,799</u>	<u>3,887,752</u>
Reserve-Fleet/Equipment		100,000	300,000	300,000	400,000
Projected Carryover-End	<u>1,550,285</u>	<u>1,902,871</u>	<u>744,915</u>	<u>940,322</u>	<u>465,105</u>
Total Expenses	<u>\$ 4,051,252</u>	<u>\$ 4,752,640</u>	<u>\$ 4,093,461</u>	<u>\$ 5,381,121</u>	<u>\$ 4,752,857</u>

The Actual FY 2015 and Actual FY 2016 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

**City of Punta Gorda, FL
Sanitation Fund
Proforma Schedule of Revenues and Expenses
FY 2015 through FY 2022**

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues:									
Solid Waste Franchise Fee	\$ 19,811	\$ 19,098	\$ 19,000	\$ 19,000	\$ 19,000	\$ 19,000	\$ 19,000	\$ 19,000	\$ 19,000
Commercial Refuse	556,256	559,515	557,000	570,000	572,400	572,400	572,400	572,400	572,400
Multi Family Refuse	572,027	606,859	609,600	624,000	630,000	636,300	642,663	649,090	655,581
Single Family Refuse	1,694,134	1,777,930	1,805,500	1,873,000	1,878,000	1,896,780	1,915,748	1,934,905	1,954,254
Yardwaste Collection	72,372	72,405	71,800	78,000	78,600	79,386	80,180	80,982	81,791
Recycling Collection	112,406	153,278	148,500	197,500	202,800	204,828	206,876	208,945	211,034
Recycling Rate Increase (Cumulative)			105,300		126,360	210,600	294,840	379,080	463,320
Miscellaneous	27,224	13,270	5,375	16,750	5,375	5,375	2,375	2,375	2,375
Capital Lease/Purchase									525,000
Total Funds Available	3,054,230	3,202,355	3,322,075	3,378,250	3,512,535	3,624,669	3,734,082	3,846,777	4,484,755
Expenses:									
Personnel Expenses	1,074,419	1,194,688	1,305,366	1,267,939	1,344,682	1,398,295	1,454,485	1,513,402	1,575,205
Operating Expenses	1,063,623	1,174,396	1,341,960	1,372,085	1,521,563	1,600,662	1,716,449	1,834,774	1,955,686
Administrative Charges	362,925	380,685	401,220	401,220	412,507	424,132	436,106	448,439	461,143
Capital				1,099,555	39,000		750,000		525,000
Carts					570,000				
Debt Service									43,750
Total Sanitation Expenses	2,500,967	2,749,769	3,048,546	4,140,799	3,887,752	3,423,089	4,357,040	3,796,615	4,560,784
Revenue over(under) expenses	553,263	452,586	273,529	(762,550)	(375,217)	201,580	(622,958)	50,162	(76,029)
Operating Reserves - Beginning	997,022	1,550,285	671,386	1,902,871	940,322	465,105	466,685	443,727	493,889
Capital Outlay Reserve Beginning			100,000	100,000	300,000	400,000	600,000	-	-
Capital Outlay Reserve Ending		\$ 100,000	\$ 300,000	\$ 300,000	\$ 400,000	\$ 600,000	\$ -	\$ -	\$ -
Operating Reserves - Ending	\$ 1,550,285	\$ 1,902,871	\$ 744,915	\$ 940,322	\$ 465,105	\$ 466,685	\$ 443,727	\$ 493,889	\$ 417,860
Capital Outlay Reserve-End as a % of Total Exp					10.29%	17.53%	0.00%	0.00%	0.00%
Operating Reserves-End as a % of Total Exp					11.96%	13.63%	10.18%	13.01%	9.16%

Assumptions:

Revenues:

- FY 2018 - revenues per schedule; \$0.90 rate increase for recycling to cover increased recycling contract costs.
- FY 2019-2022 - Solid Waste Franchise fee and commercial refuse flat
 - Single and Multi-family refuse and yardwaste projected with growth of 1% each year
 - Recycling rate increase \$0.60 to cover increased recycling contract costs each year
- FY 2022 - Capital lease/financing of equipment

Personnel Expense:

- FY 2018 - est. 3% merit increase
 - Defined benefit pension per schedule; Defined contribution plan is 7.5% of pensionable wages
 - Health insurance - est. 6% increase in rates
 - Workers comp per schedule, 14% est. increase
 - Overtime per department
- FY 2019-2022 - 3% merit pool, defined benefit pension est 5%, defined contribution pension 7.5% of pensionable wages, health ins increase est 6% & workers comp increase est 10%

Operating Expense:

- FY 2018 - Per Departmental Request; Fire & Gen Liab Ins est. increase 5%
- FY 2019-2022 - 3% est. increase, except for: Fire & Gen Liab Ins 5% and Recycling per contract

Capital:

- FY 2018-2022 - Capital as per CIP forms
- FY 2018-2022 - Capital Outlay Reserve increased or decreased based on specific year's capital outlay needs

Debt Service:

- FY 2022 - Packer, clamshell loader, and flat bed truck scheduled to be financed. Estimated 4% interest rate, 7 year amortization, 2 principal and interest payments per year, but only 1 payment in first year.

The Actual FY 2015 and Actual FY 2016 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

**City of Punta Gorda, FL
Sanitation Rate Comparison with Neighboring Communities
Proposed FY 2018**

<u>Jurisdiction</u>	<u>Proposed FY 2018 Cost/Year</u>	<u>Frequency of Service per week</u>	<u>Outsourced</u>
City of Sarasota	\$259.92	1	no
Punta Gorda	\$259.20	2	no
Naples	\$255.25	2	no
North Port	\$249.00	1	no
Fort Myers	\$228.96	1	no
Venice	\$202.08	2	no
Collier	\$188.29	2	yes
Charlotte County	\$172.00	1	yes
Manatee County	\$171.96	2	yes
Cape Coral	\$163.43	1	yes
Sarasota County	\$159.48	1	yes

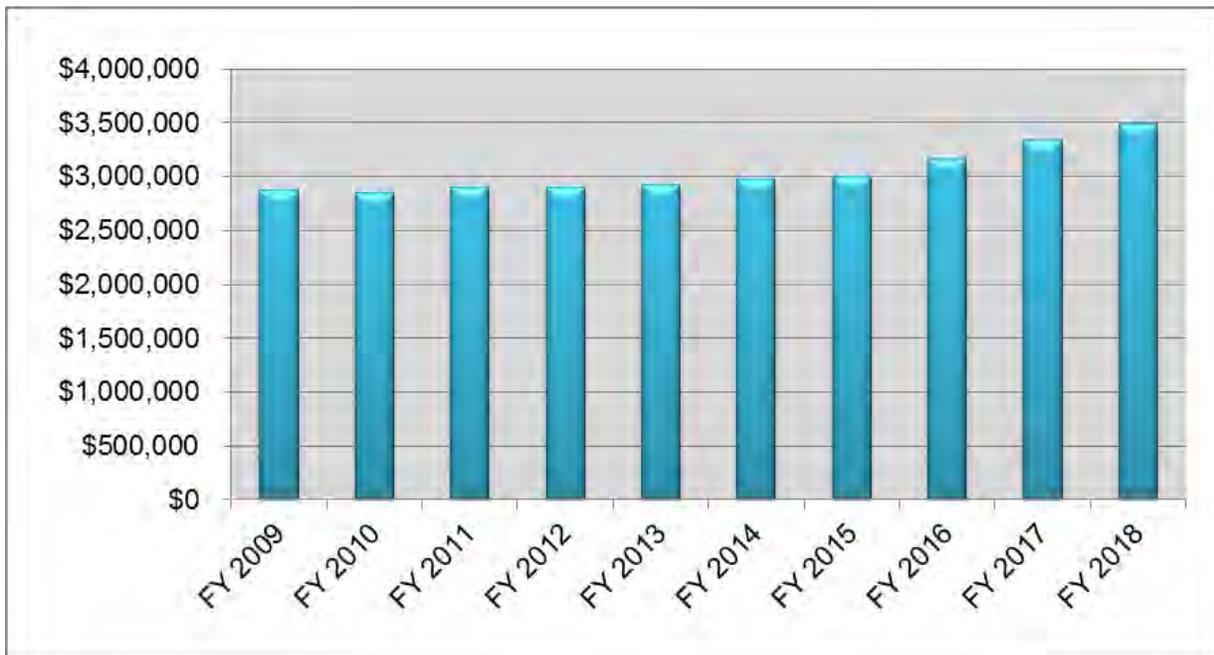
All of the above rates include once per week service for yard waste and recycling.

**City of Punta Gorda
Sanitation Fund
Sanitation-Charges for Services
430-0000-343-4100**

The user fee for solid waste collection and disposal are charged to provide full revenue for the purpose of paying the costs for twice weekly collection and disposal of trash, garbage and yard waste. The rates for residential, multi-family units and non-residential customers are determined by the schedule in section 10-9 of the code of ordinances. Prior to FY 2016, the last rate increase had been in FY 2006. A monthly rate increase of \$0.75 was established in FY 2016 to cover the increased recycling contract costs. Based on scheduled recycling contract increases future rate increases are anticipated. The rate increase for FY 2017 was \$0.75. A proposed monthly rate increase of \$0.90 (4.3%) is budgeted in FY 2018.

Fiscal Year	Revenue Amount	Percent Change
FY 2009	\$2,871,595	1.22%
FY 2010	\$2,855,060	-0.58%
FY 2011	\$2,895,936	1.43%
FY 2012	\$2,906,950	0.38%
FY 2013	\$2,922,637	0.54%
FY 2014	\$2,975,695	1.82%
FY 2015	\$3,007,195	1.06%
FY 2016	\$3,169,987	*5.41%
FY 2017	\$3,342,500	*5.44%
FY 2018	\$3,488,160	*4.36%

*rate change



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
SANITATION FUND**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
70-00	SOLID WASTE FRANCHISE FEE	19,811	19,098	19,000	19,000	19,000
**	PERMITS,FEES & SPEC ASSMT	19,811	19,098	19,000	19,000	19,000
41-01	COMMERCIAL REFUSE	556,256	559,515	557,000	570,000	572,400
41-02	MULTI FAMILY REFUSE	572,027	606,859	609,600	624,000	630,000
41-03	SINGLE FAMILY REFUSE	1,694,134	1,777,930	1,805,500	1,873,000	1,957,900
41-04	YARDWASTE	72,372	72,405	71,800	78,000	78,600
41-05	RECYCLING	112,406	153,278	253,800	197,500	249,260
**	CHARGES FOR SERVICES	3,007,195	3,169,987	3,297,700	3,342,500	3,488,160
10-00	INTEREST ON INVESTMENTS	3,620	7,164	4,000	15,000	4,000
41-00	SURPLUS FURN, FIXT, EQPT	20,000	0	0	0	0
91-03	RECYCLING	3,483	2,612	1,275	1,650	1,275
90-00	MISCELLANEOUS REVENUE	121	3,494	100	100	100
**	MISCELLANEOUS REVENUE	27,224	13,270	5,375	16,750	5,375
90-01	PROJ CARRYOVER-BEGINNING	0	0	671,386	799,191	940,322
90-02	PRIOR YR ENCUMBRANCES	0	0	0	12,280	0
90-05	PRIOR YR RE-APPROPRIATION	0	0	0	1,091,400	0
90-13	BEG RESERVE-FLEET/EQPT	0	0	100,000	100,000	300,000
*	BEGINNING RESERVES	0	0	771,386	2,002,871	1,240,322
		3,054,230	3,202,355	4,093,461	5,381,121	4,752,857

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
Sanitation Division - Dept/Div 0930

FUNCTION:

The Sanitation/Refuse Collection Division collects refuse and yardwaste from approximately 12,100 residential and performs approximately 650 services on commercial accounts. The yardwaste is currently hauled to a private operation 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 6,144 tons of recyclables from the waste stream annually. These reductions enable the City to work towards the State Solid Waste Management guidelines. Approximately 10,006 tons of refuse was transported to the Charlotte County Landfill.

In October, 2015, the recycling contract went out for bid and was awarded to Waste Management. The City curbside recycling program for residential units continues to be a "single stream" recycling program, doing away with the separation of the materials. However, this program has now implemented a 48-gallon cart for each residence. The carts are serviced by automated vehicles. Other materials have been added to the collection list. Electronics such as TV's, computers, VCR's, monitors, etc. are collected. In addition the collection of tires, oil and car batteries are also included.

Efforts are being made to increase recycling among the City's commercial customers. Information of the businesses has been provided to both the major recycling companies in the area, stressing the objective of increasing commercial recycling.

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 \$0.90 per month is proposed to cover the cost of the increased recycling contract.

Charlotte County Landfill disposal fee is charged at \$37 per ton for residential and commercial refuse. Yardwaste disposal at SLD Landfill is charged at \$18 per ton.

The four packers scheduled for replacement in the prior year were ordered in FY 2017 after the City considered a new service delivery, changing from manual collection to semi-automated packers. The FY 2018 budget reflects the costs with implementing this new service delivery method including the cost of the carts for the customers.

A new pickup truck is added to the fleet for the supervisor.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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

MISSION AND OBJECTIVES

The Sanitation/Refuse Collection Division collects refuse and yardwaste from approximately 12,100 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 2016 diversion of approximately 6,144 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 2018 efforts to increase the percentage of diverted materials will focus on commercial recycling.

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
# of tons of recycled material diverted from landfill	4,915	6,144	6,250	6,197
Efficiency:				
# of tons to landfill	9,058	10,006	10,500	10,253
# of tons recycled	4,915	6,144	6,250	6,197
Service Quality:				
Accomplishment of greater than 30% diverted tonnage from landfill	Yes	Yes	Yes	Yes
Outcome:				
% of tons diverted from landfill	36%	38%	37%	38%

RESULTS

The Sanitation Division has again met its goal of diverting more than 30% of its waste stream from the landfill. Approximately 6,144 tons were diverted from the landfill and recycled. This resulted in a 38% recycling rate for FY 2016, meeting our 30% goal. Our projection for 2018 is to continue this recycling rate by our residents.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
SANITATION SUMMARY**

Operating Budget

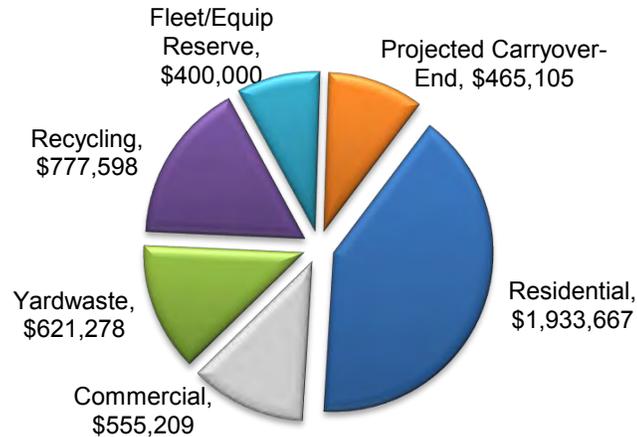
Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	1,251,866	1,355,811	1,305,366	1,267,939	1,344,682
Operating	1,621,020	1,749,552	1,743,180	1,773,305	1,934,070
Capital Outlay	0	0	0	1,099,555	609,000
Reserve-Fleet/Equip	0	0	300,000	300,000	400,000
Projected Carryover	0	0	744,915	940,322	465,105
Total	2,872,886	3,105,363	4,093,461	5,381,121	4,752,857

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
PW Supervisor	1	1	1	1	1
PW Sr San Crew Chief	1	1	1	1	1
PW San Crew Chief	4	3	3	3	3
Equipment Operator III	4	0	0	0	0
Sanitation Worker II	6	11	11	11	11
Sanitation Worker I	3	3	3	3	3
Total	19	19	19	19	19

Service Costs



**SANITATION FUND
VEHICLE AND EQUIPMENT REPLACEMENT PROGRAM
FY 2018 - FY 2022
(All figures in thousands of dollars)**

PROJECT IDENTIFICATION	TOTAL PROJECT COST	Prior Years' Funding	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
EQUIPMENT:							
Route Manager Program	88	83	5				
(4) Packer replacements	1,016	1,016					
Carts for customers	570		570				
Add (1) pickup truck for supervisor	34		34				
(3) 2010 Packer replacements	750				750		
2012 Packer replacement	250						250
2012 Clamshell loader replacement	200						200
Flat bed truck with dump body replacement	75						75
TOTAL		1,099	609	-	750	-	525

City of Punta Gorda Fleet/Equipment Replacement Review

Dept/Div	0930	Asset Tag	6866	Purchase Price (if Known)	\$ 190,611		
Make	Crane Carrier	Model	LET2-45	Year	2010	Age	7 yrs.
Current Mileage	65,321			Life to Date Maintenance Cost	\$ 98,020.43		
Description	Crane Carrier Low Entry Cab with Loadmaster 27 YD Rear Load Packer						
Recent Major Repair(s) to extend life: Replaced ignition switch, fixed engine oil leak	Known Problems: None at this time as vehicles are repaired due to immediate needs.						
Description of Requested Replacement: Semi-automated 27 YD Rear Load Packer with recessed tipper					Estimated Cost of Replacement \$ 250,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			End of Life - Fiscal Year <input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate -> Efficiency: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: Vehicle delivery takes 6-9 months after order is placed.			If this vehicle or equipment is not replaced, what are the alternatives: If possible - increase repair and maintenance budget to continue to use vehicles effectively or reduce number of vehicles in fleet by expanding routes.				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



City of Punta Gorda Fleet/Equipment Replacement Review

Dept/Div	0930	Asset Tag	6867	Purchase Price (if Known)	\$ 190,611		
Make	Crane Carrier	Model	LET2-45	Year	2010	Age	7 yrs.
Current Mileage	70,195			Life to Date Maintenance Cost	\$ 86,540.91		
Description	Crane Carrier Low Entry Cab with Loadmaster 27 YD Rear Load Packer						
Recent Major Repair(s) to extend life: Repaired engine leaks, replaced relay valve/air brakes.	Known Problems: None at this time as vehicles are repaired due to immediate needs.						
Description of Requested Replacement: Semi-automated 27 YD Rear Load Packer with recessed tipper					Estimated Cost of Replacement		
					\$ 250,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->			End of Life - Fiscal Year				
Safety:	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022	
<- Most Costly -- Least Costly to Operate ->			Requested Fiscal Year for replacement				
Efficiency:	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022	
Provide explanation for requested fiscal year of replacement: Vehicle delivery takes 6-9 months after order is placed.			If this vehicle or equipment is not replaced, what are the alternatives: If possible - increase repair and maintenance budget to continue to use vehicles effectively or reduce number of vehicles in fleet by expanding routes.				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO							
If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	0930	Asset Tag	6868	Purchase Price (if Known)	\$	190,611	
Make	Crane Carrier	Model	LET2-45	Year	2010	Age	7 yrs.
Current Mileage	73,409		Life to Date Maintenance Cost		\$	81,306.43	
Description	Crane Carrier Low Entry Cab with Loadmaster 27 YD Rear Load Packer						
Recent Major Repair(s) to extend life: Repaired engine oil leak, repaired cooling system leak.	Known Problems: Regenerator is in constant need of repairs.						
Description of Requested Replacement: Semi-automated 27 YD Rear Load Packer with recessed tipper					Estimated Cost of Replacement		
					\$	250,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			End of Life - Fiscal Year <input type="checkbox"/> 2018 <input checked="" type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate -> Efficiency: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: Vehicle delivery takes 6-9 months after order is placed.			If this vehicle or equipment is not replaced, what are the alternatives: If possible - increase repair and maintenance budget to continue to use vehicles effectively or reduce number of vehicles in fleet by expanding routes.				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



City of Punta Gorda Fleet/Equipment Replacement Review

Dept/Div	0930	Asset Tag	6890	Purchase Price (if Known)	\$ 206,473		
Make	Crane Carrier	Model	LM11-2049	Year	2012	Age	5 yrs.
Current Mileage	68,655			Life to Date Maintenance Cost	\$ 73,216.82		
Description	Crane Carrier Low Entry Cab with Loadmaster 27 YD Rear Load Packer						
Recent Major Repair(s) to extend life:	Replaced ICP sensor in fuel system, truck not starting so replaced 3 relays in the electrical system, weld repaired air leak under the middle of the cab/body						
Known Problems:	None at this time as vehicles are repaired due to immediate needs.						
Description of Requested Replacement:					Estimated Cost of Replacement		
Semi-automated 27 YD Rear Load Packer with recessed tipper					\$ 250,000		
Scoring Criteria							
<- Highest Concern -- Lowest Concern ->				End of Life - Fiscal Year			
Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				<input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate ->				Requested Fiscal Year for replacement			
Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				<input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input checked="" type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement:				If this vehicle or equipment is not replaced, what are the alternatives:			
Vehicle delivery takes 6-9 months after order is placed.				If possible - increase repair and maintenance budget to continue to use vehicles effectively or reduce number of vehicles in fleet by expanding routes.			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO							
If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	0930		Asset Tag	6891	Purchase Price (if Known)		\$ 106,214
Make	Freightliner	Model	M2		Year	2012	Age 5
Current Mileage	52,432			Life to Date Maintenance Cost		\$ 22,961.23	
Description	Freightliner M2 clamshell loader						
Recent Major Repair(s) to extend life: Replace four hydraulic hoses on boom, repair air leak in brakes, replace throttle advance switch in engine.			Known Problems: None at this time as vehicles are repaired due to immediate needs.				
Description of Requested Replacement: Clamshell loader						Estimated Cost of Replacement \$ 200,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input checked="" type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input checked="" type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: Vehicle delivery takes 6-9 months after order is placed.				If this vehicle or equipment is not replaced, what are the alternatives: Increase repair and maintenance budget to continue to use vehicles effectively or reduce number of vehicles in fleet by expanding routes.			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	0930	Asset Tag	6825	Purchase Price (if Known)	\$	31,335	
Make	Ford	Model	F350XL Super Duty	Year	2008	Age	9 yrs.
Current Mileage	48,507			Life to Date Maintenance Cost	\$	3,723.53	
Description	Truck Flatbed Dump						
Recent Major Repair(s) to extend life: Repaired: A/C system	Known Problems: None at this time.						
Description of Requested Replacement: Truck Flatbed Dump (1 ton)					Estimated Cost of Replacement		
					\$	75,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			End of Life - Fiscal Year <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input checked="" type="checkbox"/> 2021 <input type="checkbox"/> 2022				
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5			Requested Fiscal Year for replacement <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input checked="" type="checkbox"/> 2022				
Provide explanation for requested fiscal year of replacement: Anticipated end of service life.			If this vehicle or equipment is not replaced, what are the alternatives: Increased repair and maintenance costs.				
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



City of Punta Gorda
 Building Fund
 Revenue and Expense Comparison
 Actual FY 2015 through Budget FY 2018

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 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
<u>Revenues:</u>					
Permits, Fees & Spec Assmt	\$ 911,873	\$ 914,557	\$ 847,500	\$ 923,450	\$ 921,250
Charges for Services	26,809	38,155	21,000	25,000	21,000
Miscellaneous Revenues	10,759	16,162	7,000	28,800	14,000
	<u>949,441</u>	<u>968,874</u>	<u>875,500</u>	<u>977,250</u>	<u>956,250</u>
Projected Carryover-Beginning	<u>682,742</u>	<u>912,458</u>	<u>927,183</u>	<u>1,050,229</u>	<u>1,147,724</u>
Total Revenues	<u>\$ 1,632,183</u>	<u>\$ 1,881,332</u>	<u>\$ 1,802,683</u>	<u>\$ 2,027,479</u>	<u>\$ 2,103,974</u>
<u>Expenses:</u>					
Personnel Services	\$ 540,031	\$ 637,232	\$ 677,657	\$ 682,972	\$ 705,321
Operating Expenses	161,200	176,633	172,004	171,783	172,760
Capital Outlay	18,494	17,238	25,000	25,000	26,500
	<u>719,725</u>	<u>831,103</u>	<u>874,661</u>	<u>879,755</u>	<u>904,581</u>
Projected Carryover-End	<u>912,458</u>	<u>1,050,229</u>	<u>928,022</u>	<u>1,147,724</u>	<u>1,199,393</u>
Total Expenses	<u>\$ 1,632,183</u>	<u>\$ 1,881,332</u>	<u>\$ 1,802,683</u>	<u>\$ 2,027,479</u>	<u>\$ 2,103,974</u>

The Actual FY 2015 and Actual FY 2016 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

City of Punta Gorda, FL
Building Fund
Proforma Schedule of Revenues and Expenses
FY 2015 through FY 2022

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues:									
Permits, Fees, & Spec Assmt	\$ 911,873	\$ 914,557	\$ 847,500	\$ 923,450	\$ 921,250	\$ 916,250	\$ 916,250	\$ 916,250	\$ 916,250
Charges for Services	26,809	38,155	21,000	25,000	21,000	21,000	21,000	21,000	21,000
Miscellaneous Revenues	10,759	16,162	7,000	28,800	14,000	14,000	12,500	11,500	9,500
Total Revenues	949,441	968,874	875,500	977,250	956,250	951,250	949,750	948,750	946,750
Expenses:									
Personnel Services	540,031	637,232	677,657	682,972	705,321	862,402	894,746	928,442	963,555
Operating Expenses	161,200	176,633	172,004	171,783	172,760	179,146	184,637	190,299	196,136
Capital Outlay	18,494	17,238	25,000	25,000	26,500	25,000	-	-	-
Total Expenses	719,725	831,103	874,661	879,755	904,581	1,066,548	1,079,383	1,118,741	1,159,691
Revenues less Expenses	229,716	137,771	839	97,495	51,669	(115,298)	(129,633)	(169,991)	(212,941)
Operating Reserves - Beg	682,742	912,458	927,183	1,050,229	1,147,724	1,199,393	1,084,095	954,462	784,471
Operating Reserves - End	\$ 912,458	\$ 1,050,229	\$ 928,022	\$ 1,147,724	\$ 1,199,393	\$ 1,084,095	\$ 954,462	\$ 784,471	\$ 571,530

Revenues:

FY 2018-2022 Permit revenues \$864,500 per year; Certificate of Competencies \$51,750 per year; Charges for Services \$21,000 per year; Miscellaneous revenue \$4,000 per year; and interest revenue based on average reserves

Personnel Expense:

FY 2018 - 3% merit increase

Defined benefit pension per schedule; Defined contribution plan is 7.5% of pensionable wages

Health Insurance - est. 6% increase in rates

Workers comp per schedule, 14% est. increase

FY 2019-2022 - 2 FTE positions estimated to be added in FY 2019. This will be evaluated each year. 3% merit increase, defined benefit pension 5% incr, defined contribution pension 7.5% of pensionable wages, health ins increase est 6% and workers comp increase est 10%

Operating Expense:

FY 2017 - Per Departmental request; Fire & Gen Liab insurance per schedule

FY 2019-2022 - 3% est. increase, except for Fire/General Liab insurance 5% est increase

Capital Outlay:

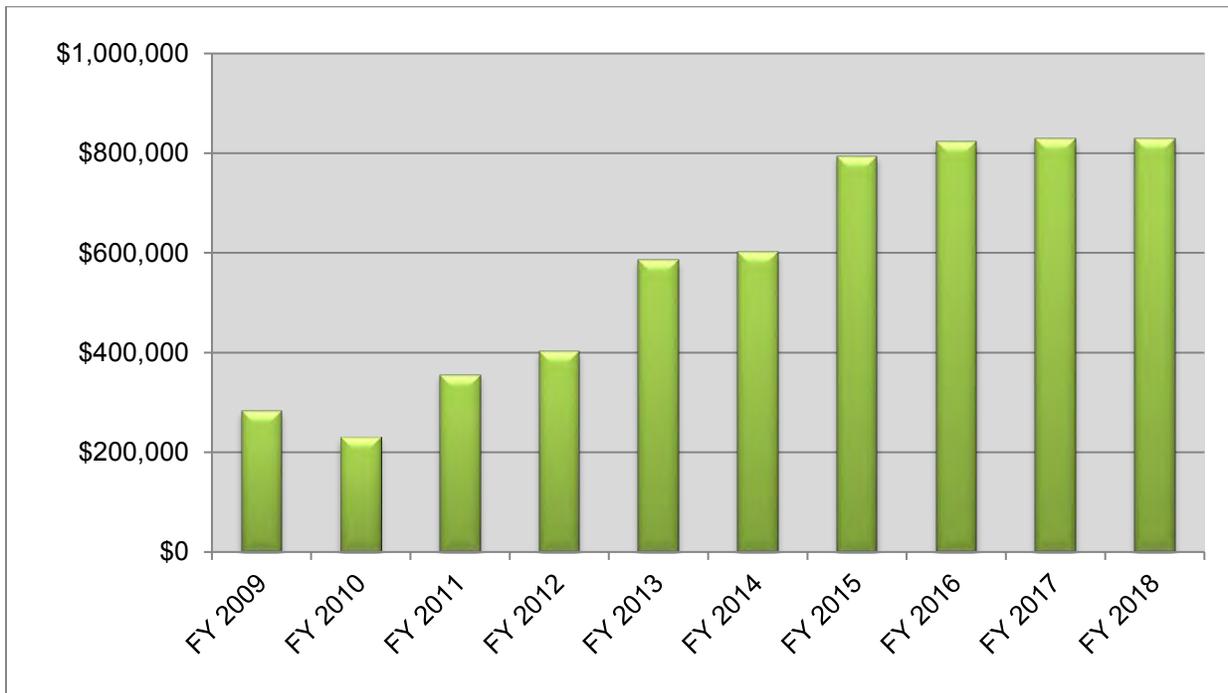
FY 2018 - FY 2019 Per Departmental request (replacement of 1 vehicle per year)

The Actual FY 2015 and Actual FY 2016 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

**City of Punta Gorda
Building Fund
Building Permits
440-0000-322-0000**

The fee schedule for building permits is located in the City Code of Ordinances Section 7-33. The Building Department permit fees were amended to keep pace with the costs involved in running the Building Department. The chart below provides a ten-year schedule of actual building permit fees received and the actual value of new construction including FY 2017 projected and FY 2018 budgeted permit revenue. The value of new construction was obtained from the Building Department reports.

Fiscal Year	Revenue	Percentage Change	Value of Building Permits	Percentage Change
FY 2009	\$ 282,656	-51.36%	\$22,599,233	-71.39%
FY 2010	\$ 230,403	-18.49%	\$25,479,364	12.74%
FY 2011	\$ 354,932	54.05%	\$27,004,294	5.98%
FY 2012	\$ 401,146	13.02%	\$29,359,412	8.72%
FY 2013	\$ 585,487	45.95%	\$50,896,633	73.36%
FY 2014	\$ 601,492	2.73%	\$48,939,259	-3.85%
FY 2015	\$ 793,436	31.91%	\$66,565,328	36.02%
FY 2016	\$ 822,081	3.61%	\$77,594,172	16.57%
FY 2017	\$ 829,000	0.84%		
FY 2018	\$ 830,000	0.12%		



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
BUILDING FUND**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
00-00	BUILDING PERMITS	793,436	822,081	760,000	829,000	830,000
01-00	SIGN PERMITS	3,950	4,450	3,500	3,500	3,500
02-00	RIGHTS OF WAY PERMITS	22,512	14,576	11,000	11,000	11,000
03-00	DOCK PERMITS	37,700	21,700	20,000	28,200	25,000
09-00	CERTIFICATE OF COMPETENCY	54,275	51,750	53,000	51,750	51,750
*	PERMITS,FEES & SPEC ASSMT	911,873	914,557	847,500	923,450	921,250
50-01	REINSP,REVW & CHANGE FEES	26,809	38,155	21,000	25,000	21,000
*	CHARGES FOR SERVICES	26,809	38,155	21,000	25,000	21,000
10-00	INTEREST ON INVESTMENTS	3,080	4,319	3,000	11,000	10,000
90-00	MISCELLANEOUS REVENUE	7,679	11,843	4,000	17,800	4,000
*	MISCELLANEOUS REVENUE	10,759	16,162	7,000	28,800	14,000
90-01	PROJ CARRYOVER-BEGINNING	0	0	927,183	1,050,229	1,147,724
*	BEGINNING RESERVES	0	0	927,183	1,050,229	1,147,724
		949,441	968,874	1,802,683	2,027,479	2,103,974

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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:

As of July 31 for fiscal year 2017, the Building Division has issued 3,085 permits, performed 8,775 inspections and issued 132 Certificates of Occupancy. There were 215 new Certificates of Competency issued, bringing the current total of active certificates to be maintained at 1,564.

111 new single family permits were also issued during this time period.

BUDGET NARRATIVE:

The Building Division is an enterprise fund, and as such is required to keep a close eye on fiscal management. To ensure fiscal prudence the division has continued to monitor expenditures in all areas while maintaining required education, licenses and certifications. Demand for services continued to grow which required additions to staff in 2016. FY 2018 projects a continued increase in activity.

The Chief Building Official and Plans Examiner continue to perform building inspections when needed to maintain the division's level of service for inspections. The Chief Building Official also continues to perform plan review as needed

The Division is also responsible for canal permits for docks and boatlifts (294 as of July 31), structural fire inspections (68 as July 31) and fire plans review as well as Right-of Way permitting (38 as of July 31) and inspections. The Building Division continues to provide services for residential line and grade field operations. Specific fees are charged to cover these costs.

FY 2018 includes the replacement of one pickup truck.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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

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.

INITIATIVES AND ACTION ITEMS

To perform inspections on same day and permitting services within 5 days of residential and commercial requests

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
# Inspections	8,913	10,659	10,529	11,159
# Residential new const. permits issued	130	121	125	131
# Commercial new const. permits issued (*includes new business build-outs)	5	5	23	7
# Other building permits issued	1,669	1,682	1,758	1,867
# Elect/Plumb/A-C permits issued *see note below	1,588	1,595	1,614	1,630
# Contractor Licenses	1,363	1,457	1,565	1,590
Efficiency:				
% inspections performed by next working day	99.9	99.9	99.9	99.9
# days permitting turnout time: Residential	2	2	2	2
# days permitting turnout time: Commercial	2	2	2	2
Service Quality:				
% Residential Permits within 15 days	99%	99%	99%	99%
% Commercial Permits within 15 days	99%	99%	99%	99%
Outcome:				
% Residential permits meeting service quality target. (90%)	99%	99%	99%	99%
% Commercial permits meeting service quality target. (90%)	98%	99%	99%	99%

*Note: We have incorporated some of these activities into other permits therefore individual permits will show a slight decrease.

RESULTS

The Division's Performance Measures continue to reflect an upward trending of the market. The Division continues to meet its objectives of service turn-around times above stated goals as well as same day inspections.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
BUILDING SUMMARY**

Operating Budget

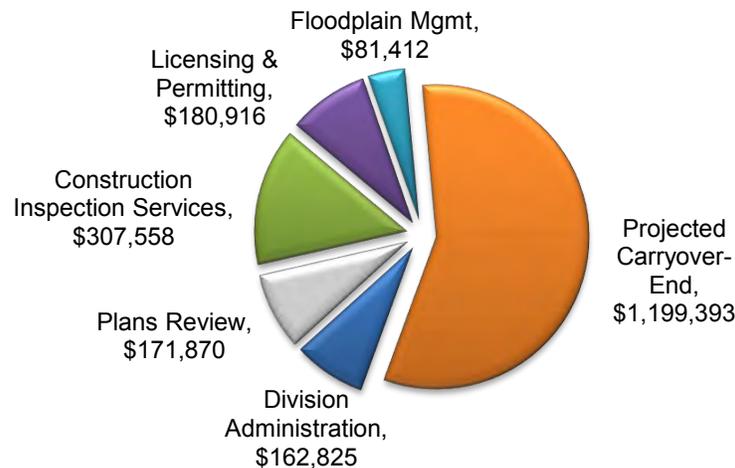
Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	629,768	667,693	677,657	682,972	705,321
Operating	163,049	182,055	172,004	171,783	172,760
Capital Outlay	0	0	25,000	25,000	26,500
Projected Carryover	0	0	928,022	1,147,724	1,199,393
Total	792,817	849,748	1,802,683	2,027,479	2,103,974

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
Chief Building Official	1	1	1	1	1
Plans Examiner/Inspector	1	1	1	1	1
Building Insp Multi Lic	2	2	2	2	2
Building Insp Single Lic	0	1	1	1	1
License/Permit Supervisor	1	1	1	1	1
Permit Technician	1	2	2	2	2
Permit Technician-PT	0.56	0	0	0	0
Total	6.56	8	8	8	8

Service Costs



BUILDING FUND
VEHICLE AND EQUIPMENT REPLACEMENT PROGRAM
FY 2018 - FY 2022
(All figures in thousands of dollars)

PROJECT IDENTIFICATION	TOTAL PROJECT COST	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
EQUIPMENT:						
Inspectors equipment - replacements	2	2				
2006 Pickup Truck, 1/4 ton (Replacement)	25	25				
*Pickup Truck, 1/4 ton (Projected for add'l inspector)	25		25			
TOTAL		27	25	-	-	-

* This will be re-evaluated in next budget cycle

**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1514		Asset Tag	5486	Purchase Price (if Known)		\$ 12,750
Make	Ford	Model	Ranger		Year	2006	Age 11
Current Mileage	103,000			Life to Date Maintenance Cost		\$	
Description	Pickup truck						
Recent Major Repair(s) to extend life: Transmission, A/C, suspension work			Known Problems: Age				
Description of Requested Replacement: 1/2 ton pickup truck						Estimated Cost of Replacement \$ 20,000	
Scoring Criteria							
<- Highest Concern -- Lowest Concern -> Safety: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				End of Life - Fiscal Year <input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
<- Most Costly -- Least Costly to Operate -> Efficiency: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5				Requested Fiscal Year for replacement <input checked="" type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022			
Provide explanation for requested fiscal year of replacement: End of service life				If this vehicle or equipment is not replaced, what are the alternatives: Increased equipment repair and maintenance costs			
If vehicle or equipment is replaced – will it be auctioned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO If No, Requested use?							

Photo (s):



City of Punta Gorda
Laishley Park Marina
Revenue and Expense Comparison
Actual FY 2015 through Budget FY 2018

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 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
<u>Revenues:</u>					
Slip & Mooring Rentals and Pump Out Svcs	\$ 369,636	\$ 401,755	\$ 436,600	\$ 412,000	\$ 429,500
Intergovernmental Revenue	10,785	9,964	11,649	14,622	11,000
Miscellaneous Revenue	30,373	30,764	30,750	26,350	24,150
	<u>410,794</u>	<u>442,483</u>	<u>478,999</u>	<u>452,972</u>	<u>464,650</u>
Projected Carryover - Beg.	122,865	187,936	262,660	287,102	286,994
Prior Yr Encumbrances/Re-Appropriations	2,000	4,840			
Total Revenues	<u>\$ 535,659</u>	<u>\$ 635,259</u>	<u>\$ 741,659</u>	<u>\$ 740,074</u>	<u>\$ 751,644</u>
<u>Expenses:</u>					
Operating Expenses-Marina	\$ 162,498	\$ 162,259	\$ 188,122	\$ 195,637	\$ 196,015
Operating Expenses-Marina Park Contract	178,285	184,211	238,500	239,443	237,115
Capital Outlay	2,100	1,687	18,000	18,000	6,000
	<u>342,883</u>	<u>348,157</u>	<u>444,622</u>	<u>453,080</u>	<u>439,130</u>
Projected Carryover-End	192,776	287,102	297,037	286,994	312,514
Total Expenses	<u>\$ 535,659</u>	<u>\$ 635,259</u>	<u>\$ 741,659</u>	<u>\$ 740,074</u>	<u>\$ 751,644</u>

The Actual FY 2015 and Actual FY 2016 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

**City of Punta Gorda, FL
Laishley Park Marina
Proforma Schedule of Revenues and Expenses
FY 2015 through FY 2022**

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues:									
Slip Rentals	\$ 363,284	\$ 386,543	\$ 420,100	\$ 406,000	\$ 419,500	\$ 421,040	\$ 422,734	\$ 424,597	\$ 426,647
Mooring Field Revenue	6,352	15,212	16,500	6,000	10,000	10,000	10,000	10,000	10,000
Intergovernmental Revenues	10,785	9,964	11,649	14,622	11,000	11,000	11,000	11,000	11,000
Miscellaneous Revenue	30,373	30,764	30,750	26,350	24,150	24,500	24,500	24,850	24,850
Total Revenues	410,794	442,483	478,999	452,972	464,650	466,540	468,234	470,447	472,497
Expenses:									
Laishley Park Marina Expenses	162,498	162,259	188,122	195,637	196,015	199,297	204,808	210,564	216,579
Marina Park Contract Expenses	178,285	184,211	238,500	239,443	237,115	243,238	249,545	256,041	262,733
Capital Outlay	2,100	1,687	18,000	18,000	6,000	6,000	6,000	6,000	6,000
Total Expenses	342,883	348,157	444,622	453,080	439,130	448,535	460,353	472,605	485,312
Revenues less Expenses	67,911	94,326	34,377	(108)	25,520	18,005	7,881	(2,158)	(12,815)
Operating Reserves - Beg	124,865	192,776	262,660	287,102	286,994	312,514	330,519	338,400	336,242
Operating Reserves - End	\$ 192,776	\$ 287,102	\$ 297,037	\$ 286,994	\$ 312,514	\$ 330,519	\$ 338,400	\$ 336,242	\$ 323,427

Assumptions:

Revenue:

FY 2018 - Slip and Mooring Field rentals per schedule

Intergovernmental revenue - Grant revenues estimated to cover 100% of pump out boat operating costs

FY 2019-2022 - All revenues est. 0-1% increase. Grant revenues estimated to cover a portion of pump out boat operating costs

Operating Expenses:

FY 2018 - Operating expenses per department

Additional funds budgeted annually for dredging and annual maintenance of floating docks and mooring fields.

FY 2019-2022 - Est. 0-3% increases

Capital Outlay:

FY 2018 - Replacement of washer/dryer and upgrade to facilities

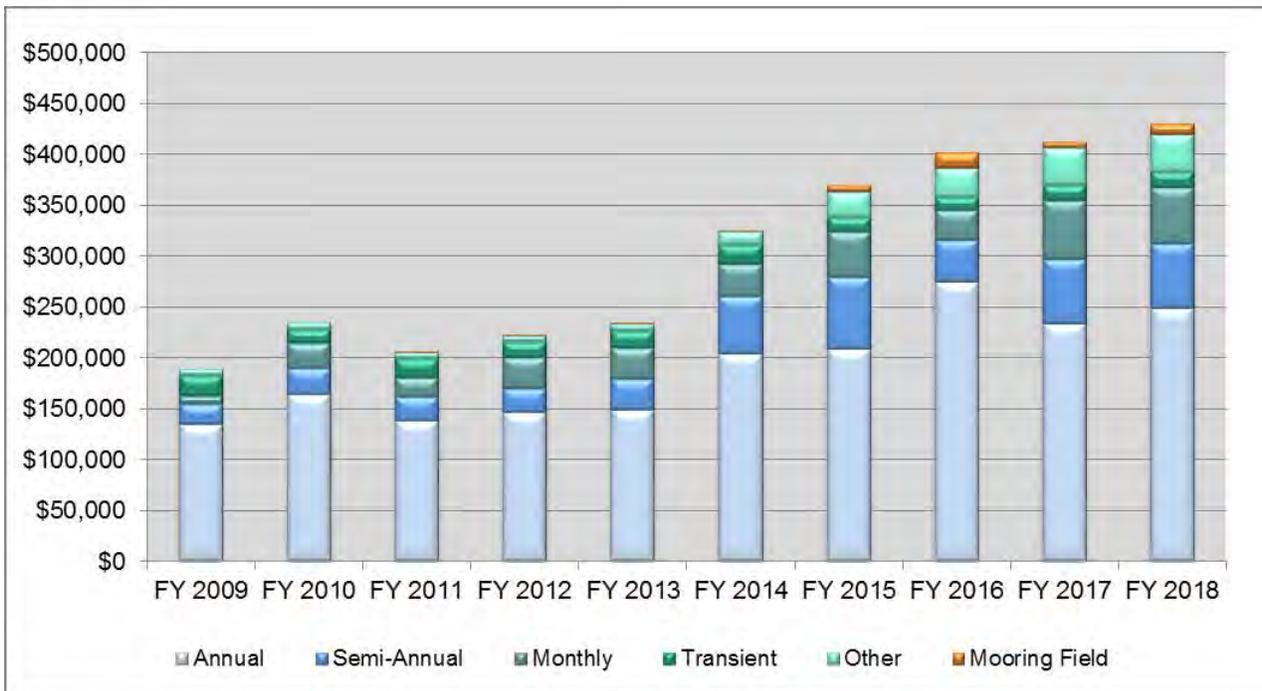
FY 2019-2022 - General marina upgrades

The Actual FY 2015 and Actual FY 2016 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

**City of Punta Gorda
Laisley Park Marina Fund
Slip & Mooring Rentals
450-0000-347-0400**

In FY 2007, the Laisley 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 Laisley 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 2017 projected and FY 2018 budgeted.

Fiscal Year	Annual Slip Rentals	Semi-Annual Rentals	Monthly Slip Rentals	Transient Slip Rentals	Other Slip Revenue	Mooring Field Rentals	Total Rentals	Percent Change
FY 2009	\$135,142	\$19,987	\$ 7,888	\$19,563	\$6,492		\$189,072	-5.5%
FY 2010	\$164,135	\$25,348	\$25,064	\$13,393	\$7,086		\$235,026	24.3%
FY 2011	\$137,822	\$23,776	\$19,188	\$18,502	\$6,029	\$170	\$205,487	-12.6%
FY 2012	\$146,272	\$23,754	\$30,475	\$15,006	\$5,652	\$604	\$221,763	7.9%
FY 2013	\$149,110	\$29,843	\$30,739	\$16,923	\$7,025	\$607	\$234,247	5.6%
FY 2014	\$203,986	\$56,726	\$31,327	\$18,876	\$12,948	\$867	\$324,730	38.6%
FY 2015	\$208,619	\$70,986	\$44,033	\$14,511	\$25,136	\$6,351	\$369,636	13.8%
FY 2016	\$274,165	\$41,218	\$29,992	\$13,207	\$27,961	\$15,212	\$401,755	8.7%
FY 2017	\$233,000	\$64,000	\$58,000	\$15,000	\$36,000	\$6,000	\$412,000	2.6%
FY 2018	\$249,000	\$63,100	\$55,000	\$15,400	\$37,000	\$10,000	\$429,500	4.3%



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
LAISHLEY PARK MARINA FUND**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
49-06	FISH & WILDLIFE SVC	4,956	6,227	7,562	10,535	7,000
22-00	MARINA ADV BD BOATER IMPR	5,829	3,737	4,087	4,087	4,000
*	INTERGOVERNMENTAL REVENUE	10,785	9,964	11,649	14,622	11,000
10-10	SLIP RENTAL ELECTR REIMB	25,136	27,961	29,000	29,000	29,000
95-00	LIVE ABOARD MARINA FEE	0	0	10,000	7,000	8,000
04-10	SLIP RENTAL ANNUAL	208,619	274,165	299,000	233,000	249,000
04-11	SLIP RENTAL SEMI-ANNUAL	70,986	41,218	43,100	64,000	63,100
04-12	SLIP RENTAL MONTHLY	44,033	29,992	25,000	58,000	55,000
04-13	SLIP RENTAL TRANSIENT	14,511	13,207	14,000	15,000	15,400
04-21	MOORING FLD EAST	6,351	15,212	16,500	6,000	10,000
*	CHARGES FOR SERVICES	369,636	401,755	436,600	412,000	429,500
04-15	MARINA SHIP STORE RENT	16,587	16,881	16,700	12,300	12,300
04-22	REAL EST AD VAL TX REIMB	889	198	0	0	0
04-50	MARINA COMMUNITY ROOM RNT	10,235	11,278	12,200	12,200	10,000
41-00	SURPLUS FURN, FIXT, EQPT	15	0	0	0	0
90-00	MISCELLANEOUS REVENUE	2,399	2,407	1,850	1,850	1,850
90-20	MARINA SHIP STORE REVENUE	248	0	0	0	0
*	MISCELLANEOUS REVENUE	30,373	30,764	30,750	26,350	24,150
90-01	PROJ CARRYOVER-BEGINNING	0	0	262,660	287,102	286,994
*	BEGINNING RESERVES	0	0	262,660	287,102	286,994
		410,794	442,483	741,659	740,074	751,644

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**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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, ships' store, pump-out service and a community room. The Marina operations are being leased out to a company, Marina Park Management Group, whose responsibility is to see that the Marina is maintained and operated in a professional manner. The Marina is accounted for as an enterprise fund, which is expected to operate on its own financially.

ACCOMPLISHMENTS:

The Marina has held its own financially to date and has not needed an infusion of funds from other sources. One of the City Council's adopted strategic policies is quality of life, including clean air and water, recreational opportunities and a healthy eco-system, with a goal to achieve status as a waterfront destination for land and water visitors. The Charlotte Harbor is one of the City's finest natural resources with the Marina helping many people to enjoy it. The enjoyment is not only for boaters, but for citizens who want to enjoy time by the water and in a park-like setting. Park amenities include an interactive fountain with covered seating, pavilions which can be rented for various social events, and restrooms. A multitude of meetings have taken place in the Community Room which has brought in many non-boaters to enjoy the views and City facility. With the help of the management company and the Tourist Development Bureau a number of major events took place in and around the Marina. These will also help increase traffic in the area. The East Mooring Field provides 42 mooring balls which are available for rent. The Marina hosts several events throughout the course of the year, which boost transient slip rental income. Some of the events include Smuggler's Chili & Beer Fest, SW Florida Honor Flight Car Show, Punta Gorda Chamber Wine & Jazz Festival, American Heart Association Heart Walk, Peace River Seafood Festival, Peace River National Art Show, Team Punta Gorda Pedal & Play in Paradise, Punta Gorda Rotary Taste of Punta Gorda, NAACP Unity March, March of Dimes March for Babies, Charlotte County Pride Fest, Smuggler's 4th of July Festival, Walk 4 Peace Event, Walk to End Alzheimer's, and an International Food Festival.

BUDGET NARRATIVE:

Opening in April 2007, Laishley Park Marina is operated as an enterprise fund to include the Marina and park amenities. The City outsourced management of the Marina and the ship's store to Marina Park LLC, however retained the authority to set boat slip, community room and pavilion rental rates. In July 2013, the City rebid the management and Marina Park LLC has been awarded the contract. Staffing coverage is provided seven days per week, 365 days per year. The staffing levels are monitored on a regular basis, to ensure that the staffing is flexed to coincide with the increases and the decreases in the work levels.

There is no change to rates in FY 2018. In FY 2017 rates increased for the first time since the Marina opened for operations in FY2007. The annual rate per ft. increased from \$11.00 to \$12.00 per ft. The semi-annual rate per ft. increased from \$11.75 to \$12.50 per ft. The monthly rate per ft. increased from \$12.50 to \$13.00 per ft. The Marina also implemented a live aboard flat fee of \$50.00 per month. The increase will enable the Marina to keep pace with the rates of our local competitors. Projected FY 2017 reflects a decrease in annual rental with an increase in semi-annual and monthly rentals. This trend is expected to continue in FY 2018.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
LAISHLEY PARK MARINA - Dept/Div 0945**

BUDGET NARRATIVE (continued):

The Marina currently has 2 commercial tenants; The Freedom Boat Club and Sea Tow. There are a limited number of slips available at any one point in time, and the vacancies that become available are quickly filled during the winter season. Summer occupancy remains a challenge.

The FY 2018 Budget includes funding for special projects. The projects include \$ 25,000 for Mooring Field and Floating Dock maintenance; \$ 30,000 for dredging; \$ 6,000 for replacement of washers and dryers.

A current tenant continues to lease the ship store space. The ship store offers fresh and frozen bait, a variety of fishing rods, reels, tackle, snacks, beverages, ice and manages the free bicycle rental program.

The boating and Marina events have brought tourists and future customers into the downtown area. The interactive fountain has provided an opportunity for families, with young children, to gather for recreation, and to enjoy the Marina and the surrounding area. The Marina offers free bicycle usage and maps of pathways to other areas of town.

The City added mobile pump-out services in FY 2014. Through state and marine advisory grants, the City purchased a pump-out boat and provides services in the harbor as well as in the City's mooring field. The FY 2018 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 2018
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
- PRIORITY:** STRATEGIC COMMUNICATIONS POSITIONING
 Goal: Optimize waterfront, bicycle and pedestrian assets of the City
 Goal: Coordinate with stakeholders in promoting Punta Gorda as a boating, fishing and bicycle friendly destination
- PRIORITY:** QUALITY OF LIFE
 Goal: Achieve status as a waterfront destination for land and water visitors

MISSION AND OBJECTIVES

The Laishley Park Marina Division is responsible to see that the marina is maintained to the highest degree of integrity by servicing those boaters that use the facility in an efficient and customer-oriented manner.

INITIATIVES AND ACTION ITEMS

Provide mobile pump-out services; coordinate marketing the marina with downtown businesses as a boaters’ destination and increase transient slip usage.

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
# of slips available for rent	80	80	80	80
Efficiency:				
Revenue from slip & mooring rentals	\$369,636	\$401,755	\$412,000	\$429,500
Service Quality:				
Profitably managed by contract	Yes	Yes	Yes	Yes
Outcome:				
% of occupancy-long term of rentable slips	94.6%	91.0%	82.0%	85.0%
% of occupancy-transient of rentable slips	4.4%	1.6%	2.0%	3.0%

RESULTS

The Marina slip usage has slightly declined from FY 2015 to FY 2016. The events utilizing the Marina seem to be successful in adding value to the quality of life for both residents and visitors.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
LAISHLEY PARK MARINA SUMMARY**

Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Personnel Services	*	*	*	*	*
Operating	359,994	365,559	426,622	435,080	433,130
Capital Outlay	0	0	18,000	18,000	6,000
Projected Carryover	0	0	297,037	286,994	312,514
Total	<u>359,994</u>	<u>365,559</u>	<u>741,659</u>	<u>740,074</u>	<u>751,644</u>

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
Under Contract Management	yes	yes	yes	yes	yes

* The City privatized the operations of the Marina.

**LAISHLEY PARK MARINA FUND
 VEHICLE AND EQUIPMENT REPLACEMENT PROGRAM
 FY 2018 - FY 2022
 (All figures in thousands of dollars)**

PROJECT IDENTIFICATION	TOTAL PROJECT COST	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
EQUIPMENT:						
Marina Upgrades	30	6	6	6	6	6
TOTAL		6	6	6	6	6

Capital Improvements Program

Project Title: Marina Upgrades																														
Acct #: 450-0946-575-6403			Project Code: TBD																											
Project Priority: Infrastructure Sustainability- Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Achieve status as a waterfront destination for land and water users.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 30,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: Marina Contact Person: Rusty Heaxt-Dockmaster																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired <input checked="" type="checkbox"/> Publicly Owned _____ No Land Involved _____ Gift			Project Description: FY 2018 - FY 2022: TBD Funds will be used to provide upgrades to building and docks as projects are identified. FY 2018 will include replacement of washer/dryer and other facility upgrades.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 30,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ 30,000 Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total			Carryover funds unspent.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">OF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">OF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">OF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">OF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">OF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	OF	_____	_____	2 nd Yr.	OF	_____	_____	3 rd Yr.	OF	_____	_____	4 th Yr.	OF	_____	_____	5 th Yr.	OF	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total			Project Justification: Upgrades needed to building or docks to enhance the experience of our tenants stay at the Marina.	
	Local	State	Federal																											
1 st Yr.	OF	_____	_____																											
2 nd Yr.	OF	_____	_____																											
3 rd Yr.	OF	_____	_____																											
4 th Yr.	OF	_____	_____																											
5 th Yr.	OF	_____	_____																											

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
Information Technology Fund
Revenue and Expense Comparison
Actual FY 2015 through Budget FY 2018

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 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018
Revenues:					
Charges for Services	\$ 1,169,446	\$ 1,190,616	\$ 1,168,125	\$ 1,187,125	\$ 1,202,734
Miscellaneous Revenue	<u>8,322</u>	<u>3,954</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
	1,177,768	1,194,570	1,169,625	1,188,625	1,204,234
Projected Carryover-Beg	100,792	193,891	133,932	172,764	150,085
Prior Year Encumbrances	91,995	42,294		12,140	
Prior Yr Re-Appropriation	<u>127,000</u>	<u>173,630</u>		<u>137,941</u>	
Total Revenues	<u>\$ 1,497,555</u>	<u>\$ 1,604,385</u>	<u>\$ 1,303,557</u>	<u>\$ 1,511,470</u>	<u>\$ 1,354,319</u>
Expenses:					
Personnel Services	\$ 385,909	\$ 414,542	\$ 430,689	\$ 431,933	\$ 536,750
Operating Expenses	551,976	549,166	601,371	608,071	702,655
Capital Outlay	115,251	309,867	159,000	321,381	75,000
Transfer-1% Local Option Sales Tax	<u>34,604</u>	<u>7,965</u>			
	1,087,740	1,281,540	1,191,060	1,361,385	1,314,405
Projected Carryover-End	<u>409,815</u>	<u>322,845</u>	<u>112,497</u>	<u>150,085</u>	<u>39,914</u>
Total Expenses	<u>\$ 1,497,555</u>	<u>\$ 1,604,385</u>	<u>\$ 1,303,557</u>	<u>\$ 1,511,470</u>	<u>\$ 1,354,319</u>

The Actual FY 2015 and Actual FY 2016 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
INFORMATION TECHNOLOGY**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	BUDGET FY 2017	PROJECTED FY 2017	BUDGET FY 2018
20-01	GENERAL FUND	843,876	850,515	852,960	852,960	878,544
20-04	PUNTA GORDA ISL CANAL DST	5,010	5,010	9,700	9,700	9,990
20-16	CHAR HBR NATL ESTUARY PRG	14,000	14,000	14,500	14,500	14,500
20-26	UTILITIES O M & R	247,690	262,221	228,900	247,900	235,770
20-50	SANITATION/REFUSE COLLECT	16,270	16,270	13,805	13,805	14,220
20-51	BUILDING FUND	42,600	42,600	48,260	48,260	49,710
*	GENERAL GOVERNMENT	1,169,446	1,190,616	1,168,125	1,187,125	1,202,734
10-00	INTEREST ON INVESTMENTS	944	57	0	0	0
41-00	SURPLUS FURN, FIXT, EQPT	1,385	0	0	0	0
90-00	MISCELLANEOUS REVENUE	5,993	3,897	1,500	1,500	1,500
	MISCELLANEOUS REVENUE	8,322	3,954	1,500	1,500	1,500
90-01	PROJ CARRYOVER-BEGINNING	0	0	133,932	172,764	150,085
90-02	PRIOR YEAR ENCUMBRANCES	0	0	0	12,140	0
90-05	PRIOR YR RE-APPROPRIATION	0	0	0	137,941	0
*	BEGINNING RESERVES	0	0	133,932	322,845	150,085
		1,177,768	1,194,570	1,303,557	1,511,470	1,354,319

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
INFORMATION TECHNOLOGY - Dept. 0251**

FUNCTION:

Information Technology (IT) supports the use of technology in all City Departments to streamline their processes improving the efficiency and timeliness of their response to the various needs in the City. This involves support in 6 major areas: business systems, network administration, telecommunications, hardware/software support, data analysis and Geospatial Information Systems (GIS). This division of the City Manager's Office is responsible for the integrity, security and accessibility of the data stored within the City's technology and is consistently working to insure continuous improvement in making data easier to retrieve and use allowing it to better drive the decision making process.

ACCOMPLISHMENTS: (FY 2017 Planned: 10 defined projects, 20 maintenance/work items)

- Updated IT Strategic Plan focusing on implementing emerging technologies where able
- Creation of multiple electronic work flows improving process efficiency for various departments
- Implementation of VoIP telecommunications solution
- Implementation of an IVR option for Billing and Collections
- Implementation of upgraded Click2Gov payment processing module
- Continue the 4 year replacement lifecycle for desktop computers
- Implemented power management for all City computers reducing computer use of power by more than half
- Upgraded switches at the City's outlying sites to complete new network infrastructure roll out.
- Assisted City Clerk's Office with streamlining of several processes
- Complete Road Re-Surface Maps
- Implement Complete Street Program
- Continue to partner with private entities in developing a bicycle/walker friendly community
- Develop relationships with other area GIS users such as Charlotte County and the Charlotte County Sheriff's Office to facilitate improved use of GIS
- The responsibility for the management of the GIS systems was turned over to the Information Technology Division

BUDGET NARRATIVE:

On average, IT receives 280 helpdesk requests per month and has on average 80 open work orders at a time. FY 2018 budget includes an increase in staff for a GIS Analyst.

Our goals for the coming year include:

- Complete projects currently in progress from FY 2017
- Implement Patch Management solution to automate and better manage patching and updating of City computers and systems
- Continue our work with other community agencies enhancing the City's Internet presence
- Improve data sharing with the public;
- Continue to automate City work flows
- Explore alternatives to Naviline interface to SunGard business systems
- Continue the equipment replacement cycle for desktops and laptops
- Complete the implementation of state of the art backup/disaster recovery infrastructure

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
INFORMATION TECHNOLOGY - Dept. 0251**

BUDGET NARRATIVE (continued):

- Continue to enhance our use of GIS. Our continuing goals are to:
 - Improve overall use of the GIS system
 - Continue consolidation and maintenance of required GIS data into one geodatabase in order to implement proper municipal GIS and public distribution
 - Increase training for “in-house” staff in a variety of GIS applications
 - Assist and support department GIS initiative’s, data sets and map interfaces

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
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

PRIORITY: INFRASTRUCTURE SUSTAINABILITY

Goal: Maximize use of new technology in applicable areas

Goal: Apply best management practices & systems in infrastructure maintenance

Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands.

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

Goal: Emphasize transparency in City operations, reporting, and activities

PRIORITY: STRATEGIC COMMUNICATIONS POSITIONING

Goal: Optimize expertise of regional and local partners (i.e. Charlotte Harbor Tourism Bureau, Chambers of Commerce, Realtor Association, tourism-oriented private sector) to achieve stated objectives

MISSION AND OBJECTIVES

Lead the City of Punta Gorda by facilitating creative technological solutions, enabling City staff to perform their day-to-day tasks more efficiently promoting electronic (green) initiatives and mobile computing and allowing the citizens of Punta Gorda to access City services and information via the Internet to support transparency in government.

INITIATIVES AND ACTION ITEMS

- Ensure efficient response to user technical issues and requests
- Provide project management services for IT project implementation and development
- Maintain high availability for Application, Internet, Network, and Telecommunication services
- Continue to improve the effective use of all benefits received through our enterprise license for GIS software from ESRI, Inc.
- Manage accessibility, integrity and recoverability of all data layers (parcels, streets, zoning and land use, etc.)
- Coordinate and facilitate interdepartmental resources to eliminate duplication and waste of resources
- Augment Public Safety Computer Aided Dispatch (CAD) software with Automated Vehicle Locator (AVL) module
- Implement additional Netmotion licenses for Fire Department and Utilities to improve field connectivity
- Add GIS Analyst to the IT staff

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
INFORMATION TECHNOLOGY - Dept. 0251
Key Performance Measures**

INITIATIVES AND ACTION ITEMS (continued)

Indicator	Prior Year Actuals		Projected	Proposed
	FY 2015	FY 2016	FY 2017	FY 2018
Output:				
# of Users	255	255	255	255
# of Applications	180	185	188	192
# of Projects	28	22	12	10
# of Work Orders Open per month (avg)	236	180	172	175
Efficiency:				
% System Availability				
AS400	99.9%	99.9%	99.9%	99.9%
Network	99.9%	99.9%	99.9%	99.9%
Telecommunications	99.9%	99.9%	99.9%	99.9%
Service Quality:				
% Work Orders Closed	98%	97%	97%	99%
Avg days response to Urgent Requests	.5	.5	.5	.5
Outcome:				
% projects completed	85%	91%	95%	95%
Improve use of training credits available through our enterprise license	N/A*	N/A*	YES	YES
Establish regular meetings of internal GIS user group to guide City's use of GIS	N/A*	N/A*	YES	YES
Formation of regional GIS users group with members from several area jurisdictions that meets at least annually (number of meetings	N/A*	N/A*	YES	YES
Improved presence of interactive GIS mapping on the new City website (Number of maps)	N/A*	N/A*	YES	YES

*Due to refocusing of GIS in FY 2016 new baselines for performance measurement were set

RESULTS

IT has a total of 12 projects; 5 are complete, 7 are in progress. The total number of Work Orders opened from October 1, 2015 – September 30, 2016, was 2,625; total number of Work Orders Closed is 2,593. Thus far in this year, 1,279 work orders have been opened, and 1,069 have been closed. IT was at full staffing levels through FY 2017 and completed several large enterprise wide infrastructure projects (Voice over IP phone system, updated and improved online services, implementation of new payment processing partner and implementing Interactive Voice Response (IVR) services for Billing & Collections). They look to continue this improvement into FY 2018 and beyond allowing for improvements in business processes, work flows and access to data to drive decision making. The state of the art infrastructure will fuel innovations throughout the departments of the City.

Geospatial Information Systems (GIS) will continue to be a focus in the coming year, looking to build upon the foundation laid in FY 2017.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
INFORMATION TECHNOLOGY SUMMARY**

Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017*	Projected FY 2017	Budget FY 2018
Personnel Services	415,089	434,692	430,689	431,933	536,750
Operating	657,733	662,309	601,371	608,071	702,655
Capital Outlay	0	0	159,000	321,381	75,000
Debt Service	0	0	0	0	0
Transfers	34,604	7,965	0	0	0
Other	0	0	0	0	0
Projected Carryover	0	0	112,497	150,085	39,914
Total	1,107,426	1,104,966	1,303,557	1,511,470	1,354,319

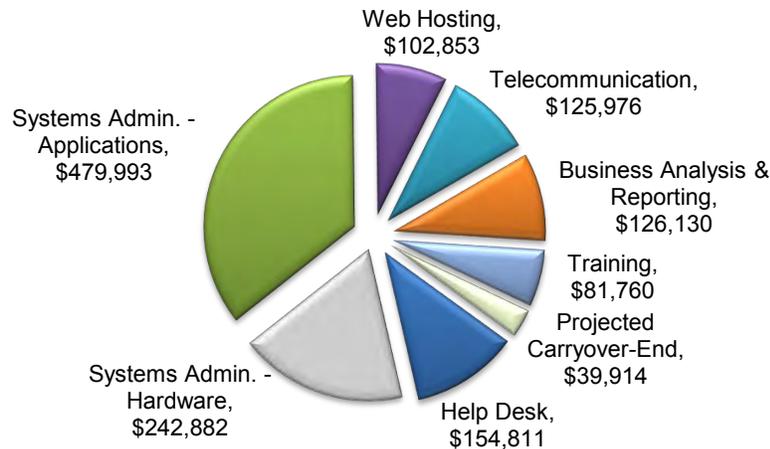
The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017	Amended Authorized FY 2017	Budget FY 2018
IT Manager	1	1	1	1	1
Systems Analyst	1	1	1	1	1
Network Analyst	1	1	1	1	1
GIS Analyst	0	0	0	0	1
IT Analyst II	0	0	0	2	2
IT Analyst I	1	1	1	0	0
Computer Support Specialist	1	1	1	0	0
Total	5	5	5	5	6

*FY 2017 Information Technology division now includes Geographic Information Systems which was previously a separate division.

Service Costs



**INFORMATION TECHNOLOGY FUND
NEW PROJECTS AND EQUIPMENT DETAIL
FY 2018 - FY 2022
(All figures in thousands of dollars)**

Capital Outlay Replacement Plan		TOTAL PROJECT COST	Prior Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
USER EQUIPMENT								
Replace aging desktops, laptops, tablets	ITCOMP	351	51		75	75	75	75
Replace current Electronic Reporting System (ERP)	ITERP	450				150	150	150
Purchase GPS tracking/mobility for PD fleet	ITAVL	96			48	16	16	16
INTERNET ACCESS								
Replace VPN connections with Net Motion upgrade	ITNETM	10		10				
CONNECTIVITY								
Additional wireless installations at Utilities Plants	ITUTAP	10		10				
Purchase software to provide mobile device connectivity	ITMOB	30			30			
SERVERS								
Add virtual server/desktops to replace old desktops	ITVIRT	126		30	24	24	24	24
SAFETY								
Purchase new firewall system	ITPSFW	25		25				
Purchase tracking/coordinating of mobile devices	ITAZUR	128			32	32	32	32
Varonis File Management	ITUDMN	34			34			
TOTAL		1,260	51	75	243	297	297	297

**Capital Outlay Program
Project Detail
0251-Information Technology**

Project Title: Computer Replacement																														
Acct #: 502-0251-590-6420 / 118-3007-590-6420			Project Code: ITCOMP																											
Strategic Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maximize use of new technology in applicable areas. Apply best management practices and systems in infrastructure maintenance.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 51,000	\$ 0	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 351,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: City Manager/IT Contact Person: Brad Schuette																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned _____ X No Land Involved _____ Gift			Project Description: FY 2018-FY 2022 Purchase of Computers to replace any currently in production that will reach their End of Life (4 years) during the fiscal year. FY 2018 Funding: Carryover of \$51,000 1% Sales Tax Unfunded \$34,000																									
3. Estimated Costs: In Previous CIP \$ _____ 51,000 In Present CIP \$ _____ 300,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 351,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total			Project Justification: As computer equipment ages it becomes less reliable, more prone to catastrophic failure and less able to perform the level of work required of it. Due to this as computers age past 4 years they are scheduled for replacement.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <tr> <td></td> <td style="text-align: center;">Local</td> <td style="text-align: center;">State</td> <td style="text-align: center;">Federal</td> </tr> <tr> <td>1st Yr.</td> <td style="text-align: center;">TBD</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">TBD</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">TBD</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">TBD</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">TBD</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </table>			Local	State	Federal	1 st Yr.	TBD	_____	_____	2 nd Yr.	TBD	_____	_____	3 rd Yr.	TBD	_____	_____	4 th Yr.	TBD	_____	_____	5 th Yr.	TBD	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	TBD	_____	_____																											
2 nd Yr.	TBD	_____	_____																											
3 rd Yr.	TBD	_____	_____																											
4 th Yr.	TBD	_____	_____																											
5 th Yr.	TBD	_____	_____																											

**Capital Outlay Program
Project Detail
0251 - Information Technology**

Project Title: Replace current ERP system with more up to date software						
Acct #: 502-0251-590-6421			Project Code: ITERP			
Strategic Priority: Infrastructure Sustainability - Maintain & enhance the City's capital assets and quality municipal services.				Goal: Maximize use of new technology in applicable areas. Apply best management practices & systems in infrastructure maintenance.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 0	\$ 0	\$ 0	\$ 150,000	\$ 150,000	\$ 150,000	\$ 450,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: City Manager/IT Contact Person: Brad Schuette	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned _____ X No Land Involved _____ Gift			Project Description: Replace our current SunGard ERP software with hosted cloud based subscription ERP	
3. Estimated Costs: In Previous CIP \$ _____ In Present CIP \$ _____ Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ <u>150,000/yr</u> Contractual for Services \$ _____ Equipment \$ _____ Other Costs: Annual Subscription beginning in FY 2020 \$ <u>150,000/yr</u> Total			Project Justification: Replace our current SunGard ERP with more up to date and modernized software.	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. _____ 3 rd Yr. <u>TBD</u> _____ 4 th Yr. <u>TBD</u> _____ 5 th Yr. <u>TBD</u> _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

* FUNDING SOURCES (SEE PAGE 8.05)

**Capital Outlay Program
Project Detail
0251 - Information Technology**

Project Title: SunGard Automated Vehicle Location (AVL) & GPS Units for new Public Safety Vehicles						
Acct #: 502-0251-590-6421			Project Code: ITSAVL			
Strategic Priority: Infrastructure Sustainability - Maintain & enhance the City's capital assets and quality municipal services.				Goal: Maximize use of new technology in applicable areas. Apply best management practices & systems in infrastructure maintenance.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 0	\$ 0	\$ 48,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 96,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: City Manager/IT Contact Person: Brad Schuette	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned _____ X No Land Involved _____ Gift			Project Description: Purchase software module and GPS Units for vehicles (about \$16,000 per year). Will put GPS units in new vehicles purchase each year.	
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 96,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 96,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ 4,000/yr Other Costs: Annual recurring maintenance beginning FY 2020 \$ _____ 4,000/yr Total			Project Justification: Adds the capability of showing vehicle locations on CAD and improving our dispatching and reporting by using this information.	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. <u>TBD</u> _____ 3 rd Yr. <u>TBD</u> _____ 4 th Yr. <u>TBD</u> _____ 5 th Yr. <u>TBD</u> _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

* FUNDING SOURCES (SEE PAGE 8.05)

**Capital Outlay Program
Project Detail
0251 - Information Technology**

Project Title: Wireless Access Points for Utilities Plants																														
Acct #: 502-0251-590-6420			Project Code: ITUTAP																											
Strategic Priority: Infrastructure Sustainability - Maintain & enhance the City's capital assets and quality municipal services.				Goal: Maximize use of new technology in applicable areas. Apply best management practices & systems in infrastructure maintenance.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 10,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 10,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: City Manager/IT Contact Person: Brad Schuette																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned <input checked="" type="checkbox"/> No Land Involved _____ Gift			Project Description: This project will provide Wireless Network Access Points for the Utilities Plants both indoors and outdoors.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 10,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 10,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ 3,000 Other Costs: Recurring maintenance starting in FY 2021 \$ _____ 3,000/yr Total																												
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">OF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	OF	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total			Project Justification: This will complete the installation of wireless access to the City network at outlying sites. The Utilities plants will benefit from this access in that it will allow them to work on computers throughout the plant site both inside and out.	
	Local	State	Federal																											
1 st Yr.	OF	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

* FUNDING SOURCES (SEE PAGE 8.05)

**Capital Outlay Program
Project Detail
0251 - Information Technology**

Project Title: SunGard Mobility Module						
Acct #: 502-0251-590-6421			Project Code: ITMOB			
Strategic Priority: Infrastructure Sustainability - Maintain & enhance the City's capital assets and quality municipal services.				Goal: Maximize use of new technology in applicable areas. Apply best management practices & systems in infrastructure maintenance.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 0	\$ 0	\$ 30,000	\$ 0	\$ 0	\$ 0	\$ 30,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: City Manager/IT Contact Person: Brad Schuette	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned _____ X No Land Involved _____ Gift			Project Description: Purchase the Mobility module for our SunGard ERP.	
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 30,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 30,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ 4,000 Other Costs: annual recurring maintenance \$ _____ 4,000 Total			Project Justification: Will improve the use of our SunGard modules on mobile devices and in the field. It will improve data quality, and the speed with which we can gather data.	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. <u>TBD</u> _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

* FUNDING SOURCES (SEE PAGE 8.05)

**Capital Outlay Program
Project Detail
0251-Information Technology**

Project Title: Virtual Host Server																														
Acct #: 502-0251-590-6420			Project Code: ITVIRT																											
Strategic Priority: Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services.				Goal: Maximize use of new technology in applicable areas. Apply best management practices and systems in infrastructure maintenance.																										
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost																								
\$ 0	\$ 30,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ 126,000																								
1. Land Cost: _____ Acres _____ Front Ft _____ Sq Ft N/A		5. Status of Project: <input checked="" type="checkbox"/> Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: City Manager/IT Contact Person: Brad Schuette																									
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned <input checked="" type="checkbox"/> No Land Involved _____ Gift			Project Description: FY 2018 - FY 2022 This project will build out the servers used to host all our virtual servers and desktops, a total of 5. FY 2018 - This year's purchase will replace an existing server that is aging out. It also includes a VDX Capacity on Demand switch to manage the virtual data traffic flow.																									
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 30,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 30,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ Other Costs: \$ _____ 0 Total			Project Justification: With the increased use of virtual over physical servers (resulting in significant savings) the current inventory is becoming incapable of supporting any new virtual servers. This would impact the ability of IT to provide adequate server space to our customers for new applications, or other server based services.																									
4. Sources of Financing: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Local</th> <th style="text-align: center;">State</th> <th style="text-align: center;">Federal</th> </tr> </thead> <tbody> <tr> <td>1st Yr.</td> <td style="text-align: center;">OF</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>2nd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>3rd Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>4th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>5th Yr.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Local	State	Federal	1 st Yr.	OF	_____	_____	2 nd Yr.	_____	_____	_____	3 rd Yr.	_____	_____	_____	4 th Yr.	_____	_____	_____	5 th Yr.	_____	_____	_____	8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues <input checked="" type="checkbox"/> No Effect \$ _____ Total				
	Local	State	Federal																											
1 st Yr.	OF	_____	_____																											
2 nd Yr.	_____	_____	_____																											
3 rd Yr.	_____	_____	_____																											
4 th Yr.	_____	_____	_____																											
5 th Yr.	_____	_____	_____																											

**Capital Outlay Program
Project Detail
0251 - Information Technology**

Project Title: Fortinet Firewall for Public Safety Internet connection						
Acct #: 502-0251-590-6420			Project Code: ITPSFW			
Strategic Priority: Infrastructure Sustainability - Maintain & enhance the City's capital assets and quality municipal services.				Goal: Maximize use of new technology in applicable areas. Apply best management practices & systems in infrastructure maintenance.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 0	\$ 25,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 25,000
1. Land Cost: ____ Acres ____ Front Ft ____ Sq Ft N/A		5. Status of Project: ____ X Preliminary Estimate ____ Survey in Progress ____ Plans in Preparation ____ Completed			Department: City Manager/IT Contact Person: Brad Schuette	
2. Building Construction Cost: ____ Sq. Ft. ____ Equipment N/A		6. Status of Land Acquisition: ____ Not Yet Acquired ____ Partly Acquired ____ Publicly Owned ____ X No Land Involved ____ Gift			Project Description: Purchase a Fortinet Firewall for the Internet connection that enters our network at Public Safety.	
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 25,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 25,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ 4,000 Other Costs: Recurring maintenance starting in FY 2021 \$ _____ 4,000/yr Total			Project Justification: Currently all internet traffic has to be routed to City Hall for review by the sole Fortinet Firewall the City possesses. This new Firewall would give us High Availability in case one of the units should fail and will allow us to improve the overall Internet infrastructure.	
4. Sources of Financing: Local State Federal 1 st Yr. OF _____ 2 nd Yr. _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): ____ Loss of Taxes ____ Gain From Sale of Previous Facility ____ New Revenues ____ X No Effect \$ _____ Total				

* FUNDING SOURCES (SEE PAGE 8.05)

**Capital Outlay Program
Project Detail
0251 - Information Technology**

Project Title: MS Azure Active Directory						
Acct #: 502-0251-590-6421			Project Code: ITAZUR			
Strategic Priority: Infrastructure Sustainability - Maintain & enhance the City's capital assets and quality municipal services.				Goal: Maximize use of new technology in applicable areas. Apply best management practices & systems in infrastructure maintenance.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 0	\$ 0	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 128,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: City Manager/IT Contact Person: Brad Schuette	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned _____ X No Land Involved _____ Gift			Project Description: Annually subscribe to the Azure Active Directory module.	
3. Estimated Costs: In Previous CIP \$ _____ In Present CIP \$ _____ Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ <u>32,000/yr</u> Contractual for Services \$ _____ Equipment \$ _____ Other Costs: Annual subscription to the Azure Active Directory module beginning in FY 2019 \$ <u>32,000/yr</u> Total			Project Justification: Improves mobile data management and use of our Active Directory security on offsite access to our network.	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. <u>TBD</u> _____ 3 rd Yr. <u>TBD</u> _____ 4 th Yr. <u>TBD</u> _____ 5 th Yr. <u>TBD</u> _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

* FUNDING SOURCES (SEE PAGE 8.05)

**Capital Outlay Program
Project Detail
0251 - Information Technology**

Project Title: Varonis, Unstructured Data Management						
Acct #: 502-0251-590-6420			Project Code: ITUDMN			
Strategic Priority: Infrastructure Sustainability - Maintain & enhance the City's capital assets and quality municipal services.				Goal: Maximize use of new technology in applicable areas. Apply best management practices & systems in infrastructure maintenance.		
Previous Years	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Cost
\$ 0	\$ 0	\$ 34,000	\$ 0	\$ 0	\$ 0	\$ 34,000
1. Land Cost: _____ Acres _____ Front Ft _____ _____ Sq Ft _____ N/A		5. Status of Project: _____ X Preliminary Estimate _____ Survey in Progress _____ Plans in Preparation _____ Completed			Department: City Manager/IT Contact Person: Brad Schuette	
2. Building Construction Cost: _____ Sq. Ft. _____ Equipment N/A		6. Status of Land Acquisition: _____ Not Yet Acquired _____ Partly Acquired _____ Publicly Owned _____ X No Land Involved _____ Gift			Project Description: Purchase of Varonis software for File Management and Maintenance	
3. Estimated Costs: In Previous CIP \$ _____ 0 In Present CIP \$ _____ 34,000 Engineering \$ _____ Land \$ _____ Site \$ _____ Improvement \$ _____ Construction \$ _____ Landscaping \$ _____ Equipment \$ _____ 34,000		7. Effect of Operating Cost (+ or -): \$ _____ Personal Services \$ _____ Contractual for Services \$ _____ Equipment \$ _____ 5,100 Other Costs: annual recurring maintenance starting in FY2022 \$ _____ 5,100 Total			Project Justification: This software will allow us to better manage the City's file server data, identifying protected information that may not be properly stored, track versions and copies of files to reduce redundancy and wasted space, and gain better visibility of who creates, modifies and deletes data from our network to protect us from ransomware or denial of service attacks.	
4. Sources of Financing: Local State Federal 1 st Yr. _____ 2 nd Yr. <u>TBD</u> _____ 3 rd Yr. _____ 4 th Yr. _____ 5 th Yr. _____		8. Effect on income (+ or -): _____ Loss of Taxes _____ Gain From Sale of _____ Previous Facility _____ New Revenues _____ X No Effect \$ _____ Total				

* FUNDING SOURCES (SEE PAGE 8.05)

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2018
GEOGRAPHIC INFORMATION SYSTEMS SUMMARY**

Operating Budget

Expenditure Category Summary	Actual FY 2015	Actual FY 2016	Budget FY 2017*	Projected FY 2017	Budget FY 2018
Personnel Services	0	0	0	0	0
Operating	25,478	25,478	0	0	0
Capital Outlay	0	0	0	0	0
Total	<u><u>25,478</u></u>	<u><u>25,478</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

The Actual FY 2015 and Actual FY 2016 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2015	Amended Authorized FY 2016	Authorized FY 2017*	Amended Authorized FY 2017	Budget FY 2018
County GIS Contract & Support from Urban Design	yes	yes			

*FY 2017 Geographic Information Systems will no longer be a separate division. They are now combined with Information Technology division

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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, 2016 Outstanding Debt
As of September 30, 2017

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. As of September 30, 2017 the City has \$16.8 million in revenue notes. The detail of current outstanding debt is provided below.

New financing pending in FY 2017 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 2017 Pending Financing
Debt Service Fund	
Note 13 2012 \$20,030,000 Revenue Note for refinancing the 2008 Herald Court Parking Garage Notes and the 2002 & 2006 CRA Notes used for various public works projects within the CRA district	\$ 15,505,000
Total Debt Service Fund Principal Outstanding	15,505,000
Utilites Fund	
Note 7 2000 \$5,193,111 State Revolving Fund Note Deep well injection project at the Wastewater Treatment Plant	1,338,890
Total Utility Funds Principal Outstanding	1,338,890
Grand Total All Funds	\$ 16,843,890

Principal and Interest Payment Schedule of Oct. 1, 2016 Outstanding Debt

Fiscal Yr Ending September 30	Debt Service Fund		Utilities Fund		Total
	Principal	Interest	Principal	Interest	
2018	1,015,000	364,439	318,151	42,422	1,740,012
2019	1,085,000	338,924	328,952	31,621	1,784,497
2020	1,160,000	311,648	340,120	20,453	1,832,221
2021	1,235,000	282,548	351,667	8,905	1,878,120
2022	1,315,000	251,566			1,566,566
2023-2028	9,695,000	745,342			10,440,342
Total	\$15,505,000	\$ 2,294,467	\$ 1,338,890	\$ 103,401	\$ 19,241,758

City of Punta Gorda, FL
Summary Schedule of October 1, 2016 Outstanding and FY 2017 Pending Debt
Projected as of September 30, 2017

	Principal Outstanding CAFR 9/30/16	Principal Paid FY 2017	Pending Financing FY 2017	Principal Outstanding Est. 9/30/17
Debt Service Fund				
Note 13 2012 Revenue Note	16,455,000	950,000		15,505,000
Total Debt Service Fund	16,455,000	950,000	-	15,505,000
Utilities Fund				
Note 7 2000 SRF Note	1,646,594	307,704		1,338,890
Pending 2017 Revenue Note, RO-DIW			7,242,700	7,242,700
Total Utility Funds	1,646,594	307,704	7,242,700	8,581,590
Grand Total All Funds	\$ 18,101,594	\$ 1,257,704	\$ 7,242,700	\$ 24,086,590

**City of Punta Gorda, FL
Debt Service Fund
FY 2018 through FY 2022**

The debt service fund current outstanding principal is \$15.5 million. The Community Redevelopment Agency (CRA) through a lease agreement with the City, provides the funds for the debt service requirements on the 2012 revenue note. The original principal of \$20 million was funding for the \$14.3 million Herald Court Centre parking structure including ground floor retail/office space and refinancing of \$5.7 million of previous CRA capital projects. In 2012, the life of the CRA district was extended until 2030 to cover the full funding of this debt service.

Fund Debt Svc. Fund	Account Number	Principal O/S 9/30/2017	FY 2018 DUE	FY 2019 DUE	FY 2020 DUE	FY 2021 DUE	FY 2022 DUE
2012 Note 13	201-0000-583-71-11	\$ 15,505,000	\$ 1,015,000	\$ 1,085,000	\$ 1,160,000	\$ 1,235,000	\$ 1,315,000
Revenue Note	201-0000-583-72-11	Herald Ct Pkg & CRA projects	\$ 364,440	\$ 338,924	\$ 311,648	\$ 282,548	\$ 251,566
Total Principal		\$ 15,505,000	\$ 1,015,000	\$ 1,085,000	\$ 1,160,000	\$ 1,235,000	\$ 1,315,000
Total Interest			\$ 364,440	\$ 338,924	\$ 311,648	\$ 282,548	\$ 251,566
Total Debt Service Requirement			\$ 1,379,440	\$ 1,423,924	\$ 1,471,648	\$ 1,517,548	\$ 1,566,566

City of Punta Gorda, FL
Debt Service Fund
Proforma Schedule of Revenues and Expenditures
FY 2015 through FY 2022

	Actual FY 2015	Actual FY 2016	Budget FY 2017	Projected FY 2017	Budget FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021	Proforma FY 2022
Revenues:									
Lease Payment from CRA- Div 0949	\$ 1,282,054	\$ 1,310,790	\$ 1,338,313	\$ 1,338,313	\$ 1,379,440	\$ 1,423,924	\$ 1,471,648	\$ 1,517,548	\$ 1,566,566
Prior Years Carryover-ISS	1,275,302	3	1	1					
Total Revenues	2,557,356	1,310,793	1,338,314	1,338,314	1,379,440	1,423,924	1,471,648	1,517,548	1,566,566
Expenditures:									
CRA Revenue Note-Series 2012 Principal	850,000	900,000	950,000	950,000	1,015,000	1,085,000	1,160,000	1,235,000	1,315,000
CRA Revenue Note-Series 2012 Interest	432,054	410,792	388,314	388,314	364,440	338,924	311,648	282,548	251,566
Subtotal Debt Service	1,282,054	1,310,792	1,338,314	1,338,314	1,379,440	1,423,924	1,471,648	1,517,548	1,566,566
2009 ISS Revenue Note - Principal	1,255,216								
2009 ISS Revenue Note - Interest	20,083								
Subtotal ISS Debt Service	1,275,299								
Total Expenditures	2,557,353	1,310,792	1,338,314	1,338,314	1,379,440	1,423,924	1,471,648	1,517,548	1,566,566
Projected Carryover - Ending	\$ 3	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

November 2012 - Herald Court Parking Garage notes and 2002/2006 CRA revenue notes were refinanced to a 15 year note.
The CRA will make lease payments until debt is retired.
1% Sales Tax Revenue note was issued in FY 2009. Transfers from 1% Sales Tax revenues are made in the fiscal year prior to due date as current year revenues will not have been received for payment. Final payment was made in FY 2015.

**City of Punta Gorda, FL
Utilities Fund Debt Service
FY 2018 through FY 2022**

The Utilities fund currently has outstanding debt of \$1.3 million. The projected outstanding principal on new financing in FY 2017 is \$7.3 million. The Capital Improvement Plan includes construction for a reverse osmosis (R.O.) water plant to provide a higher quality of water and an alternative water source. Identification of debt impact on increased user rates is shown in the Utilities proforma on page 9.02.

Fund Utility Funds	Account Number	Principal O/S 9/30/2017	FY 2018 DUE	FY 2019 DUE	FY 2020 DUE	FY 2021 DUE	FY 2022 DUE
2000-Note 7	419-0000-535.71-07	\$ 1,338,890	\$ 318,151	\$ 328,952	\$ 340,120	\$ 351,668	
State Revolving	419-0000-535.72-07	Deepwell WW	\$ 42,422	\$ 31,621	\$ 20,453	\$ 8,905	
Subtotal Existing Principal		\$ 1,338,890	\$ 318,151	\$ 328,952	\$ 340,120	\$ 351,668	\$ -
Subtotal Existing Interest			\$ 42,422	\$ 31,621	\$ 20,453	\$ 8,905	\$ -
FY 2017 Budgeted Financing							
2017 Financing (R.O.-DIW proj & financing costs) P&I		\$ 7,242,700	\$ 415,800	\$ 415,800	\$ 415,800	\$ 415,800	\$ 415,800
\$7,242,700 1.2% int., 20 yr amort.							
Total Est. Principal 9/30/17		\$ 8,581,590					
FY 2017-FY 2018 Proposed New Financing (with capitalized interest and payments beginning in FY 2019)							
2017-2018 Financing (R.O. construction & financing costs) P&I				\$ 544,200	\$ 544,200	\$ 544,200	\$ 544,200
\$8,893,200 2% int., 20 yr amort.							
Subtotal New Debt Service			\$ 415,800	\$ 960,000	\$ 960,000	\$ 960,000	\$ 960,000
Total Debt Service Requirement			\$ 776,373	\$ 1,320,573	\$ 1,320,573	\$ 1,320,573	\$ 960,000

APPENDIX

- Long Range Financial Plan
Fiscal Years 2017-2021
- Operating Indicators
- Capital Asset Statistics
- Demographic and Economic Statistics
- Principal Property Taxpayers

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City of Punta Gorda



LONG RANGE FINANCIAL PLAN

Fiscal Years 2017-2021

Presentation and Discussion City Council Meeting January 18, 2017



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 2017-2021 Long Range Financial Plan presents multi-year fiscal forecasts for the City's major fund groups as well as a comparison of the City's financial management policies in relation to national standards. In addition, the Plan identifies costs of service for each operating division and descriptions of those services. This will allow for review of the priority of valued services and whether to continue budgeting for in the future. The Plan is shown in the following format:

Section 1: Major Fund Five-Year Forecasts

Section 2: Financial Management Policies & National Standards

Section 3: City Programs and Cost of Service

Section 4: Budget Issues

Section 1: Major Fund Five-Year 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. 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, stormwater/roads/drainage, debt service) and average water/sewer bill. Results of the comparison show:

- Property tax is the only category that fluctuates due to home value.
- Punta Gorda and Bonita Springs are the only cities that do not impose a stormwater or fire service fee.
- Bonita Springs has a separate fire district that enacts a millage rate to perform the service, whereas Punta Gorda’s sole millage rate includes fire service funding.
- Punta Gorda compares favorably for delivery of core services for homes valued at \$100,000 and \$250,000 level.

**Basic Taxes and Fees Comparison for Single Family Residential
(Based on Taxable Home Value of \$100,000)**

Category	Bonita Springs	Punta Gorda	Naples	Venice	Sarasota	North Port	Cape Coral	Fort Myers
Property Tax	\$ 81.73	\$ 319.69	\$ 118.00	\$ 310.00	\$ 317.28	\$ 359.74	\$ 695.70	\$ 877.60
Water & Sewer	92.95	75.72	136.84	137.80	115.60	120.59	130.27	164.48
Sanitation	179.08	239.40	256.54	202.08	259.92	249.00	158.86	228.96
Stormwater			156.60	154.44	26.90		80.00	138.24
Solid Waste MSTU							11.70	
Fire & Rescue	235.00				279.39	190.52	233.43	45.83
Road & Drainage						119.03		
R & D Capital Improv.						46.00		
Debt Service				17.70	32.53			
Solid Waste Assessment								12.83
Total	\$ 588.76	\$ 634.81	\$ 667.98	\$ 822.02	\$ 1,031.62	\$ 1,084.88	\$ 1,309.96	\$ 1,467.94

**Basic Taxes and Fees Comparison for Single Family Residential
(Based on Taxable Home Value of \$250,000)**

Category	Bonita Springs	Punta Gorda	Naples	Venice	Sarasota	North Port	Cape Coral	Fort Myers
Property Tax	\$ 204.32	\$ 799.22	\$ 295.00	\$ 775.00	\$ 793.20	\$ 899.35	\$ 1,739.25	\$ 2,194.00
Water & Sewer	92.95	75.72	136.84	137.80	115.60	120.59	130.27	164.48
Sanitation	179.08	239.40	256.54	202.08	259.92	249.00	158.86	228.96
Stormwater	-	-	156.60	154.44	26.90	-	80.00	138.24
Solid Waste MSTU	-	-	-	-	-	-	29.25	-
Fire & Rescue	587.50	-	-	-	279.39	190.52	233.43	45.83
Road & Drainage	-	-	-	-	-	119.03	-	-
R & D Capital Improv.	-	-	-	-	-	46.00	-	-
Debt Service	-	-	-	44.25	81.32	-	-	-
Solid Waste Assessment	-	-	-	-	-	-	-	12.83
Total	\$ 1,063.85	\$ 1,114.34	\$ 844.98	\$ 1,313.57	\$ 1,556.33	\$ 1,624.49	\$ 2,371.06	\$ 2,784.34

General Fund

Based on a continued modestly improving economy, with anticipated increases of 4% in taxable property valuations and flat to slight increase of 2% in shared state revenues and other general fund revenues, the fiscal forecast projects deficits in the range of \$.6 million to \$.86 million per year from FY 2018 through FY 2021. The projected deficit in FY 2018 can be eliminated with use of reserves over the minimum target, but that results in no such reserves available for future years. The forecast includes the one-time infusion of funds (\$500,000) for enhanced drainage services in FY 2017, but does not incorporate future funding beyond that fiscal year.

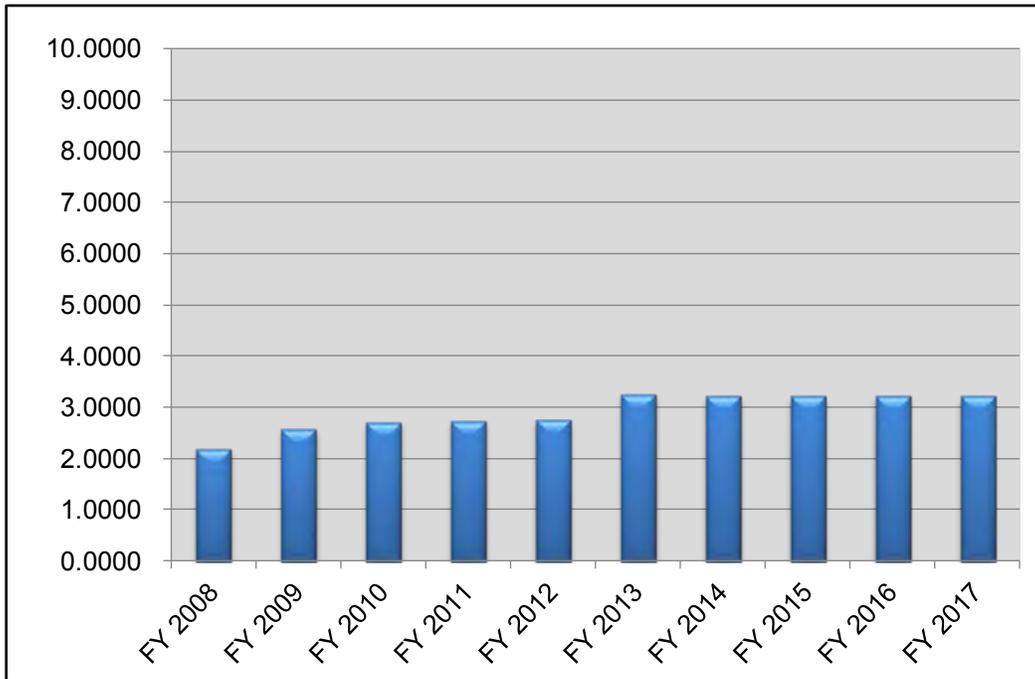
General Fund Proforma Schedule of Revenues and Expenditures Budget FY 2017 through Proforma FY 2021

	Budget FY 2017	Proforma FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021
Change in Taxable Value of Property	6.6%	4%	4%	4%	4%
Revenues:					
Ad Valorem Taxes	\$8,224,800	\$8,553,800	\$8,895,920	\$9,251,773	\$9,621,860
Other Revenue	10,324,190	10,452,185	10,570,281	10,713,460	10,858,922
Use of Prior Year's Reserves	636,953	846,626			
Total Revenues	19,185,943	19,852,611	19,466,201	19,965,233	20,480,782
Expenditures:					
Personnel Expenditures	13,136,785	13,671,790	14,172,383	14,694,868	15,240,365
Operating Expenditures	3,915,157	4,011,821	4,127,173	4,246,342	4,369,460
Capital	650,001	1,070,000	650,000	743,595	560,000
Transfers to other Funds	510,000	625,000	645,800	667,432	689,929
Transfers for Roads	459,000	459,000	459,000	459,000	459,000
Transfers for Drainage	500,000				
Contingency	15,000	15,000	15,000	15,000	15,000
Total General Expenditures	19,185,943	19,852,611	20,069,356	20,826,237	21,333,754
Expenditures in Excess of Revenue	\$0	\$0	(\$603,155)	(\$861,004)	(\$852,972)
Minimum Reserve (7.0% to 9.0%)	\$1,342,000	\$1,490,000	\$1,606,000	\$1,771,000	\$1,929,000

Millage and Taxable Assessed Value

The FY 2017 millage rate of 3.1969 mills, maintained since FY 2014, is 5% over the rolled back rate of 3.0446. The calculated rolled back rate results in the same property tax revenues, sans new construction, as the previous year. Included in the millage rate is \$459,000 earmarked for the road resurfacing program and \$200,000 for the expanded drainage improvement program (additional \$300,000 needed in FY 2017 is budgeted from reserves).

**Property Tax Millage Rates
Fiscal Years 2008 - Budget 2017**



*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.*

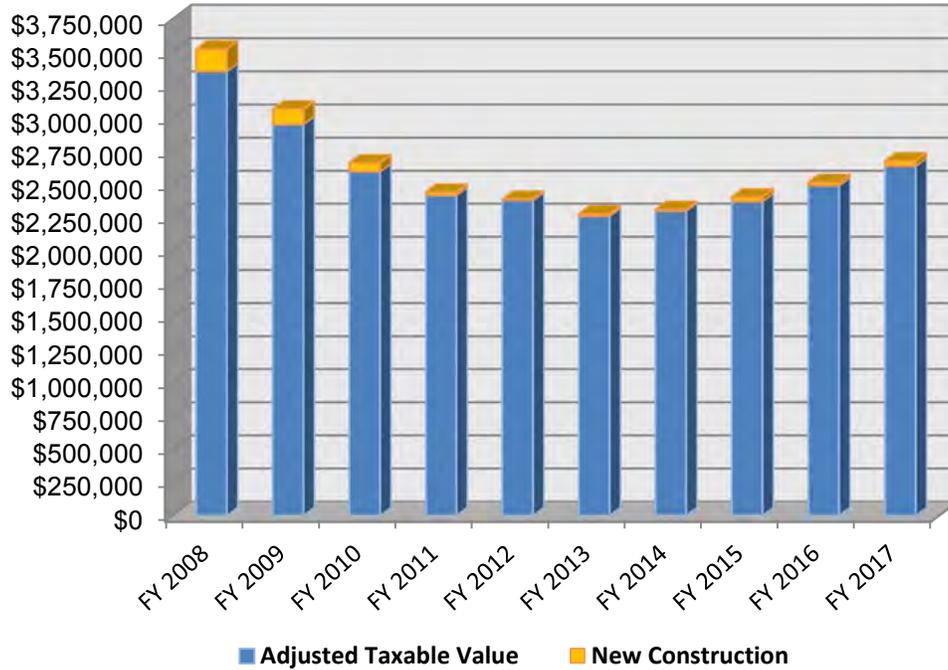
The table and graph below provide a 10 year history of the City’s gross taxable value. The economic decline affected the City’s taxable value by a decrease in value of 35% over a six year period (FY 2007 to FY 2013). The recovery period of four years shows a steady comeback of 18%. The City has, by necessity, maintained the current millage rate to continue to strive towards achieving a balanced budget; where current revenues will equal current expenditures, including transfers to other funds for purposes of road paving improvements, bridge and drainage maintenance, and community redevelopment commitments.

History of Taxable Property Values

Fiscal Year	Final Gross Taxable Value*	\$ Change From Previous Year	% Change from Previous Year	New Construction
2008	\$3,496,182,626	-\$19,378,360	-0.6%	\$168,546,000
2009	\$3,062,265,808	-\$433,916,818	-12.4%	\$115,280,000
2010	\$2,646,132,752	-\$416,133,056	-13.6%	\$65,914,000
2011	\$2,447,711,910	-\$198,420,842	-7.5%	\$24,317,000
2012	\$2,367,768,124	-\$79,943,786	-3.3%	\$7,854,000
2013	\$2,270,096,296	-\$97,671,828	-4.1%	\$16,856,000
2014	\$2,308,224,076	\$38,127,780	1.7%	\$9,890,893
2015	\$2,398,248,062	\$90,023,986	3.9%	\$32,800,312
2016	\$2,513,363,249	\$115,115,187	4.8%	\$23,895,443
2017	\$2,678,944,043	\$165,580,794	6.6%	\$38,357,930

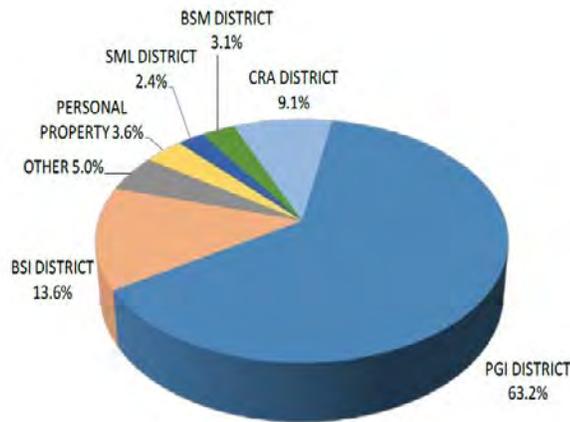
*Includes New Construction

Gross Taxable Value (in thousands)



The Charlotte County Appraiser’s July 1st certification shows a 5% overall increase for properties on the books from the prior year, and an additional 1.6% for new construction, annexations and changes in exemption for calendar year 2015. This is the fourth 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 ten years is a cumulative 23% decrease in taxable values. In previous years, the protection of Save Our Homes resulted in a majority of homestead property taxable values being below just values. Due to increasing property values, the number of homestead properties at parity (market or just value equaling assessed value) decreased from 3,763 parcels in FY 2013 to 634 in FY 2017.

Review of taxable value distribution shows the following:



Homestead property owners whose taxable value is still below just value (non-parity) is limited to a maximum of an 0.7% 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 0.7%), or 3%, until such time as the taxable value attains parity with the market value. Below are examples of the effects that the millage rate has on property taxes.

**Calculation of City Ad Valorem Tax on Various
Homestead Single Family Values
Fiscal Year 2017**

Assessed Value	\$150,000	\$300,000
Statutory Homestead	(50,000)	(50,000)
Taxable	\$100,000	\$250,000
Millage Rate	3.1969	3.1969
Tax	\$319.69	\$799.23

General Fund Balance

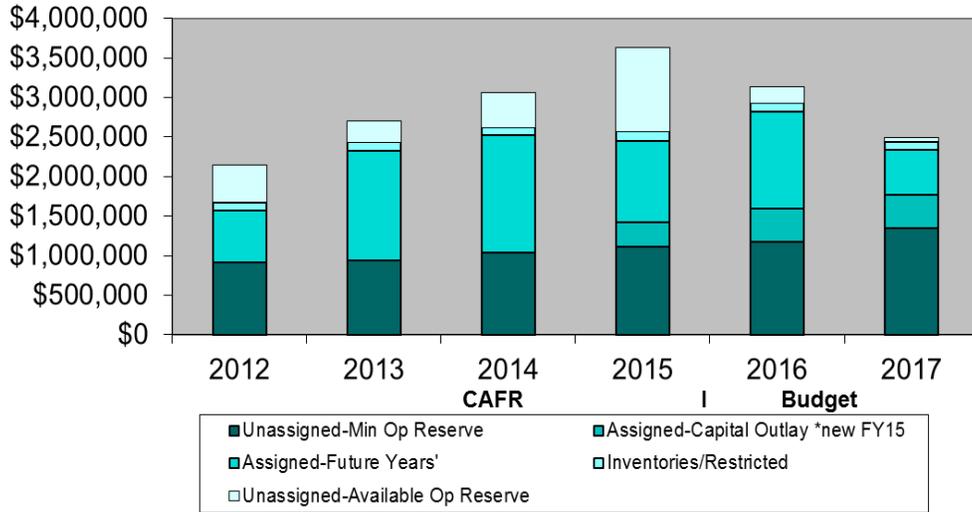
Fund Balance

In January 2016, upon review of Long Range Financial Plan, City Council approved updates to the comprehensive set of financial management policies. The following specifically address fund balance or reserve objectives.

- An adequate level of unrestricted fund balance will be maintained so credit rating agencies will recognize the City is in sound financial condition when they evaluate the City’s credit worthiness.
- The City will strive to follow the GFOA recommendation for a minimum level of unrestricted fund balance for the General Fund. The GFOA states the unrestricted fund balance for the General Fund should be a minimum of two 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 7% of total fund budgeted appropriations. Note: It is intended that this percentage increase each year and eventually attain the GFOA best practice standard.
- The City should have a prudent level of unrestricted fund balance to protect against the need to reduce service levels or raise taxes and fees due to temporary revenue shortfalls or unexpected one time expenditures.
- The City should maintain an adequate level of unrestricted fund balance as working capital to support operations until sufficient current revenues (taxes) are received.
- The City will provide a Capital Outlay Reserve based on the five year capital outlay program needs, and will fund the average annualized five year need, in order to provide a stabilized funding plan.

During the past ten fiscal years (2007 through 2016), the City earmarked a portion of reserves over the minimum policy to assist in paying for ongoing levels of service until such time as the economy rebounds and/or current revenues match current expenditures. The FY 2017 budget continued this practice.

General Fund Balance

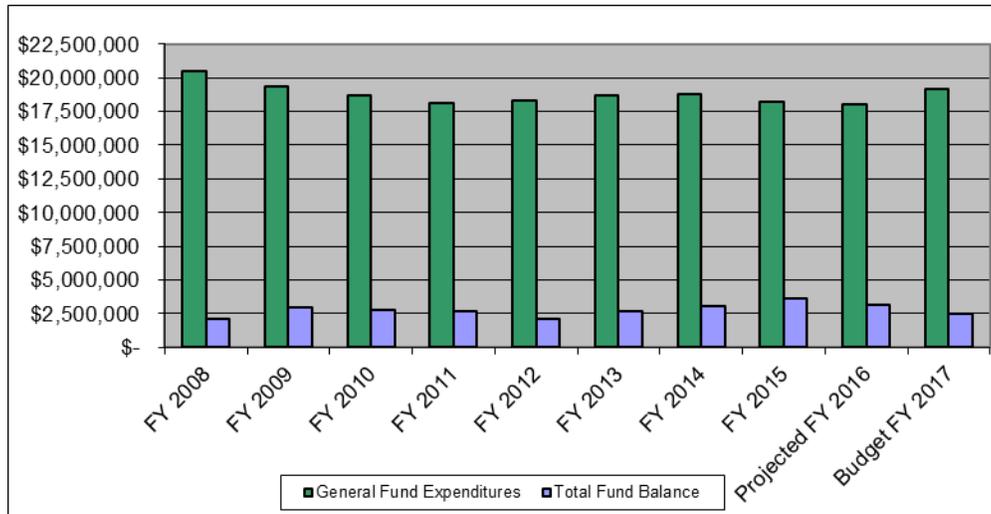


The FY 2017 end of year assigned reserves identifies the use of \$426,626 to reduce the gap in the proforma for FY 2018 and \$148,000 to increase the minimum operating reserve to 7.5% in FY 2018; and use of \$420,000 for the capital outlay reserve that will be funded on an ongoing basis from operations. The unassigned reserve category includes the adopted 7% minimum operating reserve based on the budget for FY 2017 of \$1,342,000. See graph below for historical trend of year end reserves.

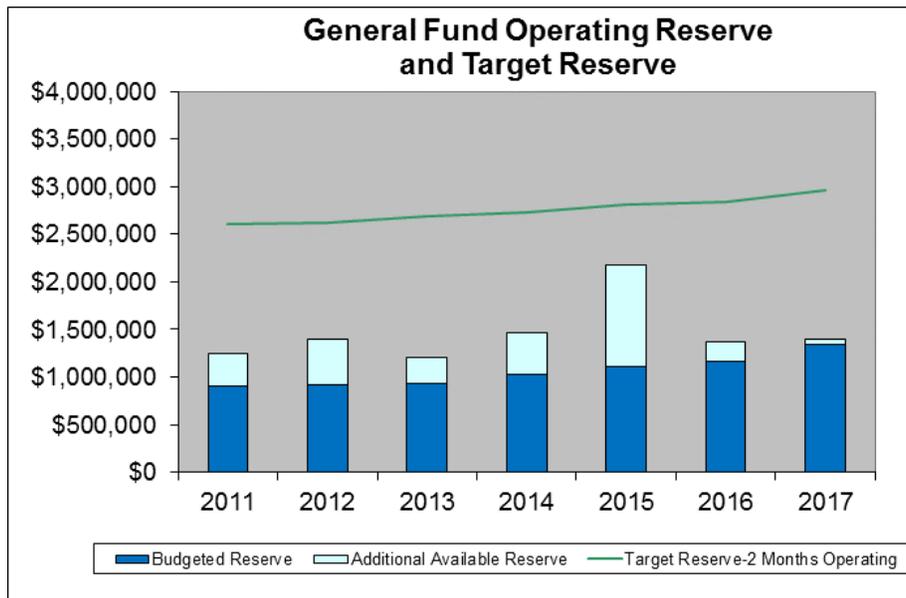
Summary of Fund Balance at end of Fiscal Year

	FY 2014		FY 2015		Projected FY 2016		Budget FY 2017	
	Amount	% of Exp.						
Fund Balance								
Inventories/Restricted	\$ 104,983	0.6%	\$ 117,899	0.6%	\$ 104,000	0.6%	\$ 104,000	0.5%
Assigned-Future Years' Use of Op. Reserve	1,484,576	7.9%	1,027,579	5.7%	1,234,579	6.9%	574,626	3.0%
Assigned-Capital Outlay Reserve		0.0%	312,000	1.7%	420,000	2.3%	420,000	2.2%
Unassigned-Minimum Op. Reserve (Orig)	1,032,000	5.5%	1,109,000	6.1%	1,171,000	6.5%	1,342,000	7.0%
Unassigned-Available Op. Reserve	438,469	2.3%	1,062,940	5.9%	200,937	1.1%	52,937	0.3%
Total Fund Balance	<u>\$ 3,060,028</u>	16.3%	<u>\$ 3,629,418</u>	20.0%	<u>\$ 3,130,516</u>	17.4%	<u>\$ 2,493,563</u>	13.0%
General Fund Orig Budgeted Expenditures	<u>\$ 18,757,261</u>		<u>\$ 18,184,385</u>		<u>\$ 18,003,350</u>		<u>\$ 19,185,943</u>	

Comparison of Fund Balance to Total Expenditures



It is the City Council’s policy to continue to take steps each year to increase the operating reserve segment of the fund balance. Based on the graph below, the budgeted reserve has increased but an infusion of one-time revenues towards the target reserve would assist in accelerating the achievement of the financial policy.



Water & Sewer Fund

The City operates its water and sewer system as an enterprise fund and revenues are derived primarily through user charges for service (fees). The utility service area encompasses approximately 38 square miles and extends beyond the corporate City limits. There are approximately 21,655 water ERUs (Equivalent Residential Units) and 16,395 sewer ERUs. Customers outside the corporate City limits pay a 25% surcharge, which is reduced to 10% for those customers who meet specific economic development criteria. Customers inside the corporate City limits pay a 10% water utilities tax to the City of Punta Gorda general fund.

The Groundwater Reverse Osmosis (RO) Water Treatment Plant project is in the plant design, well field construction and testing, and deep injection well construction phases, which are integral components of the overall project in order to proceed with final construction of the plant. Total project costs are currently estimated at \$32.2 million, and the City has received 50% grant approval from the Southwest Florida Water Management District to help defray the above estimated costs.

The current five-year financial forecast is based on 2-day per week watering; average rainfall; and new financing based on the FY 2017-2021 capital improvement plan. 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. Based on the 2015 Rate Sufficiency Study by Burton & Associates with a 50% grant for the RO plant, the proforma includes retention of the recommended 4% increase in water and sewer rates in FY 2018 in order to fund a planned automated meter reading project. With the rate changes, projected revenues and reserves as shown are sufficient to fund the FY 2017-2021 capital improvements plan.

**Utilities OM&R Fund
Proforma Schedule of Revenues and Expenses
Projected FY 2017 through Proforma FY 2021**

	Projected FY 2017	Proforma FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021
Proposed Rate Change	4%	4%			
Revenues:					
Chg for Serv - Water	\$9,292,146	\$9,749,561	\$9,847,056	\$9,945,527	\$10,044,982
Chg for Serv - Sewer	7,029,838	7,381,330	7,455,144	7,529,695	7,604,992
Other Revenue	412,600	686,012	686,951	687,919	688,915
Total Revenues	16,734,584	17,816,903	17,989,151	18,163,141	18,338,889
Expenses:					
Operations	12,412,625	12,919,715	13,417,606	13,882,730	14,349,913
Renewal & Replacement of Infrastructure	1,120,000	1,120,000	1,120,000	1,120,000	1,120,000
Transfer for Capital Improvement Projects	540,000	3,740,000	215,000	170,000	225,000
Existing Debt Service	200,000	200,000	200,000	200,000	200,000
New Debt Service - CIP	202,000	1,572,000	1,572,000	1,572,000	1,572,000
Contribution to Pipeline Project	1,500,000				
Transfer to SRF Fund-1yr payment reserve		1,370,000			
Total Expenses	15,974,625	20,921,715	16,524,606	16,944,730	17,466,913
Revenues in Excess (Shortfall) of Expenses	759,959	(3,104,812)	1,464,545	1,218,411	871,976
Operating Reserves-Beg	6,298,893	7,058,852	3,954,040	5,418,585	6,636,996
Operating Reserves-End	\$7,058,852	\$3,954,040	\$5,418,585	\$6,636,996	\$7,508,972

* Loop force main project moved from FY 2021 to FY 2018 at 50% funding. Remainder of project to be paid with Sewer Impact fees. \$2.5 million was added to FY 2018 as estimate for automated utility meter reading.

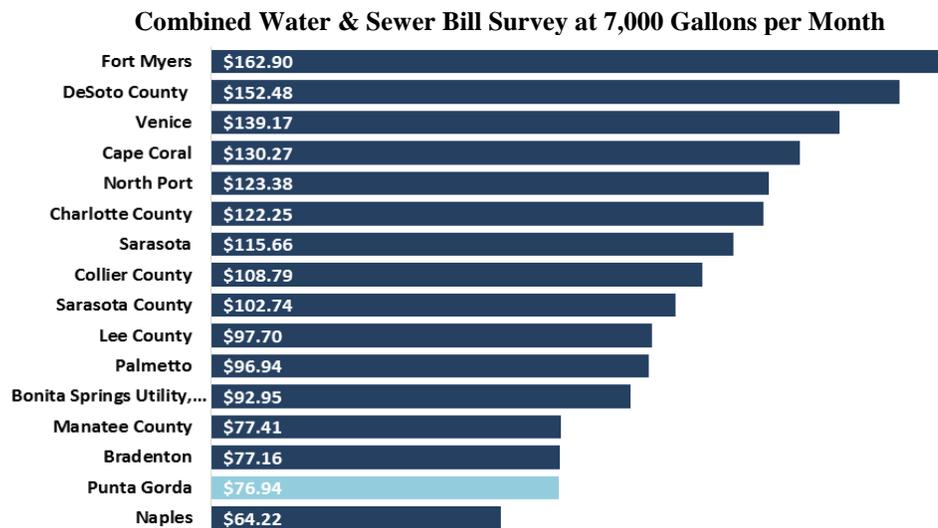
Utilities Operating Reserve

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 \$522,000 funding in FY 2017. Starting in FY 2018, the funding level for Capital Outlay reserves is \$600,000 with a growth factor of \$50,000 on an annual basis. If the funds are not spent in the budgeted fiscal year, they will be placed in Capital Outlay reserves. This will ensure that current & future aging issues of mechanical parts in both plants can be addressed in an adequate manner.
- Existing SRF reserve fund maintains one year of debt service payments and proforma shows addition of \$1,370,000 in FY 2018, representing one year of debt service on the new SRF loan.
- The water and sewer impacts have restricted use and are kept in a reserve for growth related capital projects, such as the new R.O. plant and planned wastewater force main on Jones Loop Road.

Utilities Rate Comparison

The City's utility rates are the 2nd lowest among the Southwest Florida utilities surveyed at the current FY 2017 rates.



Community Redevelopment Agency Fund

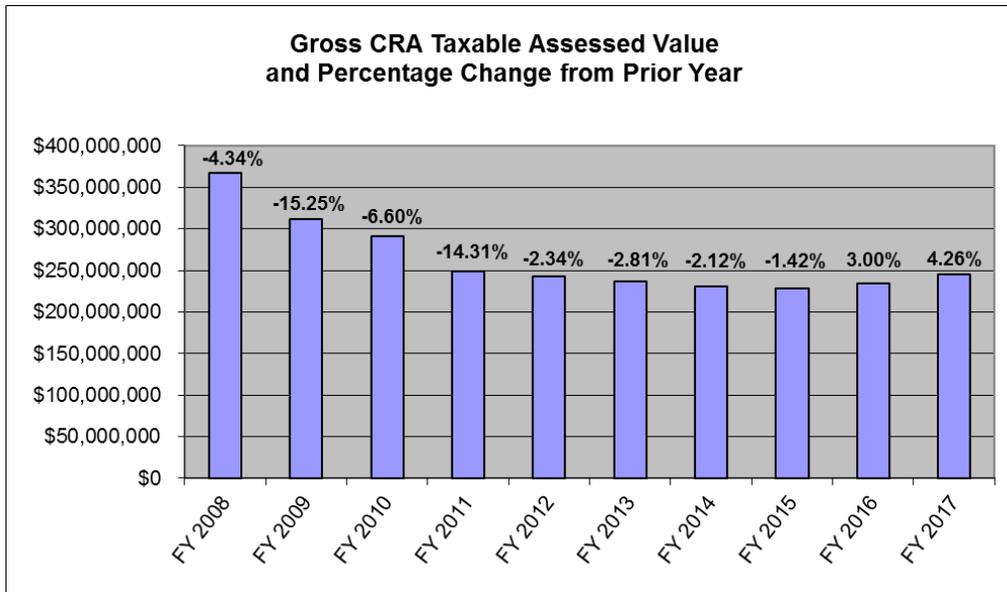
City Council created the Community Redevelopment Agency (CRA) in 1989 as a mechanism to carry out the goals and objectives of the Downtown Redevelopment Plan and Eastside & Downtown Planning Study. Projects constructed within the CRA are funded by property owners within the CRA from tax value increments generated over the 1989 base year. The CRA has focused redevelopment efforts on projects which assist in rebuilding our public spaces. These efforts concentrate on several expansive projects which stress the importance of maintaining our public waterfront, alleviate parking issues and help to re-establish the critical mass of structures and

economic activity within the downtown area and adjacent neighborhoods. Over 60% of the CRA tax base is commercial and professional uses.

The CRA has experienced dramatic fluctuations in taxable assessed value and related City/County tax increment finance (TIF) contributions over the past ten years. The tables shown here provide history of taxable value and revenue generated from TIF since FY 2008.

Fiscal Year	Gross CRA Taxable Assessed Value	City TIF Contribution	County TIF Contribution	Total TIF Contribution
FY 2008	\$ 367,113,862	\$ 591,466	\$ 1,236,559	\$ 1,828,025
FY 2009	\$ 311,130,098	\$ 562,664	\$ 1,250,570	\$ 1,813,234
FY 2010	\$ 290,592,852	\$ 538,621	\$ 1,139,173	\$ 1,677,794
FY 2011	\$ 249,005,996	\$ 436,047	\$ 974,342	\$ 1,410,389
FY 2012	\$ 243,188,559	\$ 424,246	\$ 970,103	\$ 1,394,349
FY 2013	\$ 236,361,169	\$ 480,644	\$ 929,373	\$ 1,410,017
FY 2014	\$ 231,340,961	\$ 458,101	\$ 902,447	\$ 1,360,548
FY 2015	\$ 228,049,842	\$ 448,578	\$ 884,092	\$ 1,332,670
FY 2016	\$ 234,899,693	\$ 470,728	\$ 927,748	\$ 1,398,476
FY 2017	\$ 244,915,488	\$ 500,000	\$ 982,031	\$ 1,482,031

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



In July 2012, the CRA Board and City Council, in partnership with Charlotte County, recognized that declining taxable values could not support the repayment schedule of existing debt. In doing so, the three governing bodies approved the extension of the life of the CRA until December 31, 2030. Subsequently, the City completed refinancing CRA debt to better match income flow and to eliminate projected deficits. The proforma anticipates conservative assessed property value increases of 3% in FY 2018 through FY 2021. The resulting estimated debt service reserve grows from \$360,000 at end of FY 2017 to \$954,000 at end of FY 2021, providing a buffer for economic downturns thereby ensuring that annual debt service can be met.

The proforma for the district has been divided into three divisions to better identify the funding sources for the three responsibilities of the district: 1) retirement of the CRA debt through the County and City TIF; 2) operations of Herald Court Centre (HCC); and 3) maintenance of the infrastructure contributed by the district, such as the marina, interactive fountain, restrooms and pavilions adjacent to the marina, mooring field, HCC parking structure and numerous gateway enhancements, intersection treatments, pocket parks and Martin Luther King Boulevard. As the infrastructure ages, the need for repair and maintenance will increase. Projected expenditures for FY 2017 reflect this trend. The proforma below includes an annual placeholder of \$140,000 for repairs. If funds are not needed in the current fiscal year, they will carryover to the next fiscal year; thereby ensuring funds are available to properly maintain the infrastructure.

The Herald Court lease revenue for FY 2017 includes the current tenants as well as a projection to fill 1,428 sq. ft. of currently vacant space. Based on these projections, the reserve for the Herald Court Centre shows a balance of \$119,000 in FY 2017 and growing to \$263,000 in FY 2021. This reserve has two segments, the first is those funds received through the common area maintenance (CAM) fee and prepaid taxes from tenants that must be reserved for such use, and the second is available to cover shortfalls in lease revenue for purposes of ongoing operations and maintenance.

**Community Redevelopment Agency
Proforma Schedule of Revenues and Expenditures
Budget FY 2017 through Proforma FY 2021**

	Budget FY 2017	Proforma FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021
Debt Service Division					
Assessed Property Valuation change	4%	3%	3%	3%	3%
Tax Increment Financing (TIF) Revenue	\$1,482,031	\$1,526,492	\$1,572,287	\$1,619,455	\$1,668,039
CRA Lease Payments (Debt Service)	1,338,313	1,379,439	1,423,924	1,471,648	1,517,548
Revenues in Excess of Debt Svc	143,718	147,053	148,363	147,807	150,491
Reserve - TIF for Debt Svc (Beg)	216,384	360,102	507,155	655,518	803,325
Reserve - TIF for Debt Svc (End)	\$360,102	\$507,155	\$655,518	\$803,325	\$953,816
Herald Court Operations Division					
Herald Court Revenues	\$236,775	\$240,196	\$241,196	\$241,596	\$246,646
Herald Court Operating Expenditures	181,476	193,431	202,061	210,319	219,013
Revenues in Excess of Herald Ct Oper.	55,299	46,765	39,135	31,277	27,633
Reserve - Herald Ct (Beg)	63,303	118,602	165,367	204,502	235,779
Reserve - Herald Ct (End)	\$118,602	\$165,367	\$204,502	\$235,779	\$263,412
CRA Operations Division					
Other CRA Revenues	\$108,652	\$109,588	\$110,533	\$111,486	\$112,448
Other CRA Operating Expenditures	151,100	154,013	157,013	160,104	163,287
Expenditures in Excess of Revenue	(42,448)	(44,425)	(46,480)	(48,618)	(50,839)
Reserve - Other Operations (Beg)	560,192	517,744	473,319	426,839	378,221
Reserve - Other Operations (End)	\$517,744	\$473,319	\$426,839	\$378,221	\$327,382

Sanitation Fund

The City operates its sanitation services as an enterprise fund and collects refuse two days per week and horticulture one day per week for 11,500 residential accounts. For the 650 commercial accounts collection is available six days per week. The City has improved the recycling program by providing a 48 gallon rolling cart to each household, which is collected one day per week by an outside vendor. The projected diversion of waste stream from the landfill is 37%, which exceeds the 30% mandate. The program continues in FY 2017 with a rate increase of \$0.75 per month or \$9.00 per year, due to a contract increase. The budget also reflects a 10-year fleet replacement program, lengthened from a 7-year cycle. The four packers scheduled for replacement in FY 2016 will carry over to FY 2017 while the City considers a possible new service delivery, changing from manual collection to semi-automated or fully automated packers. The FY 2017 budget shown below does not reflect the change in packer type and service delivery method as these options are still being explored. As with the general and utility fund, City Council has approved funding of a capital outlay reserve in order to stabilize the funding source. As shown in the proforma, the capital outlay reserve is funded each year until FY 2020, at which time the reserve will be used to pay for the replacement of 3 packers.

Sanitation Fund Proforma Schedule of Revenues and Expenses Budget FY 2017 through Proforma FY 2021

	Budget FY 2017	Proforma FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021
Revenues:					
Chg. for Service - Refuse Collection	\$3,297,700	\$3,408,294	\$3,519,152	\$3,630,275	\$3,741,668
Other Revenue	24,375	24,375	24,375	21,375	21,375
Total Revenues	3,322,075	3,432,669	3,543,527	3,651,650	3,763,043
Expenses:					
Operations	3,048,546	3,216,036	3,387,592	3,564,196	3,746,037
Capital				750,000	
Total Expenses	3,048,546	3,216,036	3,387,592	4,314,196	3,746,037
Revenues in Excess (Shortfall) of Expenses	273,529	216,633	155,935	(662,546)	17,006
Operating Reserves-Beg	671,386	744,915	736,548	667,483	754,937
Capital Outlay Reserves-Beg	100,000	300,000	525,000	750,000	0
Capital Outlay Reserves-End	\$300,000	\$525,000	\$750,000	\$0	\$250,000
Operating Reserves-End	\$744,915	\$736,548	\$667,483	\$754,937	\$521,943

Building Fund

Building services are 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 permit fees to pay for services provided. Staffing had been reduced from thirteen positions in FY 2006 to five in FY 2013 with furloughs. This reduction was due to a decline in permit applications, inspections and stagnant growth trends. The turnaround began in FY 2013 and staff was reinstated to full 40 hour work weeks. During FY 2014, with continued growth in permit applications and inspections, a full-time building inspector and a part-time permit clerk were added mid-year. In FY 2016 the part-time clerk was increased to full time and one more full-time building inspector was added.

The FY 2017 budget assumes continued growth in permit revenues. Permit fees will remain the same. The five year proforma projects permit revenues increasing approximately 4-5% in FY 2017 through FY 2019 and remaining level in FY 2020 and FY 2021. A staffing level change to add an inspector and clerk are projected in FY 2019. The City will continue to monitor activity and may adjust work schedules or staffing levels in the future if activity warrants and revenues allow. Capital outlay is projected for replacement of one vehicle per year FY 2017 through FY 2019. As experienced in the previous economic downturn (FY 2008 – 2013), the level of reserves projected is necessary to continue necessary levels of service even during downturns in new construction starts.

Building Fund Proforma Schedule of Revenues and Expenses Budget FY 2017 through Proforma FY 2021

	Budget FY 2017	Proforma FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021
Revenues:					
Permits, Fees & Special Assmnts.	\$847,500	\$877,500	\$917,500	\$917,500	\$917,500
Other Revenue	28,000	26,000	26,000	26,000	26,000
Total Revenues	875,500	903,500	943,500	943,500	943,500
Expenses:					
Operations	849,661	874,888	1,032,911	1,065,029	1,098,384
Capital	25,000	25,000	25,000		
Total Expenses	874,661	899,888	1,057,911	1,065,029	1,098,384
Revenues in Excess (Shortfall) of Expenses	839	3,612	(114,411)	(121,529)	(154,884)
Operating Reserves-Beg	927,183	928,022	931,634	817,223	695,694
Operating Reserves-End	\$928,022	\$931,634	\$817,223	\$695,694	\$540,810

Laishley Park Municipal Marina Fund

Opened in April 2007, Laishley Park is operated as an enterprise fund to include the marina and park amenities. 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. Staffing coverage is provided seven days a week, 365 days per year.

The FY 2017 budget incorporates a recently enacted rate increase in the marina fee/mooring fee schedules. The City received approval regarding its application to the State Department of Environmental Protection for amendments to its submerged land lease that has increased rental opportunities during events and for commercial enterprises. The City received a Department of Environmental Protection Clean Vessel Act (CVA) Grant and a Charlotte County Marine Advisory Committee (MAC) Grant for pumpout boat maintenance and operations. The City provides free pumpout services twice a week throughout the Charlotte Harbor waterways.

Laishley Park Marina Fund Proforma Schedule of Revenues and Expenses Budget FY 2017 through Proforma FY 2021

	Budget FY 2017	Proforma FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021
Revenues:					
Slip & Mooring Rentals	\$436,600	\$438,000	\$439,540	\$441,234	\$443,097
Intergovernmental Revenue	11,649	7,000	7,000	7,000	7,000
Other Revenue	30,750	28,550	28,550	28,550	28,550
Total Revenues	478,999	473,550	475,090	476,784	478,647
Expenses:					
Laishley Park Marina Expenses	188,122	190,536	194,426	198,503	202,782
Marina Park Contract Expenses	238,500	239,515	245,710	252,092	258,665
Capital Outlay	18,000	6,000	6,000	6,000	6,000
Total Expenses	444,622	436,051	446,136	456,595	467,447
Revenues in Excess (Shortfall) of Expenses	34,377	37,499	28,954	20,189	11,200
Operating Reserves-Beg	262,660	297,037	334,536	363,490	383,679
Operating Reserves-End	<u>\$297,037</u>	<u>\$334,536</u>	<u>\$363,490</u>	<u>\$383,679</u>	<u>\$394,879</u>

Canal Maintenance Districts Funds

Punta Gorda Isles Canal Maintenance District

The budget for the Punta Gorda Isles (PGI) canal maintenance assessment district reflects the Advisory Board recommendation to maintain the annual operating assessment of \$550. This covers personnel costs and sustains current sq. ft. replacement even with increased per sq. ft. contract prices.

The five-year proforma maintains the \$550 assessment in FY 2017 and then includes a \$30 increase, beginning in FY 2018 in anticipation of increased costs for seawall replacement due to loss of vacant staging sites. Replacement of one vehicle is included in capital outlay in FY 2020.

PGI Canal Maintenance Fund Proforma Schedule of Revenues and Expenditures Budget FY 2017 through Proforma FY 2021

	Budget FY 2017	Proforma FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021
Operating Rate	\$550	\$550	\$550	\$550	\$550
Proforma Seawall Repl. Rsrv Rate		\$30	\$30	\$30	\$30
Revenues:					
Operating Assessment	\$2,861,750	\$3,011,750	\$3,011,750	\$3,011,750	\$3,011,750
Other Revenue	5,650	7,390	9,360	10,575	11,125
Total Revenues	2,867,400	3,019,140	3,021,110	3,022,325	3,022,875
Expenditures:					
Operations	899,997	918,602	949,741	982,221	1,016,116
Inlet Dredging	40,000	41,200	42,436	43,709	45,020
Seawalls & Caps R&M	1,760,000	1,812,800	1,867,210	1,923,220	1,980,910
Capital				35,000	
Total Expenditures	2,699,997	2,772,602	2,859,387	2,984,150	3,042,046
Revenues in Excess (Shortfall) of Expenditures	167,403	246,538	161,723	38,175	(19,171)
Operating Reserves-Beg	604,205	621,608	718,146	729,869	668,044
Resrv Seawall Replace-Beg		150,000	300,000	450,000	550,000
Resrv Seawall Replace-End	\$150,000	\$300,000	\$450,000	\$550,000	\$650,000
Operating Reserves-End	\$621,608	\$718,146	\$729,869	\$668,044	\$548,873

Burnt Store Isles Canal Maintenance District

The budget for the Burnt Store Isles (BSI) canal maintenance assessment district reflects the Advisory Committee recommendation to increase the annual operating assessment \$110, from \$460 to \$570. The increase will provide funding for the perimeter dredging project. The current assessment covers personnel costs and will initiate development of a seawall replacement reserve in anticipation of increased operating costs due to pending reduction in available staging lots.

BSI Canal Maintenance Fund Proforma Schedule of Revenues and Expenditures Budget FY 2017 through Proforma FY 2021

	Budget FY 2017	Proforma FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021
Operating Rate	\$460	\$460	\$460	\$460	\$460
Dredging Rate	\$110	\$110	\$110	\$110	\$110
Revenues:					
Operating Assessment	\$474,800	\$474,800	\$474,800	\$474,800	\$474,800
Dredging Assessment	109,507	109,507	109,507	109,507	109,507
Other Revenue	1,150	1,740	2,180	2,600	3,000
Financing	451,000				
Total Revenues	1,036,457	586,047	586,487	586,907	587,307
Expenditures:					
Operations	91,327	93,350	95,442	97,605	99,842
Inlet Dredging		38,000	38,000	38,000	38,000
Seawalls & Caps R&M	311,000	311,000	311,000	311,000	311,000
Perimeter Dredging Project	560,000				
Debt Service		99,900	99,900	99,900	99,900
Total Expenditures	962,327	542,250	544,342	546,505	548,742
Revenues in Excess (Shortfall) of Expenditures	74,130	43,797	42,145	40,402	38,565
Operating Reserves-Beg	34,363	63,493	62,290	59,435	54,837
Resrv Seawall Replace-Beg	45,000	90,000	135,000	180,000	225,000
Resrv Seawall Replace-End	\$90,000	\$135,000	\$180,000	\$225,000	\$270,000
Operating Reserves-End	\$63,493	\$62,290	\$59,435	\$54,837	\$48,402

Gas Tax Funds

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 has been reduced from 11.14% to 10.40% beginning in FY 2011, and the next five cents remains at 6.74%. The distribution allocation is determined by the five-year average transportation expenditures or interlocal agreement. A history of revenue received since FY 2008 is displayed here.

Fiscal Year	6 Cents	5 Cents	Total
2008	\$ 561,707	\$ 269,443	\$ 831,150
2009	\$ 559,547	\$ 243,311	\$ 802,858
2010	\$ 567,590	\$ 241,762	\$ 809,352
2011	\$ 507,120	\$ 234,770	\$ 741,890
2012	\$ 531,479	\$ 248,444	\$ 779,923
2013	\$ 526,830	\$ 243,574	\$ 770,404
2014	\$ 548,919	\$ 259,217	\$ 808,136
2015	\$ 573,028	\$ 266,710	\$ 839,738
2016	\$ 570,000	\$ 267,000	\$ 837,000
2017	\$ 575,000	\$ 271,000	\$ 846,000

The effect of elasticity of gas consumption (the tax is charged on gallons not dollars) in the past years of increased gas prices resulted in a decline of revenue in the high priced years. Revenues have increased during the recent gas price reduction. The graph below identifies the services provided and the related costs. Some are budgeted in the general fund under the right of way division and some are budgeted in the two gas tax funds. See the following proformas for the gas tax fund details.



The Six Cent Gas Tax Fund five-year proforma maintains the current level of service and projects the use of reserves to cover shortfalls through FY 2021.

**Six Cent Gas Tax Fund
Proforma Schedule of Revenues and Expenditures
Budget FY 2017 through Proforma FY 2021**

	Budget FY 2017	Proforma FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021
Revenues:					
Local Option Gas Tax	\$575,000	\$577,000	\$579,000	\$581,000	\$583,000
Other Revenue	221,828	221,828	221,828	221,828	221,828
Total Revenues	796,828	798,828	800,828	802,828	804,828
Expenditures:					
Operating Expenditures	776,839	796,735	827,333	858,557	890,414
Total Expenditures	776,839	796,735	827,333	858,557	890,414
Revenues in Excess (Shortfall) of Expenditures	19,989	2,093	(26,505)	(55,729)	(85,586)
Operating Reserves-Beg	219,430	239,419	241,512	215,007	159,278
Operating Reserves-End	\$239,419	\$241,512	\$215,007	\$159,278	\$73,692

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

**Additional Five Cent Gas Tax Fund
Proforma Schedule of Revenues and Expenditures
Budget FY 2017 through Proforma FY 2021**

	Budget FY 2017	Proforma FY 2018	Proforma FY 2019	Proforma FY 2020	Proforma FY 2021
Revenues:					
Local Option Gas Tax	\$271,000	\$271,000	\$272,000	\$274,000	\$276,000
Transfer from General Fund Ad Valorem	459,000	459,000	459,000	459,000	459,000
Total Revenues	730,000	730,000	731,000	733,000	735,000
Expenditures:					
Paving	730,000	730,000	731,000	733,000	735,000
Total Expenditures	730,000	730,000	731,000	733,000	735,000
Revenues in Excess (Shortfall) of Expenditures	0	0	0	0	0
Operating Reserves-Beg	21,042	21,042	21,042	21,042	21,042
Operating Reserves-End	\$21,042	\$21,042	\$21,042	\$21,042	\$21,042

Section 2: Financial Management Policies & National Standards

The City of Punta Gorda has prepared a comprehensive set of financial management policies in the areas of financial planning, revenues, and expenditures for adoption by the City Council. These policies are based on recommended, best management practices established by the Governmental Finance Officers Association (GFOA). The most recent comprehensive update of the financial policies were adopted January 18, 2012, amended February 20, 2013, March 19, 2014, January 21, 2015 and January 20, 2016.

Financial Planning Policies

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

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

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

Revenue Policies

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

Expenditure Policies

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

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

Financial Planning Policies

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

Balanced Budget:

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

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

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

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

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

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

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

Status: *The annual budget document includes all funds.*

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

Status: *The FY 2017 budget reflects 96 percent of anticipated ad valorem revenue, in order to account for discounts and delinquent property owners.*

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

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

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

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

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

Status: *Grant awards were supplemental appropriations that were made during the FY 2016 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 2016 period. The City has not been required to implement emergency appropriations in the past 23 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 2016. There has not been such a need in the past 23 years.*

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

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

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

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

Long Range Planning:

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

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

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

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

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

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

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

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

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

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

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

Status: The above schedules are prepared on a monthly basis and distributed to elected officials and available on the City's website for viewing by the community at large.

Asset Inventory:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Revenue Policies:

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

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

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

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

Status: *The FY 2017 revenue structure (all funds) is as follows:*

<i>Service Charges, Fines & Forfeitures</i>	<i>23%</i>
<i>Intergovernmental</i>	<i>17%</i>
<i>Ad Valorem Taxes</i>	<i>9%</i>
<i>Permits, Fees & Assessments</i>	<i>8%</i>
<i>Other Taxes</i>	<i>4%</i>
<i>Miscellaneous</i>	<i>4%</i>
<i>Carryover, Financing & Transfers</i>	<i>35%</i>

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

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

Status: *Monthly financial reports for major funds are prepared and distributed to elected officials and available on the City's website for public viewing. The reports include budget vs. actual revenues and expenditures and identification of trends that denote any projected revenue variances or extraordinary expenses.*

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

Status: *One time revenues such as sale of property, equipment and/or capital grants are used to finance capital projects and/or purchase of equipment. FY 2016 supplemental appropriations included use of Fund Balances.*

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

Status: *Grants are pursued by all of the City's departments. The City has received and/or been awarded \$8.8 million (FY 2016) and \$9.7 million (FY 2017) in grant monies to fund such projects as the Reverse Osmosis Plant, park development, streetscape, boating-related facilities, and police equipment. The five year Capital Improvement Program identifies several pending capital grants. In addition to the above, the City is host for the Charlotte Harbor National Estuary Program (CHNEP). Their funding is all grants from Federal, State and Local Sources in the amount of \$1.1 million (FY 2016) and \$1.0 million (FY 2017).*

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

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

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

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

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

Status: *Currently there are no outstanding bond issues.*

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

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

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

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

Expenditure Policies:

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

Debt Management:

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

Status: *The City maintains a five year capital improvements program that prioritizes investment in its infrastructure necessary to support growth and economic development. The City's water & wastewater plants have sufficient capacity to support projected growth in the 10 year plan, and the road network and parks facilities sufficiently accommodate demand. At the request of citizens, City Council is pursuing improving the water quality through construction of a Reverse Osmosis Plant.*

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

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

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

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

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

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

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

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

- Policy: If cost effective, the City will purchase private bond insurance at the time of issuance.
- Status: *When the City is in the midst of bond issuance, a price to benefit calculation will be made to see if bond insurance is cost effective to produce a higher rating and reduced interest rate.*
- Policy: The City will analyze its existing debt to take advantage of changing market conditions and to minimize future costs.
- Status: *The City monitors market conditions and undertakes refinancing/refunding opportunities where feasible. CRA loans for Laishley Park and Herald Court Centre were refinanced with a lower interest rate in FY 2013.*
- Policy: The City will maintain an adequate debt service fund regarding each issue and budget for the annual payment of principal and interest.
- Status: *The annual budget includes a debt service fund, schedule of debt outstanding and a five year projection of debt service payments. The fund includes sufficient monies to pay all principal and interest obligations as required by loan agreements.*

Reserve or Stabilization Accounts:

- Policy: The City will use Governmental Accounting Standards Board (GASB) Statement #54 definitions for the five classifications of fund balance for governmental fund types. These are non-spendable, restricted, committed, assigned and unassigned.
- Status: *Under the GASB definition the City's General Fund balance is categorized as: non-spendable- including prepaid expenses and inventories; restricted- including outside parties, grants and bond agreements; committed- including requirements established by city ordinance prior to end of fiscal year (there are none currently); assigned- intended use established by council, including appropriated reserves used to balance the subsequent year's budget, purchase order rollovers and reappropriations for incomplete projects from prior fiscal year; and unassigned- which is all other general fund balance. The latter three comprise the GFOA defined unrestricted fund balance, and is the amount which is to be used to verify the calculation of the 16.7% of operating expenditures. Operating expenditures include personnel, operations, contingency and capital outlay.*
- Policy: The City will strive to follow the Government Finance Officers Association (GFOA) recommendation for a minimum level of unrestricted fund balance for the following major operation funds: General Fund, Utilities OM&R Fund, Sanitation Fund, Building Fund, and Marina Fund. The GFOA states the unrestricted fund balance for the General Fund should be a minimum of 2 months of operating expenditures.
- Status: *Based on GFOA recommended best practice, the City's unrestricted fund balance in the General Fund should be 16.7% of operating expenditures. The September 30, 2017 unrestricted fund balance is projected to be \$2.4 million. This is 13% of budgeted general fund operating expenditures. It is the City Council's intention to continue increasing the minimum reserve as the improving economy allows.*

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

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

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

Status:

	FY 2017 Budgeted Expenditures	9/30/17 Budgeted Unrestricted Fund Balance	% of Unrestricted Fund Balance to Expenditures
General Fund	\$19,185,943	\$2,389,563	13%
PGI Canal Maint Fund	2,699,997	771,608	29%
BSI Canal Maint Fund	962,327	153,493	16%
Park Impact Fees Fund	80,000	67,640	84%
Transportation Impact Fees Fund	40,000	37,335	93%
CRA Fund	1,670,889	966,448	60%
Add'l Five Cent Gas Tax Fund	730,000	21,042	3%
Six Cent Gas Tax Fund	776,839	239,419	31%
Charlotte Harbor National Estuary Prog	936,047	63,438	7%
Utilities OM&R Fund	15,974,624	6,744,906	42%
Water System Capacity Escrow Fund	0	1,075,968	n/a
Sewer System Capacity Escrow Fund	360,573	776,280	215%
Sanitation Fund	3,048,546	1,044,915	34%
Building Code Fund	874,661	928,022	106%
Laishley Park Marina Fund	444,622	297,037	67%

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 \$2.4 million General Fund unrestricted fund balance, \$0.4 million is assigned to reducing the FY 2018 projected shortfall and \$0.4 million is assigned use of the fleet/equipment reserve for FY 2018 scheduled replacements.

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

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

Policy: For the General Fund, and all other operating funds, except the Utilities Fund, the City requires an unassigned fund balance minimum of 7.0% of total fund budgeted appropriations. Council intends to reach a 16.7% unassigned fund balance minimum. Each year, as the economy improvement allows, the City will increase the minimum by 0.5%.

Status: *For the fiscal year ended September 30, 2016, the General Fund's unassigned balance is projected to be \$1,371,937. Projected for the fiscal year ended September 30, 2017, the City's operating funds, except the Utilities Funds, meets the established unassigned fund balance minimum. The General Fund unassigned balance is \$1,394,937, 7.3% 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, 2016, the City's Utilities O, M & R Fund unassigned balance is projected to be \$6,298,893.*

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

Status: *This reserve has been maintained.*

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

Status: *The Utilities Fund has budgeted to cash fund \$1,120,000 the recurring line and lift station renewal and replacements for FY 2017 and will continue to in the future.*

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

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

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

Status: *Burnt Store Isles Canal Maintenance District has established a Seawall Replacement Reserve, beginning with FY 2016. The funding is set at \$45,000 annually and will be reevaluated as costs per linear foot increase, and area for staging are depleted. Punta Gorda Isles Canal Maintenance District has set an annual 3% increase multiplier in the line item funding for seawall replacement in the 5 year proforma, and beginning with the FY 2017 budget, in anticipation of increased costs, a seawall replacement reserve was established.*

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

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

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

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

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

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

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

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

Operating/Capital Expenditure Accountability:

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

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

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

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

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

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

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

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

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

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

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

Status: *Monthly financial reports are prepared as required by the City's Code of Ordinances. These reports are provided to elected officials and available for viewing by the community at large.*

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

Status: *Enterprise funds are Proprietary Funds as defined and, as such, are self-supported by user fee charges. Each enterprise fund pays an administrative charge to the General Fund for support provided based on an annual review of such administrative expenses. In the FY 2017 budget, the following administrative charges are included within the enterprise funds: Utilities \$2,261,785, Sanitation \$362,415, Building \$86,889, Laishley Marina \$32,852.*

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

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

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

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

Section 3: Identification of City Programs and Costs of Service

This section identifies City programs and services by department as well as costs of service for each program as established in the FY 2017 budget. In this manner, the organization and community can evaluate services delivered, costs associated with those services and priorities to be incorporated in future spending plans.

CITY ADMINISTRATION

City Manager

City Administration

- Manage office divisions (Human Resources, Information Technology & Urban Design) and provide leadership role over departments of Finance, Police, Fire, Public Works & Utilities

Community Outreach

- Weekly Highlights Report, Information Sharing Reports, Action Register and Citizens Academy
- Community presentations/participation before/on boards & committees, community agencies, intergovernmental organizations

Agenda Management

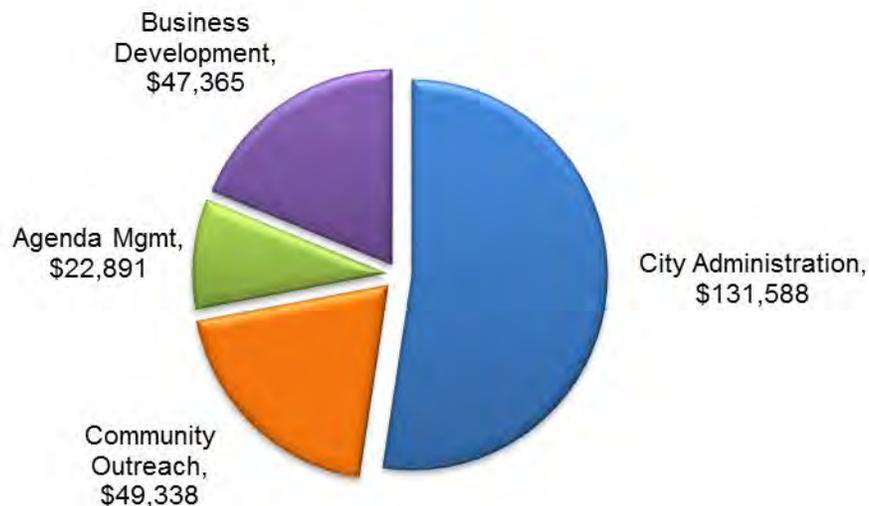
- Development & review of agendas for City Council, Community Redevelopment Agency, joint City/County meetings and special workshops

Business Development

- Incentive programs, review of codes & regulations, response to requests from private sector for assistance, recruitment & retention

Total City Manager

\$ 251,182



Information Technology

Help Desk

- Phone sets, PCs/laptops and peripherals and desktop applications

System Administration – Hardware

- Windows Server System, AS400 System and network infrastructure administration, Network Security, Disaster Recovery

System Administration – Applications

- Sungard Core (H.T.E. and OSSI) and other network applications (i.e. OptiSpool, Tokay Blackflow Prevention, Digital Ally, NovusAGENDA, etc.); systems analysis; application security; and report writing

Web Hosting

- City Website maintenance, Click2Gov applications, and Public Records Search Citizen Portal

Telecommunications

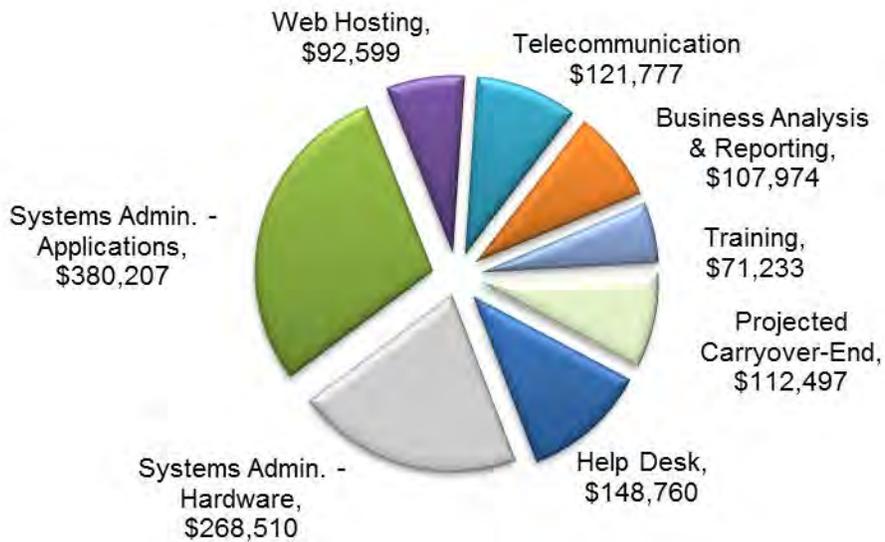
- Installation, configuration and support of Nortel and Cisco phone systems and voice circuits

Business Analysis & Reporting

Training

Total Information Technology

\$1,303,557



Legal

Administration

- Oversee outside legal counsel, Civil response & filings (bankruptcies, foreclosures, tax deeds, liens & real estate transactions)
- Draft and review ordinances, resolutions, agreements/contracts, easements and other legal documents

City Attorney Services

- Legal Research & Opinions and City Code Review
- Agenda review and representation at City Council/CRA meetings
- Prosecution of Code Enforcement and Building cases

Labor Attorney Services

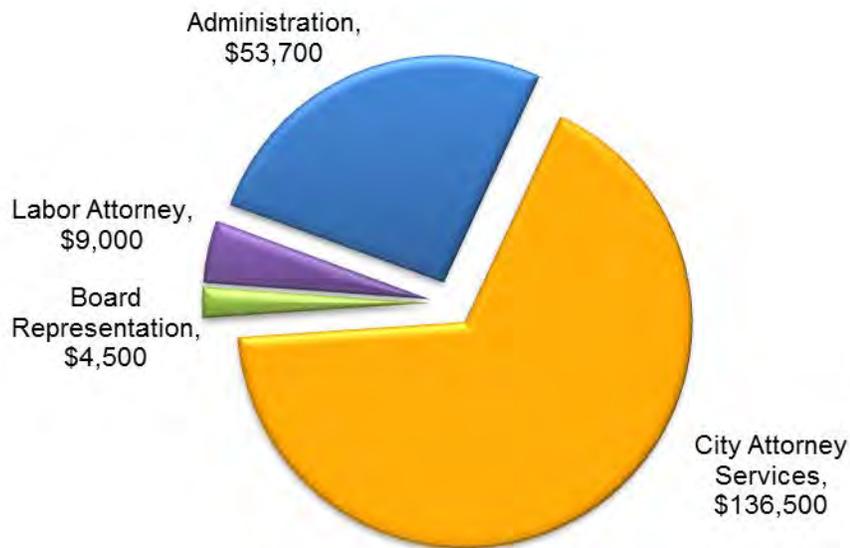
- Legal Research & Opinions; representation

Board Representation

- Agenda review & attend Code Enforcement Board and Building Board (as needed only)

Total Legal

\$ 203,700



Urban Design

Department/Division Administration

- General Administration, Maintenance of Historic Design Guidelines, Oversees and Supports Zoning and Code Compliance, Support of Compliance with State/Federal Statutes, Develop, Update & Maintain all official City maps, Disaster Planning & Mitigation

Short Term Planning Services

- Plan Review, Site Review, Landscaping Review, Building/Zoning permitting review, Permitting, Design Studio, Land Use Review, Planning & Zoning Applications

Long Range Planning Services

- Comprehensive Plan, EAR, State Mandated Plans/Studies, Planning Based Studies/Reports, Land Development Regulations, Development Standards, Land Use Planning, Conceptual Design (includes infrastructure projects), Disaster Planning & Mitigation, Community Rating Service, Local Mitigation Strategy, Affordable Housing Issues

Capital Improvement Projects

- Development (Design), Research & Feasibility, Project Permitting Requirements, Construction Administration, Project Management, Federal Compliance, City Beautification, Financial Planning

Annexation Coordination

- Feasibility/Researching of Annexation opportunities

Board and Committee Support

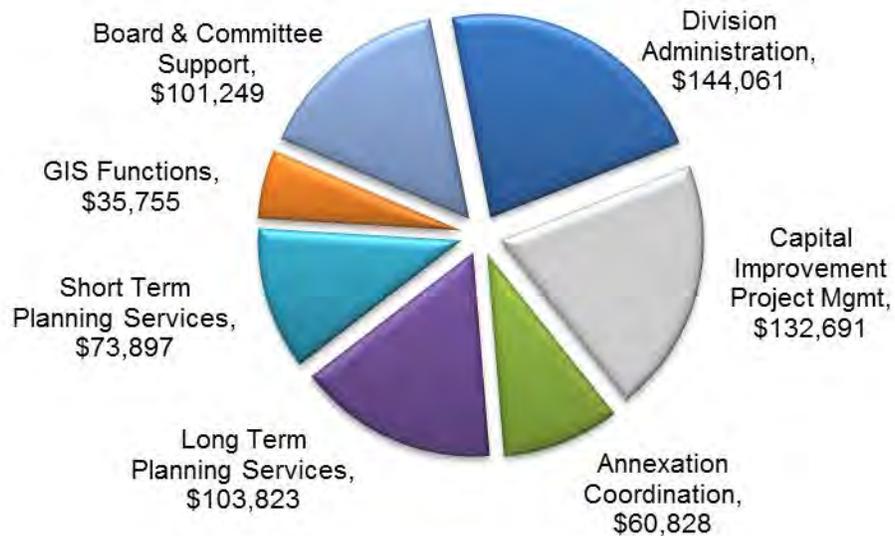
- Board of Zoning Appeals, Planning Commission, Historic Preservation Advisory Board, Development Review Committee, Land Development Review Committee, City Council, TEAM Punta Gorda, MPO (Governing Board, TAC and BPAC), Charlotte County Enterprise Zone, Mural Society, Charlotte County

GIS Functions & Support

- GIS data & analysis GIS related Maps for Boards, Committees and/or departments, Map support for events

Total Urban Design

\$ 652,304



Zoning and Code Compliance

Department/Division Administration

- General Administration, Violation notifications, Inspection Reports, Code cases

Management of City Code of Ordinances

- City Code of Ordinances, Development Standards, Updating & Maintaining, Research & Feasibility, Legal Counsel /Endorsement, Review of Code Violations and Code Cases

Planning Services

- Plan Review, Site Review, Landscaping Review, Building/Zoning permitting review, Permitting, Design Studio, Land Use Review, Planning & Zoning Applications
- Planning Based Studies/Reports, Land Development Regulations

Enforcement of the City Code of Ordinances

- Field Inspections, Posting Property, Responding to Citizen Concerns/Complaints, General Monitoring of City Boundaries, Managing Vacant & Distress Property.

Board and Committee Support

- Code Compliance, Board of Zoning Appeals, Planning Commission, Development Review Committee, Land Development Review Committee, City Council

Event & Park Rental Coordination

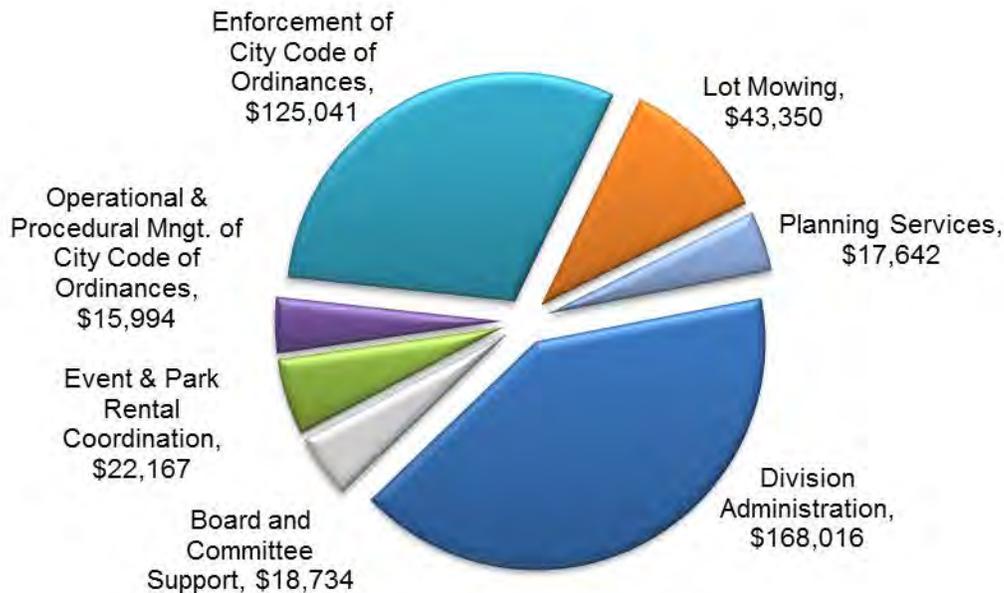
- Business promotions, events, grand opening and temporary event permits, special event permits, park and open space rental

Lot Mowing

- Maintains and performs inspections of the program to ensure vacant properties are maintained

Total Zoning and Code Compliance

\$ 410,994

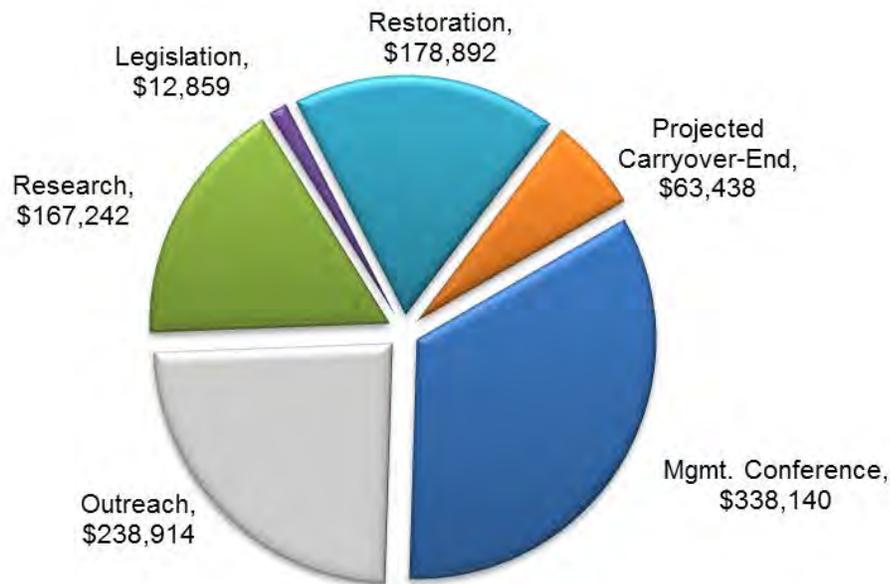


CHARLOTTE HARBOR NATIONAL ESTUARY PROGRAM (CHNEP)

The Clean Water Act requires all NEPs to implement its adopted Comprehensive Conservation and Management Plan (CCMP). CHNEP's CCMP addresses four priority problems that are common throughout the CHNEP seven-county study area and affect the health of its watersheds and estuaries. The priority problems are water quality degradation, hydrologic alterations, fish and wildlife habitat loss and stewardship gaps. The CCMP includes a series of graphic vision maps, quantifiable objectives, priority actions and many support documents. The CCMP addresses the natural resource issues in the entire CHNEP study area. The CHNEP implements the CCMP by building partnerships to develop integrated plans, education and outreach programs and management structures to achieve a sustainable balance between the economy, society and the environment.

Total CHNEP

\$ 999,485



BUILDING

Administration

- Customer Service; Records; Disaster Planning & Mitigation; GIS

Plans Review

- Verification with Florida Building Code and State Fire Codes.

Construction Inspection Services

- Inspect and evaluate construction projects to meet Florida Building Code and State Fire Code. Establish residential line and grades for proper drainage of site.

Licensing and Permitting

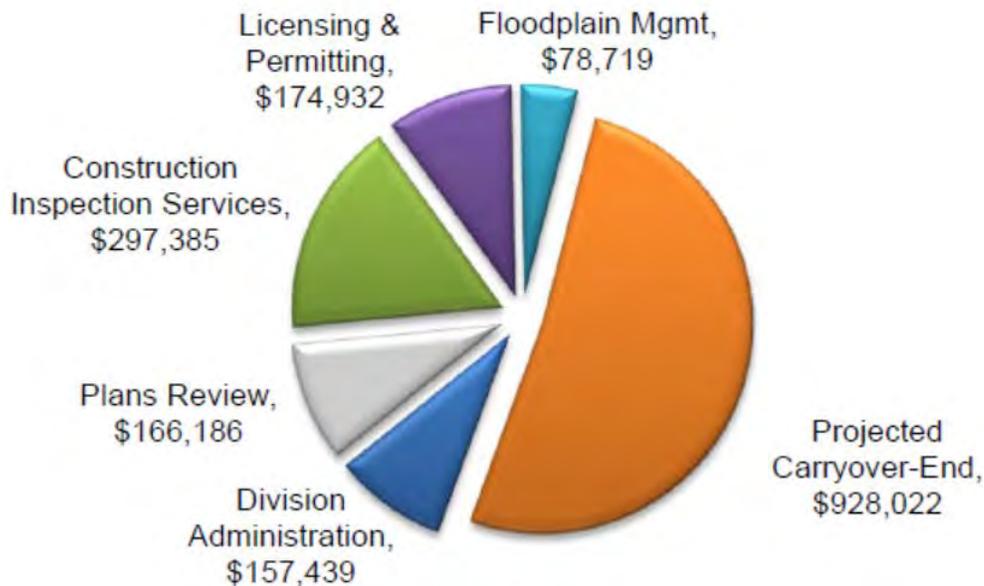
- Verify that all contractors are properly licensed and insured to perform the work contracted; clerical work required for the issuance of required permits; and coordination of inspections and permitting.

Flood Plain Management

- Enforcement of the Flood Protection Ordinance as provided in Article 14 of the City's Land Development Regulations. Manage the City's participation in the Community Rating System under the National Flood Insurance Program.
- Coordination with FEMA

Total Building

\$1,802,683



Human Resources

Employment Administration

- Equal Employment Opportunity; Recruiting, Pre-Employment & Orientation; Employee Pay; Performance Evaluation; Benefits; Separation, post-separation, and retirement; Policy Development

Records Management

- Records storage & updates and Public records processing

Labor Relations

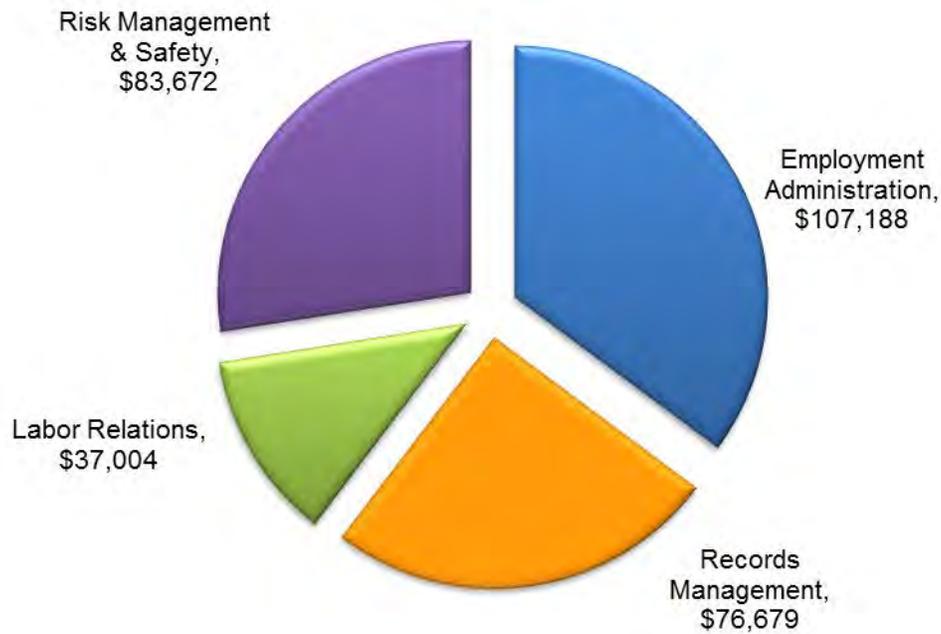
- Surveys and Research, Negotiation, Legal compliance and Contract administration

Risk Management and Safety

- Employment Legal Compliance; Drug Free Workplace compliance; Insurance management; Claims Processing; Liability Litigation Management and Coordination

Total Human Resources

\$ 304,543



CITY CLERK

Financial Management

- Local Business Tax Receipts, Cashiering, Invoicing, Auto Tags/Titles

Records Management

- Public Records Requests, Research, Contracts, Deeds, Easements, Ordinances & Resolutions, Agenda Packets/Minutes, Public Hearing Files, Reference Library, Compliance with State Requirements, Attesting & Recording of Documents

Meeting Management

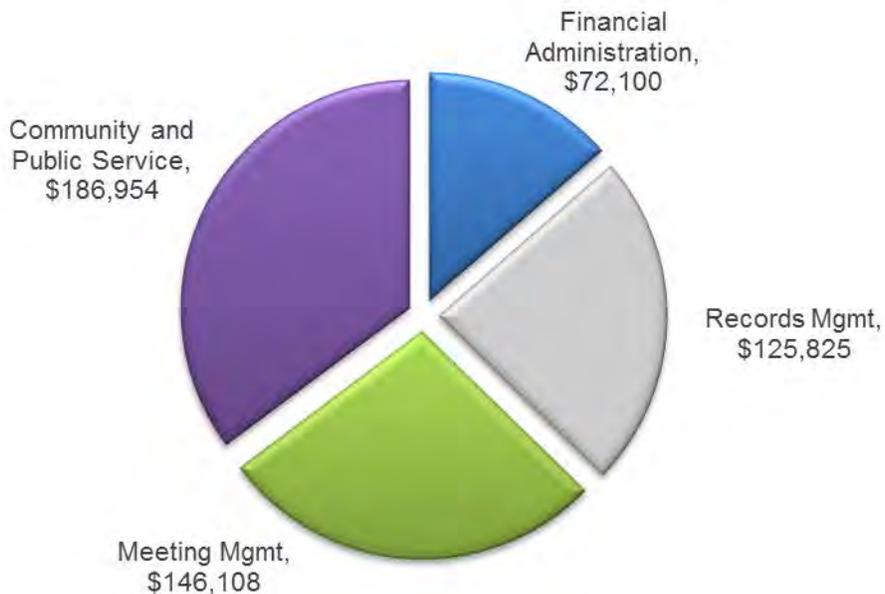
- Boards/Committees, City Council/CRA, Web Posting (Agendas & Minutes), Coordination of Video Taping/Airing

Community/Public Service

- Council Calendars/Correspondence, Telephone Inquiries, City Elections, Domestic Partnership Registry, Legal Ads/Notifications, Notary Services, Citywide Mail

Total City Clerk

\$ 530,987



FINANCE

Finance Division

Accounting & Auditing

- Journal entries, daily transactions, audit preparation and reconciliation, Capital asset accounting, Grant accounting, Project accounting, Internal control

Financial Reporting & Management

- Preparation of the Comprehensive Annual Financial Report (CAFR); Federal, State, pension, and grant reporting; Monthly financial reporting; and Surveys
- Administration of Billing and Collections, Procurement and Finance

Payments & Receipts

- Revenue receipting, Cash disbursements, Monthly bank reconciliations and cash management.

Payroll & Benefit Management

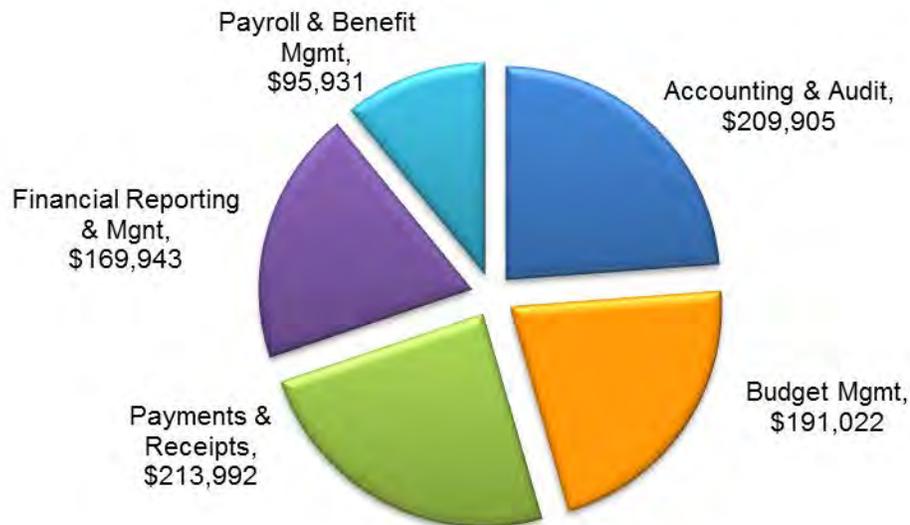
- Employee payroll processing; Federal & State payroll reporting; Payroll related benefit payments

Budget Management

- Preparation of annual operating budget & Capital Improvements Program (CIP); Budgetary internal control and analysis; financial forecasts/planning
- Special Assessment District oversight

Total Finance Division

\$ 880,793



Procurement

Purchasing

- Solicitations, Purchase Orders, Receiving, Reconciliation/PO Changes and Auditing of invoices.

Contract Management

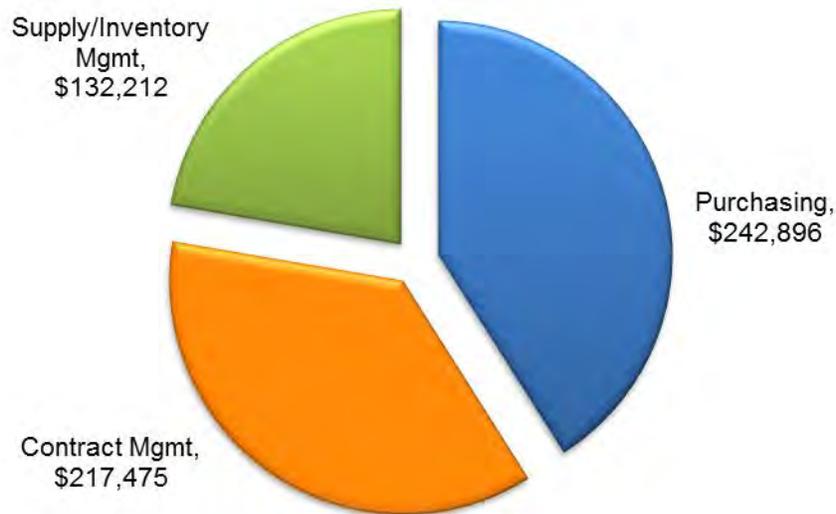
- Managing construction, consulting & term contracts; Insurance; Renewals; Change orders/Amendments; Pay Approvals

Supply/Inventory Management

- Warehouse, Cell Phones, Fuel
- Coordinate disposal of surplus/obsolete; Conduct and manage auctions; Reconcile and reporting

Total Procurement

\$ 592,583



Billing and Collections (Utilities Fund)

Manage Utilities Meter Accounts

- Phone calls, emails, in person, fax; Process account changes and correspondence; Work orders per customer requests; Delinquent notices and service shut off lists

Utilities and Sanitation Billing

- Meter reading data transfers; Re-read work orders and read generated letters; and Bills for mailing and deliver to Post Office
- Coordinate lot mowing assessment accounts with County and City personnel. Maintain records on exempt and permitted properties. Process individual billings and payments for properties not billed on tax bill.

Accounts Receivable

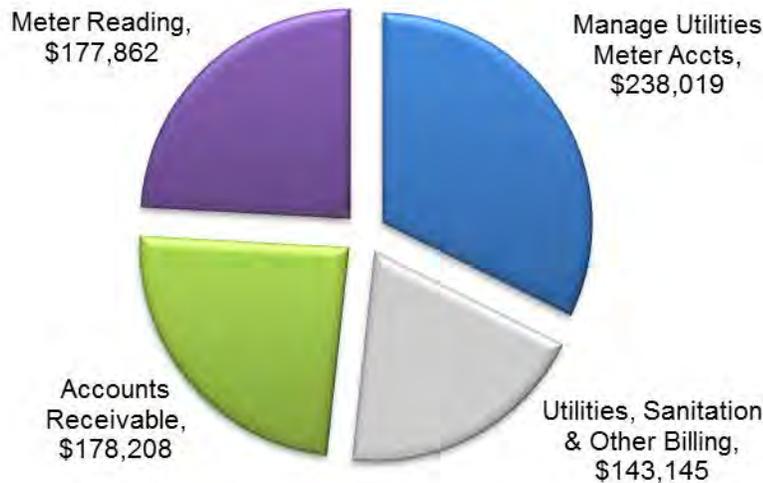
- Accept and process payments; Call customers for payment prior to shut off; Process liens and releases; and Follow up on bankruptcy requirements

Manage Meter Reading Contract

- Track all work done by meter reading contract vendor to provide and verify amounts for invoicing.
- Daily communication with vendor via phone calls and emails regarding contract performance questions and deficiencies.

Total Billing and Collections

\$ 737,234



PUBLIC WORKS

Administration

Department Management

- Manage office divisions (Engineering, Facilities Maintenance, Right-of-Way, Parks & Grounds, Canal Maintenance & Sanitation)

Customer Service

- Work orders for road maintenance, swale improvements, seawall problems & sanitation pickups; and Public information

Sanitation Customer Service

- Work orders for sanitation pickups and service changes

Agenda Management

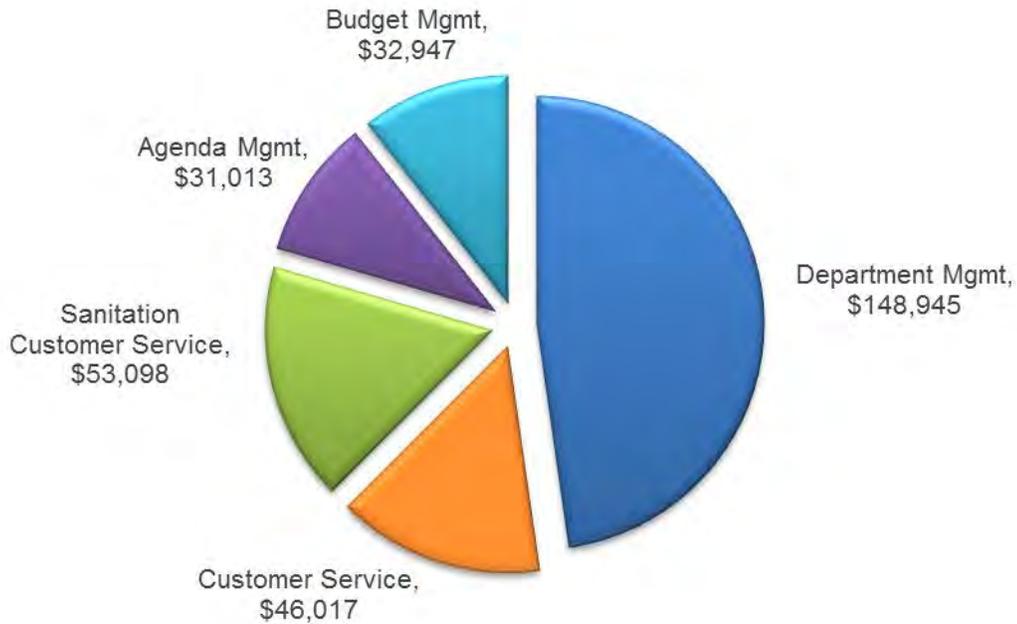
- Development of agendas for City Council, Burnt Store Isles & Punta Gorda Isles Canal Advisory Committees

Budget Management

- Prepare & oversee department budgets

Total Public Works Administration

\$ 312,020



Engineering

Project Management

- Oversee consultant designs and contractor work

Permitting & Development Review Committee (DRC)

- Building permit swale inspections and DRC

Agency Coordination

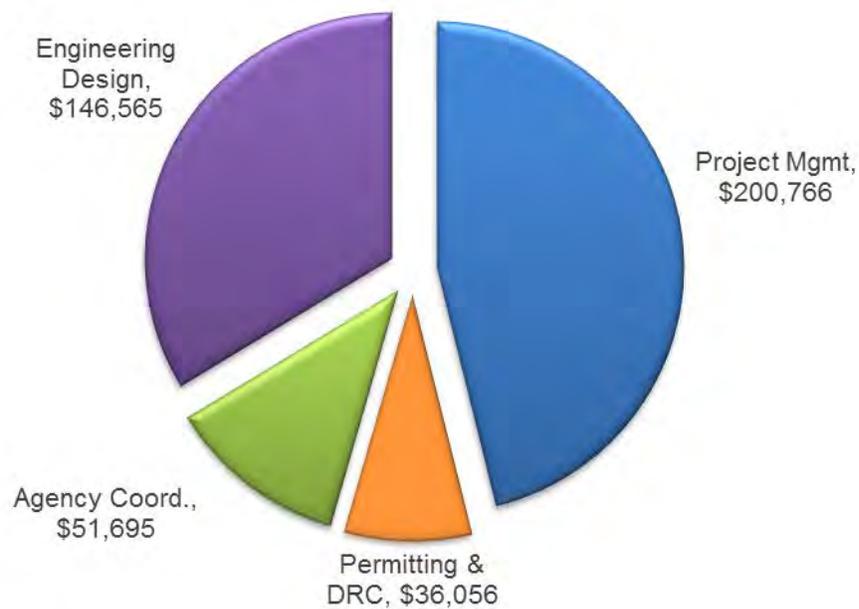
- Coordinate with various agencies: FDOT, FDEP, SWFWMD, Army Corps, Charlotte County, MPO, others

Engineering Design

- In-house work: sidewalks, roadways, drainage, parks

Total Engineering

\$ 435,082



Facilities Maintenance

Maintenance - City Buildings

- Electric, janitorial, lights, plumbing, cleaning

Communications Testing

Contract Administration

- A/C, Pest Control, UPS, Emergency Generators

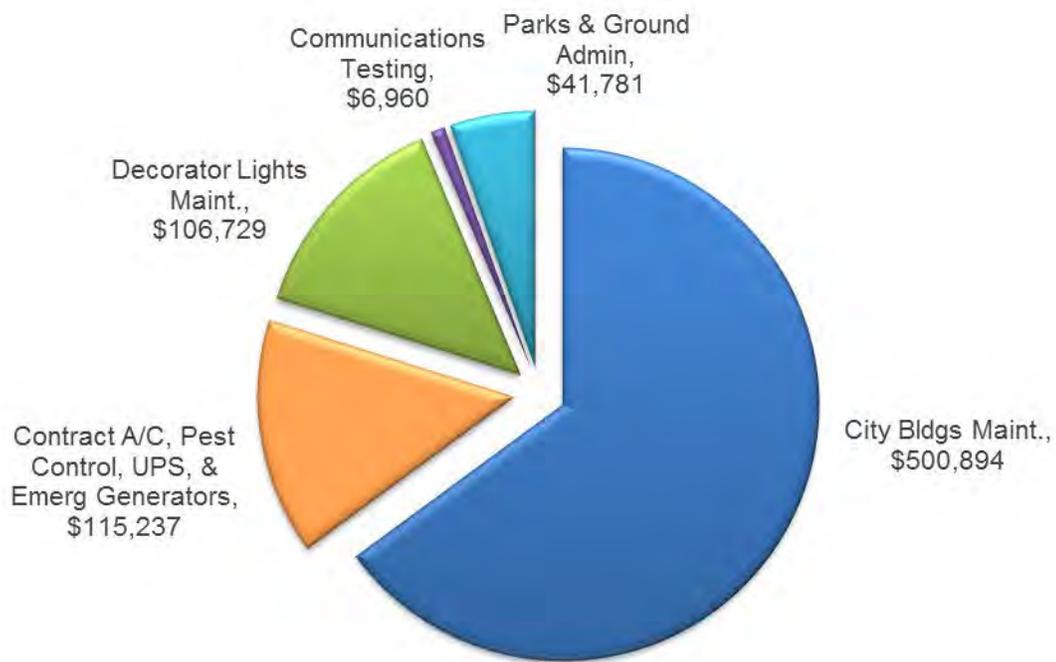
Decorator Lights Maintenance

Parks & Grounds Administration

- Supervision; Coordination of project scheduling & task assignments

Total Facilities Maintenance

\$ 771,601



Right-of-Way (General Fund)

Streets

- Signing, Striping, Signals, Street Lighting, Bridge Maintenance, Railroad Crossing Maintenance and Road Patching

Mowing & Drainage Maintenance

- Pipe Cleaning & Replacement, Basin Maintenance, Swale Grading & Mowing

New Construction

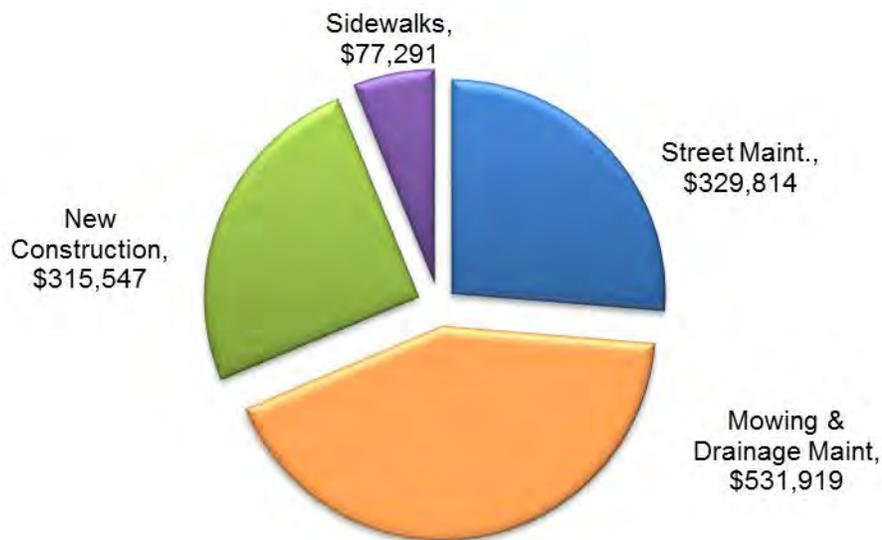
- Parking Lots, On Street Parking, Other Specialty Projects

Sidewalks/Trails

- Sidewalks and Trails

Total Right-of-Way (General Fund)

\$1,254,571



Right-of-Way (5 Cents Gas Tax)

Paving

Rejuvenation

Micropaving

Total Right-of-Way (5 Cents Gas Tax)

\$ 751,042

Right-of-Way (6 Cents Gas Tax)

Streets

Drainage Maintenance

Sidewalks/Trails

Total Right-of-Way (6 Cents Gas Tax)

\$ 1,016,258

* Graph for total of all street maintenance can be found on page 18

Parks & Grounds

Parks Maintenance

- General maintenance, mowing, fertilizing, pest control, sprinkler repairs, landscaping

City Properties Maintenance

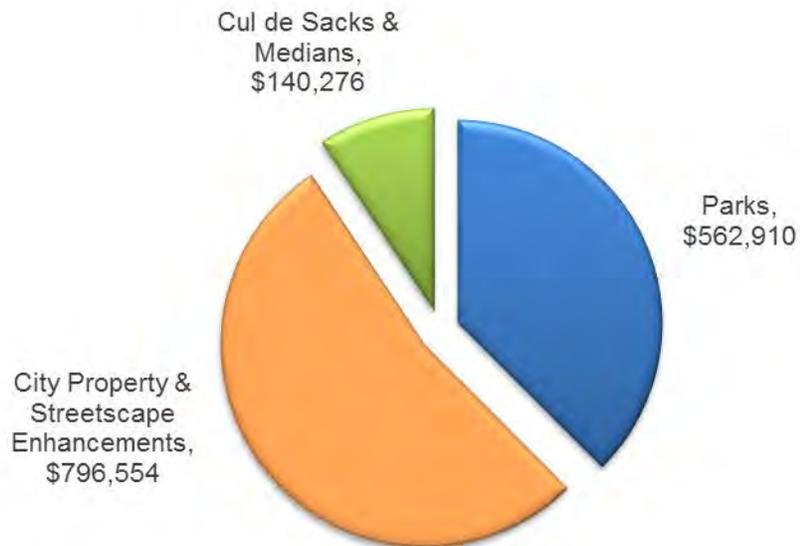
- Streetscape, landscaping, fertilizing, tree trimming, sprinkler repairs & installation, tree planting, Christmas tree set-up & holiday decorating

Cul-de-Sacs & Medians

- Supply of trees, mulch, fertilizer & pest control; Weed spraying, irrigation maintenance & cleaning

Total Parks & Grounds

\$1,499,740



Sanitation

Residential

- Collects refuse from approximately 11,100 residential customers.

Commercial

- Performs approximately 650 services on commercial accounts.

Yardwaste

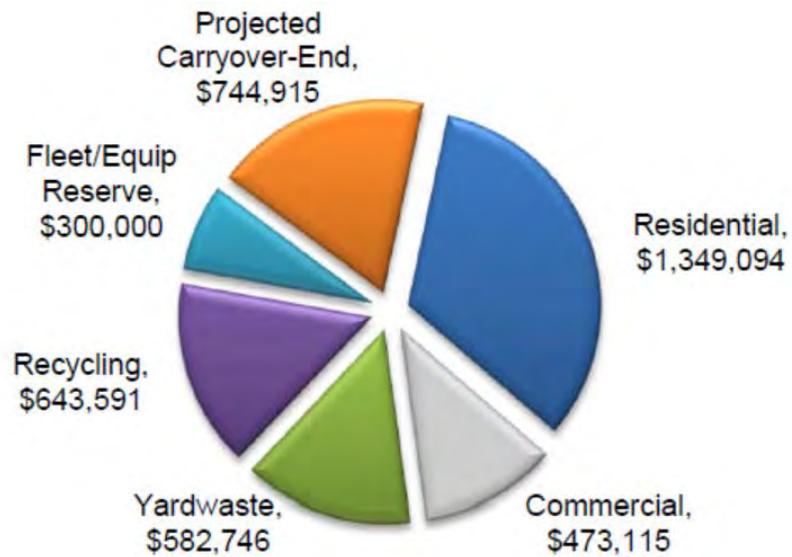
- One a week pickup plus special callouts.

Recycling

- Recycling program using a 48 gallon “single stream” cart program with once a week pickup—Approximately 4,830 tons are diverted from the waste stream annually.

Total Sanitation

\$4,093,461



Punta Gorda Isles Canal Maintenance

Dredging, Trimming, & Administration Misc.

- Oversee contractor doing, seawalls, caps, dredging, rip-rap, marker replacement & mangrove trimming.
- Manage billing approval and budgets for the PGI Canal Maintenance District

Sinkhole repairs

- Filling of holes along the backside of seawall cap with shell material

Cap replacement & Repair

- Replacement of the top portion of a seawall cap
- Repair of seawall cap, removal of debris and replacement of channel markers

Seawall replacement & Repair

- Seawall replacement and pouring of new seawall slabs.

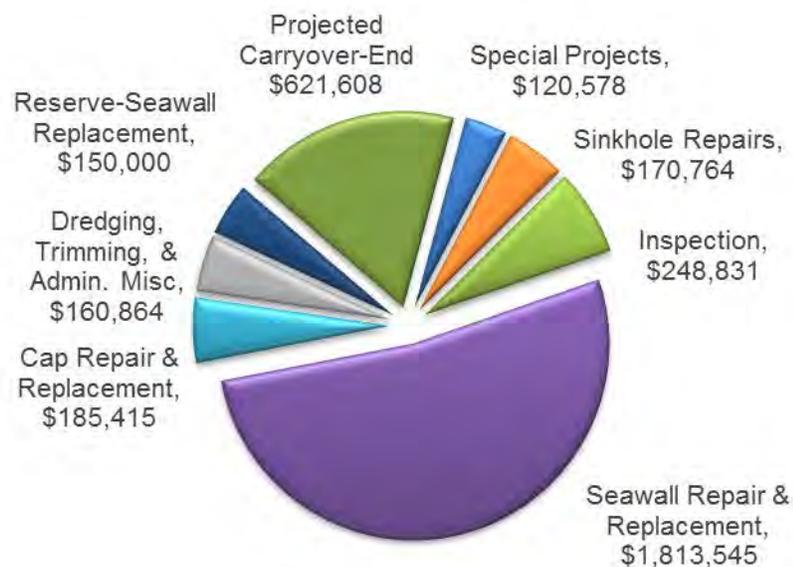
Inspection

- Seawall inspection, Inspection of canal depths and channel markers

Special Projects

Total PGI Canal Maintenance

\$3,471,605



Burnt Store Isles Canal Maintenance

Dredging, Trimming, & Administration Misc.

- Oversee contractor doing, seawalls, caps, dredging, rip-rap, marker replacement & mangrove trimming.
- Manage the billing approval and budgets for the BSI Canal Maintenance District

Sinkhole Repair

- Filling of holes along the backside of seawall cap with shell material, caused from washout through or under the wall.

Inspection

- Seawall inspection and inspection of canal depths, channel markers and catch basins as required by FDEP for the lock removal.

Seawall Replacement

- Seawall replacement and pouring of new seawall slabs

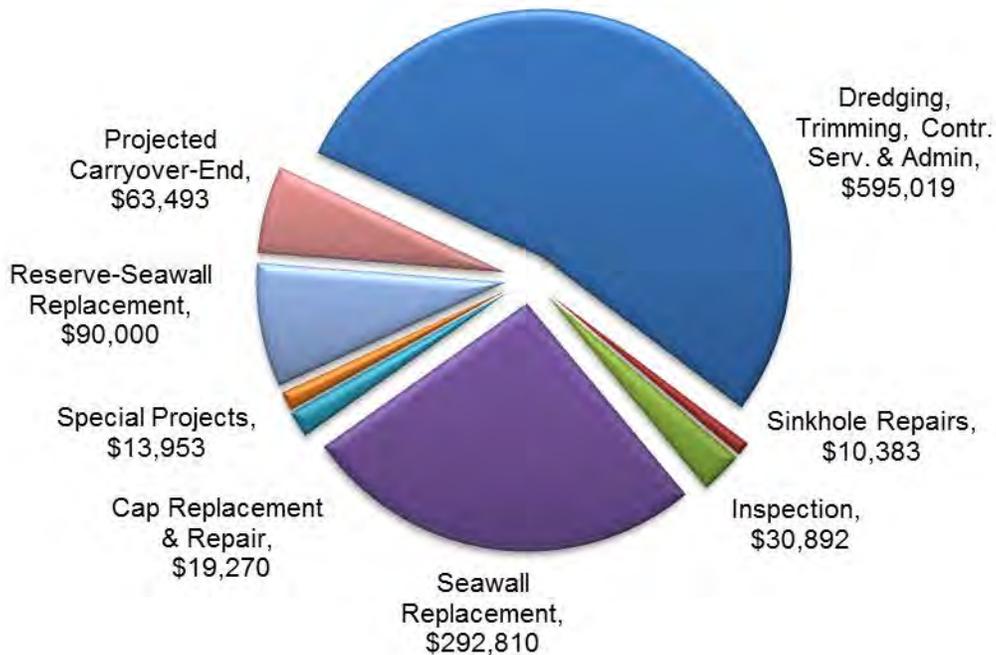
Cap replacement & repair

- Replacement of the top portion of a seawall cap
- Repair of seawall cap, removal of debris and replacement of channel markers

Special Projects

Total BSI Canal Maintenance

\$ 1,115,820



POLICE

Department Leadership

- Manage operations, community outreach, budget, purchasing and criminal justice standards compliance

Uniform Patrol Services

- Patrol, service calls, preliminary criminal investigations, traffic crash investigation/enforcement, Honor Guard Team
- In-Kind Events - annual parades, Halloween, etc.
- Bike Patrol Unit - five member voluntary team
- Canine Unit - augments uniform patrol, suspect apprehension and tracking, tracking of at-risk subjects, narcotic interdiction, community outreach
- Search & Recovery Dive Team - five member voluntary team, underwater evidence/property recovery, waterborne search and rescue

Marine Unit

- Patrol, Water safety presentations and Vessel safety inspection

Criminal Investigations Unit

- Investigations, Narcotics & Vice operations, Computer and White collar crimes

Community Services

- Crime Prevention, Media relations (PIO); SRO program, Do the Right Thing, Neighborhood Watch (includes Marine), Community Presentations, Youth programs and Bank Security Group

School Resource Officer Program

- School Education Programs - DARE provided at Sallie Jones and GREAT provided at PGMS

Employee Development

- Agency training (internal/external), Candidate testing and Recruiting

Evidence/Property & Crime Scene Services

- Evidence management, Quartermaster, Crime Scene Services and Laboratory analysis

Communications

- Police/Fire/Medical Dispatch

Administrative Services

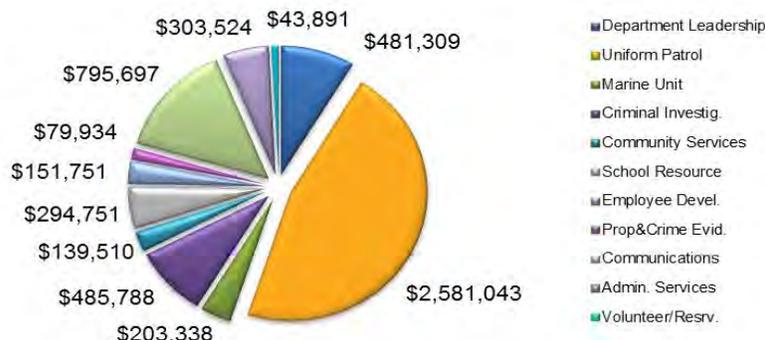
- Records; Grants; Fingerprinting services; special Projects; Law Enforcement Accreditation program; Staff Inspections; Policy development.

Volunteers In Policing program/Police Reserve Unit

- Marine, records, administrative, traffic and parking
- Volunteer unit of certified police officers, Augment police patrols and services

Total Police

\$5,560,536



FIRE

Fire Suppression

- Structure, Vehicle, Boat, Brush and Nuisance

Emergency Medical Response, ALS/BLS

- Advanced Life Support, Heart attack, Stroke, Trauma, Diabetic Emergencies, I.V. Therapy, Respiratory Distress, 12 Lead EKG, General Medical Distress, Vehicle Extrication, Dive/Water Rescue, Water rescue response, Joint boat training, Dive training and certification, sharing resources with PD

Fire Prevention Services

- Code enforcement, Event planning/coordination, inspections, Pre-fire planning, Fire Alarm and Sprinkler plan review and inspection, Fire Cause & Origin Investigation, Board Participation; Development Review Committee, Code Enforcement

Emergency Management Coordination

- Interface with County, State & Federal emergency response agencies; Partnership with the Charlotte County Health Department (Pandemic Emergencies); Function as the County Coordinator for the Florida Fire Chiefs State Emergency Response Plan

Community Education and Outreach Programs

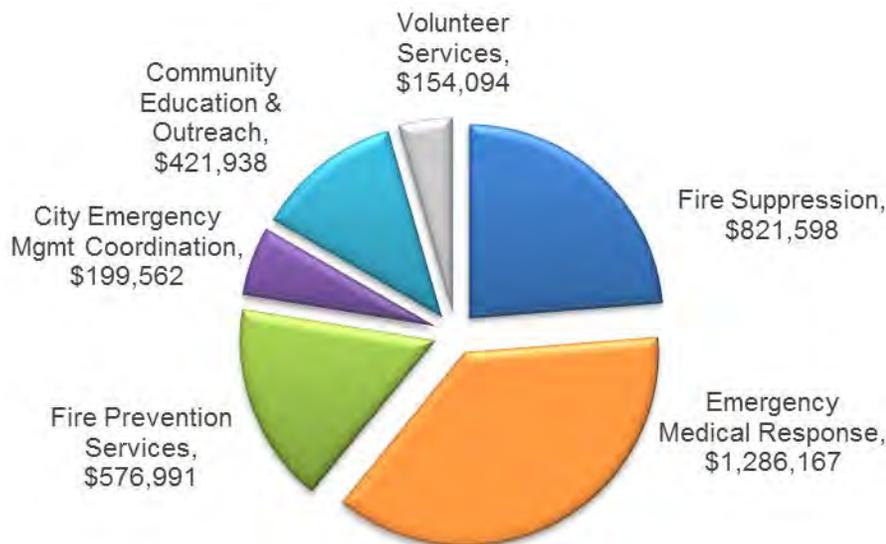
- Family Safety House; Family and Friends CPR program; Fire Extinguisher training; Marine Flare demonstration; Target specific presentations-Boat clubs, Community/civic groups, individual businesses; Church groups, School & Day Care groups, etc.; Community Emergency Response Team (CERT) program(s); Smoke/Carbon Monoxide detector program; Sharps return program; Red Dot program; Medication Take Back program; Vessel “pump-out” (sinking boats); Oil/fuel spill containment in waterway

Volunteer Services

- Administration, suppression and emergency medical response; Public Education- Fire Safety House operation; special detail; Community Relations; Community Emergency Response Team (CERT) program(s)

Total Fire

\$3,460,350



UTILITIES

Utilities Administration

Administration of Utilities Fund and Operating Divisions:

- Water Treatment and Distribution, Wastewater Treatment and Collection, Fleet Maintenance

City Utilities Project Management

Developer Utilities Projects Management

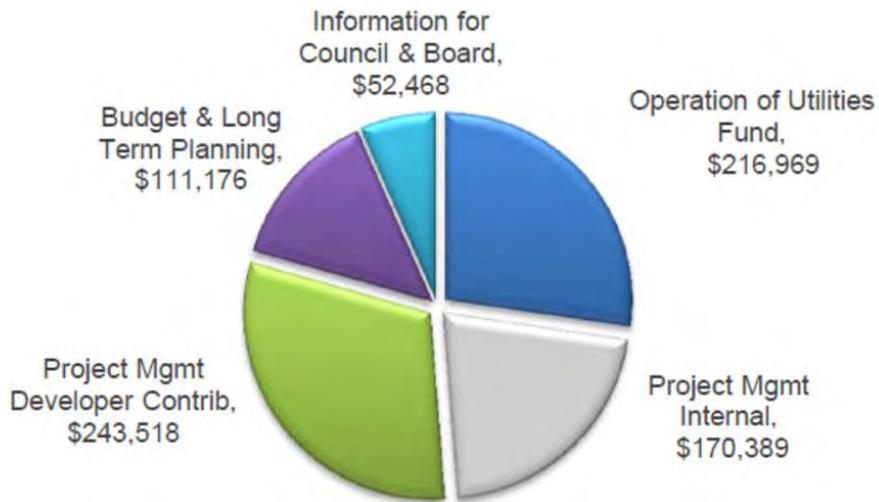
Budget & Long Term Planning

Information, Meetings and Reports

- Utilities Advisory Board, Customer/Council requests for information

Total Utilities Administration

\$ 794,520

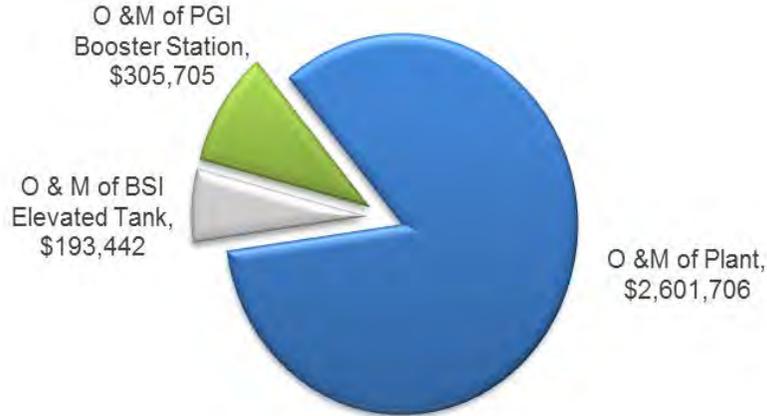


Water Treatment Plant

Shell Creek Water Treatment Facility
Burnt Store Isles elevated water storage Tank
Punta Gorda Isles ground storage tank and booster pumping station.

Total Water Treatment Plant

\$3,100,853

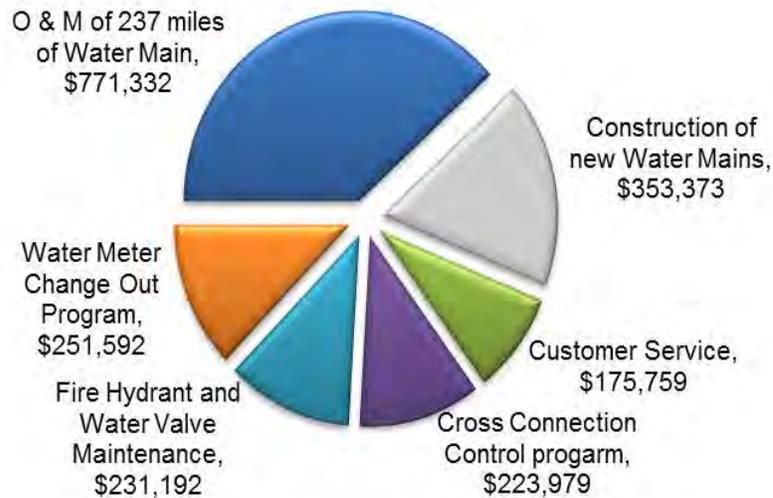


Water Distribution

Water mains maintenance
Construction of new water mains
Cross Connection Control Program
Fire Hydrant and Water Valve Maintenance
Water Meter Change Out Program
Customer Service

Total Water Distribution

\$2,007,227

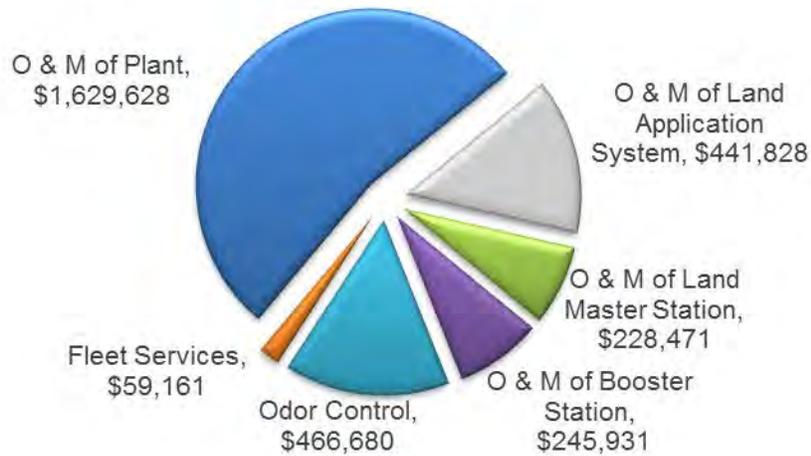


Wastewater Treatment Plant

Wastewater Treatment Plant
525 acre residual disposal site
Master Pumping Station
Booster Pumping Station
Odor & Corrosion control system throughout wastewater collection system and wastewater plant

Total Wastewater Treatment Plant

\$3,071,699

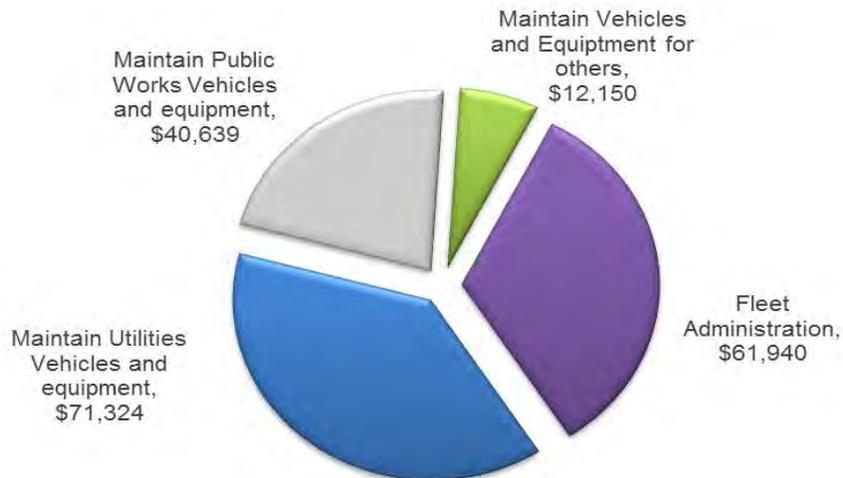


Fleet

Maintain Utility Department vehicles and equipment
Maintain Public Works Department vehicles and equipment
Specialized maintenance of Police vehicles and equipment

Total Fleet

\$ 186,053

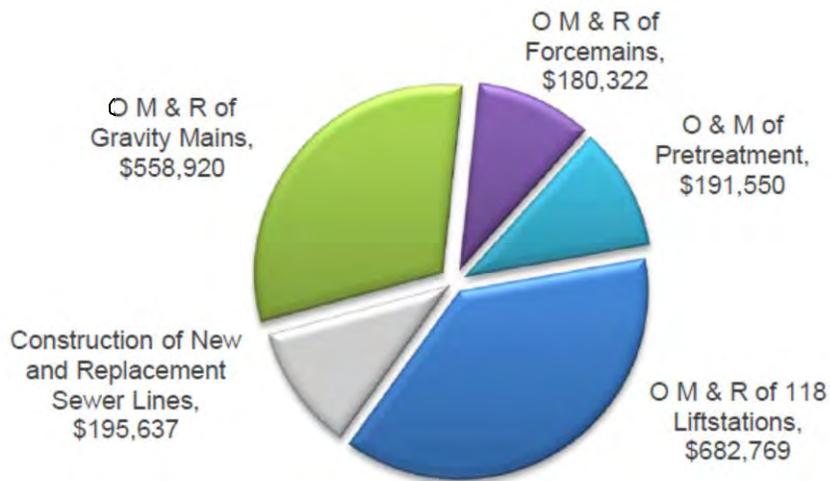


Wastewater Collections

- Sewage pumping stations
- Gravity sewer mains
- Force mains
- Utility pretreatment program
- Constructs new and replacement sewer lines

Total Wastewater Collections

\$1,809,198



Section 4: Budget Issues

General Fund

As pointed out in the fiscal forecast, the General Fund continues to project operating deficits from FY 2018 through 2021. In addition, infusion of funds toward enhanced stormwater/drainage services beyond FY 2017 still needs to be addressed. One of the City's financial management policies continues to recommend recurring revenues be aligned with recurring expenditures. In order to achieve this objective and fund future drainage services, the following millage rate scenarios for FY 2018 can be considered:

- ✓ Fiscal forecast, use of all available reserves, and no funding for enhanced stormwater/drainage services enables retention of current millage rate at 3.1969 mills.
- ✓ Fiscal forecast, no use of any available reserves thereby aligning current revenues with current expenditures, and no funding for enhanced stormwater/drainage services result in millage rate increase of 0.32 mills.
- ✓ Funding enhanced stormwater/drainage services at \$250,000 level results in millage rate increase of 0.09 mills.
- ✓ Funding enhanced stormwater/drainage services at \$500,000 level results in millage rate increase of 0.19 mills.

Sanitation Fund

In May 2016, a plan to automate the remaining two portions of sanitation services (trash and horticulture) was presented to City Council. Staff is in the preparation stages of the plan and prior to its final presentation to Council, the City may wish to revisit outsourcing of all sanitation services. In order to implement automated trash and horticulture services, an initial capital investment in the range of \$1.5-\$2 million is projected, with additional funds to be earmarked in future years to complete transition of the fleet to automated packers. Most private haulers already use an automated service delivery system. If the City were to move toward outsourcing, the selected firm would be required to offer positions to City employees as part of the award approval. In addition, the scope of services could be delineated to match services currently provided by inhouse staff.

To compare the City's rates with surrounding jurisdictions, a survey was taken during July 2016. All rates include once per week service for yard waste and recycling and either once or twice per week refuse pickup, as noted below.

Sanitation Rate Comparison for FY 2017

Jurisdiction	Proposed FY 2017 Cost/Year	Frequency of Service per Week	Outsourced
Sarasota County	\$159.48	1	Yes
Cape Coral	\$163.43	1	Yes
Manatee County	\$171.96	2	Yes
Charlotte County	\$172.00	1	Yes
Collier County	\$188.29	2	Yes
Venice	\$202.08	2	No
Fort Myers	\$228.96	1	No
Punta Gorda	\$248.40	2	No
North Port	\$249.00	1	No
Naples	\$255.25	2	No
City of Sarasota	\$259.92	1	No

Special Use Reserve Fund

The Special Use Reserve Fund (formerly Damage Recovery Fund) has approximately \$5 million in its account. Proceeds (\$3.5 million) from the recent sale of land to Fishermen’s Village coupled with previous proceeds from the former recycling yard and BP Oil Spill settlement resulted in the current cash balance. One of the City’s strategic objectives is to consider how to allocate fund priorities. Opportunities include:

- ✓ Leave fund as is and appropriate on case by case basis as needed.
- ✓ Retain proceeds from Fishermen’s Village sale in reserve fund until such time as legal challenge to sale is resolved.
- ✓ Transfer \$750,000 to General Fund reserves in order to achieve GFOA national standard of two months operating reserve.
- ✓ Set aside \$750,000 for Ponce Park rebuild. This is a planning number and will be adjusted based on design approval and bid results.

City of Punta Gorda, Florida
Operating Indicators by Function/Program
Last Ten Fiscal Years

Function/Program	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007
Police										
Calls for Service	12,894	13,151	11,858	12,333	13,289	14,874	15,687	16,177	14,222	13,026
Citations Issued	7,194	7,901	10,567	9,842	8,562	11,446	12,626	13,708	15,652	20,030
Traffic crashes	595	582	493	441	444	447	491	465	448	534
Narcotics arrests	200	244	190	113	187	285	277	247	226	250
Fire Department										
Fires	58	78	68	50	80	97	52	81	70	87
EMS and Police assistance calls	2,640	2,573	2,323	2,248	2,202	2,343	2,529	2,403	2,115	2,047
Building										
Building permits issued	1,932	1,804	1,580	1,553	812	1,297	1,170	939	1,429	1,723
Building inspections conducted	6,316	5,279	4,139	3,806	2,575	2,613	2,415	2,552	4,834	6,799
Dwelling units permitted	246	120	100	99	57	30	43	18	98	92
Streets and Highways										
Streets resurfaced (miles)	5.0	5.0	1.5	5.0	7.3	6.3	6.5	6.2	0.0	6.5
New sidewalks (linear feet)	0	1,090	350	2,084	6,020	2,000	4,490	6,547	5,180	0
Water										
New connections	316	278	148	111	62	51	9	45	192	322
Average daily consumption (thousands of gallons)	4,687	4,442	4,364	4,352	4,261	4,456	4,299	4,101	4,018	4,580
Peak daily consumption (thousands of gallons)	6,969	6,481	5,318	6,067	6,216	6,471	6,400	6,602	7,061	6,023
Water equivalent residential units (ERU)	21,511	21,103	20,870	20,790	20,656	20,645	20,512	20,651	21,430	21,611
Wastewater										
Average daily sewage treatment (thousands of gallons)	2,618	2,409	2,507	2,281	2,178	2,092	2,210	1,840	1,884	1,740
Sewer equivalent residential units (ERU)	16,228	15,904	15,694	15,557	15,422	15,390	15,292	15,062	15,688	15,569
Solid waste collection										
Solid waste collected (tons per day)	27.8	24.8	23.9	23.5	24.7	22.7	24.8	23.5	26.1	30.3
Recyclables collected (tons per day) includes yardwaste	16.9	13.5	13.3	13.4	13.2	11.7	11.4	10.8	10.3	12.4
Punta Gorda Isles Canal										
Seawall replacement (feet)	7,164	6,984	7,398	6,414	6,609	8,436	6,484	4,221	4,248	4,786
Seawall cap replacement (feet)	1,062	559	929	6,126	5,304	4,420	6,479	5,076	4,676	6,155
Total miles of seawall	91.0	91.0	91.0	91.0	91.0	91.0	91.0	91.0	91.0	91.0
Total miles of canals	45.5	45.5	45.5	45.5	45.5	45.5	45.5	45.5	45.5	45.5
Burnt Store Isles Canal										
Seawall replacement (feet)	1,206	1,284	1,484	1,788	1,740	1,594	694	750	474	410
Seawall cap replacement (feet)	118	51	0	699	556	2,637	898	1,036	421	2,624
Total miles of seawall	18.0	18.0	18.0	18.0	18.0	18.0	18.0	18.0	18.0	18.0
Total miles of canals	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0

Source: Various city departments monthly reports and ERU Total reports.

City of Punta Gorda, Florida
Capital Assets Statistics by Function/Program
Last Ten Fiscal Years

Function/Program	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007
Police										
Stations	1	1	1	1	1	1	1	1	1	1
Sub-Stations	2	2	2	2	2	2	2	2	0	0
Number of Police Officers Authorized	34	34	34	34	34	34	34	35	36	36
Fire										
Stations	3	3	3	3	3	3	3	3	3	3
Number of Firefighters Authorized	26	26	26	26	26	26	26	26	27	27
Streets and Highways										
Streets (<i>miles</i>)	116	116	116	116	116	116	116	110	110	110
Unpaved streets (<i>miles</i>)	2	2	2	2	2	2	2	2	2	2
Streetlights	720	720	720	720	720	720	590	566	566	566
Traffic signal intersections	19	19	19	19	19	19	18	18	18	18
Water										
Water mains (<i>miles</i>)	238	238	237	237	237	237	237	237	235	235
Storage capacity (<i>thousands of gallons</i>)	6,870	6,870	6,870	6,870	6,870	6,870	6,870	6,870	6,870	6,870
Fire hydrants	1,230	1,230	1,253	1,234	1,234	1,193	1,177	1,173	979	979
Wastewater										
Sanitary sewers (<i>miles</i>)	130	130	130	130	130	129	129	129	129	129
Treatment capacity (<i>thousands</i>)	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
Solid waste collection										
Collection trucks	10	10	10	10	10	10	10	10	10	10
Parks and recreation										
Acreage	120.0	110.8	104.0	104.0	104.0	90.7	90.7	90.7	90.7	90.7
Number of Parks	22	20	19	19	19	12	12	12	12	12

Source: City of Punta Gorda Finance Department.

Note: No capital assets indicators are available for the general government function.

**City of Punta Gorda, Florida
Demographic and Economic Statistics
Last Ten Fiscal Years**

Fiscal year Ended September 30,	Population City of Punta Gorda (a)	Population Charlotte County (a)	Per Capita Income (b)	Total Personal Income City of Punta Gorda (in thousands)	Unemployment Rate (c)
2016	17,835	173,115	\$ 37,745	\$ 673,182	5.6%
2015	17,632	173,115	39,997	705,227	5.5%
2014	17,556	164,739	39,457	692,707	6.2%
2013	17,349	162,449	36,694	636,604	6.6%
2012	17,177	160,511	37,424	642,832	9.1%
2011	16,641	159,978	35,858	596,713	10.1%
2010	16,641*	159,978*	34,587	575,562 *	12.0%
2009	16,989	159,127	34,978	594,241	13.0%
2008	17,651	159,889	35,837	632,559	9.6%
2007	17,302	164,584	34,978	605,189	6.2%

Note: Information presented is the most current available.

* FY 2010 populations have been updated to reflect the 2010 US Census

^a **Source:** Bureau of Economic and Business Research (BEBR) of the University of Florida (except for FY 2010)
U.S. Bureau of Economic Analysis, Published November, 2016 for FY 2016

^b **Source:** FY 2013 through FY 2015 Federal Reserve Bank of St. Louis
FY 2005 through 2012, the source used for Per Capita Income and Total Personal Income of Punta Gorda was the Florida Statistical Abstract or U.S. Department of Labor, Bureau of Statistics.

^c **Source:** U.S. Department of Labor, Bureau of Statistics

City of Punta Gorda, Florida
Principal Property Taxpayers
Last Ten Fiscal Years
(in millions)

Rank Taxpayer/Type of Business	Taxable Assessed Value (in millions)									
	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007
1 Florida Power & Light Co. Electric Utility	\$ 49.2	\$ 43.4	\$ 43.0	\$ 45.1	\$ 40.7	\$ 40.2	\$ 39.1	\$ 41.4	\$ 38.4	\$ 37.3
2 Punta Gorda Medical Center, Inc. Hospital	25.4	26.1	26.4	29.6	30.0	29.0	33.1	47.1	46.5	47.0
3 Embarq Sprint-United Telephone Co. of FL Telephone Utility	10.3	10.6	11.4	13.3	12.8	11.4	11.9	20.9	21.8	23.7
4 Nu-West Florida, Inc. Shopping Center Fishermen's Village	8.9	8.4	7.2	12.5	11.3	14.9	10.8	13.0	13.0	15.5
5 Punta Gorda Assoc., Ltd. Life Care Center	7.4	7.3	6.8	7.8	7.9	7.8	8.1	-	7.7	-
6 Punta Gorda AA Hotel, LLC PG Waterfront Hotel	7.0	7.6	8.2	9.5	11.0	10.5	11.2	13.3	15.2	15.5
7 Home Depot USA, Inc	6.5	6.5	6.9	7.1	7.2	7.4	7.8	9.0	9.6	10.8
8 Colonial Realty, Limited-shopping center Shopping Center Burnt Store	5.9	6.0	6.1	6.0	6.3	6.2	7.0	-	-	8.5
9 Isles Yacht Club Inc.	5.7	5.7	5.7	5.2	5.7	5.6	-	9.0	9.1	-
10 2323 Tamiami LLC Palm Chrysler Jeep Dodge	5.4	5.3	-	-	-	-	-	-	-	-
Harbor Resort Hotel, LLC Four Points by Sheraton	-	-	7.6	5.3	5.8	-	-	-	-	-
SunLoft LLC	-	-	-	-	-	7.6	8.0	13.6	-	-
Integrated Control Systems, Inc.- Training Center & Impac University	-	-	-	-	-	-	10.2	-	-	12.3
Palm Isles Condo Dev LLC Condo- Vivante	-	-	-	-	-	-	-	9.5	18.5	20.1
Punta Gorda Partners LLC Condo- Vivante	-	-	-	-	-	-	-	9.1	20.3	10.3
Total	\$ 131.7	\$ 126.9	\$ 129.3	\$ 141.4	\$ 138.7	\$ 140.6	\$ 147.2	\$ 185.9	\$ 200.1	\$ 201.0
City Total Taxable Assessed Value	\$2,664.7	\$2,398.2	\$2,308.2	\$2,258.8	\$2,367.6	\$2,430.2	\$2,646.1	\$2,712.1	\$3,519.4	\$3,568.3
Principal Taxpayer's Percentage of total	4.94%	5.29%	5.60%	6.26%	5.86%	5.79%	5.56%	6.85%	5.69%	5.63%

Source: Charlotte County Property Appraiser