

THE CITY OF



Punta Gorda

FLORIDA

**ADOPTED BUDGET
FISCAL YEAR 2023**

CITY OF PUNTA GORDA, FLORIDA

CITY COUNCIL

Debby Carey

Vice Mayor

Mark Kuharski

Council Member

Lynne R. Matthews

Mayor

Jaha Cummings

Council Member

Melissa Lockhart

Council Member

CITY ADMINISTRATION

Gregory B. Murray

City Manager

Melissa Reichert

Assistant City Manager

David Levin

City Attorney

Karen Smith

City Clerk

DEPARTMENT DIRECTORS

Finance

Fire

Police

Public Works

Utilities

Kristin Simeone

Holden Gibbs

Pamela Davis

Bryan Clemons

Neil Peters



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Punta Gorda
Florida**

For the Fiscal Year Beginning

October 01, 2021

Christopher P. Morill

Executive Director

**CITY OF PUNTA GORDA, FLORIDA
FY 2023 ANNUAL OPERATING BUDGET**

Table of Contents

Cover Page
Legislative and Executive Staff
Distinguished Budget Presentation Award

Table of Contents

Reader's Guide and City Profile	Page
Reader's Guide	1
City Location Map.....	3
City History.....	4
City Services	5
Punta Gorda Pathways.....	7
Demographics	8
Budget Message	
City Manager's Adopted Budget Message – FY 2023.....	10
City Manager's Proposed Budget Message – FY 2023.....	11
Process and Policies	
Components of Financial Planning Process	57
Explanation of Basis of Budgeting and Basis of Accounting	61
Financial Planning Process Chart.....	62
Financial Planning Calendar.....	63
Information and Input Opportunities Chart.....	69
Financial Policies.....	70
Description of Funds.....	86
General Budgeting Comments	89
Capital Asset Comments	92
Glossary of Terms	93
Acronyms	100
Budget Overview All Funds	
Organization Structure Budget FY 2023	103
Budgetary Fund Structure.....	104
Revenue Summary Budget FY 2023 and Graph.....	105
Expenditure Summary Budget FY 2023 and Graph.....	107
Revenue Summary Projected FY 2022 and Graph.....	109
Expenditure Summary Projected FY 2022 and Graph	111
Revenue Summary Actual FY 2021 and Graph.....	113
Expenditure Summary Actual FY 2021 and Graph	115
Revenue Summary Actual FY 2020 and Graph.....	117
Expenditure Summary Actual FY 2020 and Graph	119
Position Summary Budget FY 2023 and Graph	121

Strategic Plan

City Strategic Plan	123
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General Fund

General Fund Comparison FY 2020 through FY 2023	166
General Fund Proforma FY 2020 through FY 2027	167
General Fund Budget Overview.....	169
General Fund Capital Outlay Program.....	172
Ad Valorem Taxes and Millage Rate 10-Year History	174
Certification of Taxable Value	175
Analysis of Estimated Taxable Value and Tax Revenues	176
Ad Valorem Revenue	177
Florida Power & Light Franchise Fees	178
Electric Utility Tax	179
Water Utility Tax	180
Bottled Gas Utility Tax	181
Communication Services Tax	182
Municipal Revenue Sharing.....	183
Local Government Half Cent Sales Tax.....	184
General Fund Line Item Detail - Revenues.....	185
General Fund Expenditure Summary by Category	187
Departmental Summary of Expenditures by Function and Graph	188
Total General Fund Expenditures by Line Item.....	190
Division Narrative, Performance Measures, and Budget Summary	
Non-Departmental.....	193
City Council.....	195
City Manager	197
Human Resources	202
City Clerk	207
Legal	210
Finance.....	214
Procurement	218
Public Works Administration	222
Engineering.....	227
Facilities Maintenance	232
Right-of-Way Maintenance.....	235
Parks and Grounds.....	244
Police.....	257
Fire	275
Urban Design.....	285
Zoning and Code Compliance.....	291

Special Revenue Funds

Punta Gorda Isles Canal Maint. District Rev. & Exp. Comparison.....	298
Punta Gorda Isles Canal Maint. District Proforma.....	299
Punta Gorda Isles Canal Maint. Capital Outlay/Special Project Program.....	307
Burnt Store Isles Canal Maint. District Rev. & Exp. Comparison.....	311
Burnt Store Isles Canal Maint. District Proforma	312
Burnt Store Isles Canal Maint. Special Project Program	319

Special Revenue Funds (continued)

Community Redevelopment Agency (CRA) Rev. & Exp. Comparison	323
Community Redevelopment Agency Proforma	324
CRA – Tax Incremental Financing 10-Year History	325
CRA – Tax Incremental Financing Schedule	326
CRA – Area Map	328
Gas Tax Funds Revenue and Expenditure by Program	331
Six Cent Gas Tax Fund Proforma	332
Six Cent Gas Tax – 10-Year History	333
Additional Five Cent Gas Tax Fund Proforma	334
Additional Five Cent Gas Tax 10-Year History	335
Impact Fees Proformas	337
Impact Fees – Parks 10-Year History	340
Impact Fees – Mobility 10-Year History	346
Impact Fees – Public Safety 10-Year History	349
Special Use Fund	350
Buckley’s Pass Assessment Area	352
Gilchrist Intention Proforma	353
Coastal & Heartland National Estuary Partnership	354

Capital Projects Fund

1% Local Option Sales Tax Fund Rev. & Exp. Comparison	358
1% Local Option Sales Tax Fund Proforma FY 2020 through FY 2027	359
1% Local Option Sales Tax Line Item Detail – Revenues	361
Program Funding Source Definitions	362
1% Sales Tax Infrastructure Projects Summary FY 2023 - 2027	363
1% Sales Tax Infrastructure Projects – Project Detail Sheets	364
General Construction Fund Rev. & Exp. Comparison	385
General Construction Fund Proforma FY 2020 through FY 2027	386
General Construction Line Item Detail – Revenues	387
Capital Improvements Program Summary FY 2023 - 2027	388
Capital Improvements Program – Project Detail Sheets	389
Unfunded Capital Improvements Program Summary	401
Unfunded Capital Improvements Program – Project Detail Sheets	402

Enterprise Funds

Utilities OM&R Fund - Revenue and Expense Comparison	424
Utilities Operations Proforma FY 2020 through FY 2027	425
Utilities Fund Proforma Schedule of Debt Service	426
Water Billings – Charges for Services 10-Year History	427
Sewer Billings – Charges for Services 10-Year History	428
Utilities Fund Line Item Detail - Revenues	429
Rate Survey	431
Utilities OM&R Fund Expenditure Summary by Category	432
Utilities OM&R Fund Capital Outlay Program	433
Division Narrative, Performance Measures, and Budget Summary	
Utilities Administration	434
Billing and Collections	437
Water Treatment Plant	440

Enterprise Funds (continued)

Water Distribution	453
Wastewater Collection	457
Wastewater Treatment Plant.....	463
Fleet Maintenance	468
Non-Departmental.....	471
Water System Impact Fee Proforma FY 2020 through FY 2027	472
Water System Capacity Escrow Fund 10-Year History	473
Wastewater Impact Fee Proforma FY 2020 through FY 2027.....	475
Wastewater System Capacity Escrow Fund 10-Year History	476
Utilities R&R Reserve Fund	478
Special Assessment District 4 Fund	479
State Revolving Loan Fund	480
Utility Construction Fund – Revenue and Expense Comparison.....	481
Utility Construction Fund Proforma FY 2020 through FY 2027	482
Utility Construction Line Item Detail – Revenues	483
Utilities Capital Improvements Program Summary FY 2023 - 2027	484
Utilities Capital Improvements Program – Project Detail Sheets.....	485
Sanitation Fund – Revenue and Expense Comparison.....	523
Sanitation Fund Proforma FY 2020 through FY 2027	524
Sanitation Fund Capital Outlay Program.....	531
Building Fund – Revenue and Expense Comparison.....	535
Building Fund Proforma FY 2020 through FY 2027	536
Building Fund Capital Outlay Program.....	542
Laishley Park Marina Fund – Revenue and Expense Comparison	544
Laishley Park Marina Fund – Proforma FY 2020 through FY 2027	545
Internal Service Fund	
Information Technology Fund – Revenue and Expense Comparison	553
Division Narrative, Performance Measures, and Budget Summary	
Information Technology Services	555
Information Technology Capital Outlay Program.....	560
Debt Service	
Summary Schedule of Outstanding Debt as of 9/30/22	574
Schedule of Debt Service FY 2023 through FY 2027	
Debt Service Fund	576
Debt Service Fund Proforma.....	577
Utility Fund.....	578
Appendix	
Long Range Financial Plan FY 2022-2026	580
Operating Indicators by Function/Program	602
Capital Asset Statistics by Function/Program	603
Demographic and Economic Statistics.....	604
Principal Property Taxpayers.....	605

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.



Florida's Harborside Hometown

Reader's Guide & City Profile

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

The profile section assists the reader in identifying

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



Budget Message

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

Process & Policies

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

Overview

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

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

Strategic Plan

A full copy of the City Council adopted Strategic Plan for FY 2023 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, 2022 and a summary, by operating fund, of debt service requirements in the next five years. For additional details of debt obligations the reader is directed to the City's Comprehensive Annual Financial Report, which is also located on the City's web site.

Appendix

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

THE CITY OF PUNTA GORDA, FLORIDA

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



City of Punta Gorda, Florida

With an estimated population of 20,389, Punta Gorda boasts a small town atmosphere with many of the pleasures of a larger city and amenities of a boating community. The City of Punta Gorda is approximately 32 square miles including water. It is located on the southwestern coast of Florida about 100 miles south of Tampa. With all the sunshine and local events, we are among the few who truly do live in paradise!

History

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

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

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

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



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

City Services

Administration

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

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

Utilities and Customer Service (941) 575-5088 – 3130 Cooper Street
Business Hours: Monday – Friday, 8:00 a.m. to 4:30 p.m. After hours, call the Utility Department's emergency number at (941) 639-2057.

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

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

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

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

Schools/Colleges/Universities

Good Shepherd Day (941) 575-2139 – 1800 Shreve St
Baker/Head Start (941) 575-5470 – 311 E Charlotte Ave
Sallie Jones Elementary School (941) 575-5440 – 1230 Narranja St
Punta Gorda Middle School (941) 575-5485 – 825 Carmalita St
Charlotte High School (941) 575-5450 – 1250 Cooper St
Florida Southwestern-FSW (previously Edison) State College (941) 637-5682 – 26300 Airport Rd
Florida Gulf Coast University (941) 505-0130 – Military Heritage Museum and FSW

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

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

Arts/Culture

Charlotte Performing Arts Center (941) 625-5996 – 701 Carmalita St
Visual Arts Center (941) 639-8810 – 210 Maud St
Punta Gorda Historical Mural Society (941) 639-6959 – 1530 Suzi St
Military Heritage Museum (941) 575-9001 – 900 West Marion Ave

Recreation

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

Gilchrist Park - 400 W. Retta Esplanade
Laishley Park - 100 Nesbit St
Laishley Park Municipal Marina (941) 575-0142 – 100 Nesbit St
Ponce de Leon Park – 3400 Ponce de Leon Parkway
Nature Park – 1623 Aqui Esta Dr
Hounds on Henry Dog Park – 601 Shreve St
Bailey Brothers Park – 361 Dr. Martin Luther King Jr Blvd
Elizabeth Park – Park Beach Cir
Wilson Park – Park Beach Cir
Brown Park – Breakers Court
Alice Park – 802 W. Retta Esplanade
Pittman Park – 802 W. Retta Esplanade
Shreve Park – 802 W. Retta Esplanade
History Park – 501 Shreve St
Trabue Park – Pattie Ave

Punta Gorda Pathways – This planned project is a system of approximately 18 miles of bicycle and pedestrian trails and paths that will connect the City's neighborhoods, parks, and commercial areas. Due to the scale of this undertaking, the Punta Gorda Pathways is composed of various projects: Harborwalk, Linear Park, US 41 Multi-Use Recreational Trail, and the Connector projects. These major component parts are broken down into several phases that are being accomplished as funding becomes available. See map on following page for completed phases and future planned phases.

County Parks

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

Other Recreational Activities/Attractions

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



City of Punta Gorda, Florida

Climate

Temperature:	
Average Mean	74.3°
Average Low	63.2°
Average High	85.4°
Low month is January	50.5°
High month is August	92.5°
Average Annual Rainfall	52.97"

(National Centers for Environmental Information, NOAA, US Climate Normals)

Population

Population – 7/1/2021 Estimate 19,981

Age Composition

19 & Under	6.7%
20-34	7.4%
35-54	12.7%
55-64	17.1%
65 & over	56.1%

Racial Composition

Caucasian	93.1%
Non-Caucasian	6.9%

Households

Owner occupied	7,808
Renter occupied	1,808

(U.S. Census Bureau, 2020 U.S. Census and QuickFacts and American Fact Finder)

Education

School	2022-23 Enrollment
East Elementary	749
Sallie Jones Elementary	689
Punta Gorda Middle	1,132
Charlotte High	1,968
Florida Southwestern Collegiate HS	344

School	2021-22 Enrollment
Florida Southwestern State College	574

(Charlotte Co. Public Schools Demographics, Florida Southwestern State College Fall 2021 Charlotte Campus Profile)

Principal Employers (Punta Gorda MSA)

Employer	Employees
Charlotte County School Board	2,250
Wal-Mart	1,395
Publix Supermarkets	1,321
Charlotte County Board of Commissioners	1,301
Fawcett Memorial Hospital Inc.	1,000
Bayfront Health Port Charlotte	900
Charlotte County Sheriff's Office	688
Home Depot	600
Cheney Brothers	590
Bayfront Health Punta Gorda	450

(FY 2021 Comprehensive Annual Financial Report)

Principal Taxpayers

Taxpayer	Taxable Assessed Value
Florida Power & Light	\$88.2 m
Punta Gorda Medical Ctr, Inc.	\$23.7 m
Wal-Mart Stores East LP	\$16.2 m
Smartstop Self-Storage REIT, Inc.	\$14.1 m
ATA Fishville, LLC	\$11.1 m
NM Imperial LLC Leasing	\$ 8.7 m
Punta Gorda Real Estate Invest LLC / Life Care Center	\$ 8.7 m
Gettel PG Dealership	\$ 8.5 m
AAA Innovation LLC	\$ 7.4 m
Branch Burnt Store Associates LP	\$ 7.3 m

(FY 2021 Comprehensive Annual Financial Report)

Unemployment Rate

Fiscal Year Ended 9/30,	Unemployment Rate
2012	9.1%
2013	6.6%
2014	6.2%
2015	5.5%
2016	5.6%
2017	4.0%
2018	3.9%
2019	3.5%
2020	5.4%
2021	4.3%

(FY 2021 Comprehensive Annual Financial Report)

Per Capita Income

Fiscal Year Ended 9/30,	Per Capita Income
2012	\$37,424
2013	\$36,694
2014	\$39,457
2015	\$39,997
2016	\$37,745
2017	\$38,473
2018	\$41,310
2019	\$45,839
2020	\$47,303
2021	\$46,684

(FY 2021 Comprehensive Annual Financial Report)



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

To: City Council Members
From: Gregory R. Murray, City Manager
Date: September 22, 2022
Subject: FY 2023 Adopted Budget

Members of City Council,

The adopted millage rate is 3.9500 mills, the same as used for the proposed budget and that was presented at public hearing.

The final adopted budget, approved September 21, 2022, remained the same as the proposed budget submitted August 15, 2022.

The Strategic Plan for 2023 was adopted on September 21, 2022. It details specific initiatives, staffing considerations, and long-range operating plans that impact our budget and the City.

Thank you for the effort expended on the adopted FY 2023 budget. I look forward to continuing our progress as we move forward.



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

To: City Council Members
From: Gregory Murray
Date: August 15, 2022
Subject: FY 2023 Proposed Budget

MISSION STATEMENT

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

Members of City Council,

As we move into this budget cycle, we are faced with not only implementation of the previously approved long-term initiatives of the city, but also with evaluating and funding strategic needs to ensure that City services, infrastructure, and assets are sound in the years to come.

The city's assets include 13 public buildings, 121 miles of streets, 1270 City maintained street lights, 19 traffic signal intersections, and four bridges. The City owns 55 miles of canals and 109 miles of seawall. There are 237 miles of water mains, 129 miles of sanitary sewer, and 119 lift stations. 23 parks totaling 130 acres and nine miles of pathways are the responsibility of the City. 208 motorized equipment items, including cranes, fleet vehicles, boats, and compactors, are also part of the City's assets. The City's total asset base holds a non-depreciated value of \$386,313,048 million. The most important asset is the 300-employee base that is needed to operate our city. They depend on budget-driven decisions to be able to adequately complete their jobs, and for their very well being. For this budget cycle, one of the key areas on which we have focused is that asset, our employee base, and the policies and procedures we use to run the city that drives revenue and allows our staff to perform their respective jobs.

Coupled with other planning initiatives such as the ability for project completion, infrastructure maintenance, and service delivery itself, employee retention and attraction is the foundation for those initiatives to be successful and must be addressed. Given the current employment environment with accompanying challenges, it has become especially critical. Much of what we find that generally requires attention for our employment base is in relation to salary and benefits. That is what helps us to retain the qualified employees we currently have and attract the ones we need as our service demand increases in complexity and volume. Obviously, we are not like other private firms when it comes to changing our employment standards, knowing that when we do, it will impact each resident that we serve. Given that, we began last year working on our financial planning and personnel strategic plans to prepare for the necessity of enhancing staffing levels and

the wages we can provide. This is done two ways; through the collective bargaining process for the two classified employee groups, and through outside evaluation for the remaining non-classified (other general) employees. These three groups then encompass all employees in City government. It is important to reiterate that the employees are always a priority as we work through our challenges and limitations.

We are very pleased that with your support we have been able to address the first classified group beginning fiscal year 2022 and are working to finalize the second and third groups for the new fiscal year beginning in fiscal year 2023. That, then, has allowed us to address all employees within a years' time, and helps offset impacts that the current inflationary environment has inflicted.

For the classified employees, specific procedures are in place based on agreed upon timelines to address these items.

For the non-classified general employee group, the third group of employees, specific procedures are also evaluated through a third-party study that identifies any items needing to be addressed. A calculation places employees into any newly recommended ranges based on job factors, market values, and a hybrid between their time spent in their current classification title and total time with the organization to determine any necessary increases. Using this method, the study for this group found that bringing all employees to their new job classification minimum and looking at the hybrid classifications placing them appropriately in each grade, required an average of between 13.2-15.2 percent increases during this fiscal year. By providing up-front increases compounded during the budget cycle, a 14% overall increase will provide a general competitive salary as a starting point for the process. There will be additional follow-up for some grade and salary adjustments moving forward, and a more complete analysis of benefit availability for issues such as pension equity will continue. This will then, consistent with our financial, personnel, and infrastructure management plans allow the City to move forward on solid ground with all 300 employees having been evaluated and addressed.

Just as was necessary with city infrastructure, recent recessionary periods, funding challenges, and other demands have sometimes hindered needed changes in the programmatic aspects of our employment base. Implementation of a detailed plan as shown in the proforma will address our staffing challenges and the funding needed to make that happen. It is quite a challenge and responsibility to ensure that our city functions properly while making strides in service delivery, infrastructure management, and planning for the future. Hence the need to continue to address these challenges, bringing confidence that the city continues to be managed appropriately for the citizens we serve.

I am proud to be part of the team working for the City of Punta Gorda. We are fortunate to have such an engaged Council, dedicated employee base, and depth of experience. A realistic and conservative budget, coupled with long-term data driven planning, realistically addressing pending and deferred needs ensures that we properly address issues facing the City.

This budget message provides a narrative explanation that summarizes those needs driving our recommendations. The pertinent economic information that was reviewed, critical assessments driving operations, strategic initiatives, and conservative fiscal implications and targets are

included. As you review these recommendations, I encourage each of you to keep the baseline assumptions in mind and stated needs at the forefront of your considerations. This information provides the reasoning behind our proposed plan to ensure proper service delivery, infrastructure management, personnel decisions, and needed resources to keep the city on a solid foundation and insure its future.

Thank you for your support in continuing to move our city forward.

Initial budgetary factors:

- The Charlotte County Property Appraiser reported that taxable property values increased Citywide 12.45%.
- Increased value from new construction, annexations and other adjustments in the City is \$31.5 million, down from \$52.6 million the previous year.
- The Community Redevelopment Area (CRA) experienced a 10.75% increase from previous year property values.
- Our plan includes paying off the CRA debt as soon as possible to allow flexibility with the funds now mandated for debt retirement.
- The proposed FY 2023 General Fund Budget, net of ending reserve, totals \$29.6 million, which is \$4.2 million or 16.5% more than the original FY 2022 budget (see next bullet).
- That includes a plan for all required personnel and use of reserves and projected grant awards in the proforma.
- The cumulative increase in the general fund since FY 2008 is 44.3%, which averages to an approximate 2.9% increase per year. This includes the current proposed planned position increases and personnel related costs as well as the cost increases being felt due to the significant increase in inflationary factors.
- State revenue projections for various taxes show a wide spread of changes ranging from a 3.7% decrease in 1% sales tax and a 17.5% increase in gas taxes for FY 2023 from the prior year original projections. Other items include local government taxes and state revenue sharing. State revenue projections for communications taxes have not been provided as of August 12, 2022. The City budgets 95%-100% of the state projections.
- The proposed millage rate remains at 3.9500. The City's portion of a residential tax bill, excluding non-ad valorem assessments, has generally been 25% or less and is anticipated to remain the same.
- The majority of ad-valorem taxes paid are for services provided to Charlotte County government and Charlotte County School system.
- Considerations for the proposed millage rate include:
 - the base 5-year pro forma;
 - a comprehensive 5-year plan to lend perspective on City operations. This long term strategic budgetary plan incorporates capital replacement requirements, operating impacts, personnel requirements, and fiscal targets over the term in order to project needs and manage millage rate increases properly;
 - the number of fire/medic personnel required for call volume and complexity that have more than doubled, and where current safety standards mandate more;

- police training and safety requirements have increased quantifiably while staffing levels have remained low causing light responses and requiring duties to be reassigned;
 - other operating personnel have been previously reduced, needing increases in number and salary;
 - overtime is substantial and causing additional employee issues;
 - initial budget reductions in order to help offset additional costs and revenue requirements;
 - the compensation study and the \$15 minimum wage mandate, the resulting impacts of which we were able to address, especially since we are losing employees due to salary issues on a weekly basis;
 - incorporated in the overall budget is a proposed salary increase;
 - substantial material and service costs increases are being experienced nationwide;
- To assist you in measuring our performance, City Council approves an annual Strategic Plan. Action items to be undertaken during FY 2023 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 2023 budget preparation. This included an update to the minimum unassigned fund balance for the General Fund and all other operating funds, except the Utilities Fund, in accordance with City Council’s desire to lead toward future compliance with nationally recognized standards.
 - Since the change in Consumer Price Index (CPI) as reflected in the State “Save Our Homes” Legislation is 7.0%, the cap of 3.0% will be used for FY 2023. This means no matter how high the market value of a homestead property increases, the assessed value can only rise 3%.

As the nation and the City faces a changing economy from the pandemic to the recovery from the pandemic that has resulted in many inflationary factors driving up costs and personnel expenditures, the City balances it’s needs with the necessity of prudent and sensible funding for needed services. This proposed budget carefully balances conservative revenue projections and 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 17 strategic plans. Action items accomplished as part of the 2022 Plan are highlighted within each respective strategic priority area.

Financial/Economic Sustainability

- Updated the long range financial plan for the major fund groups and continued to assess the City’s financial management policies with nationally recognized standards. Revised such policies, primarily reserves, to gradually address national standards.
- Prepared FY 2023 budget with an emphasis on need for staff to maintain current service levels, planning for enhancement of service levels in future years, and building reserves to recommended level.
- Implemented revised Utility Rates, which included water and wastewater impact fees, as a result of the utility rate study recommendations.
- Implemented Time Clock Plus software for payroll systems.
- Annexed property on Rio Villa Drive and MacEver Street
- Updated five year citywide staffing needs analysis
- Secured two and a half million dollar grant from the Department of Economic Opportunity for Boca Grande/Corto Andre Storm Water Project.
- Updated plan for all major infrastructure categories to include fleet, equipment, buildings, grounds, streets, utilities and lighting. Incorporated in Master Plan within five-year capital improvements program.
- Accomplished temporary relocation of Historic City Hall staff.
- 677 vendor contracts were managed by the City.
- Completed the 1st draft of the updates to the City of Punta Gorda Comprehensive Plan Amendments – (Future Land Use, Housing, Costal Management, Transportation, and Historic Elements.
- Continued updates to the proposed Land Development Regulations (LDR) / Form Based Codes
- Completed Wage, Classification and Benefit Study.

Infrastructure Sustainability

- Completed annual street resurfacing program.
- ADA sidewalk ramp improvements completed.
- Shreve Street multi-use recreation trail lighting installed.
- Developed and presented FY 2023-2027 Capital Improvements and Capital Outlay Plans for major infrastructure categories.
- Ponce de Leon Park seawall repairs completed, boardwalk/pier repairs underway.
- Continued annual storm water drainage program.
- Improved lighting in the East Side of Punta Gorda.

- City Hall Annex Security upgrades nearing completion.
- Refurbished Gilchrist Park Gazebo.
- Design started for the Historic City Hall and A.C. Freeman House.
- Harborwalk West Gill Street to Berry Street construction completed.
- Harborwalk parking and landscape improvements underway.

Partnerships, Communication & Collaboration

- Partnered with Punta Gorda Historic Mural Society on the Captivating Charlotte County and the Boating in Paradise Murals.
- Completed twelfth Citizen's Academy, providing residents and business owners an overview of the City organization: administration, finance, public safety, public works, utilities and urban design.
- Partnered with TEAM Punta Gorda and the Punta Gorda Chamber of Commerce for downtown beautification efforts known as Punta Gorda in Bloom.
- Extended construction start time for the land lease with Peace River Wildlife Center to relocate administrative, gallery and viewing areas on City-owned land on West Henry.
- Disseminated information through a network of partners.
- Provided letters of support for numerous initiatives to include City and Charlotte County legislative priorities and Florida League of Cities call for action on proposed legislative matters.
- Held virtual and in person community planning sessions with Dover, Kohl & Partners regarding Form Based Codes and Land Development Regulations.
- Continue partnership with Quality Independence to manage agriprenuer garden on East Virginia.
- Launched successful Public Safety Youth Academy.
- Continued partnership with various Veteran's groups and TEAM Punta Gorda to complete Veterans' Park enhancements.
- Partnered with Punta Gorda Housing Authority regarding commitment for local government financing of \$340,000 for the Verandas III affordable housing project totaling \$19.2 million.

Strategic Communications Positioning

- Utilized Text My Gov to provide residents streamlined communication with the City.
- Continued dissemination of Punta Gorda brochure throughout community and marketing partners to include local hotels, chambers of commerce, Event Center, visitors' bureau, Punta Gorda Airport, and Sunseeker.
- Installed new marketing display at Punta Gorda Airport.
- A positive message greets visitors through strategic advertisements in both the Punta Gorda Chamber of Commerce and Charlotte County Chamber of Commerce guides.
- Park signs replaced to reflect branding.
- Continued Punta Gorda Developments newsletter and continued dissemination on periodic basis. Newsletter highlights projects in planning, under construction and completed.
- Promoted community amenities on Facebook, Twitter and Instagram.

Quality of Life

- Overnight Parking Program launched in Downtown Historic District.
- Implemented park closure hours during overnights.
- Continued the design and engineering of the Nature Park ADA improvements to the observation decks and fishing pier.
- Participated with Peace River Housing Partners in establishment and operations of organization, and Gulf Coast Partnership on housing initiatives.
- The Punta Gorda Fire Department offers quarterly Family and Friends® CPR course of instruction. Additionally, the department has integrated a “Stop the Bleed” course content into all CPR courses.
- The Fire Department continues to aggressively market the smoke/CO detector program. The department provides residents who cannot afford a smoke/CO detector a new 10 yr. life unit. The Fire Department continues to experience increased participation in the Smoke Detector Battery Change Out program.
- Trimmed and fertilized over 700 beautification trees in City Rights of Way.
- The Police Department continues to provide a number of essential crime prevention programs. This includes Neighborhood Watch notifications, safety tips through Twitter and Facebook, Do the Right Thing of Charlotte County, Inc., and Drug Abuse Resistance Education (DARE) training.

The FY 2023 Strategic Plan Action Items have three distinct elements that help transform the City’s vision into reality. They are:

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

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

Financial/Economic Sustainability

- Goal: Continue best management practices in financial planning and appropriate reserves policies to reach the national standard of 16.7% by increasing reserves by 0.5% or more per year.
- Goal: Identify sustainable spending policies and appropriate technologies to support business operations through operational audits and investments in new technology that connect the City with the community.
- Goal: Strengthen and diversify the City’s tax base to increase the commercial base, for example, through annexation by annexing three properties per year over the next five years.

- Goal: Support Charlotte County efforts to facilitate and nurture high priority economic development projects through monthly one on one meetings with Council and City Manager.
- Goal: Ensure the competitiveness of Punta Gorda’s business climate through continuous participation in the Economic Development Partnership, Punta Gorda Chamber of Commerce and conducting rate studies as needed.
- Goal: Enhance workforce development and diversity in the City organization through intentional succession planning and investment in employee training programs.
- Goal: Encourage strategic commercial development through the implementation of new Land Development Regulations and Codes being put into place in FY 2022.

Infrastructure Sustainability

- Goal: Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
- Goal: Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods through collaboration with applicable granting agencies and City investment in pathways by June 2023.
- Goal: Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
- Goal: Apply best management practices and systems in infrastructure maintenance.
- Goal: Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis.

Partnerships, Communication & Collaboration

- Goal: Promote partnership opportunities with public, private and non-profit organizations
- Goal: Emphasize transparency in City operations, reporting, and activities
- Goal: Continue to seek community input in decision making process
- Goal: Support and assist community efforts to address City priorities through recognition and process initiatives
- Goal: Diversify Housing Types through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.

Strategic Communications Positioning

- Goal: Implement the three-year strategic communications/marketing plan for the City
- Goal: Optimize waterfront, bicycle and pedestrian assets of the City
- Goal: Coordinate with stakeholders in promoting Punta Gorda as a boating, fishing and bicycle-friendly destination
- Goal: Support and facilitate the marketing of Punta Gorda’s assets as a core to a vibrant downtown
- Goal: Optimize expertise of regional and local partners (i.e. Charlotte Harbor Tourism Bureau, Chambers of Commerce, Realtor Association, Economic Development Partnership, tourism-oriented private sector) to achieve stated objectives
- Goal: Make Downtown a vibrant and attractive place through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.

Goal: Encourage strategic commercial development through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.

Quality of Life

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

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

Goal: Meet all water quality standards (primary and secondary).

Goal: Achieve status as a waterfront destination for land and water visitors through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.

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

Goal: Ensure a diversity of housing stock that is attainable for all income levels, racial backgrounds, life stages and abilities through implementing recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.

Goal: Continue Universal Accessibility transition plan efforts within the City

Goal: Continue planning and implementing climate change strategies that; 1) protect significant natural resources 2) support economic growth, improve protection of life and property in hazardous areas.

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

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

In linking the City's strategic plan to development of the operating budget, each City department/division identified one or more of the five strategic priorities that significantly contribute towards achieving objectives. 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 updated May 2022 economic forecast from the Congressional Budget Office (CBO) includes the following key points:

- The forecast incorporates laws in effect as of April 8, 2022 and incorporate the recent surge in inflation, as well as other legislative, economic, administrative, and technical changes since July 2021.
- As COVID relief ends and revenue surges, CBO projects the annual Federal budget deficit to fall to \$1 trillion or 4.2% of gross domestic product (GDP) in 2022, down from the \$3 trillion per year in 2020 and 2021, but will then rise to \$2.3 trillion by 2032.
- Debt is projected to be 96% of GDP by 2023, above the 79% prior to the pandemic. It will continue an upward trajectory exceeding the size of the economy by 2027 and reaching 110% in 2032.
- High deficits and debt are driven by a disconnect between spending and revenue. It is expected that spending will rise while revenue will flatten.
- CBO projects that real (inflation-adjusted) GDP will grow by 3.1% this year driven by strong consumer spending and real business investment and by a shrinking US trade deficit. The growth declines steadily through 2024 (2.2% in 2023 and then roughly 1.7% per year thereafter) led by slower growth in consumer spending and investment as people return to their prepandemic patterns of consumption before remaining almost constant through 2026.
- The forecast projects employment to continue at a relatively rapid pace through 2022 and then expected to slow through 2026. The unemployment rate declines from 3.9% in the first quarter of 2022 to 3.5% mid 2023 which is very low by historical standards. It is expected to gradually rise to 4.5% by the end of 2032.
- The increase in the demand for labor is expected to continue to outpace the increase in the supply of labor, resulting in continued upward pressure on wages. The employment cost index for workers in private industry is 5.9% higher in the second quarter of 2022 than it was one year prior as compared to the annual growth rate in recent prepandemic years of 3%. Wage growth is projected to ease gradually to 3.2% in 2026
- Elevated inflation persists in 2022 as both strong demand and disruptions to supply in product and labor markets continue to add upward pressure on many prices and wages, although those disruptions are expected to fade by the end of the year. The CBO estimates the consumer price index (CPI) for personal consumption expenditures will total 4.7% in 2022, 2.7% in 2023, and 2.3% per year thereafter remaining above the Federal Reserve's long-run goal of 2%.
- Projections for the interest rate on 10-year Treasury notes is expected to rise to 2.7% by the end of 2022 and reach 3.8% in 2028 and beyond.
- The federal funds rate is expected to rapidly increase in 2022 (to 1.9%) and 2023 (to 2.6%) to reduce inflationary pressures in the economy and then be reduced in 2025 to counteract the drag on economic growth stemming from the higher individual income tax rates that take effect at the beginning of 2026 under current law.
- CBO's latest budget projections suggest that the country is on an unsustainable fiscal trajectory and that given high debt and surging inflation, policymakers should act soon to enact a deficit-reduction plan. Additionally, they suggest that getting the country on solid

fiscal ground will require lowering health care costs, securing Social Security and other trust funds that are headed toward insolvency, raising additional revenue, limiting discretionary spending growth, and cutting other low-priority spending and tax breaks.

Florida/Southwest Florida Regional Economic Outlook

The Florida Legislature Office of Economic and Demographic Research issued its economic overview in February 2022. Key highlights of the report are delineated below:

- It is anticipated that the state will expand at more than double the prepandemic GDP rate for this fiscal year at 4.8% growth before decelerating to 3.1% in FY 2023 and returning to a more characteristic 2% in FY 2024.
- The final growth rate for personal income for FY 2021 was 7.5% which included two different federal stimulus and relief programs which contributed to the overall increase. It is expected that growth will be 4% in the current fiscal year as furloughed and laid off workers continue to return to their jobs or find new opportunities, with wage growth offsetting the loss of the massive government relief efforts. Thereafter it is projected that annual growth rates are expected to remain solidly at or above 4%.
- The December 2021 unemployment rate was 4.4%, higher than the US rate of 3.9%.
- Population growth is the state's primary engine of economic growth, fueling both employment and income growth. Florida is currently the third most populous state, behind California and Texas. The 2020 Census indicated a slightly lower number of permanent residents than originally anticipated and new population estimates have been revised to blend the 2020 count. Florida's population growth has mostly been from net migration as current year natural increase is expected to remain negative. Between 2021 and 2025, growth is forecast to average 1.41%
- The Florida housing market soared during the pandemic. The market environment leading to this result was caused by the record low interest rates tied to the Federal Reserve's actions to stem the severity of the pandemic's economic disruption. Homeownership rate is slightly higher than the long-run average. Existing home market is considered overheated as the median price set a new record high in December 2021.
- Consumer perceptions reach a low as the national sentiment reading for February 2022 dropped to its lowest point since the pandemic began, but is still above the Great Recession depths.
- Florida tourism is a major component of the state's economy. This industry bore the brunt of the longer-term consequences, but was able to recover 96% of the last full pre-COVID by the third quarter of 2021, due to the increase of domestic visitors traveling to Florida by air or car. It is expected that robust growth of 36.3% will be seen in FY 2022 over the prior year and will continue more moderately at 7.6% and 5.7% for FY 2023 and FY 2024 respectively.
- Fueled by the continuing influx of federal dollars, elevated savings and a still atypically high percentage of income spent on goods, revenue collections had gained \$2.2 billion to prior expectations in August 2021 with the next several months anticipated to add to the overage. Because the stimulus effects and outsized savings are now unwinding, the Revenue Estimating Conference crafted a glide path that largely removes those effects. As a

result, nearly \$3.3 billion (inclusive of the overage mentioned above) was added to the current year forecast, but only \$704 million of that increase was retained for FY 2023.

- The immediate response to inflation is an increase in sales tax collections that reflects the higher prices, but to the extent that consumers expect the higher prices to persist, they will adjust their purchasing patterns to incorporate cheaper products and/or reductions in purchases. Over several months, collections would end up back at the level they started from. If inflation noticeably worsens, it would drag on sales tax collections as people spend more money on non-taxable necessities like food and healthcare.

The Florida Gulf Coast University (FGCU) Regional Economic Research Institute's Southwest Florida Regional Economic Indicators Report published in July 2022 highlights:

- Southwest Florida's seasonally-adjusted unemployment rate in May 2022 is 2.1% which is 1.7% below the May 2021 figure.
- Tourist tax revenues for the coastal counties were up 21% in April 2022 compared to April 2021.
- Taxable sales for April 2022 were up 18% compared to April 2021.
- Indicators relating to the real estate industry reflect a slowdown in sales and a rise in supply. Coastal counties issued 1,880 single-family building permits in May 2022, up 28% over May 2021. Single-family home sales for the coastal counties were 2,761 in May 2022, a decrease of 9% from May 2021 and a 2% decrease from April 2022. All counties continue to see increases in median prices over the past year ranging from 22%-31%. Active listings were 5,564 residential properties for May 2022 which is 53% above May 2021 and 28% above April 2022.
- Airport passenger activity showed a decrease of 2% percent in May 2022 over May 2021, marking the first year-to-year decline in passenger activity since February 2021, and 28% decrease from April 2022.
- The FGCU Industry Diversification Index (IDI) measures the degree to which a region's workforce is concentrated in few industries or dispersed into many. Industry diversification is an important factor explaining our state and region's tendency to overheat during expansions in the business cycle and overcorrect during contractions in the business cycle. During the fourth quarter of 2021, the IDI for Southwest Florida measured at 5.26, ranking it as the 9th most industrially diverse workforce region in the state of Florida (out of 24), down from 6th last year.
- FGCU's report included Florida's Consumer Sentiment Index and showed an improvement at 62.9 in June 2022 rising 2.1 points from April 2022. Hector Sandoval, director of the Economic Analysis Program at the University of Florida's Bureau of Economic and Business Research states that the increase "comes as a surprise considering the persistently high inflation...The increase in consumer confidence is fueled by improvements in Floridians' expectations about their personal financial situation one year from now and their opinions about whether now is a good time to buy a big-ticket item. These views contrast with the current economic outlook."

Charlotte County Economic Highlights

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

- Charlotte County continues to notice solid growth in population. The 2021 population estimates from the University of Florida, Bureau of Economic Research (BEBR) were updated to include the 2020 Census results. Charlotte County 2021 estimate is 190,570 up from their previous estimate of 187,904. It is estimated that 56% of the population is 55 or older and estimated 38% being 65 or older.
- For the tenth consecutive year, the taxable property value in the County has increased. The increase is 17.4% from the prior year. Of that amount, new construction and other adjustments accounted for 3.1%.
- Unemployment is 2.3% in May 2022 down 1.4% from May 2021.
- The median sales price of an existing single family home in the County was \$392,000 in May 2022, compared to \$320,035 the previous year, a 22% increase.
- The County reported 545 single family home sales for May 2022 down 3% from May 2021 of 561. Number of building permits issued were 390 in May 2022, an increase from 253 issued in May 2021.
- The County’s taxable sales increased to \$383.1 million in April 2022, compared to \$326.1 million in April 2021, an increase of 17%. Taxable sales for March 2022 were \$348.5 million.
- Tourist tax revenues in April 2022 were \$797 thousand, up 23% from April 2021 measure.
- The Punta Gorda Airport and Enterprise Charlotte Airport Park (ECAP) continue to represent major economic drivers in the area. Allegiant’s service area from Punta Gorda flies to 45 nonstop destinations. Sun Country Airlines offers service from Punta Gorda to Minneapolis-St Paul International Airport. Although, passenger activity at the airport has risen significantly since calendar year 2011 through 2019, there was a decline in 2020 due to the pandemic with some recovery in 2021. July 2022 report shows a passenger count of 1,063,564 for the first six months of the year up 39.62% for the same time period in 2021.

Year	Passenger Count	Year	Passenger Count	Year	Passenger Count
2011	291,626	2012	219,357	2013	333,611
2014	628,075	2015	836,472	2016	1,118,303
2017	1,293,337	2018	1,577,164	2019	1,644,916
2020	1,189,681	2021	1,569,836		

- Sunseeker Resort in the Charlotte Harbor Community Redevelopment Area bordering the harbor on the north side of the US 41 South Bridge has resumed construction after having been placed on hold during the pandemic and is anticipated to employ 1,150 people. It is expected to open in 2023 with 785 guest rooms, two pools, 60,000 square foot convention space, spa and salon, fitness center, three retail/market shops and 19 dining and bar concepts.
- Tuckers Grade – a planned mixed-use development at the I-75 and Tuckers Grade interchange to include 1,689 residential units, 400 hotel rooms, and 480,000 commercial retail space. The proposed project plans to attract nearby residents and the traveling public.

- Babcock Ranch, a planned new town situated on 18,000 acres bordering Charlotte County and Lee County, broke ground in June 2016. When completed the development will house 19,500 residential units with an anticipated 50,000 population; six million square feet of commercial space; 75 mega-watt solar facility; and 50 miles of trails. The development is also planning a partnership with Florida Gulf Coast University to house higher educational programs. To-date, 2,000 single-family permits have been submitted since August 2016, and development of town center is well underway with Publix opening in 2022. Babcock Ranch tops the list of “Best Eco-Friendly Communities in ideal LIVING for 2020. It was also named the fourteenth top selling master planned community in the country in 2021 by RCLCO Real Estate Advisors.
- West Port Development – Rezoning was approved for 400+ acres in the western section of Murdock Village in order to have mixed-use development with a maximum of 2,400 single and multi-family units, commercial uses, and a 150-room hotel. Homes are currently under construction with the first family having moved in. Arredondo Pointe/Lost Lagoon Development will include a mixture of retail, entertainment, water park, and hotel uses. A second phase was approved December 2021 with the sale of 156 acres to the development to include 500 single family and 300 multi family homes, a commercial development site of approximately 15 acres and a portion set aside for potential medical use.

Punta Gorda Economic Highlights

Projections show an estimated FY 2023 population of 20,389 adjusted based on the 2020 Census of 19,471.

- Changes in property values continue to contribute major influence on financial planning and budget preparation. Taxable property values (FY 2023) increased Citywide by 12.4% from the final previous fiscal year, including \$31.5 million of new construction, annexation, and changes in exemption. This is the tenth straight year experiencing an increase in values after six straight years of declines in taxable value Citywide.
- New single-family housing unit building permit trends since FY 2006 are shown below.

Year	Units Permitted	Year	Units Permitted	Year	Units Permitted
FY 2006	241	FY 2007	190	FY 2008	98
FY 2009	12	FY 2010	37	FY 2011	30
FY 2012	56	FY 2013	88	FY 2014	100
FY 2015	125	FY 2016	113	FY 2017	127
FY 2018	115	FY 2019	89	FY 2020	102
FY 2021	143	FY 2022	108 (YTD)		

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

Year	Units Permitted	Year	Units Permitted	Year	Units Permitted
FY 2012	4	FY 2013	4	FY 2014	0
FY 2015	86	FY 2016	90	FY 2017	4
FY 2018	35	FY 2019	39	FY 2020	0
FY 2021	236	FY 2022	321 (YTD)		

- City of Punta Gorda residential development – Vacant vs Developed as of June 2022.

Community	Total Parcels	Developed Residential	Vacant Residential	% Residential Developed
PGI	9,191	8,674	517	94.4%
BSI	1,837	1,675	162	91.2%
BSM	932	777	155	83.4%
TOTAL	11,960	11,126	834	93.0%

- Citywide Master Plan – Dover Kohl & Partners is currently working on revising the Land Development Regulations, Form Based Codes and Comprehensive Plan recommendations based on the PLAN Punta Gorda 2019 Citywide Master Plan and City Council direction.
- Former IMPAC Campus – City Council approved a rezoning of the four plus acres for a mixed-use planned development to include conversion of one building to a 25-room hotel, relocation of the Military Heritage Museum in another building, and 3,500 square feet of office space. The museum opened in April 2019. The hotel and office space remains under construction.
- Terracap (former LOOP) development update - Goodkin Consulting (GC) was hired by the property owner to conduct a market analysis concerning development possibilities for Village Center, a proposed 171-acre mixed-use residential and commercial development. The site is at the intersection of Jones Loop Road and I-75 in Punta Gorda. The report’s findings, published in August 2015, are highlighted below:
 - ✓ Residential component – 290 residential units of which 128 are single family detached, 90 single family semi attached and 72 townhome attached.
 - ✓ Retail component – 540,000 square feet of which 300,000 is an outlet mall and 240,000 a village center.
 - ✓ Office component – 150,000 square feet consisting of 80,000 in village center with office over retail, and 70,000 of two or three single users.
 - ✓ Hotel component – dual branded with 200 rooms.

Parkside Punta Gorda a 297 unit apartment complex at 26020 Jones Loop Road is under construction. The apartment community has six buildings at a maximum of three stories, a community recreation area and on-site parking.

- The City’s business development strategy to enhance business and economic development has been updated to include a City of Punta Gorda Economic Development Team including City Council and key staff members.

THE PROPOSED BUDGET

Submitted herein is the proposed City of Punta Gorda Budget for FY 2023. The total FY 2023 budget including all transfers and carryover fund balance is \$187,330,240 which is \$25,370,341 (15.7%) greater than FY 2022. The major factors causing the net increase are:

- capital projects and equipment increase of \$29.0 million, much of which is in the utilities department including the wastewater treatment plant improvement, and which is offset by financing revenue and planned use of reserves;
- transfers and debt service had a net decrease of \$19.0 million as per debt service schedules and funding transfers for capital projects;

- personnel costs increased \$3.4 million for all funds:
 - net sixteen positions - one previously approved and added mid-year FY 2022 for Coastal and Heartland National Estuary Partnership (CHNEP), host change to County for CHNEP in FY 2023 reducing seven positions and 22 proposed new positions in FY 2023 (if SAFER grant award not received up to 7 firefighter/EMT positions would be reduced);
 - 4% merit increases;
 - 6% increase in health insurance;
 - 10% estimated increase in workers compensation insurance;
 - estimated funding for police bargaining contract results and general employee pay and classification study results;
- other operating expenditures increased \$4.5 million overall:
 - for increases that are being driven by economic conditions such as high inflation, scarcity of resources/commodities, and labor shortages, as well as increases in FPL electric rates, increases in fuel prices, increases in chemical prices, and contracted services due to increases in pricing being received during bids and renewal terms;
 - increased canal maintenance programs
 - increased computer overhead;
- ending carryovers had a net increase of \$7.5 million due to increase in planned use of reserves for capital projects and planned personnel/service level increases in future years as revenues catch up with expenses to prevent deficit spending, increases for debt service reserve requirements, and new reserves from the America Rescue Plan funding that will be used as Council directs over the next several years.

The following chart compares previous adopted budgets with the proposed FY 2023 budget. The expenditures are net of transfers to other funds, internal service funds and ending reserves. The FY 2023 net amount of \$131,133,972 is an increase of \$28,482,160 or 37.8% more than FY 2022. The majority of the increase is in utility construction projects (capital as previously discussed).

Comparison of Net Budgeted Expenditures
Budget FY 2019 through Proposed Budget FY 2023
 (Net of transfers, internal service funds and ending carryover fund balance)

	Budget FY 2019	Budget FY 2020	Budget FY 2021	Budget FY 2022	Proposed Budget FY 2023
General Fund	\$19,829,664	\$21,225,263	\$21,315,795	\$23,203,380	\$26,618,605
Special Revenue Funds	22,599,137	25,810,740	18,687,996	24,899,588	20,316,772
General Construction Fund	1,680,000	890,000	1,560,000	4,913,214	2,143,000
Enterprise Funds	20,527,912	25,715,244	33,738,498	49,635,630	82,055,595
Total Funds	\$64,636,713	\$73,641,247	\$75,302,289	\$102,651,812	\$131,133,972
\$ Net Increase (Decrease)	\$1,119,972	\$9,004,534	\$1,661,042	\$27,349,523	\$28,482,160
% Net Increase (Decrease)	1.76%	13.93%	2.26%	36.32%	27.75%

The FY 2023 budget continues to aggressively address substantial issues needed to move the City forward such as continued implementation of strategic plan objectives; enhanced service levels; funding for pay plan and bargaining contract updates; increase in water and wastewater rates to

support operations and capital improvement plan; increase in solid waste rates for recycling cost and refuse and yardwaste program; increase in canal maintenance assessment fees for increased seawall replacement program and for approved projects; continuation of road resurfacing and drainage improvement programs; 1% sales tax projects through December 31, 2026; and continued efforts to address the rising costs in the overall economy that are driving factors in capital project costs and operations. Additional detail and information can be found in the Budget Highlights by Fund section of this message. It is our responsibility to exhibit leadership in addressing these issues and providing cost effective public services to our citizens.

The 321 funded full time equivalent (f.t.e.) position count for FY 2023 has increased by net fifteen positions from the amended count of FY 2022. The CHNEP had a FY 2022 mid-year change to add a restoration specialist. For FY 2023 CHNEP is going to be hosted by Charlotte County reducing seven positions to the City. Positions that are being added by the City are: a safety officer or coordinator in human resources, a records coordinator in city clerk’s office, a buyer assistant in procurement, a facilities maintenance worker and a right of way maintenance worker in public works, a detective and an evidence, crime scene and quartermaster technician in the police department, (7) firefighter/EMTs in the fire department (may be reduced if grant not awarded), a grant coordinator/planner in urban design, and a zoning technician in zoning and code; a network security/cloud systems administrator in the information technology; a customer service representative in billing and collections and two wastewater collection maintenance workers in utilities; a permit technician in building; and a canal maintenance worker in the canal fund. One of the key performance measures identified in the business plan as ability to properly provide and maintain required service levels is the ratio of full time employees to population (table below). With ever increasing safety/training mandates, over 3,000 more residents/requirements resulting from additional usage of City assets and need for additional amenities that were provided, and public safety response requirements, neither employee numbers nor service level equals those that the City needed even in 2008, 15 years prior. The overall plan now gives departments the ability to achieve necessary objectives to support City services, but only by maximizing the efficiency of a still conservative workforce.

Fiscal Year	Population Estimates	Employees	Ratio Employees/ Per 100/Population
2023	20,389	321	1.6
2022*	20,157	306	1.5
2021*	19,701	295	1.5
2020 Census*	19,471	291	1.5
2019	19,285	288	1.5
2018	18,811	286	1.5
2017	18,588	274	1.5
2016	18,368	271	1.5
2015	17,632	267	1.5
2014	17,556	263	1.5
2013	17,349	265	1.5
2012	17,177	265	1.5
2011	16,907	265	1.6
2010 Census	16,641	270	1.6
2009	16,989	291	1.7
2008	17,651	308	1.7

* Adjusted for 2020 Census results

Core Level of Service Comparative Analysis

As part of the development of the long-range financial plan, staff undertook an analysis of how Punta Gorda compares with surrounding jurisdictions in delivering core services in January 2022 using the current year rates and were updated in August only to reflect the proposed information that was available. Information not available continues to use actual rates from FY 2022. The charts below provide a benchmarking analysis of costs to deliver core level of services for eight Southwest Florida municipalities. Services compared include those paid for by property taxes, fees/assessments (sanitation, fire, roads/drainage/stormwater, debt service) and average water/sewer bill.

The fact that the order may be different is due to service costs being based on flat rate or taxable assessed value which may change the total. Punta Gorda remains competitive with surrounding Southwest municipalities for delivery of its core services.

Basic Tax Fee Comparison Single Family Residential

	Naples	Mills	Bonita Springs	Mills	Punta Gorda	Mills	Sarasota*	Mills	Venice	Mills	North Port	Mills	Cape Coral	Mills	Fort Myers	Mills
Based on taxable value of \$250,000																
Property Taxes	\$ 282.50	1.1300	\$ 204.33	.8173	\$ 987.50	3.9500	\$ 750.00	3.0000	\$ 1,090.00	4.3600	\$ 941.68	3.7667	\$ 1,389.20	5.5568	\$ 1,837.50	7.3500
Water & Sewer (Avg Monthly annualized)	\$ 898.44		\$ 1,154.64		\$ 1,010.16		\$ 1,709.40		\$ 1,872.84		\$ 1,772.76		\$ 1,563.24		\$ 1,954.80	
Sanitation (Solid Waste)	\$ 377.88		\$ 232.84		\$ 306.72		\$ 294.60		\$ 253.08		\$ 250.00		\$ 285.86	.1791	\$ 267.86	
Fire Service	\$ 0		\$ 545.00	2.1800	\$ 0		\$ 118.24		\$ 0		\$ 281.23		\$ 242.80		\$ 185.00	
Roads/Drainage/Stormwater	\$ 0		\$ 50.00		\$ 0		\$ 151.94		\$ 0		\$ 219.28		\$ 182.00		\$ 138.24	
Debt Service	\$ 0		\$ 0		\$ 0		\$ 44.55	.1782	\$ 117.35	.4694	\$ 0		\$ 11.78	.0471	\$ 0	
TOTAL	\$ 1,558.82		\$ 2,186.81		\$ 2,304.38		\$ 3,068.73		\$ 3,333.27		\$ 3,464.95		\$ 3,674.88		\$ 4,383.40	
Based on taxable value of \$500,000																
Property Taxes	\$ 565.00	1.1300	\$ 408.65	.8173	\$ 1,975.00	3.9500	\$ 1,500.00	3.0000	\$ 2,180.00	4.3600	\$ 1,883.35	3.7667	\$ 2,778.40	5.5568	\$ 3,675.00	7.3500
Water & Sewer (Avg Monthly annualized)	\$ 898.44		\$ 1,154.64		\$ 1,010.16		\$ 1,709.40		\$ 1,872.84		\$ 1,772.76		\$ 1,563.24		\$ 1,954.80	
Sanitation (Solid Waste)	\$ 377.88		\$ 232.84		\$ 306.72		\$ 294.60		\$ 253.08		\$ 250.00		\$ 330.63	.1791	\$ 267.86	
Fire Service	\$ 0		\$ 1,090.00	2.1800	\$ 0		\$ 260.73		\$ 0		\$ 444.31		\$ 301.94		\$ 185.00	
Roads/Drainage/Stormwater	\$ 0		\$ 50.00		\$ 0		\$ 151.94		\$ 0		\$ 219.28		\$ 162.50		\$ 276.48	
Debt Service	\$ 0		\$ 0		\$ 0		\$ 89.10	.1782	\$ 234.70	.4694	\$ 0		\$ 23.55	.0471	\$ 0	
TOTAL	\$ 1,841.32		\$ 2,936.13		\$ 3,291.88		\$ 4,005.77		\$ 4,540.62		\$ 4,569.70		\$ 5,160.26		\$ 6,359.14	

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

BUDGET HIGHLIGHTS BY FUND

General Fund

The proposed FY 2023 General Fund Budget, net of ending reserve, totals \$29,585,140, which is \$4.2 million or 16.6% more than the original FY 2022 budget. Based on a proposed millage rate of 3.9500, an improving economy, personnel/service level enhancements, estimated pay plan adjustments, capital outlay plan, modest anticipated increases of 5% in taxable property valuations, 1% to 2% increases in shared state revenues and other general fund revenues, and use of ARPA funding, the current five year fiscal forecast (August 2022) projects deficits in the range of \$0.6 million to \$1.4 million per year from FY 2025 through FY 2027. In most fiscal years, due to conservative estimating by the City, some additional funds are added at the end of the fiscal year either due to additional revenues collected or divisions not fully expending their budget. It is also anticipated that the City would be able to retire the Community Redevelopment Agency debt early which would sunset the fund by FY 2025. These factors would allow the City to meet its goal by FY 2025 if no economic downturns are experienced in this five year planning period.

The general fund financial plan includes a five year look forward using current assumptions and anticipated personnel/service level enhancements and capital outlay plan. As a result, the proposed financial plan has been developed to eliminate any estimated gap through FY 2024 with the probable factors as mentioned above that will reduce the gaps in FY 2025 through 2027. This initiates planning for future years' budgets.

**General Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2023 through Proforma FY 2027**

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Change in Taxable Value of Property	12.4%	5%	5%	5%	5%
Revenues:					
Ad Valorem Tax	\$15,613,535	\$16,394,210	\$17,213,920	\$18,074,620	\$18,978,350
Other Revenue	12,782,295	12,875,345	12,999,900	13,125,985	13,253,640
Estimated Grants/Use of ARPA	1,189,310	1,089,495	488,740	0	0
Use of Prior Year's Reserve	0	0	649,895	1,309,500	1,394,625
Total Revenues	29,585,140	30,359,050	31,352,455	32,510,105	33,626,615
Expenditures:					
Personnel Expenditures	19,251,600	20,458,265	21,542,520	22,788,750	23,797,955
Operating Expenditures	6,150,270	6,256,660	6,351,980	6,387,085	6,574,310
Capital Outlay	1,201,735	1,103,000	882,000	904,000	740,000
Transfers for Tax Increment Financing	1,176,535	1,247,125	1,321,955	1,401,270	1,485,350
Transfers for Capital Projects	1,031,000	520,000	480,000	255,000	255,000
Transfers for Roads	459,000	459,000	459,000	459,000	459,000
Transfers for Drainage	300,000	300,000	300,000	300,000	300,000
Contingency	15,000	15,000	15,000	15,000	15,000
Total General Expenditures	29,585,140	30,359,050	31,352,455	32,510,105	33,626,615
Estimated Beginning Reserves	\$8,708,219	\$8,708,219	\$8,708,219	\$8,058,324	\$6,748,824
Estimated Ending Reserves	\$8,708,219	\$8,708,219	\$8,058,324	\$6,748,824	\$5,354,199
Minimum Reserve (13.2% to 15.2%)	\$3,905,300	\$4,159,200	\$4,452,100	\$4,779,000	\$5,111,300

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

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

General Fund Expenditures Comparison
Original Budget FY 2019 through Proposed Budget FY 2023

	Original Budget FY 2019	Original Budget FY 2020	Original Budget FY 2021	Original Budget FY 2022	Proposed Budget FY 2023
General Fund Expenditures					
City Council	\$ 133,909	\$ 129,228	\$ 130,480	\$ 136,555	\$ 192,540
City Manager	479,866	463,205	479,930	507,825	541,535
Human Resources	342,314	364,037	372,920	398,475	498,650
City Clerk	533,709	590,267	602,610	606,560	684,380
Finance	942,750	962,076	972,430	1,023,455	1,017,405
Procurement	617,078	643,158	598,545	628,250	711,830
Legal Counsel	221,459	230,847	234,695	280,985	247,190
Public Works Administration	364,821	343,643	378,255	461,495	408,385
Engineering	492,181	541,408	572,830	538,745	580,385
Right of Way Maintenance	1,198,125	1,229,902	1,064,070	1,230,765	1,320,730
Parks & Grounds	1,565,591	1,692,120	1,611,785	1,712,240	1,729,955
Police	6,357,578	6,949,841	7,251,310	7,877,130	8,395,305
Fire	3,848,530	4,446,604	4,423,355	4,830,045	5,542,610
Urban Design	591,093	646,058	583,575	671,995	919,935
Zoning & Code Compliance	515,986	553,048	551,570	585,130	716,895
Facilities Maintenance	864,704	891,360	1,110,770	1,049,555	1,331,830
Non-Departmental	759,970	548,461	376,665	664,175	1,779,045
Subtotal Operations	19,829,664	21,225,263	21,315,795	23,203,380	26,618,605
Incr (Decr) from prior year	1,063,837	1,395,599	90,532	1,887,585	3,415,225
% incr (-) decr from prior year	5.67%	7.04%	0.43%	8.86%	14.72%
Transfers to Other Funds	0	8,237,000 ¹	7,825,150 ¹	0	0
Tax Increment Financing Transfer	612,534	749,331	840,055	1,038,065	1,176,535
Capital Projects Transfer	155,000	305,000	1,080,000	477,000	1,031,000
Paving Transfer	459,000	459,000	459,000	459,000	459,000
Drainage Transfer	500,000	300,000	300,000	200,000	300,000
Subtotal Ops and Transfers	21,556,198	31,275,594	31,820,000	25,377,445	29,585,140
Incr (Decr) from prior year	566,371	9,719,396	544,406	(6,442,555)	4,207,695
% incr (-) decr from prior year	2.70%	45.09%	1.74%	-20.25%	16.58%
Future Years' Budget - Reserve	512,270	387,300	564,900	3,846,667	4,542,919
Fleet/Equip - Reserve	104,000	440,000	0	45,000	260,000
Proj. Carryover - Ending Reserve	2,875,591	3,295,175	4,204,979	2,667,000	3,905,300
Reserves as a % of Operations & Transfers	16.20%	13.18%	14.99%	25.84%	29.43%
Total General Fund Exp.	\$ 25,048,059	\$ 35,398,069	\$ 36,589,879	\$ 31,936,112	\$ 38,293,359

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

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

General Fund Department/Division Highlights

The department/divisions were limited to 3% increases in operating expenditures even though there have been significant overall increases in costs of materials, supplies, fuel, electric, and contracted services in the past year. Most businesses are experiencing increased personnel costs and rise in prices of commodities such as building materials, equipment, etc. Any increases above the 3% amount are explained below, except for fuel which was seen in all divisions with vehicles and general liability insurance which was estimated at 5% increase.

Increases in the Information Technology internal service fund for city-wide projects was approximately 6% for FY 2023.

City Council

City Council training and travel policy was updated to use GSA mileage rates rather than State rates, use actual costs for meals rather than per diem rates, add events, and provide a budget of \$5,000 per council member.

City Clerk

The proposed budget includes \$46,350 for a possible election in the summer of 2023. There will be a City Council election on the November 2022 ballot, with minimal additional expense as it will be run in conjunction with the County election process. A records coordinator position was added to co-ordinate Citywide records management and training and will include public records request tracking and support. Equipment for the position includes a large scanner and other computer equipment totaling \$13,000.

City Manager and Legal

The legal and administrative assistant position was reallocated to 75% legal and 25% City Manager's office. The enhanced strategic communications program continues.

Human Resources

The FY 2023 proposed budget includes funding for: a general employees' pension study to review possible changes to the current defined contribution plan or change to a defined benefit plan; wellness, safety and training programs; ADA accommodations; and for improving employee recognition and recruiting efforts. Unemployment compensation can vary from year to year based on most current claims, but there was no need for an adjustment in FY 2023 and remains at \$15,000. A safety officer or coordinator position was added to be responsible for Citywide safety related personal protection equipment, ensuring proper safety procedures are being followed in the field and facilities, and leading investigations for injury incidents. Capital outlay of \$30,000 includes computer equipment and add of a vehicle to fleet for the new position.

Finance and Procurement

Procurement's proposed budget added an assistant buyer position in FY 2023 to focus on purchases and purchase orders under \$5,000. This will free up time to facilitate training for existing and new employees from turnover experienced so that additional help will be available for contract management, contract renewals, and bidding for expiring contracts. Additionally, it will also enable the senior purchasing agent to support the procurement manager with engineering and construction

projects. Capital outlay for computer equipment for the new position was budgeted at \$3,000. Finance delayed the addition of a planned accountant position from FY 2023 to FY 2024.

Urban Design and Zoning & Code Compliance

A comprehensive planning study based on the City evaluation and appraisal report is scheduled for and budgeted for \$150,000 in FY 2023. Two positions were planned for FY 2023:

- A grant coordinator/planner position to look for funding opportunities, complete applications, and manage project grants (time consuming activities) in urban design
- A zoning technician position due to increased permitting and workload that has increased over the last several years and will include reviewing all construction, planning, zoning, and sign permit applications for compliance with relevant municipal ordinances and maintain the City's land file data such as lot splits, lot consolidations, and addressing updates in zoning and code compliance.

Capital outlay of \$36,000 is for computer equipment for the new positions and for a replacement pickup truck in zoning and code compliance.

Public Works

Two positions proposed to be added to Public Works per the five year plan are:

- A facilities maintenance worker to allow more proactive maintenance of facilities
- A temporary handyman for half a year for help in catching up on maintenance in facilities
- A right of way maintenance worker to allow help with completing work order requests that have increased 123% over the past five years and managing aging infrastructure such as streets and lighting and keep up with mowing needs

Operating expenditure increases were budgeted for: training for new employees and additional costs for CDL training in right of way division; and FPL rate increases for electricity in the facilities maintenance division.

Capital outlays of \$198,000 include computer equipment and add of (2) vehicles to fleet for the new positions and the routine replacement of a tractor loader backhoe in right of way.

Public Safety

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

Police

The proposed budget includes adding a detective to help with more complex cases and fraud cases which are time consuming and allow more proactive investigations and adding an evidence, crime scene and quarter master technician due to increased complexity and responsibilities of crime scene response and handling evidence.

Operating expenditures experiencing larger increases are repair and maintenance for autos, boats and various specialty equipment, veterinary services for a third canine, and uniforms to include an upgrade of rain gear to provide higher visibility for safety.

The FY 2023 capital outlay of \$611,030 includes equipment for both positions and add of (1) vehicles to fleet for the detective position, six replacement vehicles, taser replacement program, car camera replacement program, second year of the patrol rifle program to standardize weapons, radio enhancement program, mobile and portable radio equipment, SWAT night vision equipment, and training room equipment.

The department encompasses many programs designed to enhance trust in the community by promoting transparency, procedural justice, and community partnerships. Some of the programs include in-car video cameras, body worn cameras, community advisory boards, youth programs, homeless outreach, de-escalation tactics, internal affairs investigations (that are scrutinized through various laws, processes and agencies), national data reporting, officer background checks, scenario-based training, etc. The department will continue these policies and programs while also exploring opportunities for enhancements in meeting their mission of providing the highest level of professional police services and delivering outstanding customer service while partnering with our community.

One of the goals of the department is to respond and be on scene of all calls for service with an average time of 5:00 minutes of dispatch. Results in patrol response times were 4:06 minutes. Another goal is to achieve a monthly Quality Assurance survey approval rating of 95%. Survey results indicate a 99.2% approval rating.

The division has applied for a grant that would allow the City to move up planned additions of officers to FY 2023 if approved. This would require supplemental appropriations for the grant revenues, use of reserves, and the expenditures for personnel, vehicles and equipment for the positions.

Fire

The proposed FY 2023 budget includes the addition of (7) firefighter/EMTs funded to help meet City minimum staffing needs due to injuries, sick leave, or vacation, to help with increased calls for service, and to help work towards meeting National Fire Protection Association 1710 minimum staffing requirements. This could potentially help reduce overtime costs. An estimated grant was included for these positions. If the grant is not awarded the City will need to reduce the number of positions that will be added in FY 2023 and reapply for grant funding for the following year.

The FY 2023 capital outlay budget of \$154,000 includes funding for a replacement SUV, personal protective equipment, suppression equipment, and medical equipment, radio enhancement program, and bunker gear and equipment for the new positions.

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 2021 was 4 minutes and 21 seconds. Table below indicates response times.

	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Average response times	3:57	3:54	4:01	4:04	4.11	4.10	4.41	4.21
# Emergency < 5 minutes	1983	2266	2621	3123	3237	2329	2363	2690
% Emergency < 5 minutes	77.1%	78.9%	79.3%	84.9%	82.7%	75.2%	87.0%	90.0%

Non-Departmental

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

The transfers to other funds category includes transfers of: \$1,331,000 to the general construction fund for \$300,000 for the seventh year of the drainage improvement program, \$215,000 for the annual public works capital projects, \$260,000 for a railroad crossing rehabilitation, \$250,000 for replacement of the air conditioning system at the public safety building, \$240,000 for the Laisley Park splash pad enhancements, \$18,000 for dock repairs/dredging adjacent to the boat club and \$48,000 for King St road improvements; \$459,000 for the paving program; and \$1,176,535 for the Community Redevelopment Agency transfer using proposed millage rate of 3.9500.

All general fund debt service payments are reported in the debt fund. The payment for the Herald Court Centre loan, which is funded by tax increment financing (TIF) revenue, is paid through a transfer from the CRA fund to the debt fund. A FY 2022 pending short term loan draw for the Hurricane Irma seawall repairs will be paid through a transfer from the PGI Canal Maintenance fund assessments when payments become due. This project continues to be delayed while awaiting permitting and will carryover to FY 2023 if not completed in FY 2022.

Undesignated personnel includes an estimated amount of funding to go towards police bargaining contract changes (which are still under negotiations) and for general employee pay and classification study results (which are pending). Additional funds may be required and would require an amendment in FY 2023.

The lot mowing program annual fee is placed on the property tax bill as an annual assessment. The proposed rate of \$235 represents an increase of \$40.00 over the prior year and covers the costs of a coordinator, the mowing contract and administration. A public hearing for approval of the assessment will be held at the same date and time as the public hearing for the proposed FY 2023 budget.

There were no changes made to the funding levels of the City's charter membership contributions to Charlotte Harbor National Estuary Program and United Way of Charlotte County community impact funding. There was an increase of \$5,000 to the Charlotte Harbor Environmental Center (CHEC). No change to the reserve for general contingencies of \$15,000. Operating reserves are discussed in detail under Fund Balance heading.

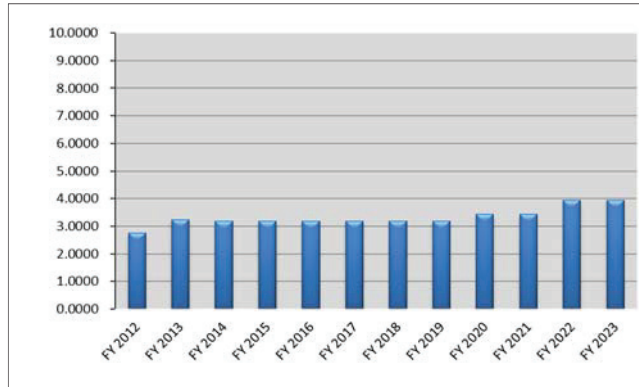
Millage and Taxable Assessed Value

The proposed FY 2023 millage rate of 3.9500 mills is 11.41% over the rolled back rate of 3.5455. 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 \$300,000 for the city-wide drainage improvement program. Proposal of the current millage rate is necessitated by the need to enhance current service levels while still continuing to work towards the City's policy of on-going revenues covering on-going expenditures and that available reserves only be used for one-time expenditures.

Property Tax Millage Rates Fiscal Years 2012 - Proposed 2023

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

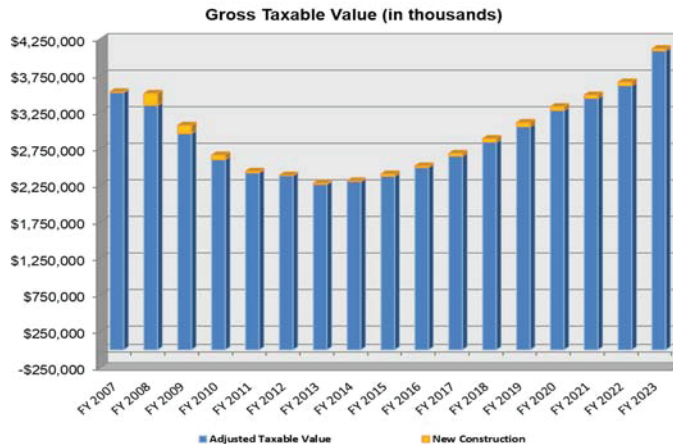
Fiscal Year	Millage Rate
2012	2.7462
2013	3.2462
2014	3.1969
2015	3.1969
2016	3.1969
2017	3.1969
2018	3.1969
2019	3.1969
2020	3.4337
2021	3.4337
2022	3.9500
2023	3.9500



History of Taxable Property Values

Fiscal Year	Final Gross Taxable Value*	\$ Change from Previous Year	% Change from Previous Year	New Construction	% of Previous Year Gross Taxable Value
2007	\$3,515,560,986			\$13,851,000	
2008	\$3,496,182,626	-\$19,378,360	-0.6%	\$168,546,000	4.8%
2009	\$3,062,265,808	-\$433,916,818	-12.4%	\$115,280,000	3.3%
2010	\$2,646,132,752	-\$416,133,056	-13.6%	\$65,914,000	2.2%
2011	\$2,447,711,910	-\$198,420,842	-7.5%	\$24,317,000	0.9%
2012	\$2,367,768,124	-\$79,943,786	-3.3%	\$7,854,000	0.3%
2013	\$2,270,096,296	-\$97,671,828	-4.1%	\$16,856,000	0.7%
2014	\$2,308,224,076	\$38,127,780	1.7%	\$9,890,893	0.4%
2015	\$2,398,248,062	\$90,023,986	3.9%	\$32,800,312	1.4%
2016	\$2,513,363,249	\$115,115,187	4.8%	\$23,895,443	1.0%
2017	\$2,685,303,159	\$171,939,910	6.8%	\$38,357,930	1.5%
2018	\$2,887,855,644	\$202,552,485	7.5%	\$50,549,762	1.9%
2019	\$3,108,678,379	\$220,822,735	7.6%	\$60,086,894	2.1%
2020	\$3,325,350,916	\$216,672,537	7.0%	\$54,169,154	1.7%
2021	\$3,483,430,722	\$158,079,806	4.8%	\$46,759,746	1.4%
2022	\$3,661,713,042	\$178,282,320	5.1%	\$52,590,453	1.5%
2023	\$4,117,493,204	\$455,780,162	12.4%	\$31,518,237	0.9%

*Includes New Construction



The Charlotte County Appraiser’s July 1st certification shows a 11.6% overall increase for properties on the books from the prior year, and an additional 0.9% provided by new construction, annexations and changes in exemption for calendar year 2021. This is the tenth 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 fifteen years is a cumulative 17.8% increase in taxable values. Protection of Save Our Homes has resulted in a majority of homestead property taxable values being below just values in the current housing market.

Homestead property owners whose taxable value is below just value (non-parity) will be limited to a maximum of a 3.0% increase in assessed value due to the 1992 “Save Our Homes” constitutional amendment that mandates assessed values will increase by the lesser of the CPI Index, (this year 7.0%), 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							
	Mils	\$300,000			\$500,000		
		FY 2022 Base 3.9500	FY 2023 3.0%	Difference % \$ Amount	FY 2022 Base 3.9500	FY 2023 3.00%	Difference % \$ Amount
Assessed Value		\$300,000	\$309,000		\$500,000	\$515,000	
Less Homestead Exemption		\$50,000	\$50,000		\$50,000	\$50,000	
Net Taxable Value		\$250,000	\$259,000		\$450,000	\$465,000	
City Millage Rate		3.9500	3.9500	3.60%	3.9500	3.9500	3.33%
City Ad Valorem Tax		\$988	\$1,023	\$36	\$1,778	\$1,837	\$59

Fund Balance

City Council approved reserve objectives to the comprehensive set of financial management policies are below. FY 2023 amendments are highlighted in italics.

- An adequate level of unrestricted fund balance will be maintained so credit rating agencies will recognize the City is in sound financial condition when they evaluate the City’s credit worthiness.
- The City will strive to follow the Government Finance Officers Association’s (GFOA) recommendation for a minimum level of unrestricted fund balance for the General Fund. The GFOA states the unrestricted fund balance for the General Fund should be a minimum of 2 months of operating expenditures, or 16.7%.
- *For the General Fund and all other operating funds, except the Utilities Fund, the City will establish an unassigned fund balance minimum of 13.2% of total fund expenditures.* Note: It is intended that this percentage increase each year and eventually attain the GFOA best practice standard.
- The City should have a prudent level of unrestricted fund balance to protect against the need to reduce service levels or raise taxes and fees due to temporary revenue shortfalls or unexpected one time expenditures.
- The City should maintain an adequate level of unrestricted fund balance as working capital to support operations until sufficient current revenues (taxes) are received.

- The City will provide a Capital Outlay Reserve based on the 5 year capital outlay program needs, and will fund the average annualized 5 year need, in order to provide a stabilized funding plan.

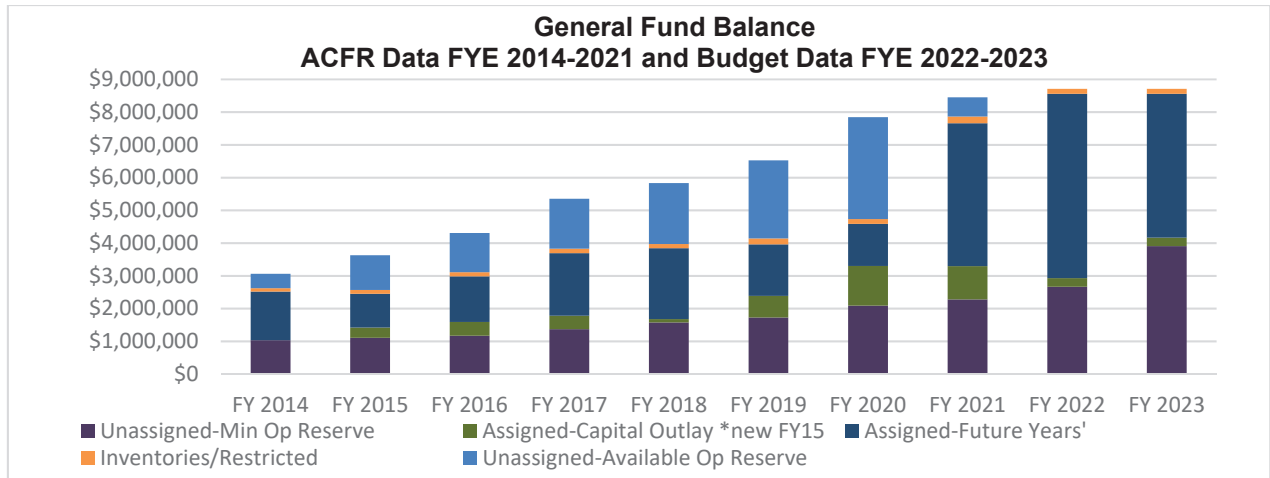
Beginning in FY 2007, the City earmarked a portion of reserves over the minimum policy to assist in paying for ongoing levels of service until such time as the economy fully rebounds. Beginning in FY 2022 this practice is continued as part of the five year plan.

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

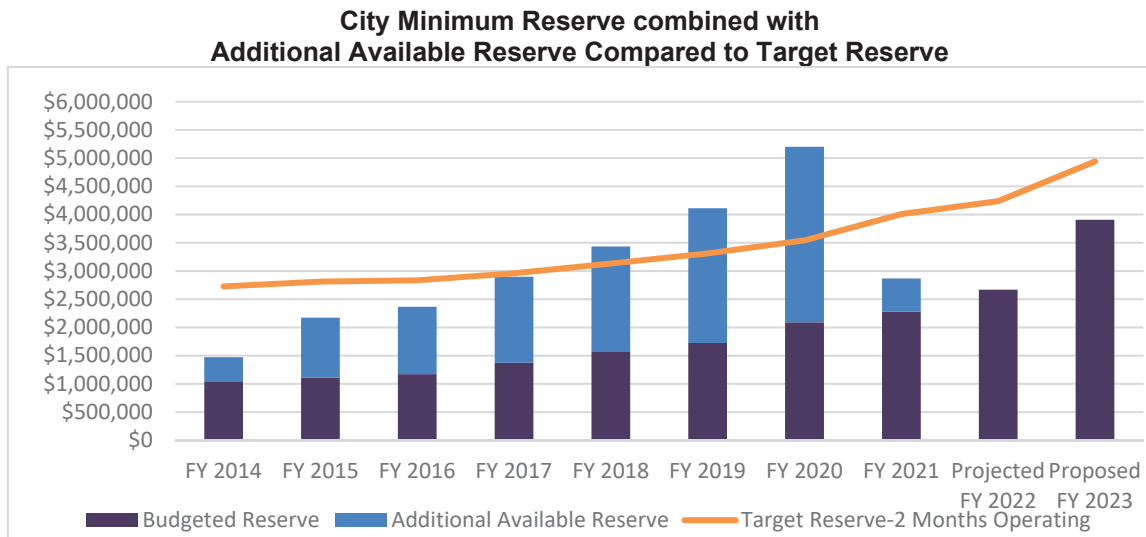
Fund Balance Category	FY 2020	% of	FY 2021	% of	Projected	% of	Proposed	% of
	Amount	Exp.	Amount	Exp.	FY 2022	Exp.	FY 2023	Exp.
Inventories/Restricted	\$ 147,087	0.6%	\$ 205,492	0.9%	\$ 150,000	0.6%	\$ 150,000	0.5%
Assigned-Future Years' Use of Op. Reserve	1,285,098	5.6%	4,362,299	18.2%	5,631,219	22.2%	4,392,919	14.8%
Assigned-Capital Outlay Reserve	1,213,000	5.3%	1,017,328	4.2%	260,000	1.0%	260,000	0.9%
Unassigned-Minimum Op. Reserve (Orig)	2,089,460	9.0%	2,280,000	9.5%	2,667,000	10.5%	3,905,300	13.2%
Unassigned-Available Op. Reserve	<u>3,109,092</u>	13.5%	<u>586,710</u>	2.4%	<u>0</u>	0.0%	<u>0</u>	0.0%
Total Fund Balance	<u>\$ 7,843,737</u>	34.0%	<u>\$ 8,451,829</u>	35.2%	<u>\$ 8,708,219</u>	34.3%	<u>\$ 8,708,219</u>	29.4%
General Fund Orig Budgeted Expenditures	<u>\$ 23,038,594</u> *		<u>\$ 23,994,850</u> *		<u>\$ 25,377,445</u>		<u>\$ 29,585,140</u>	

* FY 2020 and FY 2021 Budgeted Expenditures excludes transfer of loan draw to PGI Canal Maintenance Fund

The following graph presents the general fund balance trend information. The minimum operating reserve is regulated by the City’s financial policy. For fiscal year 2023, it is set at 13.2% of the total expenditure appropriations which calculates to \$3,905,300. 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 with Council approving larger increases in FY 2022 and FY 2023 from prior year revenues exceeding expenditures. If the economy continues to improve FY 2024-2027, the proforma indicates that at end of FY 2027, the minimum reserve will be at 15.2%. The second block of the reserves is a funding mechanism for capital outlay that provides a smoothed amount to be funded annually, based on the five year capital outlay plan which is currently \$840,000. Those amounts unused will be carried in the reserve until the year scheduled for use. In FY 2023, \$260,000 is reserved. The third block of the reserves is the amount identified as needed to balance the subsequent years’ budgets in the proforma. Because of the five-year plan increasing personnel/service levels, addressing wages in the current labor market, and addressing increased costs all funds would be needed in this five year proforma. The fourth block is the small amount of funds identified in the Annual Comprehensive Financial Report (ACFR) as inventories or restricted. The final and fifth block is the remaining amount of reserves that are available for use. The City has not appropriated or assigned them for expenditures, and as such, are considered as part of the current operating reserve for purposes of stabilizing the general fund or for Council approved uses. For FY 2023, all funds are currently assigned to balance future years’ budgets so this segment is \$0.



The Governmental Finance Officers Association of the U.S. and Canada has a best practice recommendation of a reserve of two months operating expenditures. The following graph shows the best practice level as a line that was reached in FY 2017 and has now been achieved through FY 2020. Due to assignment of additional available reserves to future years' budgets for the reasons enumerated above during this year's budget development, only the minimum budgeted reserve is showing in FY 2022-2023.



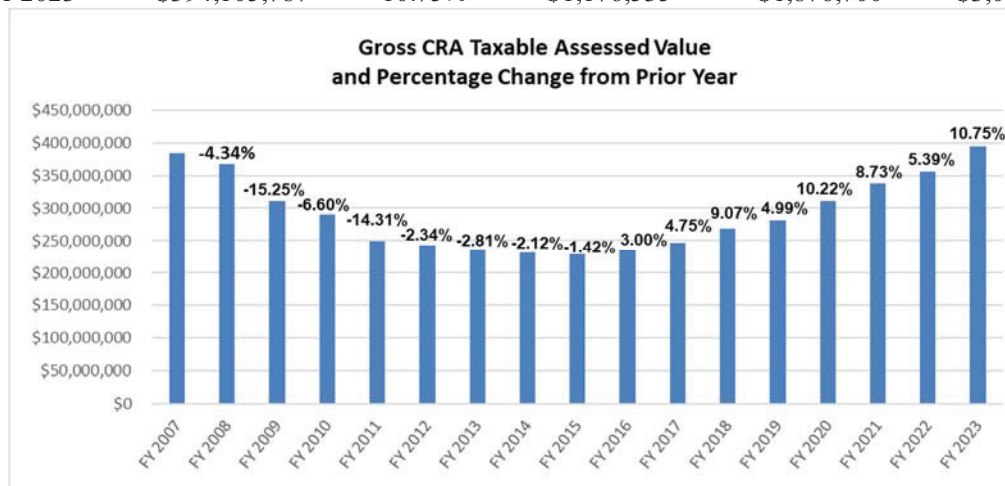
Community Redevelopment Agency

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

structures and economic activity within the downtown area and adjacent neighborhoods. Over 60% of the CRA tax base is commercial and professional uses.

The CRA has experienced dramatic fluctuations in taxable assessed value and related City/County tax increment finance (TIF) contributions over the past fifteen years. The table and corresponding graph below provide a history of taxable assessed value and revenue generated from TIF since FY 2007, the height prior to the last economic recession and the ensuing recovery period.

Fiscal Year	Gross CRA Taxable Assessed Value	Percentage Change from Prior Year	City TIF Contribution	County TIF Contribution	Total TIF Contribution
FY 2007	\$383,774,587		\$627,124	\$1,394,380	\$2,021,504
FY 2008	\$367,113,862	-4.34%	\$591,466	\$1,236,559	\$1,828,025
FY 2009	\$311,130,098	-15.25%	\$562,664	\$1,250,570	\$1,813,234
FY 2010	\$290,592,852	-6.60%	\$538,621	\$1,139,173	\$1,677,794
FY 2011	\$249,005,996	-14.31%	\$436,047	\$974,342	\$1,410,389
FY 2012	\$243,188,559	-2.34%	\$424,246	\$970,103	\$1,394,349
FY 2013	\$236,361,169	-2.81%	\$480,644	\$929,373	\$1,410,017
FY 2014	\$231,340,961	-2.12%	\$458,101	\$902,447	\$1,360,548
FY 2015	\$228,049,842	-1.42%	\$448,578	\$884,092	\$1,332,670
FY 2016	\$234,899,693	3.00%	\$470,728	\$927,748	\$1,398,476
FY 2017	\$246,050,943	4.75%	\$502,566	\$988,358	\$1,490,924
FY 2018	\$268,367,069	9.07%	\$570,342	\$1,124,073	\$1,694,415
FY 2019	\$281,762,265	4.99%	\$611,027	\$1,204,258	\$1,815,285
FY 2020	\$310,556,021	10.22%	\$750,208	\$1,376,602	\$2,126,810
FY 2021	\$337,662,011	8.73%	\$838,628	\$1,538,849	\$2,377,477
FY 2022	\$355,859,612	5.39%	\$1,033,013	\$1,647,774	\$2,680,787
FY 2023	\$394,105,787	10.75%	\$1,176,535	\$1,876,700	\$3,053,235



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 Tax Cuts and Jobs Act reduced the corporate tax rate to 21% in 2018 increasing the City’s interest cost over the remaining life of the loan by \$454,000. In April 2020, in a market of declining interest rates, the City was able to refinance the debt, thereby saving approximately \$565 thousand in net interest costs over the remaining term. The proposed FY 2023 TIF revenue is based on 10.75% increase in taxable value in the district, no change in the County

or City millage rates. The proforma continues to anticipate conservative assessed property value increases of 2% in FY 2024 through FY 2027. The resulting estimated debt service reserve grows from \$5,033,874 at end of FY 2023 to \$11,114,754 at end of FY 2027, providing a buffer for economic downturns thereby ensuring that annual debt service can be met. If no downturn is experienced, these projections would allow debt to be retired by FY 2025 allowing the CRA District to sunset prior to 2030.

The proforma for the district has been divided into three divisions to better identify the funding sources for the three responsibilities of the district: 1) retirement of the CRA debt through the County and City TIF; 2) operations of Herald Court Centre (HCC); and 3) maintenance of the infrastructure contributed by the district, such as the marina, interactive fountain, restrooms and pavilions adjacent to the marina, mooring field, HCC parking structure and numerous gateway enhancements, intersection treatments, pocket parks and Martin Luther King Boulevard. As the infrastructure ages, the need for repair and maintenance will increase. Projected expenditures reflect this trend. If funds are not needed in the current fiscal year, they will carry over to the next fiscal year, thereby ensuring funds are available to properly maintain the infrastructure. The reserve for other operations in this category shows a balance of \$63,462 at end of FY 2023 and grows to \$225,757 by FY 2027.

The Herald Court lease revenue for FY 2023 through FY 2027 projects one vacant unit as leases are coming up for renewal so as not to over project revenues. The City will be using the units previously occupied by Florida Gulf Coast University for FY 2022-2024 to house staff from City Hall as the rehabilitation of that building required that employees be relocated. Although this will reduce lease revenues, the City will continue to cover the common area maintenance costs that would be contributed by those units. Based on these projections, the reserve for the Herald Court Centre shows a balance of \$195,316 in FY 2023 and growing to \$476,276 at end of FY 2027. 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 2023 through Proforma FY 2027**

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Debt Service Division					
Assessed Property Valuation change	10.8%	2%	2%	2%	2%
Tax Increment Financing (TIF) Revenue	\$3,053,235	\$3,114,300	\$3,176,585	\$3,240,115	\$3,304,915
CRA Lease Payments (Debt Service)	1,584,280	1,626,290	1,666,100	1,708,680	1,753,965
Revenues in Excess of Debt Svc	1,468,955	1,488,010	1,510,485	1,531,435	1,550,950
Reserve - TIF for Debt Svc (Beg)	3,564,919	5,033,874	6,521,884	8,032,369	9,563,804
Reserve - TIF for Debt Svc (End)	\$5,033,874	\$6,521,884	\$8,032,369	\$9,563,804	\$11,114,754
Herald Court Operations Division					
Herald Court Revenues	\$255,190	\$260,895	\$282,755	\$289,875	\$296,825
Herald Court Operating Expenditures	394,540	201,405	208,520	215,905	223,560
Revenues in Excess (Shortfall) of Herald Ct Operations	(139,350)	59,490	74,235	73,970	73,265
Reserve - Herald Ct (Beg)	334,666	195,316	254,806	329,041	403,011
Reserve - Herald Ct (End)	\$195,316	\$254,806	\$329,041	\$403,011	\$476,276

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
CRA Operations Division					
Other CRA Revenues	\$136,075	\$140,150	\$144,235	\$148,335	\$140,575
Other CRA Operating Expenditures	326,500	111,000	94,000	112,000	94,000
Revenues in Excess (Shortfall) of Other Operations	(190,425)	29,150	50,235	36,335	46,575
Reserve - Other Operations (Beg)	253,887	63,462	92,612	142,847	179,182
Reserve - Other Operations (End)	\$63,462	\$92,612	\$142,847	\$179,182	\$225,757

Utilities

The FY 2023 spending plan for Utilities operations, maintenance and repair (OM&R) is \$21,983,275 which is \$741,895 or 3.3% less than budget FY 2022. The significant decrease is attributable to the decrease in transfers to the Utilities construction fund of \$3.8 million for the capital improvement plan. This was offset by debt service transfer increase of \$1.0 million for SRF debt reserve and operational increases of \$2.1 million. Personnel expenses increased \$752,270 or 11.3% due to the addition of three positions (a customer service representative in billing and collections and two maintenance workers in wastewater collections), an estimated amount set aside for the pay plan changes that may occur from the study results, 4% for employee salary increases, 6% health insurance increases, and 10% estimated increases in workers compensation. Operating expenses increased \$1,063,050 or 14.8% due to increases being experienced due to inflation in materials and supplies, chemicals, and contracted services, increase in fuel costs, increases approved by State for FPL electric rates as of January 1, 2022, 5% estimated increase in general liability insurance, and approximate 9% increases in computer overhead and administrative charges. Capital outlay increased \$257,785 for FY 2023 needs for replacements of vehicles, including a vacuum truck, and equipment such as pumps, motors, mixers, generators, etc.

City of Punta Gorda
Utilities O M & R Fund
Revenue and Expense Comparison
Actual FY 2020 through Budget FY 2023

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Revenues:					
Chg for Serv - Water	\$ 11,122,248	\$ 11,268,159	\$ 11,244,890	\$ 12,137,130	\$ 12,126,960
Chg for Serv - Sewer	7,769,296	8,080,041	8,347,680	8,446,620	8,795,635
Other	6,087,086	1,448,566	957,090	1,065,825	910,175
Subtotal	24,978,630	20,796,766	20,549,660	21,649,575	21,832,770
Reserves	5,999,508	14,061,516	8,284,281	9,307,545	8,646,200
Total Revenues	\$ 30,978,138	\$ 34,858,282	\$ 28,833,941	\$ 30,957,120	\$ 30,478,970
Expenses:					
Administration	\$ 1,694,563	\$ 1,777,260	\$ 1,909,230	\$ 1,853,120	\$ 1,912,485
Water	5,480,216	5,328,306	6,001,420	6,004,660	6,572,420
Wastewater	5,006,909	5,306,021	5,883,815	6,022,435	6,951,565
Other	489,914	806,150	811,110	811,110	1,242,210
Debt and Debt Transfers	425,000	1,010,000	1,499,595	999,595	2,499,595
Transfer for Capital	2,320,000	11,323,000	6,620,000	6,620,000	2,805,000
Contribution for Pipeline	1,500,000	0	0	0	0
Subtotal	16,916,602	25,550,737	22,725,170	22,310,920	21,983,275
Reserves	14,061,516	9,307,545	6,108,771	8,646,200	8,495,695
Total Expenses	\$ 30,978,118	\$ 34,858,282	\$ 28,833,941	\$ 30,957,120	\$ 30,478,970

The current five-year financial forecast is based on 2-day per week watering; average rainfall; 3.75% rate increases annually; and new financing based on the FY 2023-2027 capital improvement plan. The City Council adopted a financial policy in March 2014 to fund \$1,120,000 with current revenues those expenses for recurring line and lift station repairs and replacements. A 2020 Rate Sufficiency Study by Stantec that recommended annual water and wastewater rate increases was approved by City Council for FY 2021 with a modification that the water and wastewater user rates not have automatic increases and be reviewed as part of the budget process each year. FY 2022 was able to be reduced to 2%. For FY 2023 due to the increases in operating costs, personnel increases, and the significant increase in the wastewater treatment plant improvement/expansion project causing increased debt service requirements, a 3.75% rate increase is proposed for FY 2023 and projected for future years in the plan. The Septic to Sewer financial plan for properties in the Utilities service area that are outside the City limits has been pushed back in the 2023-2027 capital improvement plan pending obtaining grants for the project. The City will continue to look for ways to reduce expenses and explore changes to the wastewater treatment plant project to reduce expenses as well as some alternative funding options. If these items are not accomplished additional rate increases will be needed beginning in FY 2026.

**Utilities OM&R Fund
Proforma Schedule of Revenues and Expenses
Proposed FY 2023 through Proforma FY 2027**

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues:					
Chg for Serv - Water	\$12,126,960	\$12,642,360	\$13,177,385	\$13,732,780	\$14,309,310
Chg for Serv - Sewer	8,795,635	9,169,450	9,557,500	9,960,325	10,378,475
Other Revenue	910,175	896,265	1,433,635	1,985,290	2,320,480
Total Revenues	21,832,770	22,708,075	24,168,520	25,678,395	27,008,265
Expenses:					
Operations	16,678,680	16,678,995	17,516,435	18,143,600	18,796,375
Renewal & Replacement of Infrastructure	1,120,000	1,120,000	1,120,000	1,120,000	1,120,000
Transfer for Capital Improvement Projects	1,685,000	6,370,000	850,000	2,485,000	800,000
Existing Debt Service - RO SRF Loan	999,595	999,595	999,595	999,595	999,595
Transfer to SRF Fund-reserve incr (decr)	1,500,000	1,500,000	1,460,400	0	0
Est. new debt service WWTP	0	0	2,230,000	4,460,400	4,460,400
Est. new debt service WTP Filtration Rehab	0	0	778,000	1,556,000	1,556,000
Total Expenses	21,983,275	26,668,590	24,954,430	28,764,595	27,732,370
Revenues in Excess (Shortfall) of Expenses	(150,505)	(3,960,515)	(785,910)	(3,086,200)	(724,105)
Operating Reserves-Beg	8,646,200	8,495,695	4,535,180	3,749,270	663,070
Operating Reserves-End	\$8,495,695	\$4,535,180	\$3,749,270	\$663,070	(\$61,035)

Utilities Reserves

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

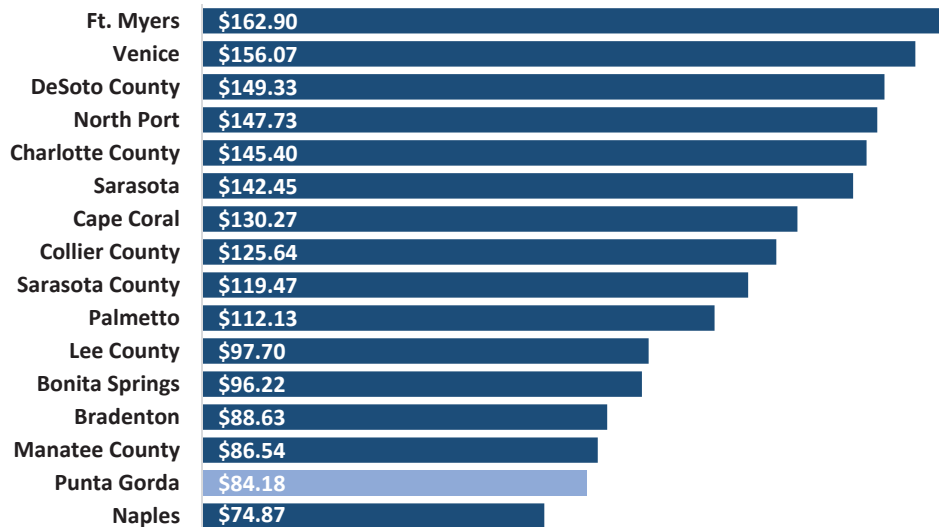
- Maintain an unassigned fund balance minimum of \$3.1 million; protection against unforeseen revenue declines and extraordinary operating expenses due to economic or weather disasters, and contract bids or equipment failures.

- Provide an emergency fund for existing infrastructure by retaining the Renewal and Replacement fund of \$1.5 million, which until January 2014 was required by bond covenants;
- Utilize a Capital Outlay reserve to provide level funding. City Council has approved the \$700,000 funding level over the five year plan for FY 2023 through FY 2027. This was adjusted for FY 2023 with a corresponding decrease in FY 2024 due to the vacuum truck replacement in FY 2023. If the funds are not spent in the budgeted fiscal year, they will be placed in the Capital Outlay reserves. This will ensure that current and future aging issues of mechanical parts in both plants can be addressed in an adequate manner.
- Existing State Revolving Loan Fund (SRF) reserve fund maintains one year of debt service payments and shows an increase of \$1,500,000 projected in FY 2023 in anticipation of SRF loan funding requirements based on amounts drawn for the wastewater treatment plant improvement/expansion.
- The water and sewer impacts have restricted use and are kept in a reserve for growth related capital projects, such the Groundwater Reverse Osmosis (RO) Water Treatment Plant, Taylor Rd water main upgrade, new water main at Tee & Green, wastewater force mains on Jones Loop Road and Riverside Drive, septic to sewer project areas, and planned expansion of the wastewater plant.

Utilities Rate Comparison

The City’s utility rates are the 2nd lowest among the Southwest Florida utilities surveyed at the projected FY 2023 rates.

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



Utilities Construction

Total FY 2023 capital projects of \$57.3 million are being funded with: user charges and unassigned operating reserves of \$2.8 million through a transfer to the Utilities Construction Fund; \$0.8 transfer from sewer system capacity fees towards the wastewater treatment plant expansion and reimbursement for Jones Loop project; and \$53.7 million in state revolving loan financing projected

for the wastewater plant improvement expansion project. Some of the projects included in FY 2023 are: construction of the wastewater treatment plant expansion project; Henry St force main replacement crossing at I-75, Piper Rd force main relocation, a well remediation at the water treatment plant, design for the Burnt Store Rd Booster Station pipe riser repair and pumps, and design for the Bal Harbor water main replacement. Septic to sewer projects were pushed out as the City looks for grants to help fund those projects.

**Utilities Construction Fund
Proforma Schedule of Revenues and Expenses
Proposed FY 2023 through Proforma FY 2027**

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues:					
Transfer from Utilities OM&R	\$2,805,000	\$7,490,000	\$1,970,000	\$3,605,000	\$1,920,000
Transfer from Water System Impacts	0	1,650,000	0	0	0
Transfer from Sewer System Impacts	850,000	0	0	0	0
Estimated Grants for S25 (25%)	0	0	0	0	2,750,000
Financing S2S-repay w/assessments & Util.F	0	0	0	1,000,000	10,286,400
Financing of Wastewater Plant Expansion	53,692,000	0	0	0	0
Financing of Water Plant Filtration project	0	17,300,000	0	0	0
Total Revenues	57,347,000	26,440,000	1,970,000	4,605,000	14,956,400
Expenses:					
Contingency					
Water Treatment Plant Imprv	450,000	20,600,000	850,000	2,285,000	0
Water Distribution System Imprv	420,000	3,920,000	220,000	220,000	220,000
Wastewater Collection System Imprv	2,200,000	900,000	900,000	1,900,000	13,936,400
Wastewater Treatment Plant Imprv	54,277,000	1,020,000	0	200,000	800,000
Total Expenses	57,347,000	26,440,000	1,970,000	4,605,000	14,956,400
Revenues in Excess of Expenses	\$0	\$0	\$0	\$0	\$0

Sanitation

The City operates its sanitation services as an enterprise fund and collects refuse two days per week and horticulture one day per week for 12,295 residential accounts. For the 660 commercial accounts collection is available 6 days per week. The City implemented semi-automatic pickup system with carts which is expected to reduce injuries and yet allow the full-service that Punta Gorda residents appreciate. The City 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 35%, which exceeds the 30% mandate. The program continues in FY 2023 with a proposed rate increase of \$0.51 per month or \$6.12 per year, due to a contract increase. Due to the continued annual increases in recycling costs, the City will be exploring alternatives for this service. In addition, a \$1.00 per month or \$12.00 per year increase in refuse/yardwaste rates is also proposed due to costs increasing in all areas due to inflation, labor increases, fuel increases, equipment (packers) increases, etc. that have been ranging from 8% to 120%.

The proposed FY 2023 budget reflects the increases mentioned above and includes an estimated amount for the pay plan study results. The five year plan reflects the capital replacements needed which will be reviewed each year to analyze repair costs to determine if a replacement could be delayed. As with the general and utility funds, City Council has approved funding of a capital

outlay reserve in order to stabilize the funding source. The increased expenses has necessitated projected rate increases each year through FY 2027. These increases will be reviewed each budget cycle.

**Sanitation Fund
Proforma Schedule of Revenues and Expenses
Proposed FY 2023 through Proforma FY 2027**

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues:					
Chg for Serv - Refuse Collection	\$4,281,275	\$4,520,240	\$4,762,445	\$5,009,365	\$5,261,005
Other Revenue	44,400	42,600	42,600	42,600	42,600
Total Revenues	4,325,675	4,562,840	4,805,045	5,051,965	5,303,605
Expenses:					
Operations	4,337,740	4,436,145	4,636,700	4,847,570	5,069,345
Capital	361,000	341,250	183,750	0	395,040
Total Expenses	4,698,740	4,777,395	4,820,450	4,847,570	5,464,385
Revenues in Excess (Shortfall) of Expenses	(373,065)	(214,555)	(15,405)	204,395	(160,780)
Operating Reserves-Beg	843,186	750,121	535,566	520,161	474,556
Capital Outlay Reserves-Beg	280,000	0	0	0	250,000
Capital Outlay Reserves-End	\$0	\$0	\$0	\$250,000	\$250,000
Operating Reserves-End	\$750,121	\$535,566	\$520,161	\$474,556	\$313,776

To compare the City’s rates with surrounding jurisdictions, a survey was taken during August 2022. All rates include once per week service for yard waste and recycling and either once or twice per week refuse pickup, as noted.

Sanitation Rate Comparison for FY 2023

Jurisdiction	Proposed FY 2022 Cost/Year	Frequency of Service per Week	Outsourced
Naples	\$377.88	2	No
Punta Gorda	\$306.72	2	No
City of Sarasota	\$294.60	1	No
Charlotte County	\$292.28	1	Yes
Cape Coral	\$285.86	1	Yes
Fort Myers	\$267.86	1	No
Venice	\$253.08	2	No
North Port	\$250.00	1	No
Lee Co. (Avg 6 districts)	\$237.55	1	Yes
Sarasota County	\$233.59	1	Yes
Collier County	\$226.29	2	Yes
Manatee County	\$171.96	2	Yes

Punta Gorda Isles Canal Maintenance District

The proposed budget for the Punta Gorda Isles (PGI) canal maintenance assessment district reflects City Council approval to increase the seawall replacement program by an approximate additional 3,890 lineal feet. The proposed operating assessment increases from \$650 to \$950. This was lower than the Advisory Committee recommendation. Continued increases to the program are

expected based on the seawall study completed in FY 2021 as well as increased costs currently being realized in the current economic environment. This will be reviewed annually.

The City continues to work closely with FEMA and the State regarding the rip rap mitigation portion of the Hurricane Irma project. It has been delayed pending permitting and therefore the budget for the expenditures and loan draws had been moved to FY 2022 along with expected FEMA and State reimbursements and loan repayments. Permitting is still pending and these two items may be moved out an additional year.

The five-year proforma proposes increasing assessments through FY 2027. A reserve for contingency is budgeted in each year to be used for an emergency repair not scheduled in the program and can be authorized for use by City Manager. Contracted seawall inspections for condition assessment were added in two phases with estimated cost of \$30,000 and \$20,000 in every other year respectively. Channel construction to access spoil site project is scheduled in the five-year program. The Ponce de Leon Inlet widening & dredging project is on hold and not included in the budget or five-year program. Although it is a priority project, prior studies need to be reviewed to provide justification as a maintenance project, Chapter 6 would need to be amended, or creation of additional assessment district may be required.

**PGI Canal Maintenance Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2023 through Proforma FY 2027**

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Assessment Rate	\$950	\$1,100	\$1,250	\$1,400	\$1,550
Revenues:					
Operating Assessment	\$4,941,440	\$5,721,060	\$6,500,675	\$7,280,290	\$8,059,905
Other Revenue	10,920	12,600	12,825	11,210	9,950
Total Revenues	4,952,360	5,733,660	6,513,500	7,291,500	8,069,855
Expenditures:					
Operations	1,262,870	1,296,970	1,357,555	1,400,090	1,465,265
Inlet Dredging	75,000	75,000	75,000	75,000	75,000
Seawalls and Stabilization	3,779,090	4,606,955	5,459,655	6,337,945	6,528,080
Capital/Special Projects	115,000	231,500	255,000	225,000	225,000
Reserve for Contingencies	50,000	50,000	50,000	50,000	50,000
Total Expenditures	5,281,960	6,260,425	7,197,210	8,088,035	8,343,345
Revenues in Excess (Shortfall) of Expenditures	(329,600)	(526,765)	(683,710)	(796,535)	(273,490)
Operating Reserves-Beg	2,897,076	2,667,476	2,372,211	1,907,001	1,335,466
Reserve Seawall Replacement-Beg	775,000	675,000	443,500	225,000	0
Reserve Seawall Replacement-End	\$675,000	\$443,500	\$225,000	\$0	\$0
Operating Reserves-End	\$2,667,476	\$2,372,211	\$1,907,001	\$1,335,466	\$1,061,976

Burnt Store Isles Canal Maintenance District

The proposed budget for the Burnt Store Isles (BSI) canal maintenance assessment district reflects the Advisory Committee recommendation and City Council approval to increase the seawall replacement program an approximate additional 540 lineal feet and use of an interfund loan for the additional funds for inlet widening project that will allow barge access to be repaid through assessments over five years. The proposed operating assessment increases from \$560 to \$860 with

\$100 for the project mentioned above. Continued increases to the program are expected based on the seawall study completed in FY 2021 as well as increased costs currently being realized in the current economic environment. This will be reviewed annually.

The City continues to work closely with FEMA and the State regarding the rip rap mitigation portion of the Hurricane Irma project. It has been delayed pending permitting and therefore the budget for the project with expected FEMA and State reimbursements has been moved FY 2022. The District’s assessments are sufficient to fund the City’s share of the project. Permitting is still pending and these two items may be moved out an additional year.

The five-year proforma proposes increasing assessments for inflationary costs only through FY 2027. Additional assessments are expected and will be reviewed each year. A reserve for contingencies is budgeted in each year to be used for an emergency repair not scheduled in the program and can be authorized for use by City Manager. Contracted seawall inspections for condition assessment were added with estimated cost of \$10,000 every other year beginning in FY 2024. The construction of barge access/inlet widening project is included. Engineering and construction of channel corner widening project and accumulation of funds for purchase of staging site are under consideration and are not budgeted in FY 2023 or beyond. If projects are approved at a later date funding sources would need to be determined. Proforma includes a separate section that shows the effect on reserves if projects were to move forward without additional funding/assessments.

**BSI Canal Maintenance Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2023 through Proforma FY 2027**

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Operating Rate	\$760	\$785	\$810	\$835	\$860
Special Project Rate	\$100	\$90	\$90	\$90	\$90
Revenues:					
Operating Assessment	\$784,115	\$809,890	\$835,665	\$861,440	\$887,215
Special Project Assessment	103,105	92,795	92,795	92,795	92,795
Interest	1,240	1,300	1,105	580	95
Financing	347,000	0	0	0	0
Total Revenues	1,235,460	903,985	929,565	954,815	980,105
Expenditures:					
Operations	113,215	125,390	119,435	133,620	127,965
Inlet Dredging	25,000	25,000	25,000	25,000	25,000
Seawalls and Stabilization	680,110	700,630	721,770	743,550	765,990
Barge Access-Inlet Widening Constr	450,000	0	0	0	0
Debt Service	0	91,200	91,200	91,200	91,200
Reserve for Contingencies	50,000	50,000	50,000	50,000	50,000
Total Expenditures	1,318,325	992,220	1,007,405	1,043,370	1,060,155
Revenues in Excess (Shortfall) of Expenditures	(82,865)	(88,235)	(77,840)	(88,555)	(80,050)
Operating Reserves-Beg	452,265	369,400	281,165	203,325	114,770
Operating Reserves-End	\$369,400	\$281,165	\$203,325	\$114,770	\$34,720
Projects Requiring Approval & Funding:					
Channel Corner Widening Proj	100,000	100,000	200,000	325,000	0
BSI Land Acquisition for Staging	100,000	100,000	100,000	100,000	100,000
Est. Beg. Reserves with projects	452,265	169,400	(118,835)	(496,675)	(1,010,230)
Est. End. Reserves with projects	\$169,400	(\$118,835)	(\$496,675)	(\$1,010,230)	(\$1,190,280)

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 2023 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 2023 to offset costs of maintenance and repairs of the Laishley Park Municipal Marina Pumpout Boat. Funding for dredging and for repair and maintenance of the mooring field and docks continues to be budgeted annually and unused funds are accumulated for larger repairs. Engineering for the replacement of concrete sidewalk by storage building has not been completed. If cost for the project exceeds the \$100,000 budget, a supplemental appropriation will be required. Budget includes capital outlay for replacements of various light equipment.

The five-year proforma maintains the July 2016 rate schedules, but will be reviewed for increases to account for aging infrastructure and to eliminate the continued use of reserves during FY 2023.

Laishley Park Marina Fund Proforma Schedule of Revenues and Expenses Proposed FY 2023 through Proforma FY 2027

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues:					
Slip & Mooring Rentals	\$451,795	\$451,795	\$451,795	\$451,795	\$451,795
Intergovernmental Revenue	12,000	12,000	12,000	12,000	12,000
Other Revenue	25,720	25,945	26,175	26,405	26,640
Total Revenues	489,515	489,740	489,970	490,200	490,435
Expenses:					
Laishley Park Marina Expenses	273,995	280,415	286,385	292,545	298,900
Marina Park Contract Expenses	251,005	258,385	265,990	273,815	281,880
Capital Outlay	6,000	6,000	6,000	6,000	6,000
Total Expenses	531,000	544,800	558,375	572,360	586,780
Revenues in Excess (Shortfall) of Expenses	(41,485)	(55,060)	(68,405)	(82,160)	(96,345)
Operating Reserves-Beg	380,630	339,145	284,085	215,680	133,520
Operating Reserves-End	\$339,145	\$284,085	\$215,680	\$133,520	\$37,175

Building

The Building fund is operated as an enterprise fund and includes all aspects of permitting, inspections, plans review and licensing of contractors to support the State and City building codes. The City has established various permit fees to pay for services provided. Staffing had been reduced from thirteen positions in FY 2006 to five in FY 2013 with furloughs due to a decline in

permit applications, inspections and stagnant growth trends. Since the turnaround that began in FY 2013, staff was reinstated to full 40 hour work weeks and staff has increased to 11.0 f.t.e through FY 2022. For FY 2023 another full-time permit technician position is added due to high-volume of building permits requiring additional support staff for permitting intake and issuance, record requests, filing, scanning, inspection scheduling, and general phone inquiries.

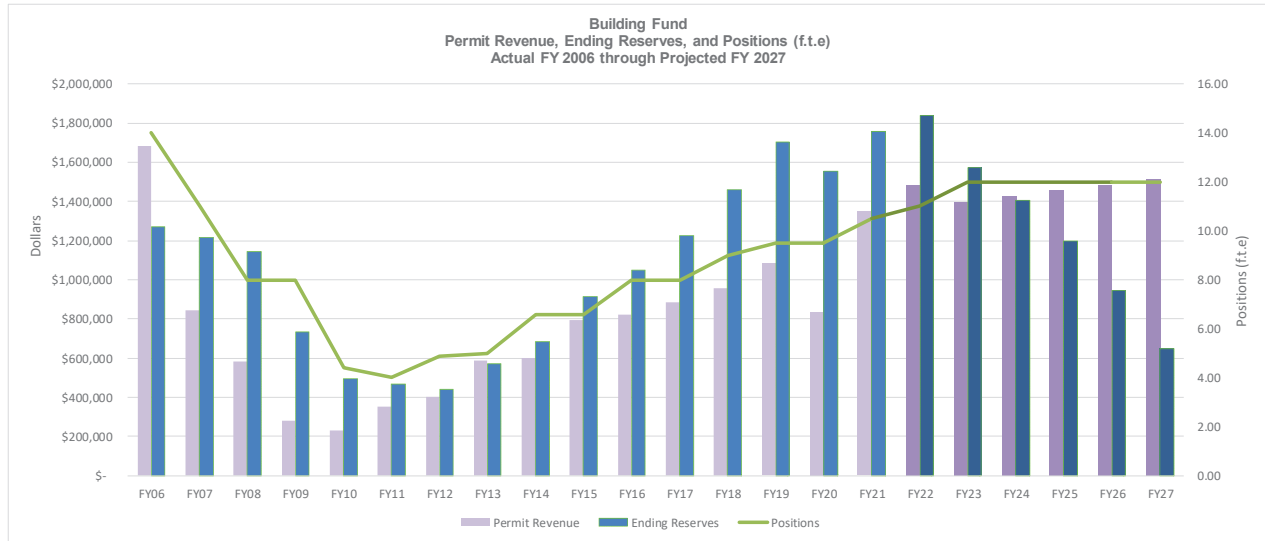
Operating expenses propose increases for fuel based on current per gallon rates, contractual services to provide support for specific discipline needs that may arise as newer staff continues to train after the retirement of two key positions (the building official and a plans examiner/inspector), and training and travel to provide support the training needs for new and existing employees. Capital outlay of \$138,000 for FY 2023 includes computer equipment for the new position, a replacement pickup up truck, an add to fleet for a shared vehicle for staff, and new software for allow of digital plans review.

The five-year proforma projects permit revenues increasing 2% each year through FY 2027. Staffing and contractual services will be monitored for needs based on permit volume and complexity.

**Building Fund
Proforma Schedule of Revenues and Expenses
Proposed FY 2023 through Proforma FY 2027**

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues:					
Permits, Fees & Spec.Assessments	\$1,463,850	\$1,491,850	\$1,520,410	\$1,549,540	\$1,579,255
Other Revenue	70,250	70,250	70,250	70,250	70,250
Total Revenues	1,534,100	1,562,100	1,590,660	1,619,790	1,649,505
Expenses:					
Operations	1,662,580	1,729,125	1,798,525	1,870,910	1,946,410
Capital	138,000	0	0	0	0
Total Expenses	1,800,580	1,729,125	1,798,525	1,870,910	1,946,410
Revenues in Excess (Shortfall) of Expenses	(266,480)	(167,025)	(207,865)	(251,120)	(296,905)
Operating Reserves-Beg	1,839,266	1,572,786	1,405,761	1,197,896	946,776
Operating Reserves-End	\$1,572,786	\$1,405,761	\$1,197,896	\$946,776	\$649,871

As experienced in the previous economic downturn (FY 2008 – 2013), the level of reserves projected is necessary to continue necessary levels of service even during downturns in new construction starts. The chart below shows actual permit revenue, ending reserves and staffing from actual FY 2006 through FY 2021 and projected FY 2022 through FY 2027. It is clear that the permit revenues have not reached the same levels as before the last economic downturn and that if another downturn were to occur, reserves would be needed to support the fund.



Gas Tax

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

Proceeds from fuel taxes are distributed by the State to Charlotte County and the City. The City’s share for the first six cents distribution was increased from 10.34% to 10.98% beginning July 1, 2020, and the next five cents remains at 6.74%. The distribution allocation is determined by the five-year average transportation expenditures or interlocal agreement. A history of revenue received since FY 2014 is displayed below.

Fiscal Year	6 Cents	5 Cents	Total
2014	\$ 548,900	\$ 259,200	\$ 808,100
2015	\$ 573,000	\$ 266,700	\$ 839,700
2016	\$ 588,200	\$ 274,500	\$ 862,700
2017	\$ 593,900	\$ 277,500	\$ 871,400
2018	\$ 607,200	\$ 279,200	\$ 877,300
2019	\$ 598,700	\$ 272,800	\$ 871,500
2020	\$ 564,900	\$ 259,600	\$ 824,500
2021	\$ 612,600	\$ 280,300	\$ 892,900
2022	\$ 625,000	\$ 280,600	\$ 905,600
2023	\$ 666,000	\$ 287,700	\$ 953,700

The effect of elasticity of gas consumption (the tax is charged on gallons not dollars) can be seen in years of increased gas prices resulting in a decline of revenue and in years of decreased gas prices resulting in an increase of revenue. During FY 2020, the City experienced a decrease in revenues as compared to FY 2019 due to the COVID pandemic that resulted in statewide and local shutdowns and reduced travel. Projections for FY 2022 have been projected with an increase

despite the increase in gas prices due to continued business and consumer spending. FY 2023 has been budgeted at 95% of the state projections and the City has accounted for the October 2022 gas tax holiday passed by the Florida legislature.

The Six Cent Gas Tax Fund five-year proforma projects gas tax revenue with growth of 2% per year FY 2024 through FY 2027. The use of reserves covers shortfalls through FY 2026. It is hoped that some expenditures that have seen high increases over the past year will come down, such as gas prices.

**Six Cent Gas Tax Fund
Proforma Schedule of Revenues and Expenditures
Proposed FY 2023 through Proforma FY 2027**

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues:					
Local Option Gas Tax	\$666,035	\$679,355	\$692,940	\$706,800	\$720,935
Other Revenue	314,095	321,250	328,335	335,335	343,065
Total Revenues	980,130	1,000,605	1,021,275	1,042,135	1,064,000
Expenditures:					
Operating Expenditures	1,226,980	1,102,680	1,129,145	1,156,405	1,184,480
Total Expenditures	1,226,980	1,102,680	1,129,145	1,156,405	1,184,480
Revenues in Excess (Shortfall) of Expenditures	(246,850)	(102,075)	(107,870)	(114,270)	(120,480)
Operating Reserves-Beg	596,567	349,717	247,642	139,772	25,502
Operating Reserves-End	\$349,717	\$247,642	\$139,772	\$25,502	(\$94,978)

The Additional Five Cent Gas Tax Fund five-year proforma projects 2% increases FY 2024 through FY 2027, 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 2023 through Proforma FY 2027**

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues:					
Local Option Gas Tax	\$287,660	\$293,415	\$299,285	\$305,270	\$311,375
Transfer from General Fund Ad Valor	459,000	459,000	459,000	459,000	459,000
Other Revenues	120	170	170	175	185
Total Revenues	746,780	752,585	758,455	764,445	770,560
Expenditures:					
Paving	745,000	765,000	770,000	775,000	780,000
Total Expenditures	745,000	765,000	770,000	775,000	780,000
Revenues in Excess (Shortfall) of Expenditures	1,780	(12,415)	(11,545)	(10,555)	(9,440)
Operating Reserves-Beg	53,675	55,455	43,040	31,495	20,940
Operating Reserves-End	\$55,455	\$43,040	\$31,495	\$20,940	\$11,500

Coastal & Heartland National Estuary Partnership (CHNEP)

The Coastal and Heartland National Estuary Partnership will transition hosting of its program to Charlotte County. The City will continue work on close out of CHNEP’s current projects during the transition and will continue to partner on projects in the future. A partner project that is scheduled for FY 2023 is the Living Shoreline at Tiki Point.

The proposed FY 2023 budget included below is for the transfer of the estimated remaining fund balance to Charlotte County. CHNEP’s full FY 2023 workplan will be incorporated into Charlotte County’s budget.

**Coastal & Heartland National Estuary Partnership Fund
Proposed FY 2023 Schedule of Revenues and Expenditures**

	Proposed FY 2023
FDEP, Local and Donations Division - 1536	
FDEP, Local & Misc. Revenues	\$ 0
Operating Expenditures	390,958
Revenues in Excess (Shortfall) of Expenditures	(390,958)
Reserve - Division 1536 (Beg)	390,958
Reserve - Division 1536 (End)	\$ 0

1% Local Option Sales Tax

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

The City anticipates funding in the amount of \$22.4 million from January 1, 2021 through December 31, 2026 when the tax sunsets unless extended by the voters of the County. Projects incorporated in the six-year program for FY 2023 including continuing projects:

- Historic City Hall Preservation and Rehabilitation
- City-wide ADA Improvements
- Corto Andra/Boca Grande Stormwater Project
- Virginia Avenue Improvements
- Henry Street Property Improvements
- Freeman House Preservation
- Henry St Crosswalk
- Punta Gorda Pathways Enhancements
- US 41 Bridge Approach Lighting
- Sidewalk Improvements
- Airport Road Improvements
- Ponce de Leon Park improvements

DEBT MANAGEMENT

The City is not subject to state debt limits, nor is there a limit set by the City Charter. The City’s financial policies address appropriate uses and levels of debt. Detail of all current city debt can be

found in Section 11 of the budget document. As of September 30, 2021, the City had \$27.8 million in notes.

The proposed FY 2023 budget anticipates new financing of \$53.7 million for the wastewater treatment plant expansion project. Additional debt planned in FY 2022 for this project will also be carried into FY 2023. Debt service associated with the above financing will be repaid with user charges and wastewater impact fees. See Utilities fund for more details.

The projected FY 2022 budget anticipated draws of \$7.8 million on a line of credit with repayment from FEMA and State reimbursements for the rip rap mitigation portion of the September 2017 Hurricane Irma seawall project in the Punta Gorda Isles and Burnt Store Isles Canal Maintenance Districts. Project has continued delays in permitting and both the draws and repayment may be moved out one year.

UNRESOLVED ISSUES

Most issues are resolved during the budget preparation and adoption process. However, there are usually several issues which will be worked out after the new fiscal year has begun and developments begin to unfold or new information becomes available. This budget is not unusual in that respect. We have several issues that are still in formative stages that will need resolution and some may need additional funding in FY 2023 or the years to come.

Police Officer Bargaining Unit Contract – The City and the Police bargaining unit are currently in negotiations for a new contract that would begin October 1, 2022. The general fund included and estimated amount for both the bargaining contract and pay study discussed below in non-departmental. Additional funding may be required.

Pay, Benefit, and Classification Study – The study is underway. Results and recommendations from the study may affect personnel cost projections provided in the five-year proformas. It is important to note that an estimated amount has been included in all funds in non-departmental to be used towards the recommendations. Additional funding may be required.

Current Employment Market – Over the past year, it has been difficult to retain and hire staff due to the current employment market. City salary rates may be lower than currently being offered in the job market. Compounding the issue is the recognized need to minimize compression and not provide offers that may exceed other current employees with similar experience who have length of service with the City.

Staffing Levels – While staffing levels are addressed in this five-year plan, maintaining those levels continues to be a function of total compensation vs. workforce availability. As we move forward with implementation of the aforementioned study, this five-year proforma will give us the latitude to support needed levels to retain staff in which we have invested substantial time and expense.

Citywide Master Plan – City Council approved contracts for Dover Kohl to prepare comprehensive plan amendments and form-based codes as envisioned in the Master Plan. Future

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

Inflation – Inflation is affecting all aspects of operations and capital planning and is reflected in the proposed budget. The City continues to look for grants to supplement increased project costs, review projects for timing based on cost increases, and look for alternative funding sources.

Wastewater Treatment Plant Improvement/Expansion – The latest engineer’s estimates were included in the Utilities proposed budget with full SRF funding for construction. The City is working with engineer and construction manager at risk to look for design changes specifically related to the geotechnical portion of the project. A second geotechnical firm has been approved to provide a second opinion. The City is also exploring other financing options such as a program that may allow a portion of the project to be financed over 30 years or using bank financing with higher interest rates would be less than the expense from federal requirements using SRF funding would be. Cost analysis by engineer is underway.

Water Quality/Septic to Sewer Project - City Council approved a Sewer Master Plan and Financial Plan in the Punta Gorda utility service area, for purposes of coordinating a county-wide effort to provide sewer system in areas now treated by septic systems. Both plans were presented to the County Commission for consideration, since the areas earmarked for sewers reside in unincorporated County. Jones Edward, a consulting firm also used by the County, prepared the plan in conjunction with input from the County plan and City staff. The City believes that reduction of pollution to the water quality in Charlotte Harbor, the Peace River and the Myakka River will require a regional effort to protect this crucial natural resource and we are keenly aware of the role we may play in improving our environment. The engineering firm presented design alternatives for the priority area – Charlotte Park along with cost estimates. Grant funding will be a priority so that the assessments from the property owners will be similar to the County assessments for these types of projects. We will continue to work jointly with other agencies to support environmental initiatives and improvements in water quality that benefits the environment and our quality of life.

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

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

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

I believe this proposed operating budget is a reflection of the City Council's priorities, responsibilities, 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 and unwavering effort in assisting me in the development of this document.

Finally, I would like to thank the City Council for their direction and support to improve the stability of our City, and the Punta Gorda community for its input, opportunity to provide the reasoning behind the budget proposals, and support as we move forward.

With the strategic and long-term initiatives presented herein, we will continue to ensure that we remain a vibrant waterfront community, unique in character and history, and the most desirable place to live, work and visit.

Sincerely,

A handwritten signature in black ink, appearing to read 'GBM', with a long horizontal line extending to the right.

Gregory B. Murray
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 in this section). Towards this end the City establishes an annual budget calendar (calendar in this section). The calendar provides a framework and timeline that identifies the key processes, documents and critical dates. The budget process is designed to assist in the development of a balanced budget that will allow the City to fulfill the annual strategic plan in furtherance of the overall City strategic priorities and goals. The following documents are an integral part of the City's Budget Process:

Long Range Plan

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

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

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

Strategic Plan

Under direction of the City Council and City Manager, a thorough review of the City's mission, values, vision and goals as well as the external and internal environment that offer opportunities or threats to the City being able to achieve its vision was undertaken in 2012. A new feature added at that time was a set of performance measures for each priority. The Plan delineates five strategic priorities and an action plan of measurable goals to be accomplished; including timelines, costs and funding sources, where appropriate. During this year's budget process the projects were updated, along with timelines, estimated costs and funding sources. Related action items were reviewed and updated. The FY 2023 Strategic Plan is adopted and included in the FY 2023 Financial Plan document. Quarterly status reports are made addressing implementation and accomplishment of actions items, providing accountability to Council and Citizens.

Capital Improvement Plan

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

Fund/Department/Division Annual Operating Budget

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

CITY OF PUNTA GORDA, FLORIDA FINANCIAL PLANNING PROCESS

Annual Comprehensive Financial Report (ACFR)

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

Budget Amendment Process

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

Budgetary Controls

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

Statutory Requirements

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

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

CITY OF PUNTA GORDA, FLORIDA FINANCIAL PLANNING PROCESS

appropriations by fund. Supplemental appropriations approved by Council in the General Fund for FY 2021 totaled \$2,176,644.

Budget Preparation Calendar

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

Budget Forms and Procedures

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

Departmental Submittals

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

Finance Review and Analysis

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

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

Budget Alternative Hearings

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

City Manager Review and Submittal to City Council

Ultimately the operating budget is the City Manager's to recommend to the City Council. This document, in conjunction with the annual strategic plan, provides the financial plan that will allow the City to accomplish the strategic priorities set during the long range plan process. The City

CITY OF PUNTA GORDA, FLORIDA FINANCIAL PLANNING PROCESS

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. See chart in this section (How We Got Here) identifying the phases of the budget process and opportunities for citizen participation.

Adoption

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

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

Basis of Budgeting

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

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

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

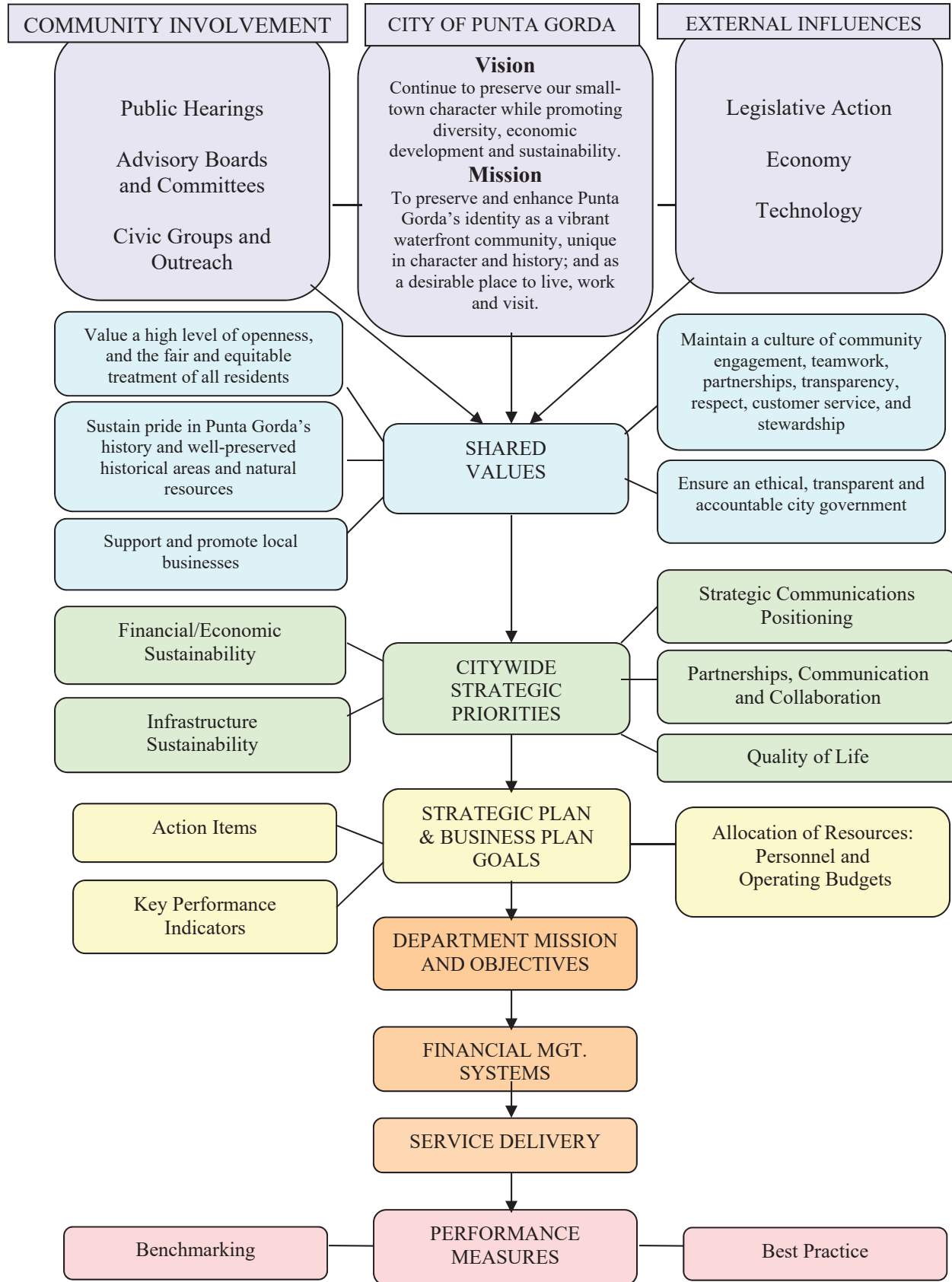
Basis of Accounting

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

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

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

How We Got Here:



City of Punta Gorda, FL
Financial Planning Calendar
For Fiscal Year 2023

2021

October

Review FY 2021 Revenues and Expenditures for rollover authorization to FY 2022

November

December

Final adjustments and accruals to close out FY 2021

2022

January

5

City Council Presentation of Capital Improvements Program project status

5

City Council Re-appropriation of FY 2021 incomplete projects for carryover authorization into FY 2022 and additional appropriation requests for FY 2022

19

General Fund reserves discussion.

28

City Weekly Highlights Report – Review of budget planning process. Notice of Long Range Plan for FY 2022-2026 presentation at City Council meeting on February 2. Notice of public input session at the March 16 City Council Meeting.

February

2

City Council presentation and discussion of FY 2022-2026 Long Range Financial Plan

15

Sent Capital Improvement Plan (CIP) forms to departments for FY 2023-2027 (due March 18).

16

City Council presentation of Certificate of Achievement for Excellence in Financial Reporting for the FY 2020 Comprehensive Annual Financial Report

March

1

Sent Capital Outlay forms to departments – 5-year replacement plan (due March 25). Notification sent to departments that Operating Budgets due by March 25.

4

City Weekly Highlights Report requests residents to share their thoughts regarding the strategic plan or budget priorities by sending an email to citymgr@cityofpuntafordafl.com.

11

City Weekly Highlights Report Notice of public input session March 16 City Council Meeting.

City of Punta Gorda, FL
Financial Planning Calendar
For Fiscal Year 2023

March (continued)

- 16** City Council listening session for resident input for FY 2023 Strategic Plan and Budget. Seeking additional public input via email to citymgr@cityofpuntafordafl.com
- 18** Capital Improvement Plan Forms due from departments.
- 18 & 25** City Weekly Highlights Report seeks budget and strategic plan suggestions from residents by sending email to citymgr@cityofpuntafordafl.com. Notice of BSI Canal Maintenance Advisory Committee budget review on April 12 and Notice of PGI Canal Maintenance Advisory Committee budget review on April 18.
- 25** Departments submit FY 2023 Operating Budget including detail in comments and FY 2023-2027 5 year replacement plan for capital outlay.

April

- 1** City Weekly Highlights Report Notice of BSI and PGI Canal Maintenance Advisory Committee budget reviews April 12&18
- 6** City Council presentation of City's Annual Comprehensive Annual Financial Report for the fiscal year ended September 30, 2021
- 12** Burnt Store Isles (BSI) Canal Advisory Committee Presentation and Discussion of FY 2023 Operating Budget, CIP FY 2023-2027 and proposed assessment
- 15** City Weekly Highlights Report announcement of the GFOA Distinguished Budget Presentation Award for FY 2022 budget. Notice of Public outreach meetings for BSI Canal Maintenance District on May 2 and for PGI Canal Maintenance District on May 12 for feedback and comment.
- 18** Punta Gorda Isles (PGI) Canal Advisory Committee Presentation and Discussion of FY 2023 Operating Budget, CIP FY 2023-2027 and proposed assessment
- 29** City Weekly Highlights Report Notice of Public outreach meetings May 2 and May 12 for the Canal Maintenance Districts FY 2023 budgets and assessments.

May

Departments review Budget Summary & update Service Costs

City of Punta Gorda, FL
Financial Planning Calendar
For Fiscal Year 2023

May(continued)

2 Burnt Store Isles Canal Community Meeting Presentation and Discussion of FY 2023 Operating Budget, CIP FY 2023-2027 and proposed assessment.

10 Burnt Store Isles Canal Advisory Committee proposed assessment fee discussion.

12 Punta Gorda Isles Canal Community Meeting Presentation and Discussion of FY 2023 Operating Budget, CIP FY 2023-2027 and proposed assessment

16 Punta Gorda Isles Canal Advisory Committee proposed assessment fee discussion.

27 City Weekly Highlights Report Notice of FY 2023 Budget Status Update for Community Redevelopment Area (CRA) Fund, Gas Tax Funds, Sanitation Fund, BSI and PGI Canal Maintenance Assessment Districts Funds at June 1 City Council Meeting

June

1 Property Appraiser provides preliminary taxable value

1 City Council Meeting FY 2023 Budget Status Updates for the Community Redevelopment Area Fund, Gas Tax Funds, Sanitation Fund, Burnt Store Isles Canal Maintenance Assessment District Fund, and Punta Gorda Isles Canal Maintenance Assessment District Fund.

10 City Weekly Highlights Report Notice of FY 2023 Budget Update for General Construction Fund, 1% Sales Tax Fund, Unfunded Construction Projects, FY 2023 General Fund Budget Update and Alternatives and Information Technology Fund at June 15 City Council Meeting.

15 City Council Meeting FY 2023 Budget Status Updates for the General Construction Fund, 1% Sales Tax Fund, Unfunded Construction Projects, General Fund and Information Technology Fund.

July

1 City Weekly Highlights Report Notice of setting tentative special assessments for Lot Mowing District, BSI and PGI Canal Assessment Districts at June 6 City Council Meeting.

City of Punta Gorda, FL
Financial Planning Calendar
For Fiscal Year 2023

July(continued)

- 6** City Council consideration and adoption of resolutions setting tentative special assessments and setting budget hearing date, time, and place for adoption of the final assessments for Lot Mowing, BSI and PGI Canal Districts. Continued to July 13 City Council Meeting.
- 7** Utilities Advisory Board presentation and discussion of FY 2023-2027 Utilities Capital Improvement Plan and FY 2023 Operating budget
- 8** City Weekly Highlights Report Notice of Budget Hearing Dates at July 13 Council Meeting
- 11** Property Appraiser certifies taxable value (DR-420)
- 13** City Council Meeting Budget Status Update of FY 2023-2027 Utilities Capital Improvements Program, FY 2023 Utilities Operations, Building Fund, Marina Fund, and General Fund.
- 13** City Council consideration and adoption of resolution for a proposed millage rate, setting budget hearing date, time, and place to consider adoption of the tentative millage rate and proposed FY 2022/2023 operating budget.
- 13** Continued from July 6 City Council Meeting. City Council consideration and adoption of resolutions setting tentative special assessments and setting budget hearing date, time, and place for adoption of the final assessments for Lot Mowing, BSI and PGI Assessment Districts.
- 14** DR-420 completed and submitted to Property Appraiser
- 15** Weekly Highlights Report recap of City Council approving resolutions of setting proposed millage rate at current rate of 3.9500 mills and Budget Hearing Dates, and setting of Lot Mowing, BSI and PGI Canal Advisory Assessment District Budget Hearing dates.

August

- 15** Proposed FY 2023 Budget posted to City Website
- 20** 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)

City of Punta Gorda, FL
Financial Planning Calendar
For Fiscal Year 2023

September

- 2** Weekly Highlights Report Notice of Strategic Plan Presentation and Solid Waste Rates amendment.
- 7** City Council presentation/discussion FY 2023 Strategic Plan.
- 7** City Council first reading of ordinance to increase monthly fee for removal and disposal of solid waste, yard waste and curbside recycling services.
- 8** Notice in newspaper regarding PGI and BSI canal maintenance assessments, Lot Mowing district assessment, and CRA budget and related public hearings.
- 9** City Weekly Highlights Report Notice of first FY 2023 Budget Hearing on Sept. 13, 2022 at 5:01 p.m.
- 13 5:01 PM** City Council first Public Hearing regarding tentative millage rate and proposed FY 2023 City budget.
Resolution adopting FY 2023 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.
- 16** Notice in newspaper of Public Hearings regarding proposed tax increase and FY 2023 budget summary.
- 16** City Weekly Highlights Report Notice of 2nd and final public hearing on September 21 at 5:01 p.m. on the proposed millage rate and FY 2023 budget.
- 21** City Council 2nd reading and adoption of ordinance to increase monthly fees for solid waste, yard waste and curbside recycling services.
City Council adoption of FY 2023 Strategic Plan.
- 21 5:01 PM** City Council second Public Hearing regarding millage rate and proposed FY 2023 budget.
Resolution adopting a final millage rate.
Ordinance adopting a budget for FY 2023.

City of Punta Gorda, FL
Financial Planning Calendar
For Fiscal Year 2023

September (cont)

- 23** City Weekly Highlights Report recap of setting of solid waste rates and adoption of final millage rate and FY 2023 Budget

- 23** Electronically certified E-Trim forms to County and State

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

**FY 2023 FINANCIAL PLANNING PROCESS
INFORMATION PROVIDED AND INPUT OPPORTUNITIES FOR CITIZENS**

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

City of Punta Gorda, Florida
Budget FY 2023
Financial Policies

The City of Punta Gorda has prepared a comprehensive set of financial management policies in the areas of financial planning, revenues, and expenditures for adoption by the City Council. These policies are based on recommended, best management practices established by the Governmental Finance Officers Association (GFOA). The most recent comprehensive update of the financial policies were adopted January 18, 2012 and last amended February 2, 2022.

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 2023
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 2023 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 2023
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, and utilities remain open until complete or canceled.
- Policy: Supplemental appropriations. If during the fiscal year the City Manager certifies that there are available for appropriation revenues in excess of those estimated in the budget, the City Council by resolution may make supplemental appropriations for the year up to the amount of such excess.
- Status: Grant awards, donations, insurance recoveries, and additional revenues were some of the supplemental appropriations for new projects, new expenditures, and increased expenditures that were made during the FY 2022 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 2022 period. The City has not been required to implement emergency appropriations in the past 29 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 2022. There has not been such a need in the past 29 years.

City of Punta Gorda, Florida
Budget FY 2023
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 2023
Financial Policies**

- Policy: The City will pool cash from each fund for investment purposes.
- Status: The City pools cash for optimum tracking as well as investment purposes.
- Policy: On a monthly basis the Finance Department will prepare a Schedule of Investments report that details the amounts and types of U. S. Government securities, the amounts invested with the Local Government Surplus Trust Funds Investment Pool (LGSTFIP) and the amount in the interest earning checking account. The schedule will include the interest rate, market value, purchase date and maturity date.
- Status: The above schedules are prepared on a monthly basis.

Asset Inventory:

- Policy: The City will inventory and assess the condition of all major capital assets. This information will be used to plan for the ongoing financial commitments required to maximize the public's benefit.
- Status: The asset inventory is conducted on an annual basis which coincides with the annual audit. Assets are purchased in compliance with the budget process, and records are maintained within the Finance Department. Asset write-offs are approved by the affected Department Director.
- Policy: The review of capital assets will assess the need for and condition of these assets. This review is an important component of an overall evaluation of community needs and priorities. This review will also focus on the impact of deferred maintenance, funding issues and legal or regulatory changes.
- Status: The inventory and review process assists the various departments as to age, condition, availability and quantity of their equipment. This review helps during the budget process.
- Policy: The City will annually prepare a 5 year capital outlay plan for replacement of existing capital outlay, based on an assessment of identified criteria including safety, efficiency and end of life.
- Status: Each Fund has a detailed 5 year capital outlay plan included in the budget document.
- Policy: The City shall encourage Charlotte County participation in the funding of the capital improvements that jointly serve both City and Charlotte County residents.
- Status: The City has and will continue to work with the County on any joint capital improvement needs. The most recent joint capital improvement projects were Public Safety communications center upgrade and 800 MHz radio frequency project.

**City of Punta Gorda, Florida
Budget FY 2023
Financial Policies**

- Policy:** The City will stay abreast of developments that may affect the major capital assets, such as regulatory changes, population movements or technological advances, and consider the impact of these issues in the goal setting process.
- Status:** The above review takes place during the annual inventory audit and annual budget preparation.
- Policy:** Capital projects will be budgeted in the General Construction Fund or the Utility Construction Fund as needed. 1% Local Option Sales Tax capital projects will 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 \$5,000. 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 2023
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 2023 revenue structure (all funds) is as follows:

Service Charges, Fines & Forfeitures	15%
Intergovernmental	4%
Ad Valorem Taxes	10%
Permits, Fees & Assessments	6%
Other Taxes	2%
Miscellaneous	2%
Financing	31%
Transfers	7%
Beginning Carryover	22%

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

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

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

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

Status: One time revenues such as sale of property, equipment and/or capital grants are used to finance capital projects and/or purchase of equipment. FY 2022 supplemental appropriations included use of Fund Balances.

City of Punta Gorda, Florida
Budget FY 2023
Financial Policies

- Policy:** Grants should be actively pursued. All costs of grant requirements will be analyzed and presented with the proposal for City Council consideration. Revenues will be budgeted for current grants. The budget will be amended for new grants upon award.
- Status:** Grants are pursued by all of the City's departments. The City has received and/or been awarded \$3.8 million (FY 2022) and \$2.5 million (FY 2023) in grant monies to fund such projects as boating-related facilities, police equipment and details, Boca Grande Drainage, and American Rescue Plan Act (ARPA) funding. Several pending grants such as the State Revolving Loan for the wastewater treatment plant expansion and SAFER grant for additional fire staff have been included for a total of \$73.6 million over the two years. In addition, the City is still working with FEMA for mitigation project from Hurricane Irma totaling approximately \$8.1 million and is estimated in FY 2022. The five year Capital Improvement Program identifies several pending capital grants and grant applications. In addition to the above, the City is host for the Coastal & Heartland National Estuary Partnership (CHNEP) through FY 2022. Their funding is all grants from Federal, State and Local Sources in the amount of \$2.5 million (FY 2022).
- 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.

**City of Punta Gorda, Florida
Budget FY 2023
Financial Policies**

- Status:** Fee changes are initiated through the ordinance process and, as such, are reviewed and approved by City Council through public hearings. Rates were discussed during the budget process prior to initiating the ordinance process. Water and wastewater rates were increased based on the 2020 consultant report but at a lower rate for FY 2022 and at the consultant recommended rate for FY 2023. Recycling fees for Sanitation are increasing due to contract changes and refuse fees are increasing due to increases in personnel and operation costs. Marina slip fees were updated July FY 2016. User fees in the City's enterprise funds are established to pay for ongoing operations and adjusted accordingly.
- Policy:** All revenues, which are reasonably expected to be unexpended and unencumbered at the end of the fiscal year, will be anticipated as "projected carryover ending" and budgeted accordingly for the following fiscal year.
- Status:** Projected carryover balances are budgeted within the City's fund groups. Staff completes a review of purchase orders, accounts receivable and final personnel/operating expenses prior to reaching a fund balance projection.

Expenditure Policies:

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

Debt Management:

- Policy:** A significant portion of a City's capacity to influence and/or encourage economic development can be measured by the adequacy of its infrastructure and its capacity to support growth.
- Status:** The City maintains a five year capital improvements program that prioritizes investment in its infrastructure necessary to support growth and economic development. The City's water plant has sufficient capacity to support projected growth in the 10 year plan. Expansion of the wastewater treatment plant will be necessary in the current 5 year plan as determined by consultant evaluation. Funds for this purpose are identified in the 5 year CIP plan. Road network, parks facilities and public safety were also evaluated for growth projections and appropriate fair share impact fees were developed to sufficiently accommodate demand. A 5 year CIP plan has been developed to address all ADA requirements for City facilities. Funding is provided in the 5 year CIP plan.
- Policy:** The City will seek to maintain high bond ratings to minimize borrowing costs and preserve access to credit.

**City of Punta Gorda, Florida
Budget FY 2023
Financial Policies**

- Status:** As part of the 2016 Long Range Financial Plan, the City undertook a review of its economic condition and outlook, financial position and performance, debt profile and management in relation to credit rating agency criteria. The City utilizes a five year proforma to quantify the effects of current decisions on future financial condition.
- Policy:** Whenever possible the City will use revenue bonds instead of general obligation bonds.
- Status:** The City does not have any outstanding general obligation bonds, nor does it have any plans to undertake such a process. All debt outstanding is in the form of revenue or tax increment financing to be retired with the use of utility user fees 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 time of issuance.
- Status:** When the City is in the midst of bond issuance, a price to benefit calculation will be made to see if bond insurance is cost effective to produce a higher rating and reduced interest rate.
- Policy:** The City will analyze its existing debt to take advantage of changing market conditions and to minimize future costs.
- Status:** The City monitors market conditions and undertakes refinancing/refunding opportunities where feasible. CRA loans for Laishley Park and Herald Court Centre were refinanced with a lower interest rate in FY 2020 with all other terms remaining the same.
- Policy:** The City will maintain an adequate debt service fund regarding each issue and budget for the annual payment of principal and interest.
- Status:** The annual budget includes a debt service fund, schedule of debt outstanding and a five year projection of debt service payments. The fund includes sufficient monies to pay all principal and interest obligations as required by loan agreements.

**City of Punta Gorda, Florida
Budget FY 2023
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, 2023 unrestricted fund balance is projected to be \$8.6 million. This is 28.9% of budgeted general fund operating expenditures. This includes \$4.6 million assigned for future years. 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 2023
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 2023 Budgeted Expenditures	9/30/23 Budgeted Unrestricted Fund Balance	% of Unrestricted Fund Balance to Expenditures
General Fund	\$29,585,140	\$8,558,219	29%
PGI Canal Maint Fund	5,281,960	3,342,476	63%
BSI Canal Maint Fund	1,318,325	369,400	28%
Park Impact Fees Fund	250,000	172,595	69%
CRA Fund	2,305,320	258,778	11%
Additional Five Cent Gas Tax Fund	745,000	55,455	7%
Six Cent Gas Tax Fund	1,225,980	349,717	29%
Mobility Impact Fees Fund	112,000	206,839	185%
Public Safety Impact Fees Fund	450,000	287,819	64%
Utilities OM&R Fund	21,983,275	8,495,695	39%
Water System Capacity Escrow Fund	499,800	2,128,291	426%
Sewer System Capacity Escrow Fund	850,000	1,857,632	219%
Sanitation Fund	4,698,740	750,121	16%
Building Code Fund	1,800,580	1,572,786	87%
Laisley Park Marina Fund	531,000	339,145	64%

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 \$8.6 million General Fund unrestricted fund balance, \$4.6 million is assigned to reducing the FY 2024-FY 2027 projected shortfall as the City projects additions to staffing in the five year plan.

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

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

City of Punta Gorda, Florida
Budget FY 2023
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 13.2% 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, 2022 the General Fund's unassigned balance is projected to be \$2,667,000. Projected for the fiscal year ended September 30, 2023, the City's operating funds, except the Utilities Funds, meets the established unassigned fund balance minimum. The General Fund unassigned balance is \$3,905,300, 13.2% 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, 2022, the City's Utilities O, M & R Fund unassigned balance is projected to be \$8,646,200. Projected for the fiscal year ended September 30, 2023, the unassigned balance is \$8,495,695. This is adequate for funding the five year capital improvement plan through FY 2025.

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

Status: This reserve has been maintained.

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

Status: The Utilities Fund has budgeted to cash fund \$1,120,000 of the recurring line and lift station renewal and replacements.

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

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

**City of Punta Gorda, Florida
Budget FY 2023
Financial Policies**

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

Status: After receiving a consultant's report regarding age and estimated life of the seawall system, both Burnt Store Isles Canal Maintenance District and PGI Canal Maintenance District increased the number of lineal feet to be replaced in the program for FY 2023 through FY 2027.

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 Canal district funds also have a contingency account for an unforeseen seawall failure. The City does not foresee a need to supplement fund balances with a budgeted contingency in its smaller funds.

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

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

**City of Punta Gorda, Florida
Budget FY 2023
Financial Policies**

Operating/Capital Expenditure Accountability:

- Policy:** Governmental Funds are accounted for in accordance with Generally Accepted Accounting Principles (GAAP). Expenditures are recorded when the services or goods are received and the liabilities incurred. All proprietary funds use the accrual basis of accounting and expenses are recognized when they are incurred.
- Status:** Governmental Funds are defined as the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds. Proprietary Funds are enterprise funds and internal service funds. The City follows GAAP in its accounting function.
- Policy:** The City Manager will present a balanced budget. Essential services will receive first priority for funding. The City will identify low priority services for reduction or elimination, if necessary, before essential services.
- Status:** In compliance with State law, the City Manager presents and the City adopts a balanced budget each year. Budget alternatives which identify service level cost reduction options as well as costs associated with any service level enhancements are presented to City Council each year and updated, as requested, through September as part of the annual budget process.
- Policy:** The budget will provide for adequate maintenance and repair of capital plant and equipment and for their orderly replacement.
- Status:** The City provides adequate funding for repair and maintenance of its capital assets as well as implements a structured program for replacement.
- Policy:** The budget will consider the cost effect on the operating budget from additional capital items and program.
- Status:** An integral part of the five year capital improvements program is the impact on operating budget calculations for each project included in the program. In this manner, the City fully understands future operating budget implications prior to initiation of planned capital improvements.
- Policy:** The budget will provide sufficient funding to cover annual debt retirement.
- Status:** Debt service coverage is a requirement of our lenders, and the City provides sufficient coverage as required by loan agreements.

**City of Punta Gorda, Florida
Budget FY 2023
Financial Policies**

- Policy:** The City will analyze and prepare monthly reports that compare the budget with actual expenditures for major funds. The reports will monitor progress toward the budgeted appropriations. Significant changes may be uncovered in advance, permitting action to avoid a crisis.
- Status:** Monthly financial reports are prepared as required by the City's Code of Ordinances.
- Policy:** Enterprise fund operations shall be self supporting and shall pay administrative charges to the General Fund for administrative support.
- Status:** Enterprise funds are Proprietary Funds as defined and, as such, are self supported by user fee charges. Each enterprise fund pays an administrative charge to the General Fund for support provided based on an annual review of such administrative expenses. In the FY 2023 budget, the following administrative charges are included within the enterprise funds: Utilities \$2,436,570, Sanitation \$408,780, Building \$187,695, Laishley Marina \$38,275.
- Policy:** The City will prepare a five year Capital Improvement Program (CIP) as part of the annual budget process. Coordination of the CIP budget with the operating budget will ensure that all funding considerations are made. The CIP details major infrastructure type improvements and construction projects. Capital items of an operating nature such as automobiles or personal computers are budgeted in each operating department budget.
- Status:** The City prepares a five year CIP on an annual basis. Project detail includes a description of planned improvements, estimated cost, financing sources, project status, impact on operating budget and project area map, if applicable.
- Policy:** The City will adopt the first year of a multi-year plan for capital improvements, update it annually and make every attempt to complete all capital improvements in accordance with the plan.
- Status:** The City adheres to the policy with the understanding that planned capital projects may be delayed due to delays in permitting, environmental conditions, bidding and/or re-prioritization by elected officials.

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

GOVERNMENTAL FUNDS

GENERAL FUND

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

SPECIAL REVENUE FUNDS

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

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

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

#108 Impact Fees – Government Services Fees currently suspended.

#109 Impact Fees – Transportation: see Mobility Fees #120.

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

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

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

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

#116 Coastal & Heartland National Estuary Partnership (CHNEP): A grant funded program used to protect Charlotte Harbor and its environs. Hosting activities have transferred to Charlotte County beginning October 1, 2022. Only the remaining grant funds for EPA section 320 will remain with the City through the grant end period.

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

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

SPECIAL REVENUE FUNDS (continued)

- #120 Impact Fees – Mobility Fees: These impact fees are paid when a building is built or expanded. The fees are based on projected impact to city services and infrastructure.
- #121 Impact Fees – Public Safety Fees: These impact fees are paid when a building is built or expanded. The fees are based on projected impact to city services and infrastructure.
- #130 Buckley’s Pass Assessment Area Fund: To account for assessment revenues and transfers for expenditures related to the construction of Buckley’s Pass which provides additional access to Charlotte Harbor. Benefited properties in the assessment area had the option to pay the full assessment or have it spread over three years as a non-ad valorem assessment on their property tax bill. Third and final year was FY 2022.

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 Annual Comprehensive Financial Report but not included in the budget document.)

- #602 Municipal Police Officers’ Retirement Fund: Municipal Police Officers Pension Trust accounts for assets held for the City’s police officers’ retirement.
- #603 Municipal Firemen’s Retirement Fund: Municipal Firefighters Pension Trust accounts for assets held for the City’s firefighters’ retirement.
- #604 General Employee’s Retirement Fund: General Employees Pension Trust accounts for assets held for the City’s general employee retirement.

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

PROPRIETARY FUNDS

ENTERPRISE FUNDS

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

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

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

#415 Water System Capacity Escrow: Reserve to pay for expansion of the water treatment system. Financed by impact fees for connection to the water system (single family residence costs \$1,497. The impact fees are transferred to the Utilities O M & R Fund, #402 or the State Revolving Loan Fund, #419, to help pay debt service or to the Utilities Construction Fund, #411, for allowed uses.

#416 Sewer System Capacity Escrow: Reserve to pay for expansion of the wastewater treatment system. The impact fee for connection by a single-family residence is \$2,760. These fees are transferred to the State Revolving Loan Fund, #419, or to the Utilities O M & R Fund, #402, to help pay debt service or to the Utilities Construction Fund, #411, for allowed uses.

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

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

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

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

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

INTERNAL SERVICE FUNDS

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

CITY OF PUNTA GORDA, FLORIDA GENERAL BUDGETING COMMENTS

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

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

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

PERSONNEL SERVICES

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

Salaries:

The computer system has allowed more precise salary budgeting based on City employees' current pay rates. A 4% merit increase was budgeted in FY 2023 along with Fire approved collective bargaining contract increases. A total of fifteen net new positions are budgeted in FY 2023. A pay and classification study and police bargaining negotiations are under way and an estimated amount was included in each fund (generally under non-departmental) to help fund the outcomes. Supplemental appropriations may be required.

Retirement Contribution:

The City's contribution for defined benefit pension plans is budgeted at an actuarially determined amount. For FY 2023 the General Pension plan was budgeted at the FY 2022 contribution amount which was higher than the actuarially determined amount. This plan is a closed plan. For general employees that are in the defined contribution plan, the City's match is up to 10% for FY 2023. The city budgets based on the employees' current election and 10% for unfilled positions.

CITY OF PUNTA GORDA, FLORIDA GENERAL BUDGETING COMMENTS

Life and Health Insurance:

These expenses are budgeted according to current employee participation with a 6% increase in FY 2023 health insurance rates.

Worker's Compensation:

An estimated 10% increase was budgeted over last year's actual policy amount.

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 actual policy amount.

Gasoline, Oil, Lubricants:

Fuel costs for the FY 2023 budget estimated increases in fuel to \$4.00 per gallon for unleaded and \$4.75 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 five thousand dollars which are budgeted by the departments and are broken down into the accounts. The narrative portion lists specific details as to what purchases are included in the Capital Outlay Accounts for each department.

Automobiles (64-01):

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

Equipment (64-03):

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

Computer Equipment (64-20)

NON OPERATING EXPENSES

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

Transfers:

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

Contingency:

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

Fund Balance:

This account 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

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.
Annual Comprehensive Financial Report (ACFR)	This report is prepared by the Finance Department. It is usually referred to by its abbreviation, and summarizes financial data for the previous fiscal year in a standardized format. The ACFR is organized by fund and contains two basic types of information: a balance sheet that compares assets with liabilities and fund balance; and an operating statement that compares revenues with expenditures. (Previously Comprehensive Annual Financial Report)
Assessed Valuation	The County Property Appraiser's estimation of the Fair Market Value of real estate or other property. This valuation is used to determine taxes levied upon the property.
Assessment Roll	The official list containing the legal description of each parcel of property, its assessed valuation, and the name and address of the last known owners.
Audit	Professional examination and verification of accounting documents and supporting data for the purpose of rendering an opinion as to their fairness, consistency, and conformity with Generally Accepted Accounting Principles.
Balanced Budget	The City's definition of a balanced budget is current revenues, including financing proceeds, plus unrestricted fund balance exceeds or equals current year appropriations.
Bond	A written promise to pay a designated sum of money (called the principal), at a specific date in the future, together with periodic interest at a specified rate. These payments are identified as debt service. Bonds are generally used to obtain long-term financing for capital improvements
Bond Rating	Evaluation by a rating company of a bond issuer's financial strength, or its ability to pay a bond's principal and interest in a timely fashion.

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

Budget	A plan of financial operation embodying an estimate of proposed expenditures for a given period (usually a single fiscal year) and the proposed means of financing. The budget, once adopted, is the legal authorization to expend city funds during the fiscal year. The budget may be amended during the fiscal year by the governing body and/or management, in accordance with procedures specified by law, charter, and/or administrative rules & regulations.
Budget Message	A general discussion of the proposed budget as presented in writing by the City Manager to the City Council.
Building Contractors Certificate of Competency	The annual certificate fee is one hundred dollars per Code section 7-12.
Capital Improvement Plan (CIP)	A financial plan for construction of physical assets such as buildings, streets, sewers, etc. The plan extends over several future years indicating the beginning and ending date of each project, the amount to be expended in each year, and the method of financing those expenditures.
Capital Lease	An agreement conveying the right to use property, plant, or equipment usually for a stated period of time where the lessee assumes all the risks and rewards of ownership.
Capital Outlays	Outlays for the acquisition of or addition to fixed assets which are durable in nature. Such outlays are charged as expenditures through an individual department's operating budget and do not include those provided for in the capital improvement program. The asset will have a unit cost of \$5,000 or more and a useful life in excess of one year.
Capital Projects	Any program, project, or purchase with a useful life span of 10 years and a cost of at least \$5,000 or major maintenance and repair items with a useful life span of five years.
Charges for Services	Revenues derived from charging fees for providing certain government services. These revenues can be received from individuals, entities, or other governmental units. Charges for services include water/sewer fees, solid waste fees, fees for planning and zoning services, etc.
Comprehensive Annual Financial Report	See Annual Comprehensive Financial Report. GASB Statement No. 98 updated the Name and Acronym.
Community Development Block Grant (CDBG)	An entitlement grant program authorized by the federal government, which provides a federal grant for each year in which the program is authorized by Congress. The entitlement is based upon a formula, which includes the City's population. The CDBG is limited in eligible uses of the funds to projects generally affecting low and moderate-income persons.
Community Redevelopment Agency (CRA)	The Community Redevelopment Agency is a revenue generating mechanism used to finance capital improvements in a neighborhood suffering from blighted conditions. As the property is improved, the difference between the original tax assessment and the revised assessment is returned to the CRA fund.

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

Consumer Price Index (CPI)	A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living (e.g., economic inflation).
Debt Service	The payment of principal and interest of all bonds and other debt instruments according to a predetermined schedule.
Debt Service Funds	One or more funds created to account for expenditures used to repay principal and interest on all bonds and other debt instruments.
Department	The City's organizational unit that is composed of Divisions and which is responsible for a major governmental function.
Depreciation	The decrease in value of physical assets due to use and the passage of time.
Distinguished Budget Presentation Program	A voluntary program administered by the Government Finance Officers Association to encourage governments to publish efficiently organized and easily readable budget documents and to provide peer recognition and technical assistance to the fiscal officers preparing them.
Encumbrances	Commitments of funds for contracts and services to be performed. When encumbrances are recorded, available appropriations are correspondingly reduced.
Enterprise Funds	Funds established to account for operations, which are financed and operated in a manner similar to private enterprises. The intent is that the expense of providing goods or services to the general public on a continuing basis (including depreciation) to be financed or recovered primarily through user fees.
Equivalent Residential Unit (ERU)	A factor for sizing water meters, wastewater flow or consumption, or determining other rates such as stormwater rates or assessments. Each factor is developed to compare to a typical single family residence.
Estimated Revenues	Projections of funds to be received during the fiscal year.
Expenditure	The total amount of funds paid out by a government to acquire various goods and services.
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.

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

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 21,000 GFOA members are dedicated to the sound management of government financial resources.
Governmental Accounting Standards Board (GASB)	An organization whose main purpose is to improve and create accounting reporting standards for generally accepted accounting principles (GAAP) for both state and local governments.
Governmental Funds	All funds except for enterprise, internal service, fiduciary, trust, and agency funds. There are five different types of governmental funds: the General Fund, other general purpose funds, special revenue funds, debt service funds, and capital projects funds.
Grant	Financial assistance awards, not requiring repayment, from the county, state, or federal government to the City, usually for specific programs or activities and frequently with specific requirements.
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.

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

Impact Fees (for Parks, Public Safety, 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, Government Service Impact Fees are suspended.
Infrastructure	Public domain fixed assets including roads, bridges, curbs, sidewalks, drainage systems, lighting systems, and other items that have value only to the City.
Interest Income	Revenue associated with the City cash management activities of investing fund balances.
Intergovernmental Revenue	Funds received from federal, state, and other local governmental sources in the form of grants, shared revenues, and payments in lieu of taxes (P.I.L.O.T. fees).
Internal Service Funds	Funds established for the financing of goods or services provided by one department to other departments within the City on a cost-reimbursement basis.
Licenses and Permits	This category includes revenue derived from the issuance of local licenses and permits including professional and occupational licenses, building permits, and other miscellaneous permits.
Lot Mowing Program	The City has a lot mowing program for vacant lots. This service is bid annually and rate adjusted accordingly. This program benefits the residents since it controls the rat, snake, and mosquito populations. The billings are placed on the non-ad valorem portion of the users' property tax bill.
Millage	The tax rate on real property, based on 1 mill equals \$1 per \$1,000 of assessed property value.
Modified accrual basis of accounting	Basis of accounting used in conjunction with the current financial resources measurement focus that modifies the accrual basis accounting in two important ways: 1) revenues are not recognized until they are measurable and available; and 2) expenditures are recognized in the period in which governments in general normally liquidate the related liability rather than when that liability is first incurred (if earlier).
Non-Ad Valorem Assessment	A fee levied on certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit those properties. The value of the property is not considered when calculating a Non-Ad Valorem Assessment. Instead, the cost of the service or facility is allocated proportionately to the benefited properties in a defined area. It is sometimes referred to as a Special Assessment. Generally, this is collected by the Tax Collector's Office on the annual consolidated tax bill like Ad Valorem Taxes.
Objective	Something to be accomplished in specific, well defined, and measurable terms and that is achievable within a specified time frame. A good statement of objectives should state a specific standard of performance for a given program: (1) An operational objective focuses on service delivery; and (2) A managerial objective focuses on those aspects of management that help staff achieve operational objectives; i.e., staff training, work plan development, etc.

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

Operating Expenses	Expenditures for goods and services, which primarily benefit the current period and not defined as either personnel services or capital outlays.
Operating Lease	A lease that is paid out of current operating income rather than capitalized.
Ordinance	A formal legislative enactment by the City that carries the full faith and effect of the law within the boundaries of the City or Utility District unless it is in conflict with any higher form of law, such as state or federal.
Pay-As-You-Go	Capital expenditures included in the CIP which are funded on a cash basis by a contribution from an operating fund rather than through financing.
Performance Measures	Data collected to determine how effective and/or efficient a program is in achieving its objectives.
Permanent Fund	Fund used to report resources that are legally restricted to the extent that only earnings (and not principal) may be used for purposes that support the reporting government programs that were specified.
Personnel Services	Expenditures for salaries, wages, and related employee fringe benefits.
Planning and Zoning Fees	Charges for the filing and processing of various development permits such as rezoning, zoning variances, and special exemptions. Fees are established by ordinance.
Projected Expense	The estimated expense through the end of the current fiscal year for a respective budget line item.
Property Tax	Another term for Ad Valorem Tax. See Ad Valorem Tax.
Reserves	A portion of the fund balance legally segregated for specific purposes.
Revenue	Additions to assets which do not increase any liability or represent the recovery of an expenditure; do not represent the cancellation of certain liabilities or decreases in assets; and do not represent contributions of fund capital in enterprise and internal service funds.
Rollback Rate	The millage necessary to raise the same amount of Ad Valorem tax revenue as the previous year, excluding taxes from new construction.
Sewer System Capacity Escrow Fund	Sewer System Impact Fees-City code section 17-17 discusses the impact fee cost for connection to the City sewer system. The ERU cost for a single unit is \$2,760.
Special Assessment	Another name for Non-Ad Valorem Assessment.
Special Revenue Funds	To account for revenues derived from specific sources which are restricted by law or policy to finance specific activities.
Statute	A written law enacted by a duly organized and constituted legislative body.
Supplemental Requests	Budget requests by Departments for new positions, new equipment, and/or program expansions during a fiscal year.

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

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 \$1,497.
Working Capital	Estimated resources available for appropriation after consideration of non-restricted current assets and current liabilities.

**CITY OF PUNTA GORDA, FLORIDA
ACRONYMS**

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

**CITY OF PUNTA GORDA, FLORIDA
ACRONYMS**

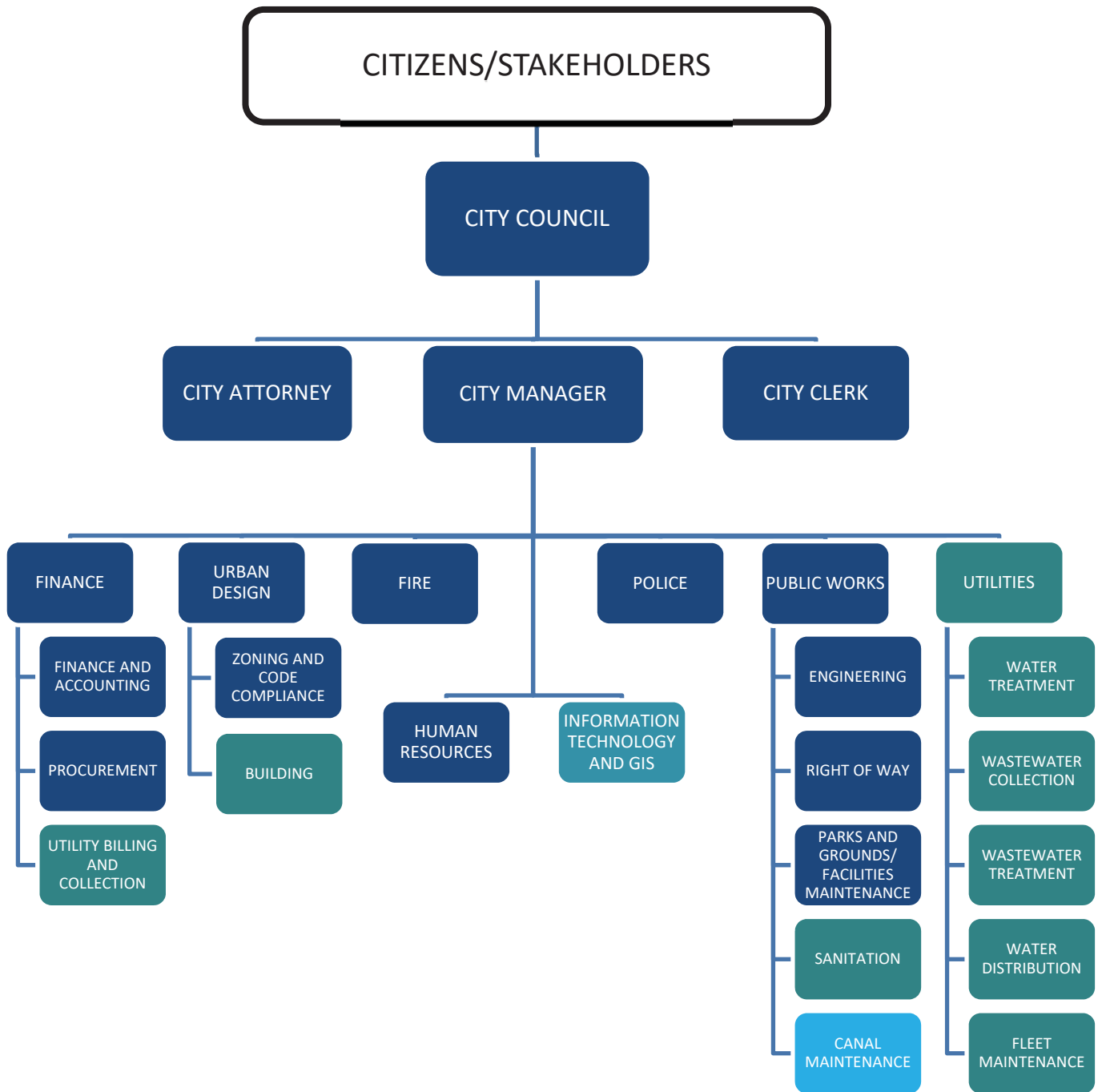
IT	Information Technology
JPA	Joint Participation Agreement
LAP	Local Agency Program
LGSTFIP	Local Government Surplus Trust Funds Investment Pool
MAC	Marine Advisory Committee
MGD	Million Gallons per Day
MIT	Mechanical Integrity Testing
MHz	Megahertz
MPO	Metropolitan Planning Organization
MURT	Multi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

BUDGET OVERVIEW – ALL FUNDS

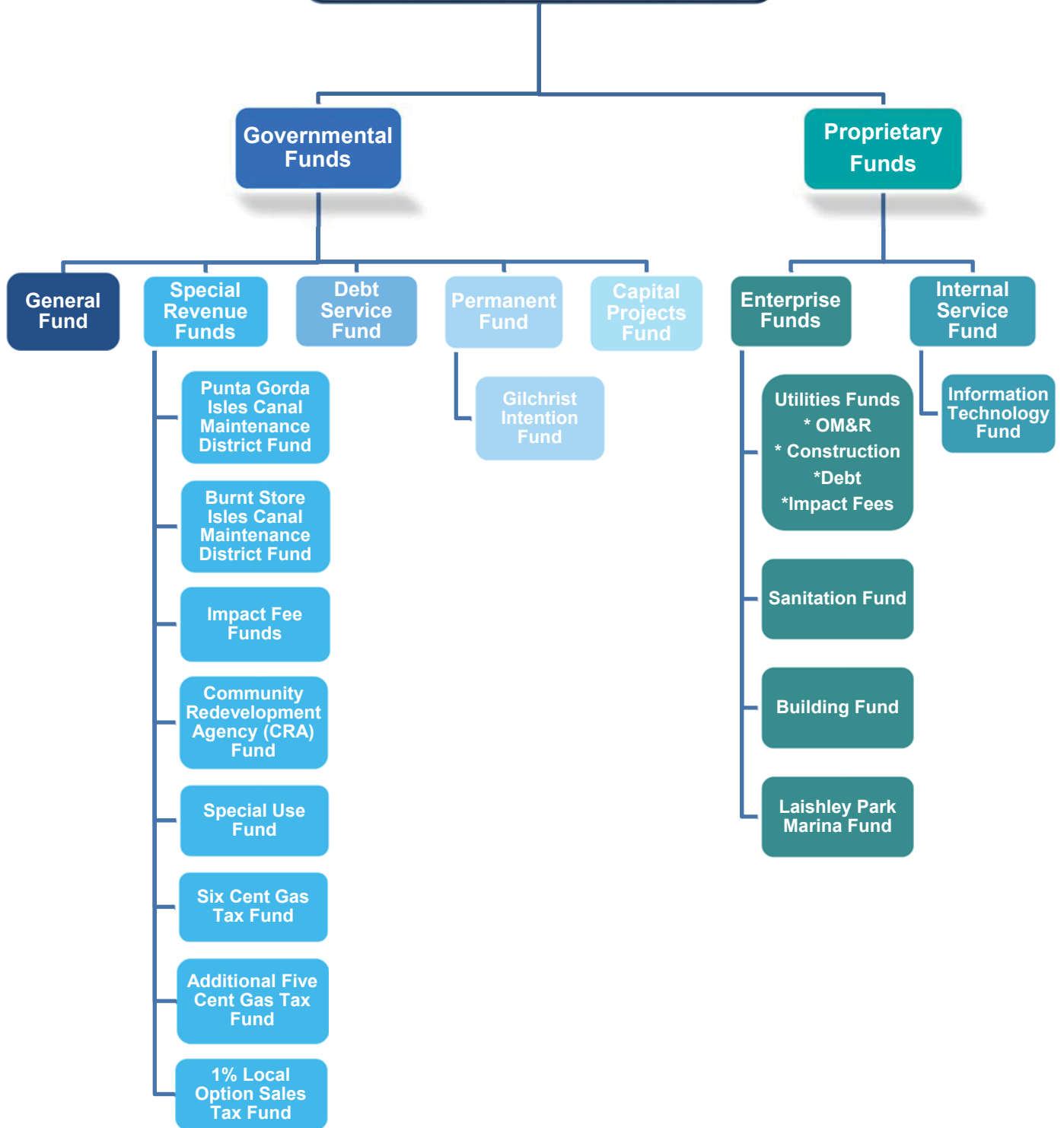
- Organization Structure
- Budgetary Fund Structure
- All Funds Summaries
 - Budget FY 2023
 - Projected FY 2022
 - Actual FY 2021
 - Actual FY 2020
- Position Summary



CITY OF PUNTA GORDA, FL
 ORGANIZATION STRUCTURE
 BUDGET FY 2023



CITY OF PUNTA GORDA, FL
BUDGETARY FUND STRUCTURE



CITY OF PUNTA GORDA, FL
REVENUE SUMMARY
BUDGET FY 2023

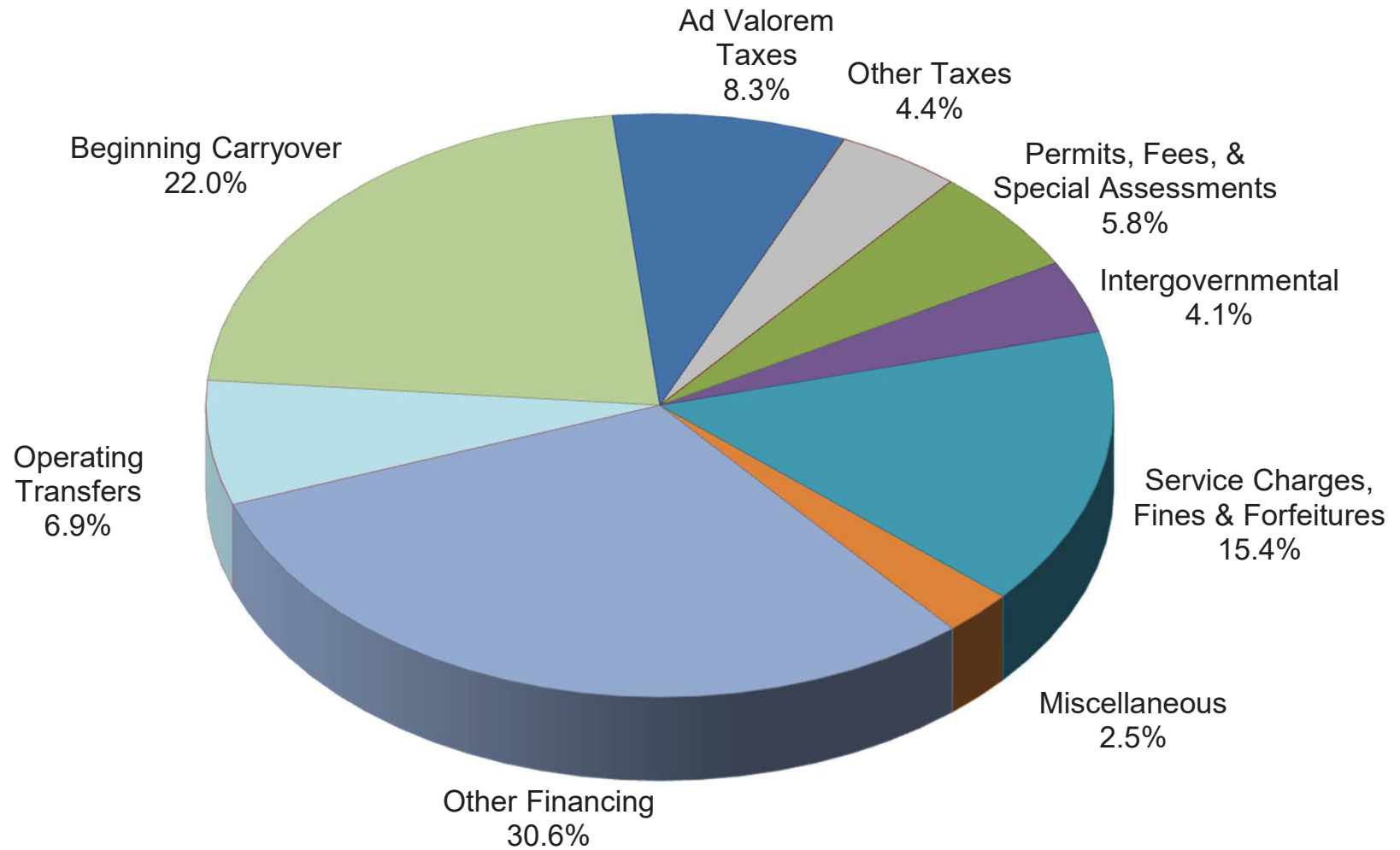
* General Fund Ad Valorem Tax \$15,613,535 3.9500 mills

Estimated Revenues	TAXES	PERMITS, FEES, & SPECIAL ASSESSMENTS	INTERGOV'T REVENUE	SERVICE CHARGES, FINES & FORFEITURES	MISC REVENUES	OTHER FINANCING	ALL FUND SUBTOTAL **less Interfund	OPERATING TRANSFERS	BEGINNING CARRYOVER	SUBTOTAL Incl. Interfund	INTERFUND ELIMINATIONS	ENTITY-WIDE TOTAL
001 GENERAL FUND	\$19,398,780 *	\$1,712,300	\$3,244,680	\$442,280	\$4,043,045	\$0	\$28,841,085	\$744,055	\$8,708,219	\$38,293,359	(\$744,055)	\$37,549,304
103 P G I CANAL MTCE DISTRICT	0	4,941,440	0	0	10,920	0	4,952,360	0	3,672,076	8,624,436	0	8,624,436
104 B S I CANAL MTCE DISTRICT	0	887,220	0	0	1,240	347,000	1,235,460	0	452,265	1,687,725	0	1,687,725
105 IMPACT FEES PARKS	0	143,855	0	0	1,250	0	145,105	0	277,490	422,595	0	422,595
110 COMMUNITY REDEVELOP AGENCY	0	0	1,876,700	0	391,265	0	2,267,965	1,176,535	4,153,472	7,597,972	(1,176,535)	6,421,437
113 SPECIAL USE FUND	0	0	2,445,907	0	5,000	0	2,450,907	0	1,050,923	3,501,830	0	3,501,830
114 ADDITIONAL FIVE CENT GAS TAX	287,660	0	0	0	120	0	287,780	459,000	53,675	800,455	(459,000)	341,455
115 SIX CENT GAS TAX FUND	666,035	0	0	308,155	5,940	0	980,130	0	596,567	1,576,697	0	1,576,697
116 CSTL&HRTL NATL ESTUARY PRTRSH	0	0	0	0	0	0	0	0	390,958	390,958	0	390,958
118 1% LOCAL OPTION SALES TAX	3,515,440	0	0	0	0	3,298,000	6,813,440	170,040	2,064,749	9,048,229	(170,040)	8,878,189
120 IMPACT FEES MOBILITY	0	132,980	0	0	700	0	133,680	0	185,159	318,839	0	318,839
121 IMPACT FEES PUBLIC SAFETY	0	221,365	0	0	2,000	0	223,365	0	514,454	737,819	0	737,819
201 DEBT FUND	0	0	0	0	0	0	0	1,584,280	0	1,584,280	(1,584,280)	0
301 GENERAL CONSTRUCTION	0	0	0	0	0	0	0	2,143,000	0	2,143,000	(2,143,000)	0
402 UTILITIES O M & R FUND	0	1,400	0	21,199,275	132,295	0	21,332,970	499,800	8,646,200	30,478,970	(499,800)	29,979,170
411 UTILITIES CONSTRUCTION	0	0	0	0	0	53,692,000	53,692,000	3,655,000	0	57,347,000	(3,655,000)	53,692,000
414 UTILITIES R&R RESERVE FUND	0	0	0	0	0	0	0	0	1,500,000	1,500,000	0	1,500,000
415 WATER SYSTEM CAPACITY ESCROW	0	555,955	0	0	10,000	0	565,955	0	2,062,136	2,628,091	0	2,628,091
416 SEWER SYSTEM CAPACITY ESCROW	0	770,000	0	0	9,500	0	779,500	0	1,928,132	2,707,632	0	2,707,632
417 SPECIAL ASSESS DISTRICT 4	0	0	0	0	260	0	260	0	51,218	51,478	0	51,478
419 STATE REVOLVING LOAN FUND	0	0	0	0	9,250	0	9,250	2,499,595	1,109,370	3,618,215	(2,499,595)	1,118,620
430 SANITATION FUND	0	37,000	0	4,281,275	7,400	0	4,325,675	0	1,123,186	5,448,861	0	5,448,861
440 BUILDING CODE FUND	0	1,463,850	0	50,000	20,250	0	1,534,100	0	1,839,266	3,373,366	0	3,373,366
450 LAISHLEY PARK MARINA	0	0	12,000	451,795	25,720	0	489,515	0	380,630	870,145	0	870,145
502 INFORMATION TECHNOLOGY	0	0	0	2,199,505	500	0	**	0	372,768	2,572,773	(2,199,505)	373,268
610 GILCHRIST INTENTION FUND	0	0	0	0	25	0	25	0	5,490	5,515	0	5,515
TOTAL	\$23,867,915	\$10,867,365	\$7,579,287	\$28,932,285	\$4,676,680	\$57,337,000 **	\$131,060,527	\$12,931,305	\$41,138,403	\$187,330,240	(\$15,130,810)	\$172,199,430

~ 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 2023

\$187,330,240

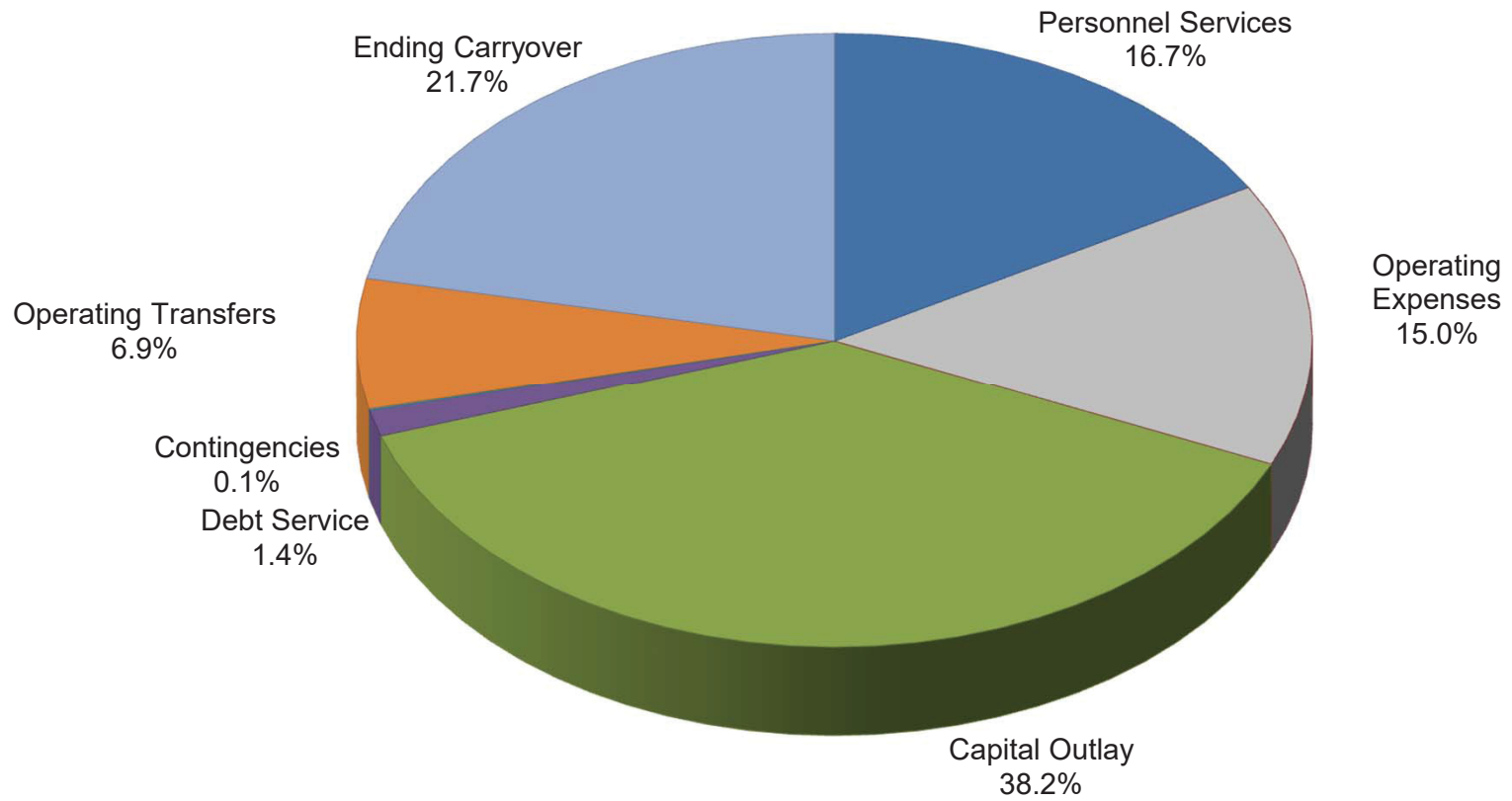


CITY OF PUNTA GORDA, FL
EXPENDITURE SUMMARY
BUDGET FY 2023

Appropriations	PERSONNEL SERVICES	OPERATING EXPENSES	CAPITAL OUTLAY	DEBT SERVICE	CONTINGENCY	ALL FUND SUBTOTAL *less Interfund	OPERATING TRANSFERS	ENDING CARRYOVER	SUBTOTAL Incl. Interfund	INTERFUND ELIMINATIONS	ENTITY-WIDE TOTAL
001 GENERAL FUND	\$19,251,600	\$6,150,270	\$1,201,735	\$0	\$15,000	\$26,618,605	\$2,966,535	\$8,708,219	\$38,293,359	(\$744,055)	\$37,549,304
103 P G I CANAL MTCE DISTRICT	825,670	4,391,290	15,000	0	50,000	5,281,960	0	3,342,476	8,624,436	0	8,624,436
104 B S I CANAL MTCE DISTRICT	42,580	1,225,745	0	0	50,000	1,318,325	0	369,400	1,687,725	0	1,687,725
105 IMPACT FEES PARKS	0	0	0	0	0	0	250,000	172,595	422,595	0	422,595
110 COMMUNITY REDEVELOP AGENCY	0	721,040	0	0	0	721,040	1,584,280	5,292,652	7,597,972	(1,176,535)	6,421,437
113 SPECIAL USE FUND	0	0	0	0	0	0	914,095	2,587,735	3,501,830	0	3,501,830
114 ADDITIONAL FIVE CENT GAS TAX	0	745,000	0	0	0	745,000	0	55,455	800,455	(459,000)	341,455
115 SIX CENT GAS TAX FUND	0	1,226,980	0	0	0	1,226,980	0	349,717	1,576,697	0	1,576,697
116 CSTL&HRTL NATL ESTUARY PRTSHP	0	390,958	0	0	0	390,958	0	0	390,958	0	390,958
118 1% LOCAL OPTION SALES TAX	0	0	9,048,229	0	0	9,048,229	0	0	9,048,229	(170,040)	8,878,189
120 IMPACT FEES MOBILITY	0	0	0	0	0	0	112,000	206,839	318,839	0	318,839
121 IMPACT FEES PUBLIC SAFETY	0	0	0	0	0	0	450,000	287,819	737,819	0	737,819
201 DEBT FUND	0	0	0	1,584,280	0	1,584,280	0	0	1,584,280	(1,584,280)	0
301 GENERAL CONSTRUCTION	0	0	2,143,000	0	0	2,143,000	0	0	2,143,000	(2,143,000)	0
402 UTILITIES O M & R FUND	7,404,870	8,266,025	957,785	0	50,000	16,678,680	5,304,595	8,495,695	30,478,970	(499,800)	29,979,170
411 UTILITIES CONSTRUCTION	0	0	57,347,000	0	0	57,347,000	0	0	57,347,000	(3,655,000)	53,692,000
414 UTILITIES R&R RESERVE FUND	0	0	0	0	0	0	0	1,500,000	1,500,000	0	1,500,000
415 WATER SYSTEM CAPACITY ESCROW	0	0	0	0	0	0	499,800	2,128,291	2,628,091	0	2,628,091
416 SEWER SYSTEM CAPACITY ESCROW	0	0	0	0	0	0	850,000	1,857,632	2,707,632	0	2,707,632
417 SPECIAL ASSESS DISTRICT 4	0	0	0	0	0	0	0	51,478	51,478	0	51,478
419 STATE REVOLVING LOAN FUND	0	0	0	999,595	0	999,595	0	2,618,620	3,618,215	(2,499,595)	1,118,620
430 SANITATION FUND	1,641,910	2,695,830	361,000	0	0	4,698,740	0	750,121	5,448,861	0	5,448,861
440 BUILDING CODE FUND	1,159,545	503,035	138,000	0	0	1,800,580	0	1,572,786	3,373,366	0	3,373,366
450 LAISHLEY PARK MARINA	0	525,000	6,000	0	0	531,000	0	339,145	870,145	0	870,145
502 INFORMATION TECHNOLOGY	908,265	1,238,490	407,515	0	0	*	0	18,503	2,572,773	(2,199,505)	373,268
610 GILCHRIST INTENTION FUND	0	0	0	0	0	0	0	5,515	5,515	0	5,515
TOTAL	\$31,234,440	\$28,079,663	\$71,625,264	\$2,583,875	\$165,000 *	\$131,133,972	\$12,931,305	\$40,710,693	\$187,330,240	(\$15,130,810)	\$172,199,430

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EXPENDITURES BUDGET SUMMARY FY 2023
\$187,330,240



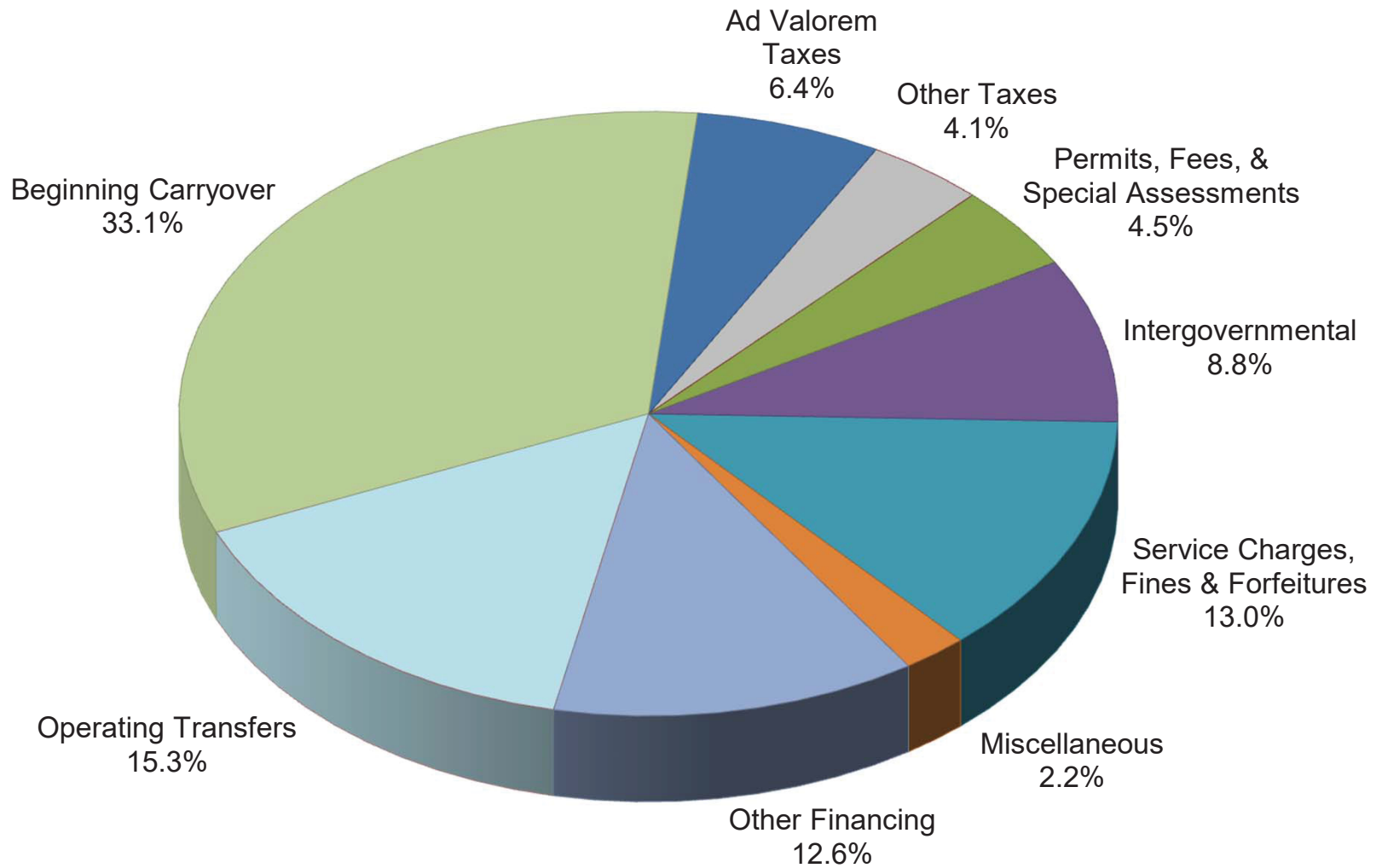
CITY OF PUNTA GORDA, FL
REVENUE SUMMARY
PROJECTED FY 2022

* General Fund Ad Valorem Tax \$13,898,620 3.9500 mills

Estimated Revenues	TAXES	PERMITS, FEES, & SPECIAL ASSESSMENTS	INTERGOV'T REVENUE	SERVICE CHARGES, FINES & FORFEITURES	MISC REVENUES	OTHER FINANCING	ALL FUND SUBTOTAL **less Interfund	OPERATING TRANSFERS	BEGINNING CARRYOVER	SUBTOTAL Incl. Interfund	INTERFUND ELIMINATIONS	ENTITY-WIDE TOTAL
001 GENERAL FUND	\$17,635,000 *	\$1,693,110	\$3,225,090	\$443,605	\$3,973,665	\$7,825,150	\$34,795,620	\$455,435	\$8,451,829	\$43,702,884	(\$455,435)	\$43,247,449
103 P G I CANAL MTCE DISTRICT	0	3,382,210	7,825,150	0	8,625	0	11,215,985	7,825,150	4,768,486	23,809,621	(7,825,150)	15,984,471
104 B S I CANAL MTCE DISTRICT	0	577,905	294,500	0	1,600	0	874,005	0	1,037,440	1,911,445	0	1,911,445
105 IMPACT FEES PARKS	0	235,150	0	0	1,090	0	236,240	0	471,056	707,296	0	707,296
110 COMMUNITY REDEVELOP AGENCY	0	0	1,647,774	0	376,170	0	2,023,944	1,033,013	3,557,014	6,613,971	(1,033,013)	5,580,958
113 SPECIAL USE FUND	0	0	0	0	9,148	0	9,148	0	3,549,542	3,558,690	0	3,558,690
114 ADDITIONAL FIVE CENT GAS TAX	280,590	0	0	0	60	0	280,650	459,000	64,025	803,675	(459,000)	344,675
115 SIX CENT GAS TAX FUND	625,000	0	0	300,815	29,670	0	955,485	0	828,877	1,784,362	0	1,784,362
116 CSTL&HRTL NATL ESTUARY PRTSHP	0	0	2,544,680	0	10,705	0	2,555,385	0	422,866	2,978,251	0	2,978,251
118 1% LOCAL OPTION SALES TAX	4,200,000	0	0	0	22,200	0	4,222,200	2,175,000	10,090,511	16,487,711	(2,175,000)	14,312,711
120 IMPACT FEES MOBILITY	0	156,395	0	0	900	0	157,295	0	430,345	587,640	0	587,640
121 IMPACT FEES PUBLIC SAFETY	0	196,840	0	0	810	0	197,650	0	316,804	514,454	0	514,454
130 BUCKLEY'S PASS DREDGING AREA	0	194,300	0	0	0	0	194,300	0	90,082	284,382	0	284,382
201 DEBT FUND	0	0	0	0	0	0	0	9,525,742	0	9,525,742	(9,525,742)	0
301 GENERAL CONSTRUCTION	0	0	3,521,250	0	75	0	3,521,325	1,682,294	1,872,170	7,075,789	(1,682,294)	5,393,495
402 UTILITIES O M & R FUND	0	3,650	0	20,927,155	218,970	0	21,149,775	499,800	9,307,545	30,957,120	(499,800)	30,457,320
411 UTILITIES CONSTRUCTION	0	0	0	0	0	19,500,000	19,500,000	8,717,037	15,210,337	43,427,374	(8,717,037)	34,710,337
414 UTILITIES R&R RESERVE FUND	0	0	0	0	0	0	0	0	1,500,000	1,500,000	0	1,500,000
415 WATER SYSTEM CAPACITY ESCROW	0	646,775	0	0	8,550	0	655,325	0	3,153,648	3,808,973	0	3,808,973
416 SEWER SYSTEM CAPACITY ESCROW	0	1,164,385	0	0	5,500	0	1,169,885	0	1,608,247	2,778,132	0	2,778,132
417 SPECIAL ASSESS DISTRICT 4	0	0	0	0	165	0	165	0	51,053	51,218	0	51,218
419 STATE REVOLVING LOAN FUND	0	0	0	0	4,380	0	4,380	999,595	1,104,990	2,108,965	(999,595)	1,109,370
430 SANITATION FUND	0	37,000	0	4,001,250	118,450	0	4,156,700	0	964,986	5,121,686	0	5,121,686
440 BUILDING CODE FUND	0	1,548,850	0	68,500	17,400	0	1,634,750	0	1,757,736	3,392,486	0	3,392,486
450 LAISHLEY PARK MARINA	0	0	12,000	445,895	26,945	0	484,840	0	721,870	1,206,710	0	1,206,710
502 INFORMATION TECHNOLOGY	0	0	0	2,115,935	580	0	**	0	562,198	2,678,713	(2,115,935)	562,778
610 GILCHRIST INTENTION FUND	0	0	0	0	18	0	18	0	5,472	5,490	0	5,490
TOTAL	\$22,740,590	\$9,836,570	\$19,070,444	\$28,303,155	\$4,835,676	\$27,325,150	** \$109,995,070	\$33,372,066	\$71,899,129	\$217,382,780	(\$35,488,001)	\$181,894,779

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REVENUE BUDGET SUMMARY PROJECTED FY 2022
\$217,382,780

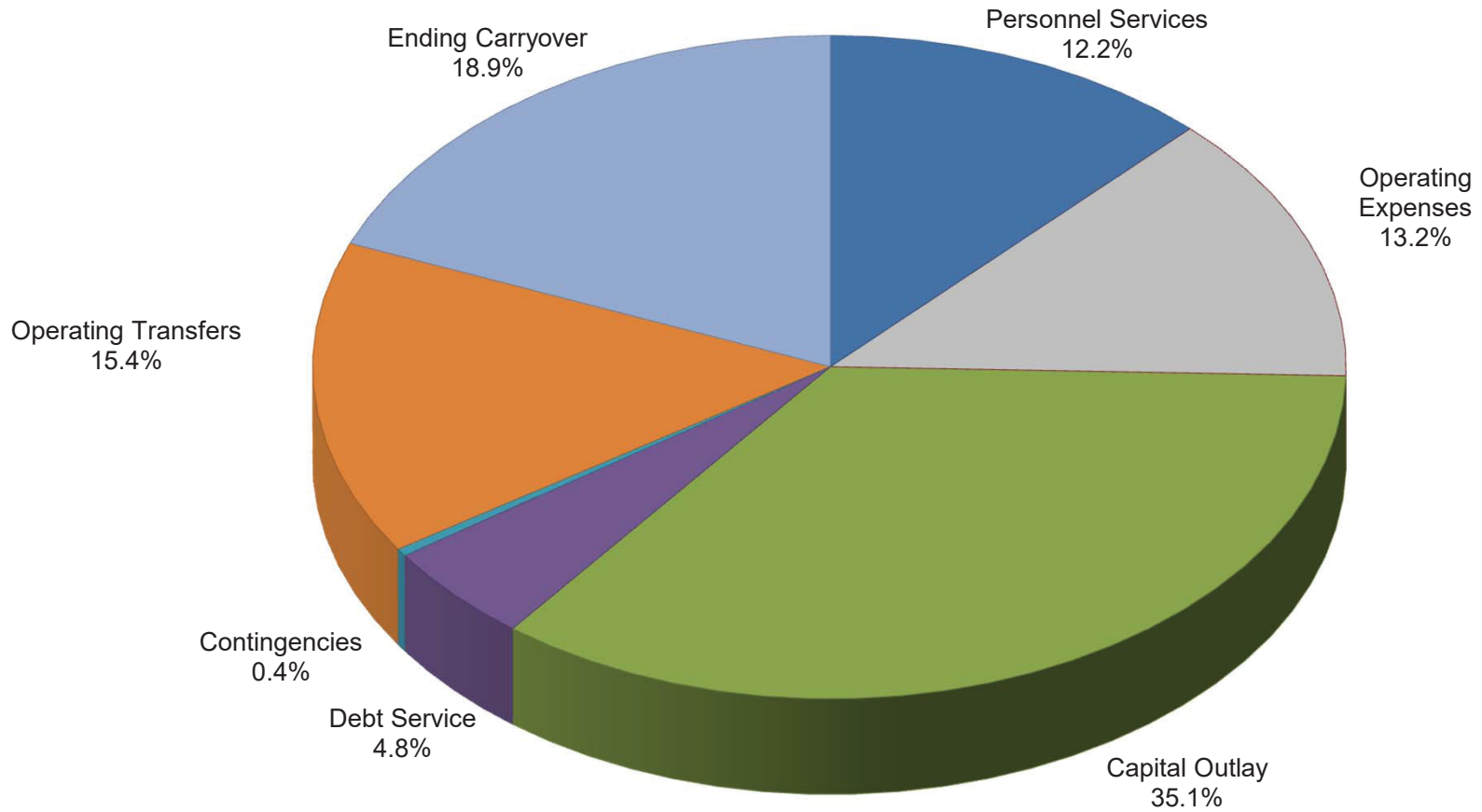


CITY OF PUNTA GORDA, FL
EXPENDITURE SUMMARY
PROJECTED FY 2022

Appropriations	PERSONNEL SERVICES	OPERATING EXPENSES	CAPITAL OUTLAY	DEBT SERVICE	CONTINGENCY	ALL FUND SUBTOTAL *less Interfund	OPERATING TRANSFERS	ENDING CARRYOVER	SUBTOTAL Incl. Interfund	INTERFUND ELIMINATIONS	ENTITY-WIDE TOTAL
001 GENERAL FUND	\$16,109,835	\$6,718,462	\$2,150,480	\$0	\$6,725	\$24,985,502	\$10,009,163	\$8,708,219	\$43,702,884	(\$455,435)	\$43,247,449
103 P G I CANAL MTCE DISTRICT	634,495	3,234,390	8,237,000	0	50,000	12,155,885	7,981,660	3,672,076	23,809,621	(7,825,150)	15,984,471
104 B S I CANAL MTCE DISTRICT	40,845	1,083,000	310,335	0	25,000	1,459,180	0	452,265	1,911,445	0	1,911,445
105 IMPACT FEES PARKS	0	0	0	0	0	0	429,806	277,490	707,296	0	707,296
110 COMMUNITY REDEVELOP AGENCY	0	641,417	275,000	0	0	916,417	1,544,082	4,153,472	6,613,971	(1,033,013)	5,580,958
113 SPECIAL USE FUND	0	0	0	0	0	0	2,507,767	1,050,923	3,558,690	0	3,558,690
114 ADDITIONAL FIVE CENT GAS TAX	0	750,000	0	0	0	750,000	0	53,675	803,675	(459,000)	344,675
115 SIX CENT GAS TAX FUND	0	1,125,295	62,500	0	0	1,187,795	0	596,567	1,784,362	0	1,784,362
116 CSTL&HRTL NATL ESTUARY PRTSHP	451,373	2,135,920	0	0	0	2,587,293	0	390,958	2,978,251	0	2,978,251
118 1% LOCAL OPTION SALES TAX	0	0	14,422,962	0	0	14,422,962	0	2,064,749	16,487,711	(2,175,000)	14,312,711
120 IMPACT FEES MOBILITY	0	0	0	0	0	0	402,481	185,159	587,640	0	587,640
121 IMPACT FEES PUBLIC SAFETY	0	0	0	0	0	0	0	514,454	514,454	0	514,454
130 BUCKLEY'S PASS DREDGING AREA	0	3,707	0	0	0	3,707	280,675	0	284,382	0	284,382
201 DEBT FUND	0	0	0	9,525,742	0	9,525,742	0	0	9,525,742	(9,525,742)	0
301 GENERAL CONSTRUCTION	0	0	7,072,410	0	3,379	7,075,789	0	0	7,075,789	(1,682,294)	5,393,495
402 UTILITIES O M & R FUND	6,279,835	7,597,185	789,305	0	25,000	14,691,325	7,619,595	8,646,200	30,957,120	(499,800)	30,457,320
411 UTILITIES CONSTRUCTION	0	421,882	42,315,497	0	689,995	43,427,374	0	0	43,427,374	(8,717,037)	34,710,337
414 UTILITIES R&R RESERVE FUND	0	0	0	0	0	0	0	1,500,000	1,500,000	0	1,500,000
415 WATER SYSTEM CAPACITY ESCROW	0	0	0	0	0	0	1,746,837	2,062,136	3,808,973	0	3,808,973
416 SEWER SYSTEM CAPACITY ESCROW	0	0	0	0	0	0	850,000	1,928,132	2,778,132	0	2,778,132
417 SPECIAL ASSESS DISTRICT 4	0	0	0	0	0	0	0	51,218	51,218	0	51,218
419 STATE REVOLVING LOAN FUND	0	0	0	999,595	0	999,595	0	1,109,370	2,108,965	(999,595)	1,109,370
430 SANITATION FUND	1,445,775	2,542,255	10,470	0	0	3,998,500	0	1,123,186	5,121,686	0	5,121,686
440 BUILDING CODE FUND	936,080	535,370	81,770	0	0	1,553,220	0	1,839,266	3,392,486	0	3,392,486
450 LAISHLEY PARK MARINA	0	704,080	122,000	0	0	826,080	0	380,630	1,206,710	0	1,206,710
502 INFORMATION TECHNOLOGY	696,715	1,199,735	409,495	0	0	*	0	372,768	2,678,713	(2,115,935)	562,778
610 GILCHRIST INTENTION FUND	0	0	0	0	0	0	0	5,490	5,490	0	5,490
TOTAL	\$26,594,953	\$28,692,698	\$76,259,224	\$10,525,337	\$800,099	\$140,566,366	\$33,372,066	\$41,138,403	\$217,382,780	(\$35,488,001)	\$181,894,779

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EXPENDITURES BUDGET SUMMARY PROJECTED FY 2022
\$217,382,780



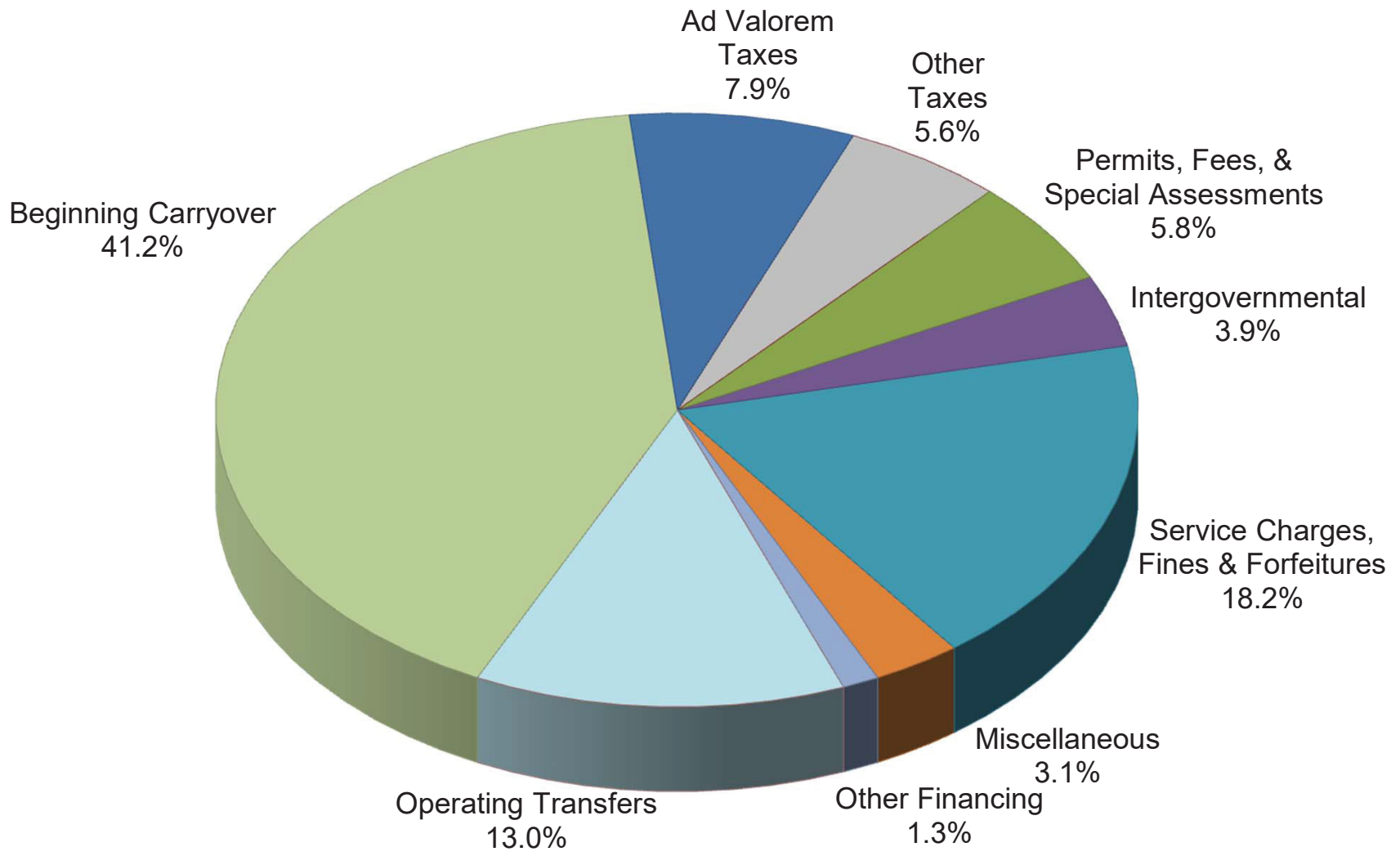
CITY OF PUNTA GORDA, FL
REVENUE SUMMARY
ACTUAL FY 2021

* General Fund Ad Valorem Tax \$11,538,370 3.4337 mills

Estimated Revenues	TAXES	PERMITS, FEES, & SPECIAL ASSESSMENTS	INTERGOVT 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	\$15,113,780 *	\$1,557,689	\$2,886,184	\$517,286	\$3,907,105	0	\$23,982,044	502,008	7,843,737	\$32,327,789	(\$502,008)	\$31,825,781
103 P G I CANAL MTCE DISTRICT	0	2,873,564	0	0	11,904	0	2,885,468	0	4,468,181	7,353,649	0	7,353,649
104 B S I CANAL MTCE DISTRICT	0	476,715	0	0	1,531	0	478,246	0	1,011,584	1,489,830	0	1,489,830
105 IMPACT FEES PARKS	0	168,438	0	0	481	0	168,919	0	302,137	471,056	0	471,056
110 COMMUNITY REDEVELOP AGENCY	0	0	1,538,849	0	343,844	0	1,882,693	838,628	2,651,045	5,372,366	(838,628)	4,533,738
113 SPECIAL USE FUND	0	0	0	0	5,496	0	5,496	0	3,996,211	4,001,707	0	4,001,707
114 ADDITIONAL FIVE CENT GAS TAX	280,271	0	0	0	294	0	280,565	459,000	154,907	894,472	(459,000)	435,472
115 SIX CENT GAS TAX FUND	612,602	0	0	284,645	28,668	0	925,915	0	849,879	1,775,794	0	1,775,794
116 CSTL&HRTL NATL ESTUARY PRTSHP	0	0	1,282,288	0	9,210	0	1,291,498	0	434,759	1,726,257	0	1,726,257
118 1% LOCAL OPTION SALES TAX	3,736,999	0	0	0	12,301	0	3,749,300	0	6,997,518	10,746,818	0	10,746,818
120 PG IMPACT FEE MOBILITY	0	184,809	0	0	453	0	185,262	0	245,083	430,345	0	430,345
121 PG IMPACT FEE PUBLIC SAFETY	0	266,881	0	0	209	0	267,090	0	49,714	316,804	0	316,804
130 BUCKLEY'S PASS DREDGING AREA	0	308,908	0	0	0	0	308,908	0	72,075	380,983	0	380,983
201 DEBT FUND	0	0	0	0	0	0	0	1,501,720	0	1,501,720	(1,501,720)	0
301 GENERAL CONSTRUCTION	0	0	0	0	73	0	73	1,973,380	569,519	2,542,972	(1,973,380)	569,592
402 UTILITIES O M & R FUND	0	3,350	2,871	19,731,340	116,705	0	19,854,266	942,500	14,061,516	34,858,282	(942,500)	33,915,782
411 UTILITIES CONSTRUCTION	0	0	0	0	802	1,872,087	1,872,889	11,600,963	3,964,116	17,437,968	(11,600,963)	5,837,005
414 UTILITIES R&R RESERVE FUND	0	0	0	0	0	0	0	0	1,500,000	1,500,000	0	1,500,000
415 WATER SYSTEM CAPACITY ESCROW	0	437,334	0	0	5,082	0	442,416	0	3,481,695	3,924,111	0	3,924,111
416 SEWER SYSTEM CAPACITY ESCROW	0	700,760	0	0	2,010	0	702,770	0	1,516,050	2,218,820	0	2,218,820
417 SPECIAL ASSESS DISTRICT 4	0	0	0	0	66	0	66	0	50,987	51,053	0	51,053
419 STATE REVOLVING LOAN FUND	0	0	0	0	2,002	0	2,002	1,170,573	1,613,353	2,785,928	(1,170,573)	1,615,355
430 SANITATION FUND	0	37,559	1,614	3,836,704	28,943	0	3,904,820	0	1,791,651	5,696,471	0	5,696,471
440 BUILDING CODE FUND	0	1,429,796	3,190	52,004	19,728	0	1,504,718	0	1,553,944	3,058,662	0	3,058,662
450 LAISHLEY PARK MARINA	0	0	11,188	438,786	23,726	0	473,700	0	638,619	1,112,319	0	1,112,319
502 INFORMATION TECHNOLOGY	0	0	(133)	1,832,710	1,593	0	**	0	444,403	2,278,573	(1,832,710)	445,863
610 GILCHRIST INTENTION FUND	0	0	0	0	7	0	7	0	5,465	5,472	0	5,472
TOTAL	\$19,743,652	\$8,445,803	\$5,726,051	\$26,693,475	\$4,522,233	\$1,872,087 **	\$65,169,131	\$18,988,772	\$60,268,148	\$146,260,221	(\$20,821,482)	\$125,438,739

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REVENUE BUDGET SUMMARY ACTUAL FY 2021
\$146,260,221

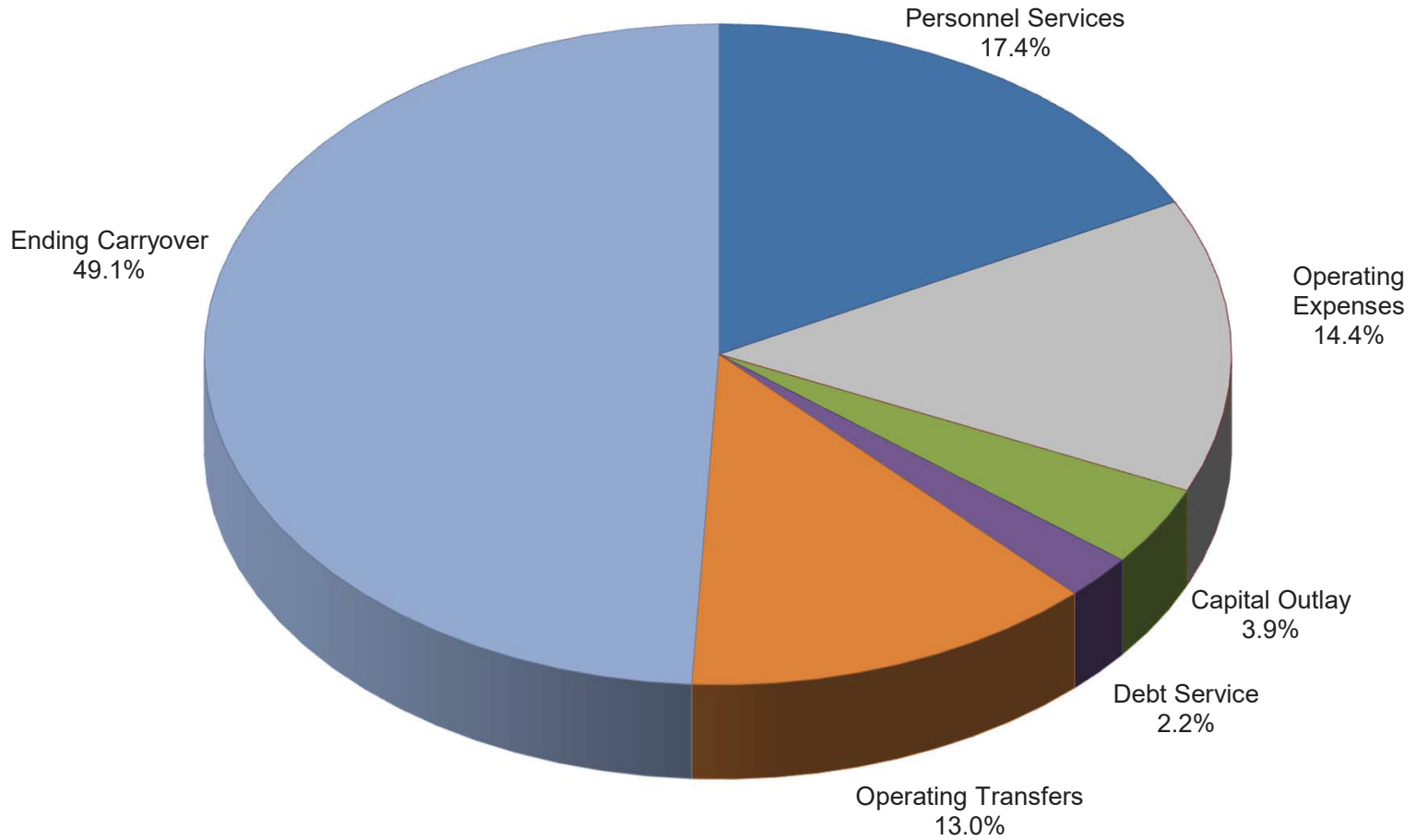


CITY OF PUNTA GORDA, FL
EXPENDITURE SUMMARY
ACTUAL FY 2021

Appropriations	PERSONNEL SERVICES	OPERATING EXPENSES	CAPITAL OUTLAY	DEBT SERVICE	CONTINGENCY	ALL FUND SUBTOTAL *less Interfund	OPERATING TRANSFERS	ENDING CARRYOVER	SUBTOTAL Incl. Interfund	INTERFUND ELIMINATIONS	ENTITY-WIDE TOTAL
001 GENERAL FUND	\$15,412,414	\$4,935,416	\$604,000	\$0	\$0	\$20,951,830	\$2,924,130	\$8,451,829	\$32,327,789	(\$502,008)	\$31,825,781
103 P G I CANAL MTCE DISTRICT	622,910	1,936,561	9,342	0	0	2,568,813	16,350	4,768,486	7,353,649	0	7,353,649
104 B S I CANAL MTCE DISTRICT	30,333	418,395	1,846	0	0	450,574	1,816	1,037,440	1,489,830	0	1,489,830
105 IMPACT FEES PARKS	0	0	0	0	0	0	0	471,056	471,056	0	471,056
110 COMMUNITY REDEVELOP AGENCY	0	307,974	5,658	0	0	313,632	1,501,720	3,557,014	5,372,366	(838,628)	4,533,738
113 SPECIAL USE FUND	0	0	0	0	0	0	452,165	3,549,542	4,001,707	0	4,001,707
114 ADDITIONAL FIVE CENT GAS TAX	0	830,447	0	0	0	830,447	0	64,025	894,472	(459,000)	435,472
115 SIX CENT GAS TAX FUND	0	876,673	70,244	0	0	946,917	0	828,877	1,775,794	0	1,775,794
116 CSTL&HRTL NATL ESTUARY PRTSHP	429,642	873,749	0	0	0	1,303,391	0	422,866	1,726,257	0	1,726,257
118 1% LOCAL OPTION SALES TAX	0	0	566,307	0	0	566,307	90,000	10,090,511	10,746,818	0	10,746,818
120 IMPACT FEES MOBILITY	0	0	0	0	0	0	0	430,345	430,345	0	430,345
121 IMPACT FEES PUBLIC SAFETY	0	0	0	0	0	0	0	316,804	316,804	0	316,804
130 BUCKLEY'S PASS DREDGING AREA	0	2,346	0	0	0	2,346	288,555	90,082	380,983	0	380,983
201 DEBT FUND	0	0	0	1,501,720	0	1,501,720	0	0	1,501,720	(1,501,720)	0
301 GENERAL CONSTRUCTION	0	0	670,802	0	0	670,802	0	1,872,170	2,542,972	(1,973,380)	569,592
402 UTILITIES O M & R FUND	5,954,347	6,535,643	727,747	0	0	13,217,737	12,333,000	9,307,545	34,858,282	(942,500)	33,915,782
411 UTILITIES CONSTRUCTION	0	243,960	1,983,671	0	0	2,227,631	0	15,210,337	17,437,968	(11,600,963)	5,837,005
414 UTILITIES R&R RESERVE FUND	0	0	0	0	0	0	0	1,500,000	1,500,000	0	1,500,000
415 WATER SYSTEM CAPACITY ESCROW	0	0	0	0	0	0	770,463	3,153,648	3,924,111	0	3,924,111
416 SEWER SYSTEM CAPACITY ESCROW	0	0	0	0	0	0	610,573	1,608,247	2,218,820	0	2,218,820
417 SPECIAL ASSESS DISTRICT 4	0	0	0	0	0	0	0	51,053	51,053	0	51,053
419 STATE REVOLVING LOAN FUND	0	0	0	1,680,938	0	1,680,938	0	1,104,990	2,785,928	(1,170,573)	1,615,355
430 SANITATION FUND	1,381,300	2,345,025	1,005,160	0	0	4,731,485	0	964,986	5,696,471	0	5,696,471
440 BUILDING CODE FUND	922,964	316,346	61,616	0	0	1,300,926	0	1,757,736	3,058,662	0	3,058,662
450 LAISHLEY PARK MARINA		383,635	6,814	0	0	390,449	0	721,870	1,112,319	0	1,112,319
502 INFORMATION TECHNOLOGY	641,900	1,052,376	22,099	0	0	*	0	562,198	2,278,573	(1,832,710)	445,863
610 GILCHRIST INTENTION FUND	0	0	0	0	0	0	0	5,472	5,472	0	5,472
TOTAL	\$25,395,810	\$21,058,546	\$5,735,306	\$3,182,658	\$0 *	\$53,655,945	\$18,988,772	\$71,899,129	\$146,260,221	(\$20,821,482)	\$125,438,739

~ 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 2021
\$146,260,221



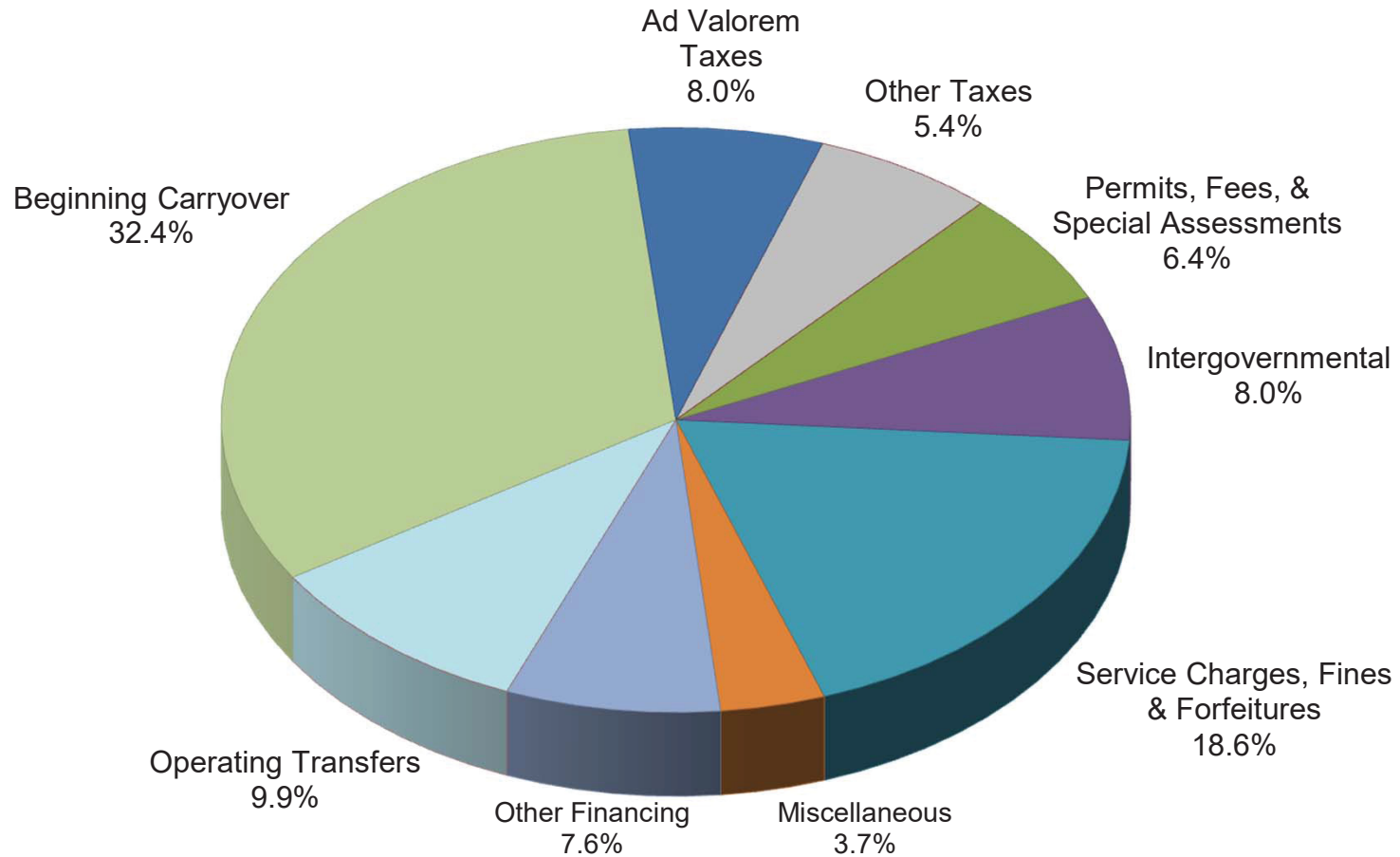
CITY OF PUNTA GORDA, FL
REVENUE SUMMARY
ACTUAL FY 2020

* General Fund Ad Valorem Tax \$11,032,152 3.4337 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	\$14,645,232 *	\$1,479,006	\$2,565,025	\$444,214	\$3,862,974	0	\$22,996,451	311,511	\$6,527,052	\$29,835,014	(\$311,511)	\$29,523,503
103 P G I CANAL MTCE DISTRICT	0	3,395,797	2,561	0	58,116	0	3,456,474	0	3,394,273	6,850,747	0	6,850,747
104 B S I CANAL MTCE DISTRICT	0	574,919	0	0	14,626	0	589,545	0	1,100,527	1,690,072	0	1,690,072
105 IMPACT FEES PARKS	0	91,130	0	0	2,524	0	93,654	0	208,483	302,137	0	302,137
109 IMPACT FEES TRANSPORTATION	0	29,611	0	0	3,426	0	33,037	0	286,496	319,533	0	319,533
110 COMMUNITY REDEVELOP AGENCY	0	0	1,376,602	0	395,881	0	1,772,483	750,208	1,928,187	4,450,878	(750,208)	3,700,670
113 SPECIAL USE FUND	0	0	310,888	0	40,163	0	351,051	152,241	3,609,152	4,112,444	(152,241)	3,960,203
114 ADDITIONAL FIVE CENT GAS TAX	259,603	0	0	0	1,907	0	261,510	459,000	119,233	839,743	(459,000)	380,743
115 SIX CENT GAS TAX FUND	564,949	0	0	279,868	22,285	0	867,102	0	766,404	1,633,506	0	1,633,506
116 CSTL&HRTL NATL ESTUARY PRTSHP	0	0	1,164,329	0	13,284	0	1,177,613	0	354,235	1,531,848	0	1,531,848
118 1% LOCAL OPTION SALES TAX	3,123,418	0	0	0	127,644	0	3,251,062	0	6,515,933	9,766,995	0	9,766,995
120 IMPACT FEE MOBILITY	0	28,228	0	0	13	0	28,241	216,842	0	245,083	(216,842)	28,241
121 IMPACT FEE PUBLIC SAFETY	0	49,690	0	0	24	0	49,714	0	0	49,714	0	49,714
130 BUCKLEY'S PASS DREDGING AREA	0	290,358	0	0	9,043	0	299,401	0	1,208,099	1,507,500	0	1,507,500
201 DEBT FUND	0	0	0	0	0	0	0	1,538,767	3	1,538,770	(1,538,767)	3
301 GENERAL CONSTRUCTION	0	0	650,367	0	0	0	650,367	1,937,174	733,820	3,321,361	(1,937,174)	1,384,187
402 UTILITIES O M & R FUND	0	2,150	22,983	19,130,121	464,260	0	19,619,514	5,359,096	5,999,508	30,978,118	(5,359,096)	25,619,022
411 UTILITIES CONSTRUCTION	0	0	4,975,046	0	109	10,599,176	15,574,331	2,420,000	1,459,272	19,453,603	(2,420,000)	17,033,603
414 UTILITIES R&R RESERVE FUND	0	0	0	0	0	0	0	0	1,500,000	1,500,000	0	1,500,000
415 WATER SYSTEM CAPACITY ESCROW	0	1,012,263	0	0	31,887	0	1,044,150	0	2,437,545	3,481,695	0	3,481,695
416 SEWER SYSTEM CAPACITY ESCROW	0	1,001,756	0	0	12,237	0	1,013,993	0	1,112,630	2,126,623	0	2,126,623
417 SPECIAL ASSESS DISTRICT 4	0	0	0	0	547	0	547	0	50,440	50,987	0	50,987
419 STATE REVOLVING LOAN FUND	0	0	0	0	13,598	0	13,598	585,573	1,374,755	1,973,926	(585,573)	1,388,353
430 SANITATION FUND	0	28,224	3,914	3,718,266	22,828	0	3,773,232	0	1,726,232	5,499,464	0	5,499,464
440 BUILDING CODE FUND	0	901,009	11,476	38,077	37,967	0	988,529	0	1,704,029	2,692,558	0	2,692,558
450 LAISHLEY PARK MARINA	0	0	13,807	463,467	33,062	0	510,336	0	571,474	1,081,810	0	1,081,810
502 INFORMATION TECHNOLOGY	0	0	18,525	1,756,055	256	0	**	0	298,097	2,072,933	(1,756,055)	316,878
610 GILCHRIST INTENTION FUND	0	0	0	0	59	0	59	0	5,406	5,465	0	5,465
TOTAL	\$18,593,202	\$8,884,141	\$11,115,523	\$25,830,068	\$5,168,720	\$10,599,176 **	\$78,415,994	\$13,730,412	\$44,991,285	\$138,912,527	(\$15,486,467)	\$123,426,060

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REVENUE BUDGET SUMMARY ACTUAL FY 2020
\$138,912,527

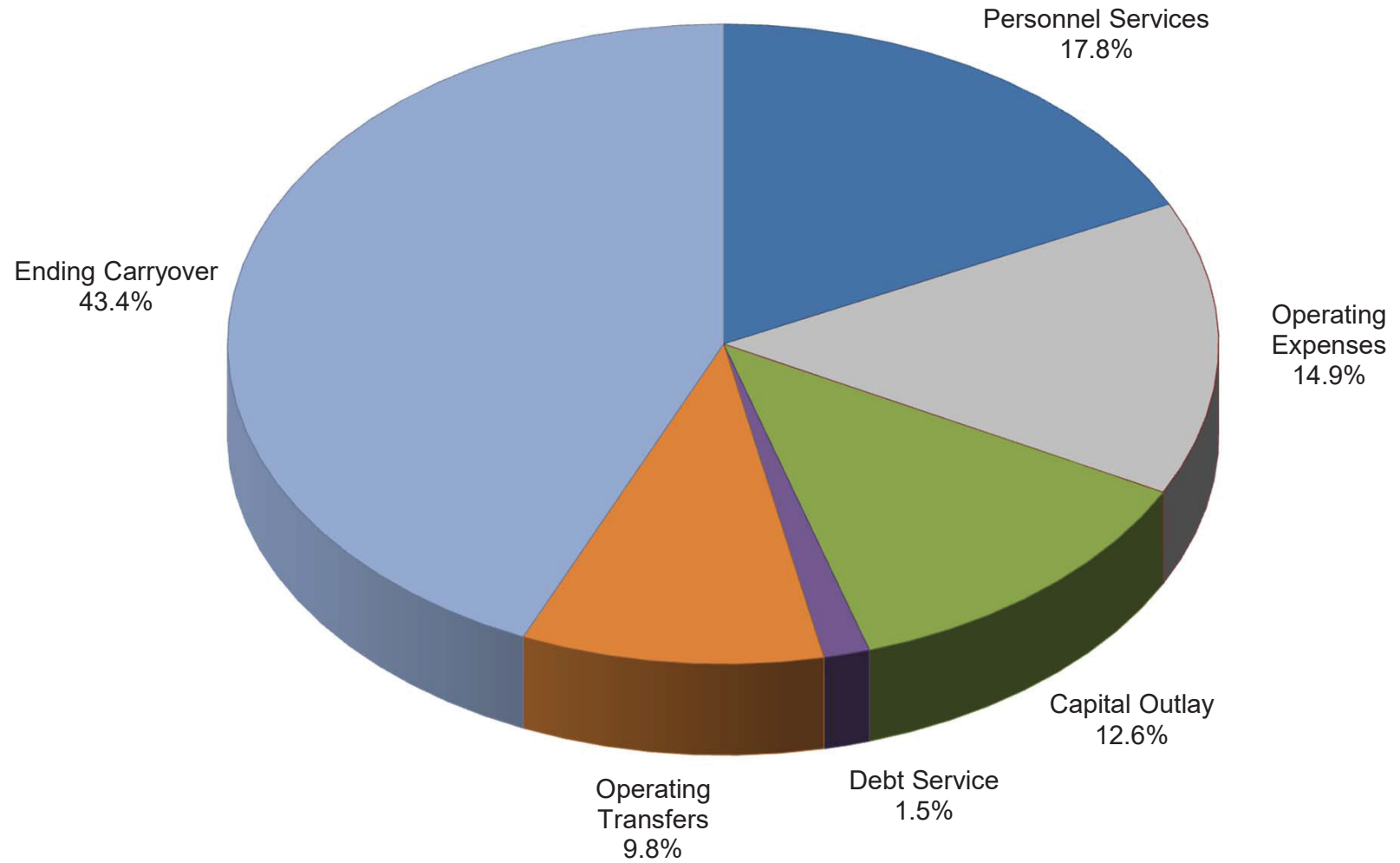


CITY OF PUNTA GORDA, FL
EXPENDITURE SUMMARY
ACTUAL FY 2020

Appropriations	PERSONNEL SERVICES	OPERATING EXPENSES	CAPITAL OUTLAY	DEBT SERVICE	CONTINGENCY	ALL FUND SUBTOTAL *less Interfund	OPERATING TRANSFERS	ENDING CARRYOVER	SUBTOTAL Incl. Interfund	INTERFUND ELIMINATIONS	ENTITY-WIDE TOTAL
001 GENERAL FUND	\$14,857,108	\$4,763,342	\$543,924	\$0	\$0	\$20,164,374	\$1,826,903	\$7,843,737	\$29,835,014	(\$311,511)	\$29,523,503
103 P G I CANAL MTCE DISTRICT	598,976	1,744,924	38,666	0	0	2,382,566	0	4,468,181	6,850,747	0	6,850,747
104 B S I CANAL MTCE DISTRICT	44,007	444,646	0	189,835	0	678,488	0	1,011,584	1,690,072	0	1,690,072
105 IMPACT FEES PARKS	0	0	0	0	0	0	0	302,137	302,137	0	302,137
109 IMPACT FEES TRANSPORTATION	0	0	0	0	0	0	319,533	0	319,533	0	319,533
110 COMMUNITY REDEVELOP AGENCY	0	240,030	21,037	0	0	261,067	1,538,766	2,651,045	4,450,878	(750,208)	3,700,670
113 SPECIAL USE FUND	0	0	0	0	0	0	116,233	3,996,211	4,112,444	(152,241)	3,960,203
114 ADDITIONAL FIVE CENT GAS TAX	0	684,836	0	0	0	684,836	0	154,907	839,743	(459,000)	380,743
115 SIX CENT GAS TAX FUND	0	759,730	23,897	0	0	783,627	0	849,879	1,633,506	0	1,633,506
116 CSTL&HRTL NATL ESTUARY PRTSHW	387,914	709,175	0	0	0	1,097,089	0	434,759	1,531,848	0	1,531,848
118 1% LOCAL OPTION SALES TAX	0	0	2,679,477	0	0	2,679,477	90,000	6,997,518	9,766,995	0	9,766,995
120 IMPACT FEE MOBILITY	0	0	0	0	0	0	0	245,083	245,083	(216,842)	28,241
121 IMPACT PUBLIC SAFETY	0	0	0	0	0	0	0	49,714	49,714	0	49,714
130 BUCKLEY'S PASS DREDGING AREA	0	2,212	0	0	0	2,212	1,433,213	72,075	1,507,500	0	1,507,500
201 DEBT FUND	0	0	0	1,538,770	0	1,538,770	0	0	1,538,770	(1,538,767)	3
301 GENERAL CONSTRUCTION	0	0	2,751,842	0	0	2,751,842	0	569,519	3,321,361	(1,937,174)	1,384,187
402 UTILITIES O M & R FUND	5,996,080	7,692,918	482,604	0	0	14,171,602	2,745,000	14,061,516	30,978,118	(5,359,096)	25,619,022
411 UTILITIES CONSTRUCTION	0	0	10,480,391	0	0	10,480,391	5,009,096	3,964,116	19,453,603	(2,420,000)	17,033,603
414 UTILITIES R&R RESERVE FUND	0	0	0	0	0	0	0	1,500,000	1,500,000	0	1,500,000
415 WATER SYSTEM CAPACITY ESCROW	0	0	0	0	0	0	0	3,481,695	3,481,695	0	3,481,695
416 SEWER SYSTEM CAPACITY ESCROW	0	0	0	0	0	0	610,573	1,516,050	2,126,623	0	2,126,623
417 SPECIAL ASSESS DISTRICT 4	0	0	0	0	0	0	0	50,987	50,987	0	50,987
419 STATE REVOLVING LOAN FUND	0	0	0	360,573	0	360,573	0	1,613,353	1,973,926	(585,573)	1,388,353
430 SANITATION FUND	1,353,561	2,196,613	157,639	0	0	3,707,813	0	1,791,651	5,499,464	0	5,499,464
440 BUILDING CODE FUND	868,605	248,485	21,524	0	0	1,138,614	0	1,553,944	2,692,558	0	2,692,558
450 LAISHLEY PARK MARINA		396,884	46,307	0	0	443,191	0	638,619	1,081,810	0	1,081,810
502 INFORMATION TECHNOLOGY	610,684	771,159	246,687	0	0	**	0	444,403	2,072,933	(1,756,055)	316,878
610 GILCHRIST INTENTION FUND	0	0	0	0	0	0	0	5,465	5,465	0	5,465
TOTAL	\$24,716,935	\$20,654,954	\$17,493,995	\$2,089,178	\$0 *	\$63,326,532	\$13,689,317	\$60,268,148	\$138,912,527	(\$15,486,467)	\$123,426,060

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EXPENDITURES BUDGET SUMMARY ACTUAL FY 2020
\$138,912,527



**CITY OF PUNTA GORDA, FL
POSITION SUMMARY
BUDGET FY 2023**

FUND NUMBER	FUND NAME Department/Division	Amended Authorized FY 2020	Amended Authorized FY 2021	Amended Authorized FY 2022	Changes ⁴	Proposed Authorized FY 2023
001 01-00	CITY COUNCIL ¹ ADMINISTRATION	5.00	5.00	5.00		5.00
001 02-00	City Manager	2.50	3.00 ²	3.25 ³		3.25
001 02-18	Human Resources	3.00	3.00	3.00	1.00	4.00
001 03-00	City Clerk	4.00	4.00	4.00	1.00	5.00
001 06-00	Legal	0.50	1.00 ²	0.75 ³		0.75
		10.00	11.00	11.00	2.00	13.00
	FINANCE					
001 04-00	Finance	8.50	8.50	8.50		8.50
001 04-05	Procurement	7.50	7.50	7.50	1.00	8.50
		16.00	16.00	16.00	1.00	17.00
	PUBLIC WORKS					
001 09-01	Public Works Admin	3.00	3.00	3.00		3.00
001 09-08	Engineering	4.50	4.50	5.00		5.00
001 15-15	Facilities Maintenance	3.00	3.00	4.00	1.00	5.00
001 09-16	Right of Way Maintenance	13.00	13.00	14.00	1.00	15.00
001 09-19	Parks & Grounds	10.00	10.00	11.00		11.00
		33.50	33.50	37.00	2.00	39.00
001 12-00	POLICE	56.00	56.00	58.00	2.00	60.00
001 13-00	FIRE	30.00	30.00	32.00	7.00	39.00
	URBAN DESIGN					
001 15-00	Urban Design	5.00	6.00 ²	6.00	1.00	7.00
001 15-10	Zoning & Code Compliance	6.00	6.00	6.00	1.00	7.00
		11.00	12.00	12.00	2.00	14.00
	GENERAL FUND	161.50	163.50	171.00	16.00	187.00
103 09-60	PGI CANAL MAINTENANCE	9.00	9.00	9.00	1.00	10.00
116 15-36	CSSTL&HRTLND NAT EST PRT	6.00	6.00	7.00 ³	-7.00	0.00
402 16-20	Administration	7.00	7.00	7.00		7.00
402 16-21	Water Treatment	18.00	18.00	18.00		18.00
402 16-22	Wastewater Collection	15.00	15.00	15.00	2.00	17.00
402 16-25	Wastewater Treatment	15.75	15.75	15.75		15.75
402 16-26	Water Distribution	16.00	17.00 ²	17.00		17.00
402 16-50	Fleet/Equipment Maint	1.50	1.50	1.50		1.50
402 04-23	Billing & Collections	6.00	6.00	6.00	1.00	7.00
	UTILITIES	79.25	80.25	80.25	3.00	83.25
430 09-30	SANITATION	19.00	19.00	20.00		20.00
440 15-14	BUILDING	9.50	10.50	11.00	1.00	12.00
502 02-51	INFORMATION TECHNOLOGY	7.00	7.00	8.00	1.00	9.00
	TOTAL	291.25	295.25	306.25	15.00	321.25

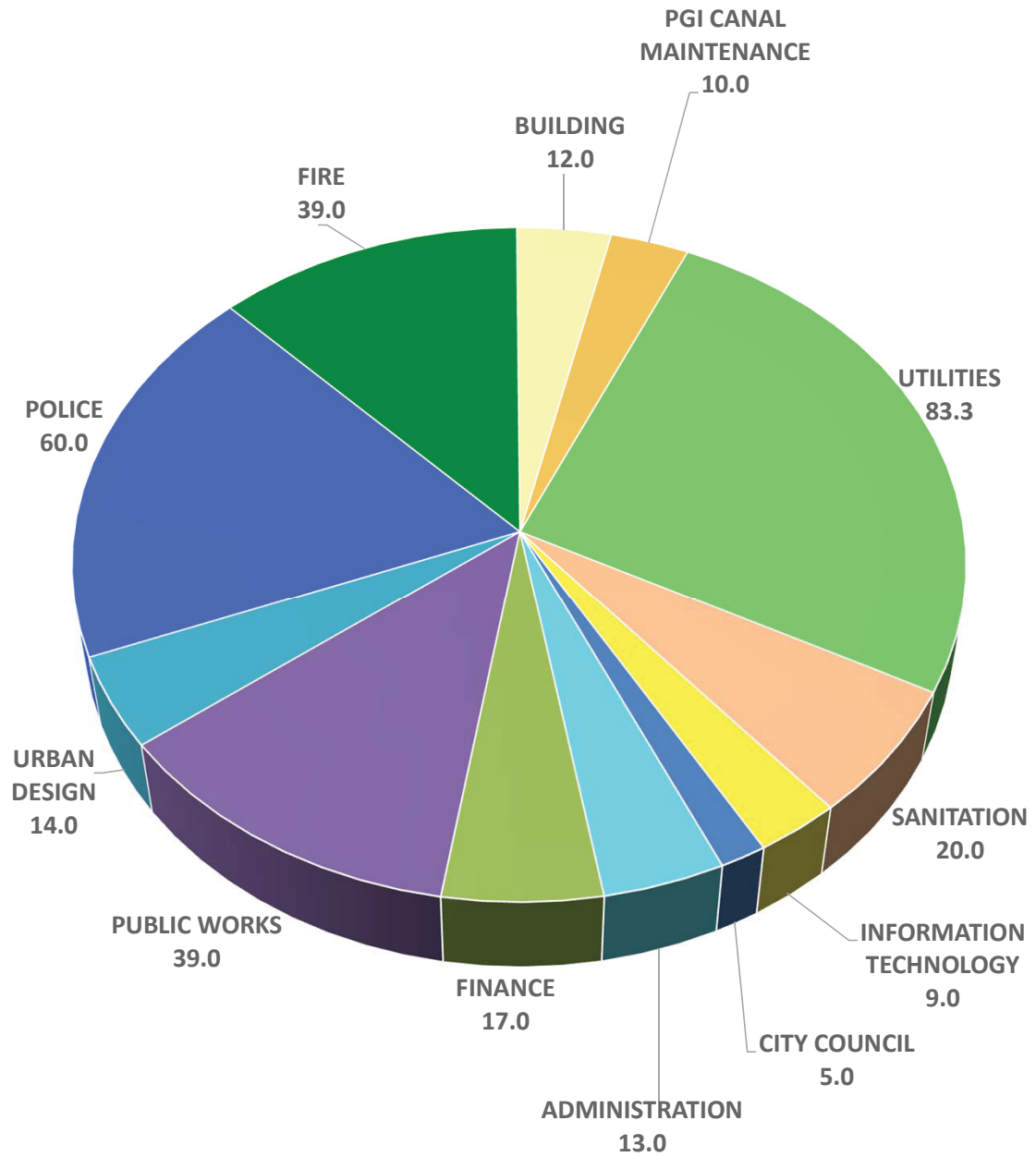
¹ Employee count includes 5 City Council members as 5 FTEs

² Mid-Year FY 2021 adjustment - Paralegal/Executive Assistant to City Manager was split, adding:
(0.5) full-time Executive Assistant to City Manager
(0.5) full-time Paralegal and Administrative Assistant
(1) Urban Design Planner
(1) AMI Technician

³ Mid-Year FY 2022 adjustment - Legal/admin position split was updated to 75% Legal/25% City Manager
(1) full-time CHNEP restoration specialist

⁴ Changes for FY 2023 are explained in the budget message and each divisions' budget narrative

POSITION SUMMARY FY 2023



LONG RANGE STRATEGIC PLAN SUMMARY
FISCAL YEARS 2023 – 2027



Punta Gorda

FLORIDA

Adopted September 21, 2022

CITY COUNCIL

Lynne Matthews, Mayor (District 4)

Debby Carey, Vice-Mayor (District 2)

Melissa Lockhart, Council Member (District 5)

Jaha Cummings, Council Member (District 1)

Mark Kuharski, Council Member (District 3)

CITY OFFICIALS

Gregory B. Murray, City Manager

David Levin, City Attorney

Karen Smith, City Clerk

DEPARTMENT DIRECTORS and MANAGERS

Pam Davis, Police Chief

Bryan Clemons, Public Works Director

Holden Gibbs, Interim Fire Chief

Joan LeBeau, Urban Design Director

Kylee McGloin, Assistant to the City Manager

Jeff Payne, Human Resources Manager

Neil Peters, Utilities Director

Melissa Reichert, Assistant City Manager

Brad Schuette, Information Technology Manager

Kristin Simeone, Finance Director

Odalys Valdez, Legal Assistant

Table of Contents

City Manager Gregory B. Murray Message 2

Organization Chart 4

Five Year Staffing Plan..... 5

Overview 6

 Vision 7

 Mission..... 8

Strategic Priorities and Goals 9

Priority 1: Financial/Economic Sustainability 10

Priority 2: Infrastructure Sustainability..... 16

Priority 3: Partnerships, Communications and Collaboration 22

Priority 4: Strategic Communications Positioning 25

Priority 5: Quality of Life 28

Appendix: Multi-Year Forecasts FY 2022-2026..... 31

City Manager Gregory B. Murray Message

Members of City Council,

As we move into this budget cycle, we are faced with not only implementation of the previously approved long-term initiatives of the city, but also with evaluating and funding strategic needs to ensure that City services, infrastructure, and assets are sound in the years to come. The city's assets include 13 public buildings, 121 miles of streets, 1270 City maintained street lights, 19 traffic signal intersections, and four bridges. The City owns 55 miles of canals and 109 miles of seawall. There are 237 miles of water mains, 129 miles of sanitary sewer, and 119 lift stations. 23 parks totaling 130 acres and nine miles of pathways are the responsibility of the City. 208 motorized equipment items, including cranes, fleet vehicles, boats, and compactors, are also part of the City's assets. The City's total asset base holds a non-depreciated value of \$386,313,048 million. The most important asset is the 300-employee base that is needed to operate our city. They depend on budget-driven decisions to be able to adequately complete their jobs, and for their very well being. For this budget cycle, one of the key areas on which we have focused is that asset, our employee base, and the policies and procedures we use to run the city that drives revenue and allows our staff to perform their respective jobs.

Coupled with other planning initiatives such as the ability for project completion, infrastructure maintenance, and service delivery itself, employee retention and attraction is the foundation for those initiatives to be successful and must be addressed. Given the current employment environment with accompanying challenges, it has become especially critical. Much of what we find that generally requires attention for our employment base is in relation to salary and benefits. That is what helps us to retain the qualified employees we currently have and attract the ones we need as our service demand increases in complexity and volume. Obviously, we are not like other private firms when it comes to changing our employment standards, knowing that when we do, it will impact each resident that we serve. Given that, we began last year working on our financial planning and personnel strategic plans to prepare for the necessity of enhancing staffing levels and the wages we can provide. This is done two ways; through the collective bargaining process for the two classified employee groups, and through outside evaluation for the remaining non-classified (other general) employees. These three groups then encompass all employees in City government. It is important to reiterate that the employees are always a priority as we work through our challenges and limitations.

We are very pleased that with your support we have been able to address the first classified group beginning fiscal year 2022 and are working to finalize the second and third groups for the new fiscal year beginning in fiscal year 2023. That, then, has allowed us to address all employees within a years' time, and helps offset impacts that the current inflationary environment has inflicted. For the classified employees, specific procedures are in place based on agreed upon timelines to address these items.

For the non-classified general employee group, the third group of employees, specific procedures are also evaluated through a third-party study that identifies any items needing to be addressed. A calculation places employees into any newly recommended ranges based on job factors, market values, and a hybrid between their time spent in their current classification title and total time with the organization to determine any necessary increases. Using this method, the study for this group found that bringing all employees to their new job classification minimum and looking at the hybrid classifications placing them appropriately in each grade, required an average of between 13.2-15.2 percent increases during this fiscal year. By providing up-front increases compounded during the budget cycle, a 14% overall increase will provide a general competitive salary as a starting point for the process. There will be additional follow-up for some grade and salary adjustments moving forward, and a more complete analysis of benefit availability for issues such as pension equity will continue. This will then, consistent with our financial, personnel, and infrastructure management plans allow the City to move forward on solid ground with all 300 employees having been evaluated and addressed.

Just as was necessary with city infrastructure, recent recessionary periods, funding challenges, and other demands have sometimes hindered needed changes in the programmatic aspects of our employment base. Implementation of a detailed plan as shown in the proforma will address our staffing challenges and the funding needed to make that happen. It is quite a challenge and responsibility to ensure that our city functions properly while making strides in service delivery, infrastructure management, and planning for the future. Hence the need to continue to address these challenges, bringing confidence that the city continues to be managed appropriately for the citizens we serve.

I am proud to be part of the team working for the City of Punta Gorda. We are fortunate to have such an engaged Council, dedicated employee base, and depth of experience. A realistic and conservative budget, coupled with long-term data driven planning, realistically addressing pending and deferred needs ensures that we properly address issues facing the City.

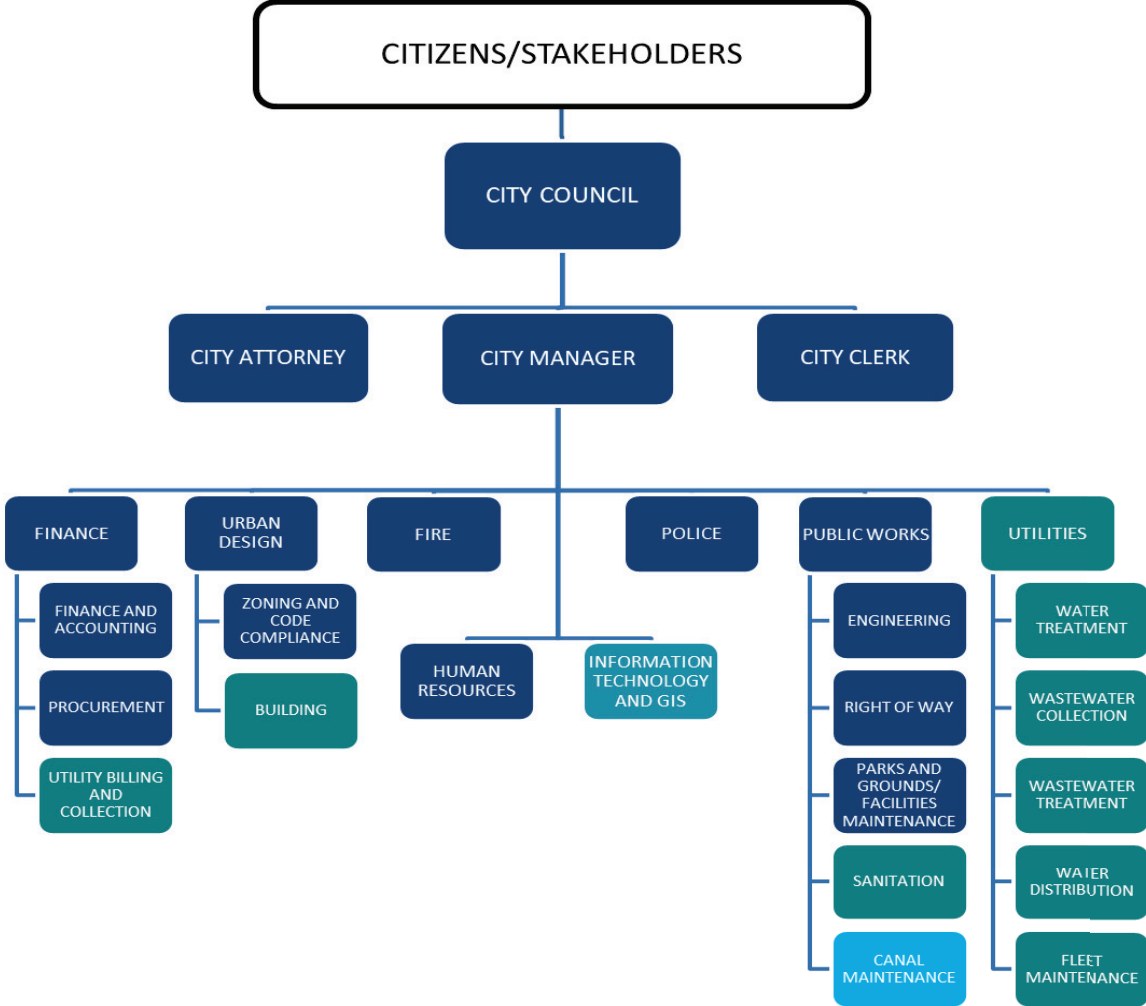
This budget message provides a narrative explanation that summarizes those needs driving our recommendations. The pertinent economic information that was reviewed, critical assessments driving operations, strategic initiatives, and conservative fiscal implications and targets are included. As you review these recommendations, I encourage each of you to keep the baseline assumptions in mind and stated needs at the forefront of your considerations. This information provides the reasoning behind our proposed plan to ensure proper service delivery, infrastructure management, personnel decisions, and needed resources to keep the city on a solid foundation and insure its future.

Thank you for your support in continuing to move our city forward.

Sincerely,

Gregory B. Murray

FY2023 Organizational Chart



Five Year Staffing Plan General Fund Employees

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

Overview

The Strategic Plan (herein referred to as the “Plan”) is used to set the overall goals for the City, provide direction to City departments, and create the basis for each year’s annual budget. The plan provides a tool for more effective and economical operations and demonstrates to the public that careful consideration has been given to 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 by soliciting input from residents, civic groups, ad-hoc boards and committees, as well as staff on priorities to be addressed. Since 2005, the City has annually adopted a strategic plan. The FY 2021 Plan, which was developed after solicitation of input and engagement from the entire community followed by two workshops focusing on all elements of what make up a strategic plan, formed the base from which future action items evolved. Preparation of the FY 2021 Plan took a slightly different direction than the previous year, which involved a more thorough review of the City’s mission, values, vision and goals. The FY2022 Strategic Plan includes the new five year staffing plan, forward looking action items, and a message from the City Manager addressing the budget necessary to implement the strategic plan.

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

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

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

Vision

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

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

Vision Elements:

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

As shown above, the core of the City’s vision includes elements of sustainability. Sustainability is the ability of communities to consistently thrive over time as they make decisions to improve the community today without sacrificing the future. Sustainability can provide an organizing framework for building better and stronger communities. Building sustainable communities is at the core of the leadership responsibilities of local government leaders. A sustainable community demonstrates 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 and other physical assets by preparing for and mitigating natural disasters and by employing environmentally responsible methods for energy generation, waste reduction and disposal and other services

Mission

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

- Specify the reason for the organization's existence
- Establish the scope of the organization
- Identify the organization's unique characteristics
- Provide the overall direction for the organization
- Act as a foundation for 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 preserve and enhance Punta Gorda’s identity as a vibrant waterfront community, unique in character and history, and as a desirable place to live, work and visit.”

Values

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

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

Through public input garnered from 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, transparent and accountable city government

Strategic Priorities and Goals

While the City's vision has set the course for the future, the strategic priorities highlighted below provide the roadmap that encompasses governing policies and strategies, operational approaches to implementing the strategies and performance measures/timelines to ensure 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 and Collaboration
- Strategic Communications Positioning
- Quality of Life

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

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

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

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

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

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

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

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

- Goal:** Continue best management practices in financial planning and appropriate reserves policies to reach the national standard of 16.7% by increasing reserves by 0.5% or more per year.
- Goal:** Identify sustainable spending policies and appropriate technologies to support business operations through operational audits and investments in new technology that connect the City with the community.
- Goal:** Strengthen and diversify the City's tax base to increase the commercial base, for example, through annexation by annexing a minimum of three properties per year over the next five years.
- Goal:** Support Charlotte County efforts to facilitate and nurture high priority economic development projects through monthly one on one meetings with Council and City Manager.
- Goal:** Ensure the competitiveness of Punta Gorda's business climate through continuous participation in the Economic Development Partnership, Punta Gorda Chamber of Commerce and conducting studies as needed.
- Goal:** Enhance workforce development and diversity in the City organization through intentional succession planning and investment in employee training programs.
- Goal:** Encourage strategic commercial development through the implementation of new Land Development Regulations and Codes being put into place in FY 2023.

Specific Action	Department(s)	Measure of Success	Timeframe	Cost (if applicable)
Hire a Records Coordinator to Implement a Records Management Plan	City Clerk	Reduction in storage space needs – both physical (warehousing) and electronic (cloud based) resulting in cost savings (undetermined amount)	FY 2023	\$68,500 (annually)
GovQA Email/Attachments to PDF module	City Clerk	Staff will be able to create PDF listings of large data files and email pulls to improve responsiveness to PRR.	FY 2023	\$8,000
Perform Cost Benefit Analysis of annexations by identifying the impact(s) on City departments.	All	Annexation Report	FY 2023	Staff Time
Continue working on a system to allow all permit functions for building to be available online.	Building Department/IT	Availability of an On-Line Permitting Program	Ongoing	TBD
Adopt a flexible code for areas where commercial development is recommended	Urban Design	Adopt zoning code that has flexible provisions for commercial development in recommended area	FY 2023	\$222,000

Proactively hold 10 meetings through the course of the year with property owners that might have an interest in annexation	Urban Design	Three properties annex into the City of Punta Gorda that are a benefit to the City and the property owner.	FY 2023	Staff Time
Implement recommendations from the compensation & benefits study.	Human Resources	Ability to attract new talent and retain current employees.	FY 2023-ongoing	Final cost TBD
Improve workplace safety.	Human Resources	Reduce number of Workmen's Compensation Claims by 10%	FY 2023-Ongoing	Annual costs \$77,100 and \$30,000 for vehicle and equipment. Personnel, training, and possibly additional equipment or PPE.
Implement Cybersecurity training.	Human Resources/IT	Increased awareness of cyber threats and no successful attacks against the City.	FY 2023-Ongoing	Cost TBD. Software cost and personnel time to complete training.
Large Format Scanner	IT/City Clerk	Add large format and non-standard sized scanning capability to Clerk's Office. Improved efficiency of office.	FY 2023	\$12,000
Rubrik - Enterprise Upgrade SONAR/RADAR/AppFlow - extended ransomware protection - maint \$8k/yr	All	Addition of stringent security protection of city data from ransomware and other cyberattacks.	FY 2023	\$40,000
PowerBI (CM)	All	Power BI implemented as city standard reporting and analytics tool.	FY 2023	\$12,000
VMWare Host Replacement of Aged Out Server	All	Replace the oldest of our VMWare Host Servers to allow efficiency in remote access to work tools.	FY 2023	\$25,000
Digital Plans Review (Avolve) (UD) software	Urban Design	Plans review will be done digitally rather than on paper.	FY 2023	\$85,000
Contract Template Builder	Finance	Procurement will be able to build contracts digitally from standard sections and pull	FY 2023	\$5,000

		together city contracts in a fraction of the time required now.		
Digital Plans Review (UD/FIRE) hardware(\$5K per)	Urban Design Fire	Building and Fire Inspectors will be able to review plans electronically rather than on paper making operations more efficient.	FY 2023	\$15,000
MS Server Licenses to upgrade from Server 2012 to 2022	All	City Microsoft driven servers will all be on the latest operating system version	FY2023	\$22,000
MS Server 2022 Client Access Licenses (CALs)	All	City will possess the necessary licensing to allow users to use city servers.	FY 2023	\$10,000
Consulting Support for move to Office 365	All	Smooth transition from current on premises productivity tool to the cloud.	FY 2023	\$15,000
FY 2024-FY 2027 Preliminary Action Items				
Seek new technology and applications that will help connect the City and the community and deliver services and information in a timely, cost-effective manner to include server upgrades; geographic information systems enhancements; upgrading field connectivity, network security upgrades, and customer online portals	Information Technology/City Clerk	City Codes moved to Municode system to simplify accessing, updating and presentation of City Codes on the Website. Timely and accurate codification of ordinances adopted by City Council.	FY 2024 (in conjunction with adoption of new Form Based Codes.	\$20,000
Proactively hold 10 meetings through the course of the year with property owners that might have an interest in annexation	Urban Design	Three properties annex into the City of Punta Gorda	FY 2024-FY 2026	Staff Time
Improve use of existing City Cybersecurity tools	Information Technology	New Cybersecurity Admin will allow for more focus on City security and extend the use of existing cybersecurity tools	FY 2024	Staff Time
FMLA Tracking Software	IT/Human Resources	The city will be able to better manage the paperwork and management of the use of FMLA leave.	FY 2024	\$25,000

PowerBI (CM)	All	Power BI implemented as city standard reporting and analytics tool.	FY 2024-FY 2027	\$12,000
Move Email to the cloud - P2 Email only - Field Work	All	Exchange server and email services moved to a cloud hosted implementation.	FY 2024-FY 2027	\$6,000
MS365 E3 300 (inc. Azure AD, o365, Exchange, etc.)	All	All city information workers moved to Microsoft Office 365 Productivity Suite on a Government E3 license	FY 2024-FY 2027	\$70,000
VMWare Host Replacement of Aged Out Server	All	Replace the oldest of our VMWare Host Servers.	FY 2024-FY 2027	\$25,000
Kiosk Prototype	Urban Design, Billing and Collections	A self-contained station will be strategically deployed in the city to offer an alternative site for information or to make payments	FY 2024	\$25,000
Password free Access Management	All	Access to computers will not require a password but will satisfy CJIS and other requirements for access security	FY 2024	\$18,000
ADA Project Tracker (HR)	All	We will be able to track and manage all city ADA projects from one central database system.	FY 2024	\$30,000
CIP Tracking Software (FIN)	All	The city will automate the CIP planning and tracking process.	FY 2024	\$12,500
Computer/Laptop/Tablet	All	Replacement of ~25% of City computer hardware.	FY 2024-FY 2027	\$110,000

Key Performance Indicator	Actual FY 2021	Projected FY 2022	Proposed FY 2023
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	103%	101%	97%
Unqualified Audit Opinion	Achieved	To Be Determined	To Be Determined
% compliance with financial management policies	100%	100%	100%
Tax base diversity (goal 75% residential and 25% commercial)	89.5% res. 10.5% comm.	89.3% res. 10.7% comm.	89.0% res. 11% comm.
Annexation (acreage and type)	19.44 acres: developed commercial and vacant, medium-density residential	50 acres: vacant, residential, developed commercial (Currently at 20.14 acres)	50 acres: vacant, residential, developed commercial
% of space leased in Herald Court Centre	100%	100%	100%
Cost per capita – General Fund services	\$1,212	\$1,348	\$1,451
Utility rates in relation to 16 SWFL communities	2 nd lowest	2 nd lowest	2 nd lowest
Solid waste rates in relation to 11 SWFL communities	3 rd highest	3 rd highest	2 nd highest
Minorities in City workforce	12.5%	12.7%	12.9%
Females in Managerial/Supervisory Positions	6.6%	6.8%	6.9%
City employees per 100/Population	1.5	1.5	1.6
Taxable sales Punta Gorda MSA (monthly average)	\$304 Million	\$361 Million	\$305 Million
# of new businesses	117	125	130
# of closed businesses	70	50	40

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

As an older community and one with its own water and wastewater utility, canal/seawall system as well as an historic district, infrastructure takes on particular importance in Punta Gorda. While new infrastructure projects are well publicized and generally well received, ongoing maintenance of a city’s assets are not very visible nor always appreciated. Maintenance is never a problem until it is. The City’s insurable capital assets (i.e. infrastructure) are valued at \$120 million and consist of two components – city infrastructure and internal infrastructure, defined below. City infrastructure is the physical system of roads, bridges, sidewalks, seawalls, drainage, water and sewer facilities. Internal infrastructure refers to infrastructure used in the provision of municipal services (i.e. fleet, information technology, facilities, office services, radio services, telecommunications, etc.). A snapshot of the City’s infrastructure is:

- 13 public buildings - City Hall, City Hall Annex, Public Works/Utilities Campus, Public Safety, Fire Stations 2 and 3, Water and Wastewater Treatment Plants, Bayfront Center, Freeman House, Cooper Street Center, Laishley Park Marina, and Herald Court Centre
- 121 miles of streets, 2886 streetlights including 1270 streetlights maintained by the City and 1616 FPL maintained lights, 19 traffic signal intersections, 4 bridges and 110 miles of seawall
- 237 miles of water mains, 129 miles of sanitary sewer, 2 storage tanks, master pumping station, booster pumping facility, 119 lift stations and Hendrickson Dam (reservoir)
- 23 parks totaling 130 acres and 9 miles of Pathways (harborwalk, linear park, multi-use recreational trails)
- 208 motorized pieces of equipment (fleet, cranes, boats, compactors)
- 96 Windows Servers (85 virtualized), 4 virtual server hosts (four-node VMware ESXi cluster.), 1 IBM midrange server, four-node VMware Virtual Desktop Interface (VDI) ESXi cluster, four datacenter switches, twenty-one access switches, three firewalls (2 a state of the art next-generation firewall), two Storage Area Networks (SANs). Thirty-five wireless access points, VoIP phone system with 250 phone sets, 5 miles of dark fiber, a total of 320 PC’s, laptops, and tablets

Issues to be addressed to ensure sustainable infrastructure include:

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

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

Goal: Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods through collaboration with applicable granting agencies and City investment in pathways by June 2024.

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

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

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

Specific Action	Department(s)	Measure of Success	Timeframe	Cost (if applicable)
Complete an update to ADA Transition Plan to include City's progress made since the original plan and to review the facilities not included in the original ADA Plan	Urban Design	Plan Update completed	FY 2023	\$125,000
Ponce de Leon Park Boardwalk/Pier Repairs	Urban Design Public Works	Construction Completed	FY 2023	\$730,000
Virginia Ave (Tamiami to Nesbit) Improvements	Urban Design	Complete Construction	FY 2023	\$1,055,500
W Henry Street Improvements and Connections	Urban Design Public Works	Complete phase one Construction	FY 2023	\$3,227,000 to be completed in phases (1,160,000 unfunded)
Historic City Hall Rehabilitation Project	Urban Design	Completion of 100% design and architectural plans	FY 2023	\$11,253.735 (Total project cost)
Boat Club Channel & Basin	Public Works	Dredging the channel and basin that have silted which limits access to the public, boating, and sailing club. Permitting for the maintenance dredging is in progress. A Mac Grant for \$200,000 was approved but will not be awarded if permitting isn't completed prior to October 1, 2022. The Boat Club is applying for permits and additional funding for more floating docks.	FY 2023	\$30,000 Dock \$163,000 dredging (pending grant)
Bridge Repair Program	Public Works	Bridge repairs resulting from FDOT bridge inspections. Work program based on DOT report. The documented repairs that were recommended are continuing to be completed. Ongoing program	FY 2023	\$20,000
Drainage Improvements – Boca Grande Area	Public Works	Start construction of the project.	FY 2023	\$5,806,435 (total project cost)
Henry Street Crosswalk Program	Public Works	Preparing scope of work to hire a traffic engineer to design a signalized HAWK pedestrian crosswalk. Install a "Hawk" signalized crosswalk from near the SE corner of Garvin and Henry connecting to the adjacent sidewalk at the NE corner of Breakers	FY 2023 – FY 2024	\$530,000

		Court and Henry Street. Install a non-signalized standard crosswalk from near the SW corner of Caicos and Henry to the adjacent sidewalk at the NW corner of Henry and Maud Streets. Install a flashing beacon light at the top of the bridge on Marion Street before Garvin Street visible eastbound with signage, "Slow Pedestrian Crossing Ahead."		
Henry Street Sidewalk	Public Works	Installation of sidewalk on Henry Street between Shreve and SR 41. Application preparation in conjunction with FDOT to acquire permits.	FY 2023	\$156,000
Herald Court Centre Maintenance Program	Public Works	Hire a consultant to inspect and determine necessary repairs to the Herald Court Centre. Information/scope of work provided to Procurement to hire a consultant. Traffic Coating, sealing, and packing of seams on landings and ramps and other repairs as identified by the consultant.	FY 2023 – FY 2024	\$700,000
King Street Improvements Program	Public Works	A draft design is in process. Design and construction of King Street due to growth and safety concerns. Working with adjacent property owner on a drainage easement.	FY 2023 – FY 2024	\$240,000
Laishley Park Marina Dock Service Dredging	Public Works	Funding for a dock maintenance fund and for future marina dredging.	FY 2023 – FY 2027	\$1,020,000
Laishley Park Marina Dock Sidewalk	Public Works	Funding for Laishley Park Marina dock sidewalk and fishing pier repair. The City is working with Hans Wilson to have an inspection completed and develop repair options.	FY 2023	\$100,000
National Pollutant Discharge Elimination System	Public Works	Requirements related to Federal Clean Water Act for storm water. Ongoing program	FY 2023	\$20,000
Railroad Crossing Rehabilitation	Public Works	Rehabilitation improvements to maintain existing railroad crossings pursuant to the General Agreement with Seminole Gulf Railway, L. P. dated Nov 15, 2020. Ann Street	FY 2023 – FY 2025	\$850,000
Unimproved Alleyway	Public Works	Make necessary improvements to alleyways as needed due to growth and development along unimproved alleyways. Requested \$150,000 per year - UNFUNDED Necessary repairs to provide safe access and drainage to homes.	FY 2023 – FY 2027	\$750,000

Street Resurfacing (citywide)	Public Works	Resurface approximately 5 miles of city streets (length varies, dependent on petroleum market pricing) to prolong the life of the street.	FY 2023	\$750,000
Storm Sewer Reconstruction	Public Works	Storm drainage pipe lining or replacement of defective pipe. Ongoing program	FY 2023	\$75,000
Wooden Pathways & Pier Pilings	Public Works	City's wooden boardwalks and pier pilings have deteriorated over the years and need to be repaired as needed. Ongoing program	FY 2023	\$100,000
BSI Inlet Widening Removal of South Side Lock Infrastructure	Public Works	Design and permitting completed to remove a portion of the south side of the lock to allow barges to maneuver through. To be discussed with Advisory Board/Committee meetings. Permits have been received. Ongoing program	FY 2023	\$1,030,000
BSI Land Acquisition for Staging	Public Works	Begin saving funds to acquire land for staging construction materials within the BSI Community. Ongoing program	FY 2023- FY 2027	\$500,000
PGI Spoil Site Channel	Public Works	A feasibility study was completed to determine if a channel from Ponce Inlet to the spoil site is feasible. To be presented to Advisory Committee for comment and recommendation. Permitting to begin. Ongoing program.	FY 2023- FY 2027	\$1,114,000
Waste Water Treatment Plant Improvement	Utilities	Start Construction of improvements for WWTP	FY 2023	\$78,200,000 (total project cost)
Lift Station 30 Gravity Rehabilitation	Utilities	Design and construct new gravity sewer mains that feed LS 30	FY 2023	\$650,000
Henry Street 14" Force Main Replacement	Utilities	Construct new 16" FM and install new manholes	FY 2023	\$1,200,000
Henry Street 20" Force Main Replacement crossing at I-75	Utilities	Design and construct new 20" force main under I-75	FY 2023	\$2,250,000
Water Treatment Plant Evaluation/ Rehabilitation (Filters, SCU & Alum Tank)	Utilities	Design for rehabilitation of filters, SCU and Alum tank at Water Treatment Plant	FY 2023	\$23,123,000 (total project cost)
Water Treatment Plant Burnt Store Road Booster Station	Utilities	Design for rehabilitation of pumps and riser pipe for elevated tank	FY 2023	\$3,550,000 (total project cost)
Water Treatment Plant Well #4 Remediation	Utilities	Construction on well #4 remediation	FY 2023	\$280,000

Taylor Road Water Main Upgrade (10" to 12")	Utilities	Construction of new 12" water main upgrade	FY 2023	\$3,500,000
Tee and Green Water Main Extension	Utilities	Construction of new water main extension	FY 2023	\$450,000
Bal Harbor Water Main Project	Utilities	Design for new water main on Bal Harbor	FY 2023	\$600,000
Security Camera systems repair and upgrades	All	Any issues with in place security camera systems will be resolved and existing systems improved.	FY 2023	\$40,000
COMPUTER/LAPTOP/TABLET REPLACEMENTS	All	Replacement of ~25% of City computer hardware.	FY 2023	\$110,000
GIS Equipment (digital receivers, camera, antenna, drones)	All	Improved use of city enterprise wide GIS system.	FY 2023	\$15,000
Wireless APs for WTP/WWTP	Utilities	Ability to access city network from exterior areas of Water and Wastewater Plants.	FY2 023	\$12,000
Signal Lights for Process Room	Utilities	Process Room will be more aware of incoming calls with indicators showing when the phone is ringing.	FY 2023	\$1,000
FOG/Linko replacement	Utilities	Software to support backflow prevention management will be upgraded.	FY 2023	\$30,000
Monitor Refresh (older than 6 years)	All	Replace ~25% of monitors in the city over 6 years old.	FY 2023	\$10,000
FY 2024-FY 2027 Preliminary Action Items				
Restoration and Construction of Historic City Hall	Public Works	Completed Construction	FY 2024- FY 2025	Total project cost \$11,253.735
Continue to implement the Historic District Infrastructure Initiative	Urban Design and Public Works	Complete sections identified in the 2019 Plan	FY 2023	\$2,788,000
Continue to update and manage outstanding projects outlined in the City's ADA Transition Plan	Urban Design	Three Projects Completed	Ongoing	TBD
Water and Wastewater Modeling	Utilities	Completed study will identify areas of focus for meeting capacity needs.	FY2025	\$300,000
Nature Park improvements to boardwalk and fishing pier	Urban Design	Complete Construction	FY 2024	TBD
A C Freeman Rehabilitation Project	Urban Design	Complete Rehabilitation	FY 2024	TBD
Implement strategies from the Parks and Recreation Master Plan to develop a Strategic Parks Section within Urban Design	Urban Design Public Works	Develop an independent section within the division to assist with events and park rentals	FY 2023- FY 2026	TBD

BSI Channel Corner Widening	Public Works	Widening and dredging the perimeter canal at 90 degree corners (5 locations) so a barge can maneuver through. Ongoing program. Part of BSI budget process. To be discussed with Advisory Board/Committee meetings.	FY 2024	\$725,000
Timer Automation	Public Works	All city timers for gates, sprinklers, etc. will be on a cloud based central service that is easy to setup and maintain.	FY2023	\$15,000
Continue City Computer Replacement program	Information Technology	Replace 25% of City computer inventory	Each Fiscal Year	\$90,000 each year
Ponce de Leon Park Playground	Urban Design Public Works	Construction Completed	FY 2024	TBD

Key Performance Indicator	Actual FY 2021	Projected FY 2022	Proposed FY 2023
% of projects completed within timeframe and estimated cost	100%	TBD	100%
Fuel use (gallons)	159,688	156,185	160,870
Five-year capital improvements program that identifies infrastructure needs with funding source	Yes	Yes	Yes

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

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

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

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

Goal: Continue to seek community input in decision making process.

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

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

Specific Action	Department (s)	Measure of Success	Timeframe	Cost (if applicable)
Emphasize transparency in operations through Citizens Academy	Public Works	20 participants in Citizens Academy resulting in 100% of participants reporting an increase in understanding of government operations	Citizens Academy January 2023 – April 2023	Staff Time
Implement Public Safety Youth Academy	Police/Fire	30 student participants between 10 and 14 years old. All students report that they have learned something about law enforcement	Summer FY 2023	\$6,000
Continue Police Department monthly citizens advisory and every other month business advisory councils to enhance communication and address issues as they arise	Police	Meetings held with 100% of the issues resolved	Ongoing	Staff Time
Continue with youth advisory council to enhance communication and address issues as they rise	Police	Collaborative partnership with Charlotte County students in 9 th through 12 th grades. Meetings held with 100% of the issues resolved	(September through May) FY 2023	Staff Time
Facilitate representation and communication between Punta Gorda Housing Authority and Charlotte County Affordable Housing Advisory Council. Facilitate communication and collaboration between the City and Gulf Coast Partnership	Urban Design	Participate in Monthly Meetings and provide meeting highlights resulting in partnership opportunities being brought to City Council.	Ongoing	Staff Time
Increase staffing to include addition of detective position	Police	Equalize and reduce workload in the Criminal Investigation Section.	FY 2023	\$87,000 annually and \$63,000 for vehicle and equipment
Increase staffing to add additional crime scene/evidence technician	Police	Enhance response to crime scenes. Help reduce evidence storage upon expiration of retention date.	FY 2023	\$73,700 annually
Work in collaboration with TEAM Punta Gorda, Punta Gorda Green Thumbs, Punta Gorda in Bloom and others organizations on City beatification projects	Urban Design Public Works	Three projects completed.	Ongoing	Staff Time

Collaborate with the Florida Department of Transportation on the Northbound Tamiami Trail (US 41) Vision Study	Urban Design	Final approved project with City requirements	FY 2023	Staff Time
FY 2024-FY 2027 Preliminary Action Items				
Continue outreach and partnerships with a willingness to create new programs and participate with both existing partners and those that emerge over time.	All	12 projects completed that enhance the City of Punta Gorda	FY 2024 FY 2027	Staff Time

Key Performance Indicator	Actual FY 2021	Projected FY 2022	Proposed FY 2023
City Communications (Weekly Highlights Reports, Information Sharing Reports, Targeted Newsletters and Action Registers)	157	164	164
Citizen Interaction through Social Media	420,000	453,320	465,000
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	14,179	15,000	15,000

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

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

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

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

- Goal:** Implement the strategic communications/marketing plan for the City.
- Goal:** Optimize waterfront, bicycle and pedestrian assets of the City.
- Goal:** Coordinate with stakeholders in promoting Punta Gorda as a boating, fishing and bicycle-friendly destination.
- Goal:** Support and facilitate the marketing of Punta Gorda’s assets as a core to a vibrant downtown.
- Goal:** Optimize expertise of regional and local partners (i.e. Charlotte Harbor Tourism Bureau, Chambers of Commerce, Realtor Association, Economic Development Partnership, tourism-oriented private sector) to achieve stated objectives.
- Goal:** Make Downtown a vibrant and attractive place through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.
- Goal:** Encourage strategic commercial development through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.

Specific Action	Department(s)	Measure of Success	Timeframe	Cost (if applicable)
Continue marketing of the City to include local information guide, advertising in partner publications, PGD in airport advertising, targeted business attraction, and Sunseeker Inflight Magazine marketing. Seek opportunities for partnerships in marketing.	City Manager's Office	3 % increase in visits to website	FY 2023	\$68,707
Create City Manager columns for Sun Newspaper	City Manager's Office	52 columns written	FY 2023	Staff time
Create Isles Life Column	City Council (Mayor)	12 columns written	FY2023	Mayors' time
Place park and facility rentals on the City website to improve processes and allow direct access to scheduling, payment and reporting on their use	Information Technology	Park and facility rentals online	FY 2022 – FY 2023	\$20,000
FY2024-FY2027 Preliminary Action Items				
Website Upgrade	All	Website is accessible and business conducted on website increases by 25%	FY 2024-FY 2025	TBD

Key Performance Indicator	Actual FY 2021	Projected FY 2022	Proposed FY 2023
New website visits	305,884	315,060	317,000
Return website visits	55,430	57,000	60,000
Microsite visits	19,817	20,000	20,500
Marketing Efforts to Support Explore Punta Gorda	19	19	19
Liveboards at Laishley Marina (monthly average)	20	10	10
Laishley Marina Occupancy (monthly average)	77	77	77
Mooring Field Occupants (monthly average)	7	12	12
Number of fishing/boating events	10	12	12
Number of festivals/parades	75	80	80
Number of sporting events (bicycle, runs, walks)	15	15	15

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

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

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

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

Goal: Maintain the City’s high safety rating, emergency response and storm preparedness.

Goal: Meet all water quality standards (primary and secondary).

Goal: Achieve status as a waterfront destination for land and water visitors through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.

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

Goal: Ensure a diversity of housing stock that is attainable for all income levels, racial backgrounds, life stages and abilities through implementing recommendations selected in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.

Goal: Continue Universal Accessibility transition plan efforts within the City.

Goal: Continue planning and implementing climate change strategies that; 1) protect significant natural resources 2) support economic growth, improve protection of life and property in hazardous areas.

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

Specific Action	Department	Measure of Success	Timeframe	Cost (if applicable)
Complete the Parks and Recreation Master Plan	Urban Design	Approved Plan	December 2022	Staff Time
Complete the Comp Plan Amendments as provided to the DEO	Urban Design	Final adoption of the 2050 Comprehensive Plan	November 2023	Consultant and Staff Time
FEMA Staffing for Adequate Fire and Emergency Response (SAFER) program - Hire seven new firefighters	Fire	Increase the number of firefighters on fire grounds and emergency scenes, improving the overall safety for citizens and crew members. Move closer to meeting the standards set by National Fire Protection Agency. Reduce the need for overtime.	FY 2023	First three years covered by grant funds (if awarded)
Turn out timers	Fire	The stations will have the ability to visualize turn out times.	FY 2023	\$3,000
Add the new ESO/Firehouse Activities Module to our existing ESO software installation	Information Technology	Improved tracking of assets and other inventories used by the Fire Department	December 2022	\$5,000
Cradlepoints for Fire Apparatus (9)	Fire	Improvement to apparatus connectivity to Verizon Wireless network which will improve communications and access to the city network.	FY 2023	\$4,500
FY2024-FY2027 Preliminary Action Items				
Complete Local Register of Historic Residences as part of the LDR Form Based Code Updates	Urban Design	Completion of the Report and acceptance by the State Historic Division	June 2024	Staff Time
Expand Historic District Infrastructure Analysis to include Traditional Punta Gorda Area	Urban Design and Public Works	Complete Engineering Infrastructure Analysis Report	December FY 2024	\$150,000
Update the Downtown Parking Plan	Urban Design	Adoption and Implementation of the Plan	FY 2023 – 2024	\$125,000

Key Performance Indicator	Actual FY 2021	Projected FY 2022	Projected FY 2023
Uniform Crime Index*	286	*	*
Average patrol response time for calls for service (minutes)	4:06	4:03	4:00
Clearance rate*	40.6%	*	*
Quality Assurance Review results (% satisfied with police officer service)	99.2%	99.8%	99.1%
% fire emergency calls with response time less than 5 min	68.5%	66.6%	64%
Average fire response time for calls for service (minutes)	4:40	4:44	4:54
% Waste diverted from landfill due to recycling (tons)	32%	35%	35%
Stormwater (NPDES) compliance with state standards	100%	100%	100%
Achievement of water quality standards	Yes	Yes	Yes
General Fund invested in United Way programs	\$27,500	\$27,500	\$27,500

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

Appendix: Multi-Year Fiscal Forecasts FY 2023-2027

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 2023 proposed budget through FY 2027.

General Fund Proforma Schedule of Revenues and Expenditures Proposed Budget FY 2023 through Proforma FY 2027

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Change in Taxable Value of Property	12.4%	5%	5%	5%	5%
Revenues:					
Ad Valorem Tax	\$15,613,535	\$16,394,210	\$17,213,920	\$18,074,620	\$18,978,350
Other Revenue	12,782,295	12,875,345	12,999,900	13,125,985	13,253,640
Estimated Grants/Use of ARPA	1,189,310	1,089,495	488,740	0	0
Use of Prior Year's Reserve	0	0	649,895	1,309,500	1,394,625
Total Revenues	29,585,140	30,359,050	31,352,455	32,510,105	33,626,615
Expenditures:					
Personnel Expenditures	19,251,600	20,458,265	21,542,520	22,788,750	23,797,955
Operating Expenditures	6,150,270	6,256,660	6,351,980	6,387,085	6,574,310
Capital Outlay	1,201,735	1,103,000	882,000	904,000	740,000
Transfers for Tax Increment Financing	1,176,535	1,247,125	1,321,955	1,401,270	1,485,350
Transfers for Capital Projects	1,031,000	520,000	480,000	255,000	255,000
Transfers for Roads	459,000	459,000	459,000	459,000	459,000
Transfers for Drainage	300,000	300,000	300,000	300,000	300,000
Contingency	15,000	15,000	15,000	15,000	15,000
Total General Expenditures	29,585,140	30,359,050	31,352,455	32,510,105	33,626,615
Estimated Beginning Reserves	\$8,708,219	\$8,708,219	\$8,708,219	\$8,058,324	\$6,748,824
Estimated Ending Reserves	\$8,708,219	\$8,708,219	\$8,058,324	\$6,748,824	\$5,354,199
Minimum Reserve (13.2% to 15.2%)	\$3,905,300	\$4,159,200	\$4,452,100	\$4,779,000	\$5,111,300

Community Redevelopment Agency Fund
Proforma Schedule of Revenues and Expenditures
Proposed Budget FY 2023 through Proforma FY 2027

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Debt Service Division					
Assessed Property Valuation change	10.8%	2%	2%	2%	2%
Tax Increment Financing (TIF) Revenue	\$3,053,235	\$3,114,300	\$3,176,585	\$3,240,115	\$3,304,915
CRA Lease Payments (Debt Service)	1,584,280	1,626,290	1,666,100	1,708,680	1,753,965
Revenues in Excess of Debt Svc	1,468,955	1,488,010	1,510,485	1,531,435	1,550,950
Reserve - TIF for Debt Svc (Beg)	3,564,919	5,033,874	6,521,884	8,032,369	9,563,804
Reserve - TIF for Debt Svc (End)	\$5,033,874	\$6,521,884	\$8,032,369	\$9,563,804	\$11,114,754
Herald Court Operations Division					
Herald Court Revenues	\$255,190	\$260,895	\$282,755	\$289,875	\$296,825
Herald Court Operating Expenditures	394,540	201,405	208,520	215,905	223,560
Revenues in Excess (Shortfall) of Herald Ct Operations	(139,350)	59,490	74,235	73,970	73,265
Reserve - Herald Ct (Beg)	334,666	195,316	254,806	329,041	403,011
Reserve - Herald Ct (End)	\$195,316	\$254,806	\$329,041	\$403,011	\$476,276
CRA Operations Division					
Other CRA Revenues	\$136,075	\$140,150	\$144,235	\$148,335	\$140,575
Other CRA Operating Expenditures	326,500	111,000	94,000	112,000	94,000
Revenues in Excess (Shortfall) of Other Operations	(190,425)	29,150	50,235	36,335	46,575
Reserve - Other Operations (Beg)	253,887	63,462	92,612	142,847	179,182
Reserve - Other Operations (End)	\$63,462	\$92,612	\$142,847	\$179,182	\$225,757

Utilities OM&R Fund
Proforma Schedule of Revenues and Expenses
Proposed Budget FY 2023 through Proforma FY 2027

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues:					
Chg for Serv - Water	\$12,126,960	\$12,642,360	\$13,177,385	\$13,732,780	\$14,309,310
Chg for Serv - Sewer	8,795,635	9,169,450	9,557,500	9,960,325	10,378,475
Other Revenue	910,175	896,265	1,433,635	1,985,290	2,320,480
Total Revenues	21,832,770	22,708,075	24,168,520	25,678,395	27,008,265
Expenses:					
Operations	16,678,680	16,678,995	17,516,435	18,143,600	18,796,375
Renewal & Replacement of Infrastructure	1,120,000	1,120,000	1,120,000	1,120,000	1,120,000
Transfer for Capital Improvement Projects	1,685,000	6,370,000	850,000	2,485,000	800,000
Existing Debt Service	999,595	999,595	999,595	999,595	999,595
Transfer to SRF Fund-reserve incr(decr)	1,500,000	1,500,000	1,460,400	0	0
Est. new debt service WWTP	0	0	2,230,000	4,460,400	4,460,400
Est. new debt service WTP Filtration Rehab	0	0	778,000	1,556,000	1,556,000
Total Expenses	21,983,275	26,668,590	24,954,430	28,764,595	27,732,370
Revenues in Excess (Shortfall) of Expenses	(150,505)	(3,960,515)	(785,910)	(3,086,200)	(724,105)
Operating Reserves-Beg	8,646,200	8,495,695	4,535,180	3,749,270	663,070
Operating Reserves-End	\$8,495,695	\$4,535,180	\$3,749,270	\$663,070	(\$61,035)

Sanitation Fund
Proforma Schedule of Revenues and Expenses
Proposed Budget FY 2023 through Proforma FY 2027

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues:					
Chg for Serv - Refuse Collection	\$4,281,275	\$4,520,240	\$4,762,445	\$5,009,365	\$5,261,005
Other Revenue	44,400	42,600	42,600	42,600	42,600
Total Revenues	4,325,675	4,562,840	4,805,045	5,051,965	5,303,605
Expenses:					
Operations	4,337,740	4,436,145	4,636,700	4,847,570	5,069,345
Capital	361,000	341,250	183,750	0	395,040
Total Expenses	4,698,740	4,777,395	4,820,450	4,847,570	5,464,385
Revenues in Excess (Shortfall) of Expenses	(373,065)	(214,555)	(15,405)	204,395	(160,780)
Operating Reserves-Beg	843,186	750,121	535,566	520,161	474,556
Capital Outlay Reserves-Beg	280,000	0	0	0	250,000
Capital Outlay Reserves-End	\$0	\$0	\$0	\$250,000	\$250,000
Operating Reserves-End	\$750,121	\$535,566	\$520,161	\$474,556	\$313,776

**PGI Canal Maintenance Fund
Proforma Schedule of Revenues and Expenditures
Proposed Budget FY 2023 through Proforma FY 2027**

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Assessment Rate	\$950	\$1,100	\$1,250	\$1,400	\$1,550
Revenues:					
Operating Assessment	\$4,941,440	\$5,721,060	\$6,500,675	\$7,280,290	\$8,059,905
Other Revenue	10,920	12,600	12,825	11,210	9,950
Total Revenues	4,952,360	5,733,660	6,513,500	7,291,500	8,069,855
Expenditures:					
Operations	1,262,870	1,296,970	1,357,555	1,400,090	1,465,265
Inlet Dredging	75,000	75,000	75,000	75,000	75,000
Seawalls and Stabilization	3,779,090	4,606,955	5,459,655	6,337,945	6,528,080
Capital/Special Projects	115,000	231,500	255,000	225,000	225,000
Reserve for Contingencies	50,000	50,000	50,000	50,000	50,000
Total Expenditures	5,281,960	6,260,425	7,197,210	8,088,035	8,343,345
Revenues in Excess (Shortfall) of Expenditures	(329,600)	(526,765)	(683,710)	(796,535)	(273,490)
Operating Reserves-Beg	2,897,076	2,667,476	2,372,211	1,907,001	1,335,466
Reserve Seawall Replacement-Beg	775,000	675,000	443,500	225,000	0
Reserve Seawall Replacement-End	\$675,000	\$443,500	\$225,000	\$0	\$0
Operating Reserves-End	\$2,667,476	\$2,372,211	\$1,907,001	\$1,335,466	\$1,061,976

BSI Canal Maintenance Fund
Proforma Schedule of Revenues and Expenditures
Proposed Budget FY 2023 through Proforma FY 2027

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Operating Rate	\$760	\$785	\$810	\$835	\$860
Special Project Rate	\$100	\$90	\$90	\$90	\$90
Revenues:					
Operating Assessment	\$784,115	\$809,890	\$835,665	\$861,440	\$887,215
Special Project Assessment	103,105	92,795	92,795	92,795	92,795
Interest	1,240	1,300	1,105	580	95
Financing	347,000	0	0	0	0
Total Revenues	1,235,460	903,985	929,565	954,815	980,105
Expenditures:					
Operations	113,215	125,390	119,435	133,620	127,965
Inlet Dredging	25,000	25,000	25,000	25,000	25,000
Seawalls and Stabilization	680,110	700,630	721,770	743,550	765,990
Barge Access-Inlet Widening Constr	450,000	0	0	0	0
Debt Service	0	91,200	91,200	91,200	91,200
Reserve for Contingencies	50,000	50,000	50,000	50,000	50,000
Total Expenditures	1,318,325	992,220	1,007,405	1,043,370	1,060,155
Revenues in Excess (Shortfall) of Expenditures	(82,865)	(88,235)	(77,840)	(88,555)	(80,050)
Operating Reserves-Beg	452,265	369,400	281,165	203,325	114,770
Operating Reserves-End	\$369,400	\$281,165	\$203,325	\$114,770	\$34,720
Projects Requiring Approval & Funding:					
Channel Corner Widening Proj	100,000	100,000	200,000	325,000	0
BSI Land Acquisition for Staging	100,000	100,000	100,000	100,000	100,000
Est. Beg. Reserves with projects	452,265	169,400	(118,835)	(496,675)	(1,010,230)
Est. End. Reserves with projects	\$169,400	(\$118,835)	(\$496,675)	(\$1,010,230)	(\$1,190,280)

**Lashley Park Marina Fund
Proforma Schedule of Revenues and Expenses
Proposed Budget FY 2023 through Proforma FY 2027**

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues:					
Slip & Mooring Rentals	\$451,795	\$451,795	\$451,795	\$451,795	\$451,795
Intergovernmental Revenue	12,000	12,000	12,000	12,000	12,000
Other Revenue	25,720	25,945	26,175	26,405	26,640
Total Revenues	489,515	489,740	489,970	490,200	490,435
Expenses:					
Lashley Park Marina Expenses	273,995	280,415	286,385	292,545	298,900
Marina Park Contract Expenses	251,005	258,385	265,990	273,815	281,880
Capital Outlay	6,000	6,000	6,000	6,000	6,000
Total Expenses	531,000	544,800	558,375	572,360	586,780
Revenues in Excess (Shortfall) of Expenses	(41,485)	(55,060)	(68,405)	(82,160)	(96,345)
Operating Reserves-Beg	380,630	339,145	284,085	215,680	133,520
Operating Reserves-End	\$339,145	\$284,085	\$215,680	\$133,520	\$37,175

Building Fund
Proforma Schedule of Revenues and Expenses
Proposed Budget FY 2023 through Proforma FY 2027

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues:					
Permits, Fees & Spec. Assessments	\$1,463,850	\$1,491,850	\$1,520,410	\$1,549,540	\$1,579,255
Other Revenue	70,250	70,250	70,250	70,250	70,250
Total Revenues	1,534,100	1,562,100	1,590,660	1,619,790	1,649,505
Expenses:					
Operations	1,662,580	1,729,125	1,798,525	1,870,910	1,946,410
Capital	138,000	0	0	0	0
Total Expenses	1,800,580	1,729,125	1,798,525	1,870,910	1,946,410
Revenues in Excess (Shortfall) of Expenses	(266,480)	(167,025)	(207,865)	(251,120)	(296,905)
Operating Reserves-Beg	1,839,266	1,572,786	1,405,761	1,197,896	946,776
Operating Reserves-End	\$1,572,786	\$1,405,761	\$1,197,896	\$946,776	\$649,871

Six Cent Gas Tax Fund
Proforma Schedule of Revenues and Expenditures
Proposed Budget FY 2023 through Proforma FY 2027

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues:					
Local Option Gas Tax	\$666,035	\$679,355	\$692,940	\$706,800	\$720,935
Other Revenue	314,095	321,250	328,335	335,335	343,065
Total Revenues	<u>980,130</u>	<u>1,000,605</u>	<u>1,021,275</u>	<u>1,042,135</u>	<u>1,064,000</u>
Expenditures:					
Operating Expenditures	1,226,980	1,102,680	1,129,145	1,156,405	1,184,480
Total Expenditures	<u>1,226,980</u>	<u>1,102,680</u>	<u>1,129,145</u>	<u>1,156,405</u>	<u>1,184,480</u>
Revenues in Excess (Shortfall) of Expenditures	(246,850)	(102,075)	(107,870)	(114,270)	(120,480)
Operating Reserves-Beg	596,567	349,717	247,642	139,772	25,502
Operating Reserves-End	<u>\$349,717</u>	<u>\$247,642</u>	<u>\$139,772</u>	<u>\$25,502</u>	<u>(\$94,978)</u>

**Additional Five Cent Gas Tax Fund
Proforma Schedule of Revenues and Expenditures
Proposed Budget FY 2023 through Proforma FY 2027**

	Proposed FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues:					
Local Option Gas Tax	\$287,660	\$293,415	\$299,285	\$305,270	\$311,375
Transfer from General Fund Ad Valorem	459,000	459,000	459,000	459,000	459,000
Other Revenues	120	170	170	175	185
Total Revenues	746,780	752,585	758,455	764,445	770,560
Expenditures:					
Paving	745,000	765,000	770,000	775,000	780,000
Total Expenditures	745,000	765,000	770,000	775,000	780,000
Revenues in Excess (Shortfall) of Expenditures	1,780	(12,415)	(11,545)	(10,555)	(9,440)
Operating Reserves-Beg	53,675	55,455	43,040	31,495	20,940
Operating Reserves-End	\$55,455	\$43,040	\$31,495	\$20,940	\$11,500

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 2020 through Budget FY 2023

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
General Fund Revenues:					
Ad Valorem Taxes	\$ 11,032,152	\$ 11,538,370	\$ 13,898,620	\$ 13,898,620	\$ 15,613,535
Other Taxes	3,613,080	3,575,410	3,540,240	3,736,380	3,785,245
Permits, Fees, & Spec Assmts	1,479,006	1,557,689	1,523,720	1,693,110	1,712,300
Intergovernmental Revenue	2,565,025	2,886,184	2,716,130	3,225,090	3,244,680
Charges for Services, Fines & Forfeits	139,189	223,083	119,505	137,345	112,000
Lot Mowing	305,025	294,203	306,260	306,260	330,280
Administrative Charges	3,072,610	3,152,425	3,205,255	3,205,255	3,404,335
Other Miscellaneous Revenue	790,364	754,680	584,390	768,410	638,710
Financing for PGI Canal Maint. District	0	0	0	7,825,150	0
Transfers	311,511	502,008	280,675	455,435	744,055
	<u>23,307,962</u>	<u>24,484,052</u>	<u>26,174,795</u>	<u>35,251,055</u>	<u>29,585,140</u>
Prior Year Encumbrances & Reappropriations	951,862	902,508	0	1,601,155	0
General Fund Reserve	5,575,190	6,941,229	6,013,472	6,850,674	8,708,219
Total General Fund	<u>\$ 29,835,014</u>	<u>\$ 32,327,789</u>	<u>\$ 32,188,267</u>	<u>\$ 43,702,884</u>	<u>\$ 38,293,359</u>
General Fund Expenditures:					
City Council	\$ 115,377	\$ 118,391	\$ 136,555	\$ 148,960	\$ 192,540
City Manager	445,375	480,473	507,825	589,785	541,535
Human Resources	351,451	297,080	398,475	351,695	498,650
City Clerk	560,843	542,596	606,560	621,705	684,380
Legal	280,745	346,344	280,985	359,820	247,190
Finance	910,446	932,927	1,023,455	1,029,520	1,017,405
Procurement	574,122	591,261	628,250	618,415	711,830
Public Works Admin	350,041	365,263	461,495	463,240	408,385
Engineering	541,583	558,510	538,745	549,095	580,385
Facilities Maint	894,011	923,117	1,049,555	1,583,435	1,331,830
Right of Way Maint	1,171,900	1,027,098	1,230,765	1,156,750	1,320,730
Parks & Grounds	1,522,839	1,574,380	1,712,240	1,791,915	1,729,955
Police	6,664,275	7,218,745	7,877,130	8,221,985	8,395,305
Fire	4,143,739	4,396,628	4,830,045	5,198,930	5,542,610
Urban Design	672,460	709,859	671,995	812,450	919,935
Zoning & Code Compliance	527,174	532,932	585,130	654,965	713,895
Non-Departmental:					
Lot Mowing	276,905	258,624	329,425	429,425	384,675
Other Non-Departmental	161,088	77,602	334,750	403,412	1,397,370
Subtotal Operations	<u>20,164,374</u>	<u>20,951,830</u>	<u>23,203,380</u>	<u>24,985,502</u>	<u>26,618,605</u>
Transfer to CRA Fund	750,208	838,628	1,038,065	1,033,013	1,176,535
Transfer for Capital Projects	317,695	1,326,502	477,000	492,000	1,031,000
Transfer for Drainage	300,000	300,000	200,000	200,000	300,000
Transfer for Paving	459,000	459,000	459,000	459,000	459,000
Transfer to PGI Canal Maintenance Fund	0	0	0	7,825,150	0
Subtotal Operations & Transfers	<u>21,991,277</u>	<u>23,875,960</u>	<u>25,377,445</u>	<u>34,994,665</u>	<u>29,585,140</u>
Reserve-Carryovers & Reappropriations	902,508	1,601,155	0	0	0
Reserve-Fleet/Equip	733,000	118,012	45,000	260,000	260,000
Reserve-Future Years' Budget	862,590	3,769,691	4,098,822	4,997,619	4,542,919
Projected Carryover - End	5,345,639	2,962,971	2,667,000	3,450,600	3,905,300
Total General Fund	<u>\$ 29,835,014</u>	<u>\$ 32,327,789</u>	<u>\$ 32,188,267</u>	<u>\$ 43,702,884</u>	<u>\$ 38,293,359</u>

City of Punta Gorda, FL
General Fund
Proforma Schedule of Revenues and Expenditures
FY 2020 through FY 2027

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues:									
Millage Rate					3.9500				
Ad Valorem Taxes	\$ 11,032,152	\$ 11,538,370	\$ 13,898,620	13,898,620	\$ 15,613,535	\$ 16,394,210	\$ 17,213,920	\$ 18,074,620	\$ 18,978,350
Other Taxes	3,613,080	3,575,410	3,540,240	3,736,380	3,785,245	3,815,055	3,845,160	3,875,565	3,906,280
Permits, Fees, & Spec.Assmts	1,479,006	1,557,689	1,523,720	1,693,110	1,712,300	1,729,115	1,746,105	1,763,260	1,780,585
Intergovernmental Revenues	2,565,025	2,886,184	2,716,130	3,225,090	3,244,680	3,241,005	3,030,120	2,849,185	2,876,310
Charges for services, Fines & Forfeits	444,214	517,286	425,765	443,605	442,280	442,660	443,045	443,430	443,825
Administrative Charges	3,072,610	3,152,425	3,205,255	3,205,255	3,404,335	3,438,380	3,472,760	3,507,490	3,542,565
Debt Proceeds	0	0	0	7,825,150	0	0	0	0	0
Other Misc. Revenue	790,364	754,680	584,390	768,410	638,710	654,385	670,495	687,055	704,075
Transfers	311,511	502,008	280,675	455,435	744,055	644,240	280,955	0	0
Subtotal Current Revenues	23,307,962	24,484,052	26,174,795	35,251,055	29,585,140	30,359,050	30,702,560	31,200,605	32,231,990
Use of Operating Reserves/(Incr. to Reserves)	(1,316,685)	(608,092)	(797,350)	(256,390)	0	0	649,895	1,309,500	1,394,625
Total General Revenues	21,991,277	23,875,960	25,377,445	34,994,665	29,585,140	30,359,050	31,352,455	32,510,105	33,626,615
Expenditures:									
Personnel Expenditures	14,857,108	15,412,414	16,669,385	16,109,835	19,251,600	20,458,265	21,542,520	22,788,750	23,797,955
Operating Expenditures	4,763,342	4,935,416	5,435,985	6,718,462	6,150,270	6,256,660	6,351,980	6,387,085	6,574,310
Contingency	0	0	15,000	6,725	15,000	15,000	15,000	15,000	15,000
Capital Outlay	543,924	604,000	868,010	2,150,480	1,136,765	1,356,000	848,000	656,000	685,000
5 Yr. Capital Outlay, net funding*	0	0	215,000	0	64,970	(253,000)	34,000	248,000	55,000
Transfers to other Funds	0	0	0	7,825,150	0	0	0	0	0
Transfer for Capital Projects	317,695	1,326,502	477,000	492,000	1,031,000	520,000	480,000	255,000	255,000
Transfer to CRA for TIF	750,208	838,628	1,038,065	1,033,013	1,176,535	1,247,125	1,321,955	1,401,270	1,485,350
Transfer for Drainage	300,000	300,000	200,000	200,000	300,000	300,000	300,000	300,000	300,000
Transfers for Roads	459,000	459,000	459,000	459,000	459,000	459,000	459,000	459,000	459,000
Total General Expenditures	21,991,277	23,875,960	25,377,445	34,994,665	29,585,140	30,359,050	31,352,455	32,510,105	33,626,615
Expenditures in Excess of Revenues (Shortfall)	\$ 0	\$ 0	\$ 0	0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Estimated Operating Reserve - Beg	\$5,865,052	\$6,630,737	\$5,968,472	7,434,501	\$8,448,219	\$8,448,219	\$8,708,219	\$8,058,324	\$6,748,824
Estimated Capital Outlay Reserve - Beg	\$662,000	\$1,213,000	\$45,000	1,017,328	\$260,000	\$260,000	\$0	\$0	\$0
Estimated Operating Reserve - End	\$6,630,737	\$7,434,501	\$6,765,822	8,448,219	\$8,448,219	\$8,708,219	\$8,058,324	\$6,748,824	\$5,354,199
Estimated Capital Outlay Reserve - End	\$1,213,000	\$1,017,328	\$45,000	260,000	\$260,000	\$0	\$0	\$0	\$0
Information:									
Minimum Operating Reserve (13.2%-15.2%)					\$3,905,300	\$4,159,200	\$4,452,100	\$4,779,000	\$5,111,300

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

**City of Punta Gorda, FL
General Fund
Proforma Schedule of Revenues and Expenditures
FY 2020 through FY 2027**

Assumptions:

Revenue:

FY 2023 Ad Valorem Taxes based on 12.5% increase in taxable values and new construction estimate of \$32 million and millage rate of 3.9500

FY 2024-2027 5% est. increase in Ad Valorem Taxes

Other Taxes - FY 2023 based on current trends; FY 2024-2027 1%-2% est. increases

Permits, Fees and Special Assessments - FY 2023 based on current trends; FY 2024-2027 2% est. increases

Intergovernmental Revenues - FY 2023 per current trends and State projections; Estimated SAFER Grants for increased fire personnel included in FY 2023-2025; FY 2024-2027 0%-2% est. increases (non-grants).

Charges for Service, Fines & Forfeits - FY 2023 per projections; FY 2024-2027 0%-2% est. increases

Admin Charges - interfund charges for services FY 2023 per schedule; FY 2024-2027 1% est. increase

Other Misc. Revenues - FY 2023 per projections; FY 2024-2027 0%-3% est. increases

Transfers - FY 2022-2025 from Special Use Fund (COVID grant funds) towards balancing budget.

Personnel Expense:

FY 2023 - 4% merit increases for general employees, Fire and Police bargaining units per contracts (note Police bargaining still in negotiations)

Add to staffing: 2 employees in Public Works; 2 employees in Urban Design; 3 employees in Administration and Finance; 2 employees in Police; and 7 employees in Fire (dependent on SAFER grant award)

Estimated amounts for results of pay plan and police bargaining budgeted in non-departmental (\$1.1 million)

Overtime per departments

Fire and Police pension contributions per actuarial requirements and new employee estimates. General pension contributions flat citywide with FY 2022, which is above actuarial requirements

Health Insurance - 6% increase and current employee elections; Workers Compensation per schedule, est. 10% increase

FY 2024-2027 - 4% merit wage incr, pension est 5% incr, health insurance est 6% incr, & workers comp insurance est 10% incr

Projected adds to staffing: FY 2024 5 total (1 Public Works, 1 Police, 2 Urban Design/Zoning & Code, 1 Finance); FY 2025 total 3 (2 Public Works, 1 Finance);

FY 2026 total 4 (1 Public Works, 2 Police, 1 Urban Design)

Operating Expense:

FY 2023 - Per Departmental approved requests, Computer Overhead per schedule, Fire/General Liability per schedule est. 5% increase

FY 2024-2027 - Election Expenses \$46,350, Comprehensive Planning per schedule, and all other operating expenses 3% est. incr except Fire/General Liability 5% est incr

Capital Expense:

FY 2023 Police, Fire, Public Works, and Code Compliance vehicle and equipment replacements per schedule

FY 2023-2027 \$840,000 average funded per year - Capital Outlay Reserve increased or decreased based on specific year's capital outlay needs

FY 2023-2026 New equipment needs for adds to staffing

Transfers:

Transfer to CRA for Tax Incremental Financing is estimate of \$1,176,535 for FY 2023 (10.8% valuation increase from FY 2022 & millage rate of 3.9500); FY 2024-2027 est. 6% increase

Transfer to General Construction Fund for capital projects (excluding Drainage Improvements) is FY 2023 \$1,031,000; FY 2024 \$520,000; FY 2025 \$480,000; FY 2026 \$255,000; FY 2027 \$255,000

Transfer to General Construction Fund for Drainage Improvements is \$300,000 for FY 2023-2027

Transfer for Paving is \$459,000 for FY 2023-2027

Transfer to Other Funds - FY 2022 \$7.8 million for line of credit draw for PGI Canal Maintenance Fund for FEMA Hurricane Irma rip rap hazard mitigation project may be delayed and re-appropriated in FY 2023

City of Punta Gorda, FL General Fund

Budget Overview

The proposed FY 2023 General Fund Revenue Budget is \$38,293,359 with two components:

- Current revenues which are estimated at \$29,585,140.
- Carryover of prior year's fund balance which is estimated at \$8,708,219.

The estimated fund balance carryover is comprised of:

- \$260,000 designated for smoothing the funding of the five-year capital outlay plan;
- \$4,542,919 is designated for use during the five-year planning period;
- \$3,905,300 is the remaining fund balance designated by financial policy as the minimum operating reserve required (13.2%) at end of FY 2023.

The proposed FY 2023 General Fund planned current expenditures of \$29,585,140 are \$4,207,695 or 16.6% more than the FY 2022 budgeted expenditures.

FY 2023 has a planned increase to reserves of \$1,897,397 that is designated for use in following years as per the five-year plan.

Changes in expenditures include:

Personnel increase of \$2.6 million or 15.5%. Estimated 4% merit increases, public safety current bargaining contract increases (police bargaining unit still in negotiations), continued career progression increases, health insurance premium increase of 6%, workers compensation increases based on wages and estimated 10% increase in rates, City's match on the defined contribution plan up to 10%, and an increase of 16 positions. An estimated \$1.1 million is included in non-departmental pending the results of the pay plan study and police bargaining negotiations. Seven of the positions for firefighters is dependent on SAFER grant award.

Operating increase of \$714 thousand or 13.1% including \$66 thousand for increased computer overhead for information technology needs; \$55 thousand for lot mowing program; \$45 thousand estimated increase in general liability insurance; \$123 thousand estimate increase in fuel costs; \$22 thousand for operating needs of new staff; remaining contractual, commodities and supplies are estimated with 3% increase except for specific expenditures related to a comprehensive planning (\$150 thousand), pension study, wellness and training programs, ADA accommodations, and employee recognition and recruiting efforts (\$37 thousand), public works increases for CDL licensure, FPL electric rate increases, and rental space for Council and board meetings (\$100 thousand), and increase for public safety repair and maintenance of equipment, veterinary services and rain gear (\$26 thousand).

Capital Outlay five-year replacement plan funding level remained at average \$840,000 per year. FY 2023 includes \$322,735 for new equipment for new positions.

Transfers for Capital Projects increase of \$554,000 due to: \$240,000 increase for Lashley Park interactive fountain; \$250,000 for public safety air conditioning system replacement; \$10,000 increase for railroad crossing rehabilitation; \$10,000 increase for bridge repairs; \$48,000 for King St improvements; and \$4,000 decrease for dock repairs.

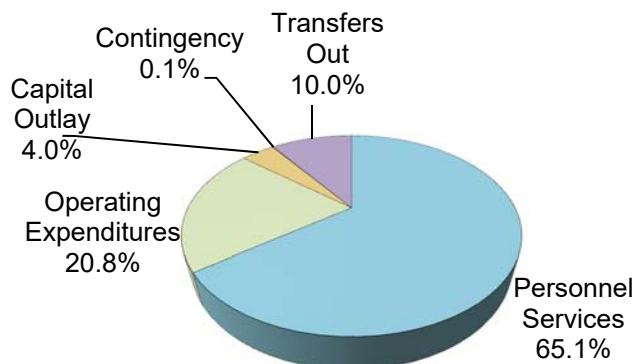
Transfer for TIF to CRA increase of \$138,470 due to increased valuation of CRA district.

Transfer for Drainage increase of annual program from \$200,000 to \$300,000 funded by ad valorem revenue.

Transfer for Paving no change to \$459,000 annual transfer for infrastructure work funded by ad valorem revenue.

Transfer to PGI Canal Maintenance Fund had no change. However, \$7,825,150 of financing for FEMA rip rap hazard mitigation related to Hurricane Irma seawall project continues to be delayed and may be re-appropriated in FY 2023. Financing will be repaid by FEMA and State reimbursements and PGI Canal Maintenance assessments.

General Fund Expenditures FY 2023 - \$29,585,140



Expenditure Discussion

Total current expenditures discussed above, are also budgeted by department and division. See summary provided on the first page in the general fund section. The Budget Message highlights the division program changes. Major areas of expenditure are identified as departments with a common work program. Within a department, separate divisions are identified if staffing and complexity warrant the breakout of accounting. Departmental summary of the category spending and position summary for the entire general fund, department/division itemization and graphic portrayal are provided later in this section. In addition, department/divisions are presented with the stated function, accomplishments, budget narrative, initiatives and action items as they relate to the City’s five strategic priorities, and key performance measures for purposes of transparency, along with summaries of expenditure by category, staffing history and service costs.

Revenue Discussion

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

Total Current Revenues for FY 2023 are \$29,575,140 and are identified on the first page of this section and graphically portrayed on the next page. Line item detail is also provided later in this section. In addition, information on major revenues of the general fund are provided.

Ad Valorem Taxes of \$15,613,535 represents 52.8% for the FY 2023 budget including planned reserve increase. Taxable property values increased Citywide by 12.5%. Increased value from new construction, annexations and other adjustments in the City is \$31.5 million, down from \$52.6 million the previous year. The change in Consumer Price Index (CPI) as reflected in the State “Save Our Homes” Legislation is 7.0%. Homestead property assessed values can only rise to the statutory cap of 3.0%. The proposed millage rate is the same as the previous year - 3.9500 mills.

Other Taxes of \$3,785,245 include a utilities tax on electricity, water, and gas; a communications tax on telecommunications, cable, satellite, data, and other related transmissions.

Permits, Fees, & Special Assessments of \$1,712,300 include primarily electric and gas franchise fees of \$1,681,740; permits are the balance of the revenues.

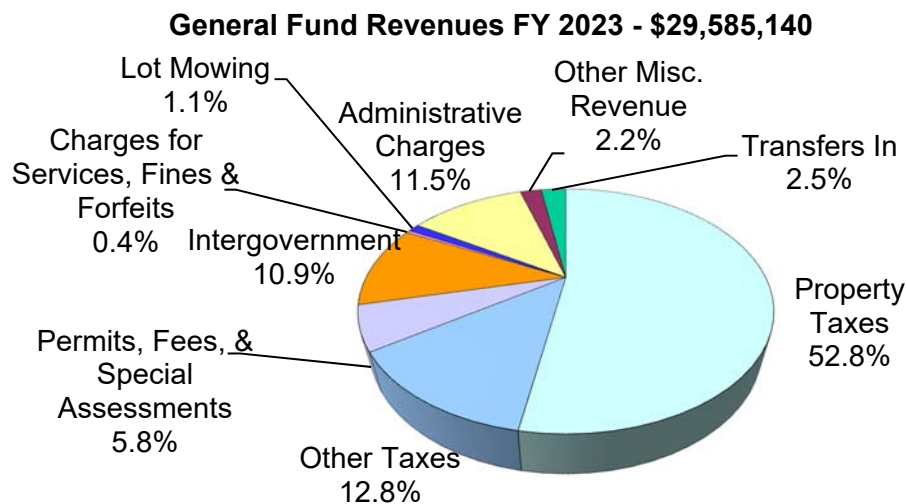
Intergovernmental Revenues of \$3,244,680 include State Revenue Sharing and Local Government ½ Cent Sales Tax. The City budgets approximately 95% of State estimates that were provided in July.

Charges for Services, Fines & Forfeits of \$442,280 includes \$330,280 assessment to vacant lot owners to provide mowing and trim services to meet City code; various fees for specific planning, zoning and engineering and event applications, fingerprint fees, procurement contract use fees, fines and forfeits awarded by the County court, code enforcement violations and fines awarded by the City code enforcement board, false alarms, and parking violations issued by the City police department.

Administrative Charges and Miscellaneous Revenue of \$4,043,045 includes \$3,404,335 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 \$129,290, investment income of \$45,600, cost sharing program of \$414,195 with Charlotte County School Board for school resource officers, and another with Charlotte County for sharing space at City fire stations for \$26,225.

Financing Revenue – Although there is no financing revenue budgeted in FY 2023, the projected FY 2022 estimated loan amount, \$7,825,150 that will be transferred to PGI Canal Maintenance District Fund for completing the FEMA rip rap hazard mitigation portion of the Hurricane Irma seawall project may need to be re-appropriated due to continued delays in permitting.

Transfers from other Funds of \$744,055 is the expected transfer from the Special Use Fund of COVID grant funds to balance the budget.



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 2023, the the average projected annual amount for FY 2023-FY 2027 is \$840,000.

History

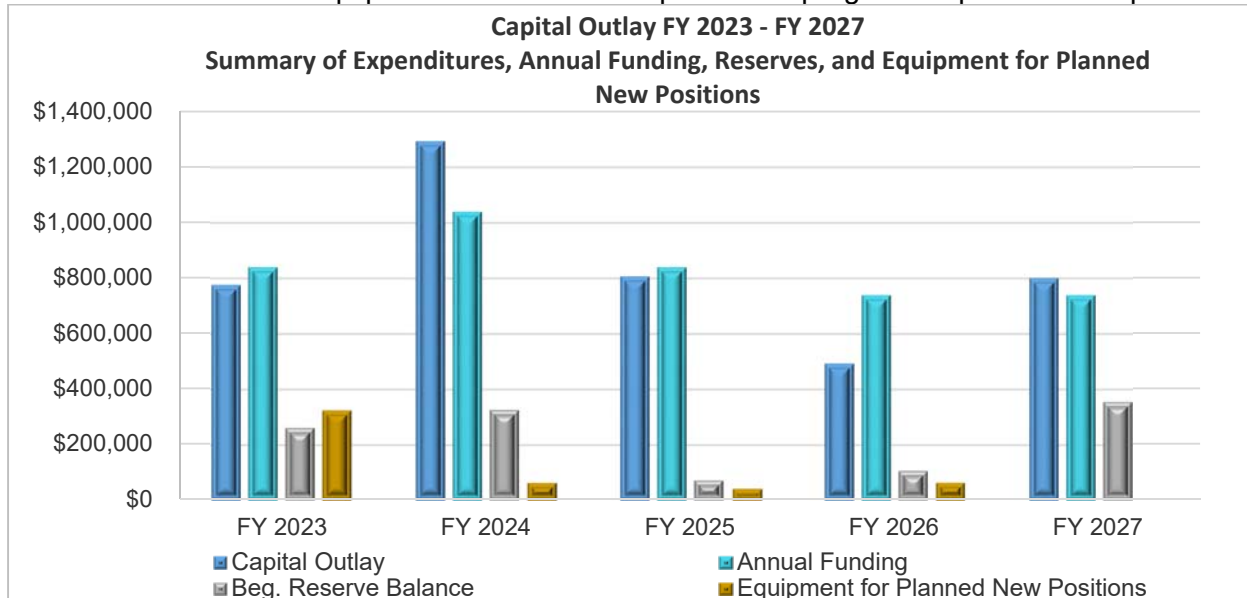
During the 6 year economic decline that lasted until FY 2013, replacement of general fund capital was kept to a minimum, resulting in an aging fleet and equipment and resulting in ineffective repairs and maintenance costs as well as lower service levels due to lack of equipment. With the beginning of 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 was the \$96,000 police fleet replacement funds scheduled for FY 2019. The vendor notified the City regarding increased pricing and delays in the next year model delivery in September of FY 2018. The flexibility of the plan allowed the City to place its order early to take advantage of the current pricing. The funds budgeted in FY 2019 for the police fleet replacement program replaced the reserve funds used early.

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



**GENERAL FUND
VEHICLE & EQUIPMENT REPLACEMENT DETAIL
FY 2023- FY 2027
(All figures in thousands of dollars)**

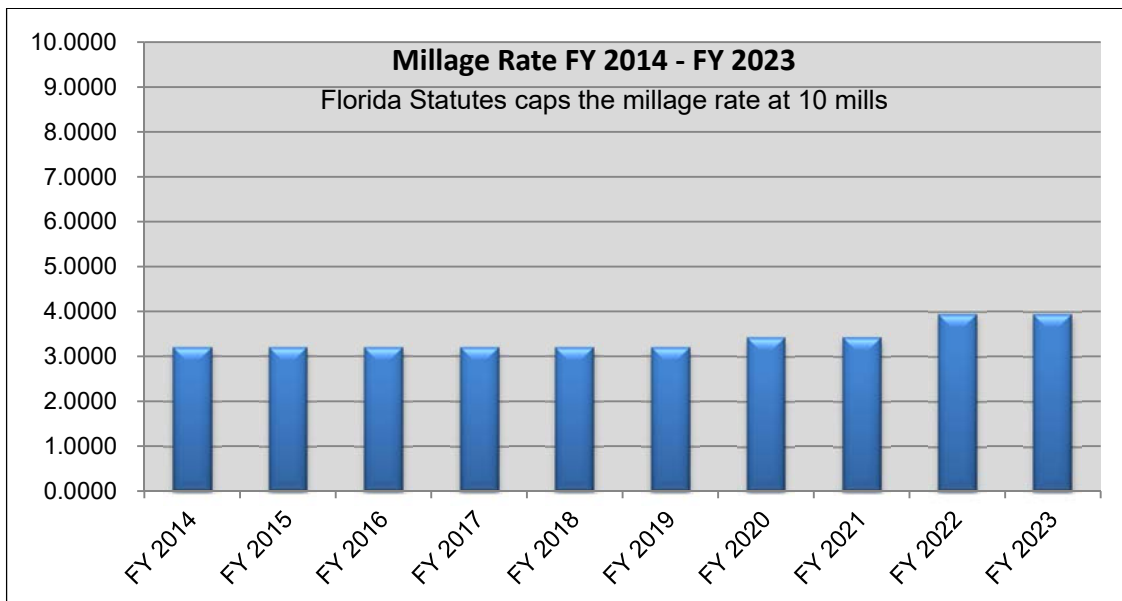
Capital Outlay Replacement Plan	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027+
	(All figures in thousands of dollars)				
City Clerk:					
Large Scanner (new)	10	0	0	0	0
Right of Way:					
2007 tractor loader backhoe 4x4 (6835)	115	0	0	0	0
2016 mower (6982)	0	16	0	0	0
2002 front end articulated loader (5413)	0	256	0	0	0
2015 vactor (6969)	0	497	0	0	0
2000 tandem axle trailer low bed (4441)	0	0	10	0	0
2007 Dump truck (5977)	0	0	125	0	0
1988 trailer tilt bed (2350)	0	0	22	0	0
1988 trailer flat bed (2352)	0	0	25	0	0
1989 trailer tilt bed (2396)	0	0	8	0	0
2002 grader (5411)	0	0	0	0	56
1999 flatbed 3T dump truck (4409)	0	0	0	0	115
Parks & Grounds:					
1992 trailer low bed (2465)	0	7	0	0	0
2001 loader skid steer (4480)	0	52	0	0	0
2014 super duty 4X4 3/4 ton pickup truck (6923)	0	0	54	0	0
2001 trencher walk behind (4473)	0	0	16	0	0
2006 mini excavator trackhoe (6801)	0	0	52	0	0
2007 riding mower (6839)	0	0	23	0	0
2010 mower (6862)	0	0	23	0	0
2014 1 ton pickup truck (6924)	0	0	0	51	0
2014 1/2 ton pickup truck (6927)	0	0	0	0	44
2014 1/2 ton pickup truck (6928)	0	0	0	0	44
2001 trailer tandem axle low bed (4481)	0	0	0	0	13
2006 trailer flat bed (5976)	0	0	0	0	9
2007 trailer flat bed tandem axle (6818)	0	0	0	0	13
2015 cargo van (6954)	0	0	0	0	55
2015 1/2 ton pickup truck (6960)	0	0	0	0	35
Police:					
Police Fleet Replacements (Est. 6 vehicles per year)	318	318	318	318	318
Taser Replacement Program	35	35	35	35	35
Body Camera Replacement Program	2	0	0	21	21
Patrol Rifle Program	29	0	0	0	0
In Car Camera Replacement Program	38	46	53	0	0
SWAT Night Vision Program	5	0	0	0	0
Radio Enhancement Program	48	0	0	0	0
Mobile & Portable Radio Purchases	26	0	0	0	0
Training Room Equipment	5	0	0	0	0
Fire:					
Personal Protective Equipment	10	10	10	10	10
Suppression Equipment	15	15	15	15	15
Medical Equipment	16	41	17	42	17
Radio Enhancement Program	18	0	0	0	0
2014 4 Door SUV (6930)	55	0	0	0	0
Code Compliance:					
2014 pickup truck (6926)	30	0	0	0	0
TOTAL	\$775	\$1,293	\$806	\$492	\$800
Revised annual level Capital Outlay reserve	840	1,040	840	740	740
Capital Outlay Reserve - Beg	260	325	72	106	354
Capital Outlay Reserve - End	\$325	\$72	\$106	\$354	\$294
* FY 2022- FY 2026 budgeted capital outlay plan annual level of funding was \$840					
Planned Use of Operating Reserves for equipment for planned new positions in five year plan	\$323	\$63	\$42	\$164	\$0
Grant Funded Equipment	\$39	\$0	\$0	\$0	\$0

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

The Ad Valorem (percentage of value) property tax is calculated by multiplying the taxable value by the City of Punta Gorda millage rate. The Charlotte County Property Appraiser determines the assessed value. A mill is defined as one dollar for each thousand dollars of net taxable value after exemptions. The tax bills paid in November receive a 4% discount; in each subsequent month through February, the discount is reduced 1%. In March the full payment is due. Due to discounts and potential assessment changes after the value adjustment board hearings, the state requires that entities budget a minimum of 95% of revenue. Based on recent payment history, the City is budgeting FY 2023 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.

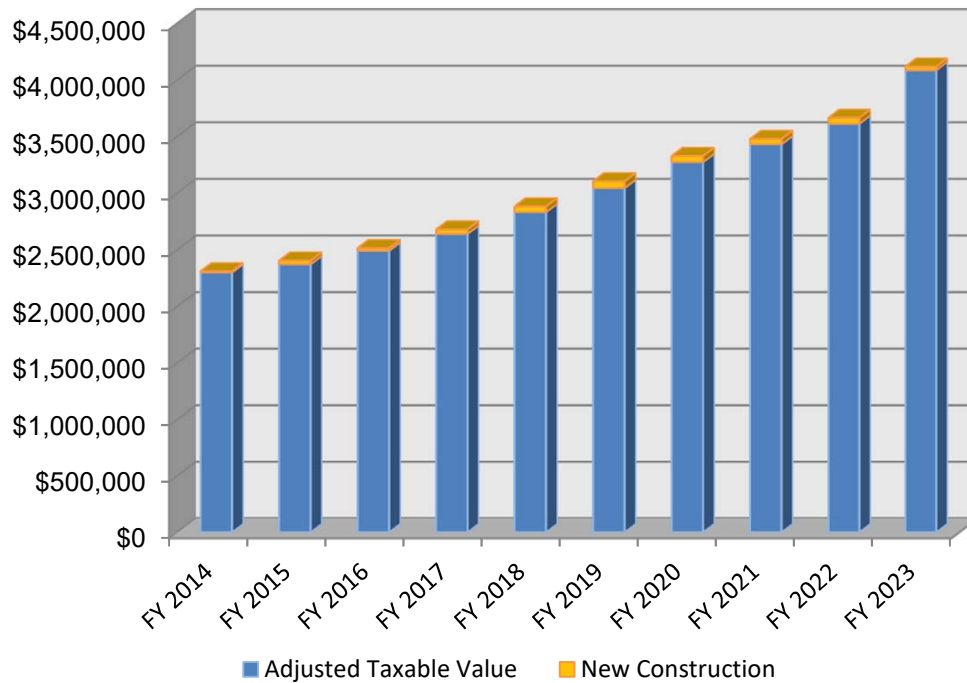
Fiscal Year	Gross Taxable Original Value (DR 420)	Millage Rate	Ad Valorem Revenue Original Budget	Transfer to CRA Original Budget
FY 2014	\$2,309,178,922	3.1969	\$7,087,000	\$462,249
FY 2015	\$2,403,601,442	3.1969	\$7,377,000	\$454,299
FY 2016	\$2,514,217,625	3.1969	\$7,716,200	\$468,678
FY 2017	\$2,678,944,043	3.1969	\$8,224,800	\$502,566
FY 2018	\$2,882,634,481	3.1969	\$8,847,000	\$575,000
FY 2019	\$3,104,695,310	3.1969	\$9,527,820	\$612,534
FY 2020	\$3,328,401,238	3.4337	\$10,971,580	\$749,331
FY 2021	\$3,478,861,006	3.4337	\$11,467,550	\$840,055
FY 2022	\$3,665,247,247	3.9500	\$13,898,620	\$1,038,065
FY 2023	\$4,117,493,204	3.9500	\$15,613,535	\$1,176,535



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 2014	\$2,299,288	\$9,891	\$2,309,179
FY 2015	\$2,370,801	\$32,800	\$2,403,601
FY 2016	\$2,490,322	\$23,895	\$2,514,217
FY 2017	\$2,640,586	\$38,358	\$2,678,944
FY 2018	\$2,832,084	\$50,550	\$2,882,634
FY 2019	\$3,044,608	\$60,087	\$3,104,695
FY 2020	\$3,274,232	\$54,169	\$3,328,401
FY 2021	\$3,432,101	\$46,760	\$3,478,861
FY 2022	\$3,612,657	\$52,590	\$3,665,247
FY 2023	\$4,085,975	\$31,518	\$4,117,493

Gross Taxable Value (in thousands)



City of Punta Gorda, FL
Analysis of Estimated Taxable Value and Tax Revenues
FY 2022 compared to FY 2023

	DR 420		DR 420
	Original Budget	Recapitulation	Original Budget
	FY 2022	Final FY 2022	FY 2023
Current Year Adjusted Taxable Value	\$ 3,612,656,794	\$ 3,609,122,589	\$ 4,085,974,967
Prior Year Final Gross Taxable Value	\$ 3,483,430,722	\$ 3,483,430,722	\$ 3,661,713,042
Estimated Incr/(Decr) (without new construction/annex)	\$ 129,226,072	\$ 125,691,867	\$ 424,261,925
Percent Incr/(-)Decr (without new construction/annex)	3.71%	3.61%	11.59%
Net New Taxable Value of New Construction/Annex	\$ 52,590,453	\$ 52,590,453	\$ 31,518,237
Total Estimated Current Year Taxable Value	\$ 3,665,247,247	\$ 3,661,713,042	\$ 4,117,493,204
Net Incr/(Decr) from Prior Year Final Gross Taxable Value	\$ 181,816,525	\$ 178,282,320	\$ 455,780,162
Net Percent Incr/(-)Decr from Prior Year Final Gross Taxable Value	5.22%	5.12%	12.45%
	FY 2022	FY 2022	FY 2023
Taxable Value	\$ 3,665,247,247	\$ 3,661,713,042	\$ 4,117,493,204
	x 96.0%	x 96.1%	x 96.0%
Budget Value of a Mill	\$ 3,518,637	\$ 3,518,540	\$ 3,952,793
Operating Mills	3.9500	3.9500	3.9500
Revenue from Base Properties	\$ 13,699,195	\$ 13,699,010	\$ 15,494,017
Revenue from New Construction	\$ 199,425	\$ 199,610	\$ 119,518
Total Estimated Ad Valorem Tax Revenue	\$ 13,898,620	\$ 13,898,620	\$ 15,613,535

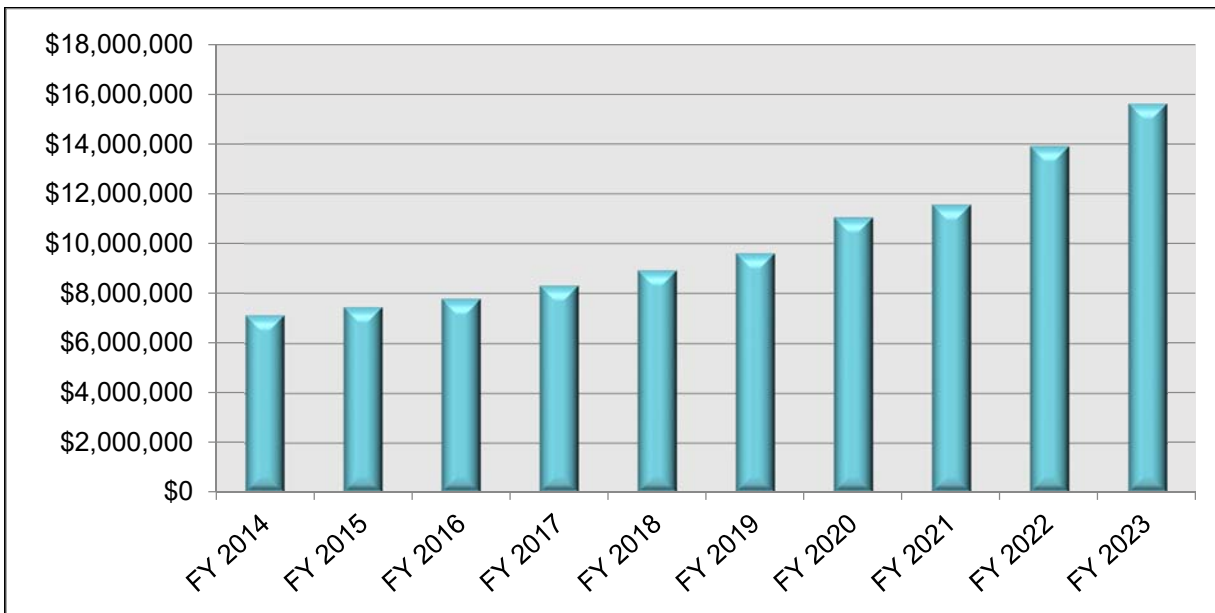
Calculation of City Ad Valorem Tax on various assessed values:

	Non-Homestead		
	Homestead Single Family	Vacant Land	Commercial
Assessed Value	\$300,000	\$500,000	\$1,000,000
Less Homestead Exemption	\$50,000	\$50,000	\$0
Net Taxable Value	\$250,000	\$450,000	\$1,000,000
City Millage Rate	3.9500	3.9500	3.9500
City Ad Valorem Tax FY 2023	\$988	\$1,778	\$3,950

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

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

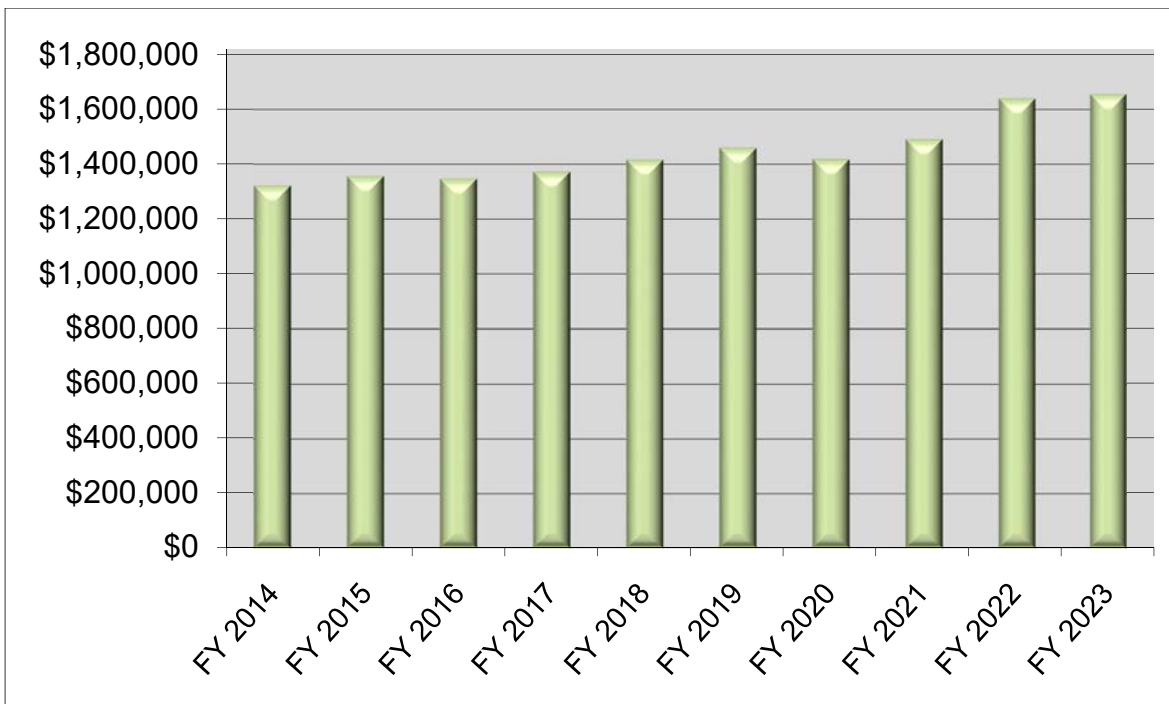
Fiscal Year	Revenue	Percentage Change
FY 2014	\$7,113,559	-0.18%
FY 2015	\$7,443,084	4.63%
FY 2016	\$7,762,136	4.29%
FY 2017	\$8,288,276	6.78%
FY 2018	\$8,898,730	7.37%
FY 2019	\$9,590,484	7.77%
FY 2020	\$11,032,152	15.03%
FY 2021	\$11,538,370	4.59%
FY 2022	\$13,898,620	20.46%
FY 2023	\$15,613,535	12.34%



**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.

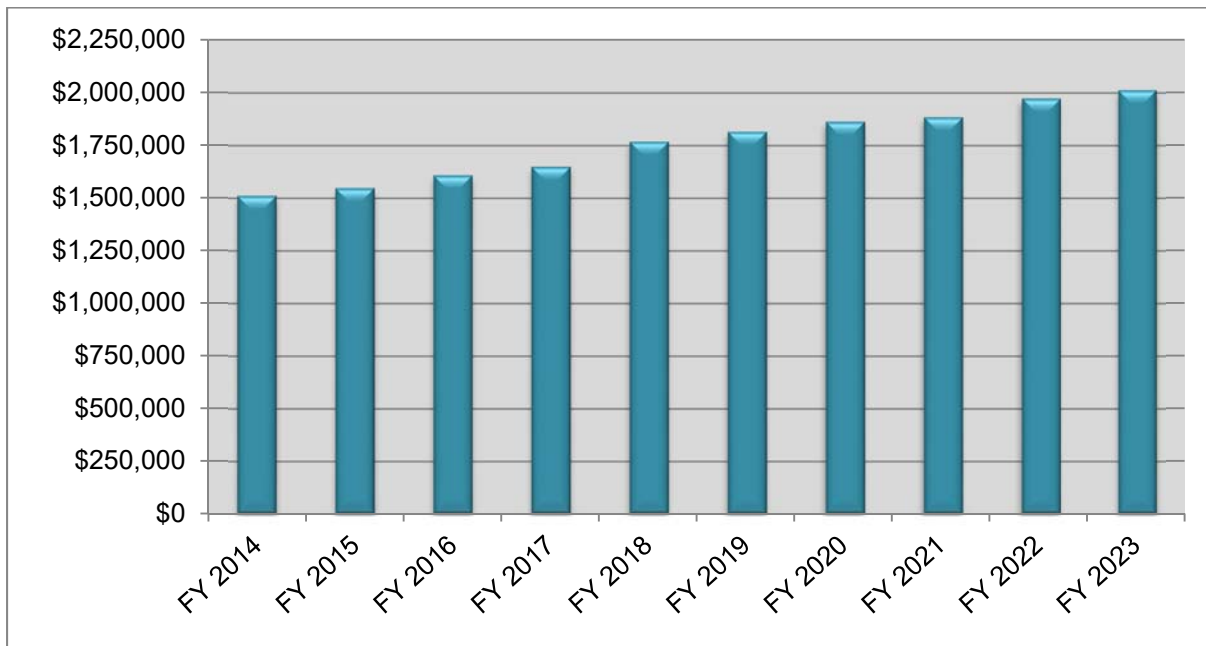
Fiscal Year	Revenue	Percentage Change
FY 2014	\$1,322,464	10.34%
FY 2015	\$1,356,841	2.60%
FY 2016	\$1,347,826	-0.66%
FY 2017	\$1,372,943	1.86%
FY 2018	\$1,416,320	3.16%
FY 2019	\$1,459,808	3.07%
FY 2020	\$1,418,507	-2.83%
FY 2021	\$1,490,578	5.08%
FY 2022	\$1,639,195	9.97%
FY 2023	\$1,655,585	1.00%



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

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

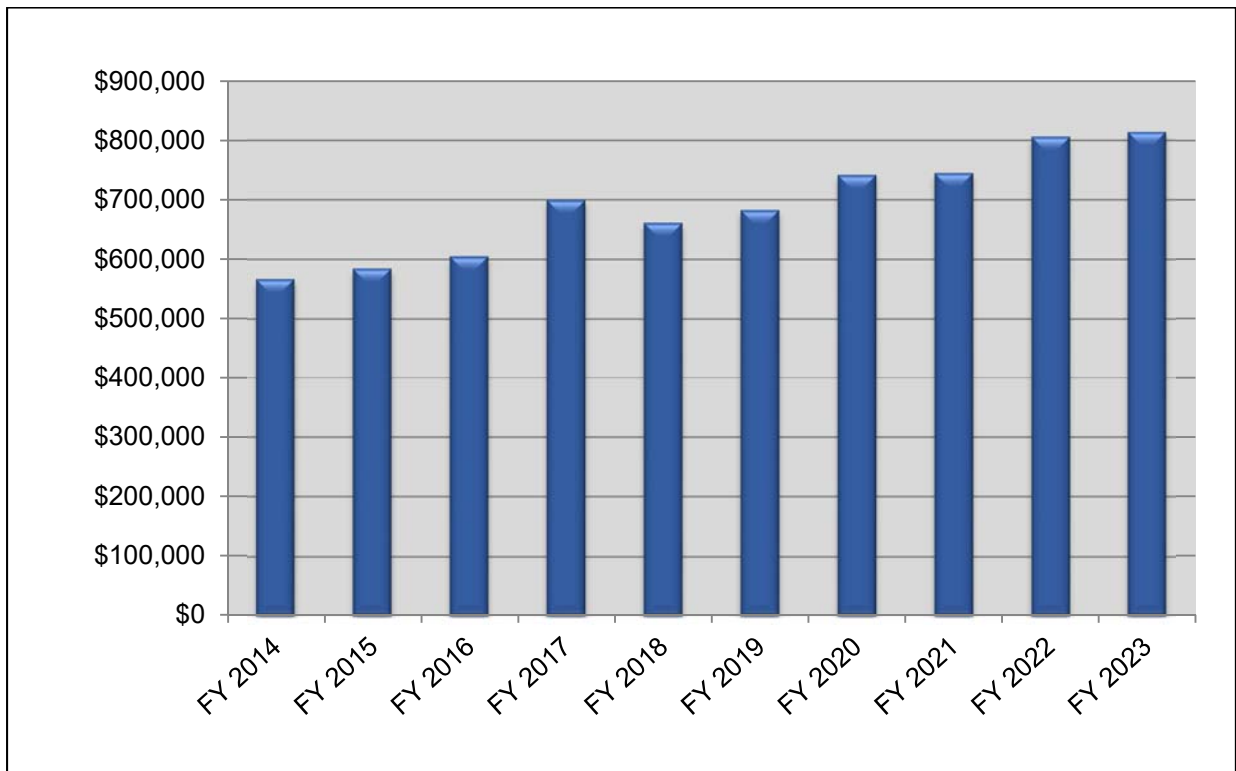
Fiscal Year	Revenue	Percentage Change
FY 2014	\$1,510,856	11.20%
FY 2015	\$1,547,257	2.41%
FY 2016	\$1,608,098	3.93%
FY 2017	\$1,649,461	2.57%
FY 2018	\$1,767,613	7.16%
FY 2019	\$1,814,887	2.67%
FY 2020	\$1,861,647	2.58%
FY 2021	\$1,883,282	1.16%
FY 2022	\$1,972,100	4.72%
FY 2023	\$2,011,540	2.00%



**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.

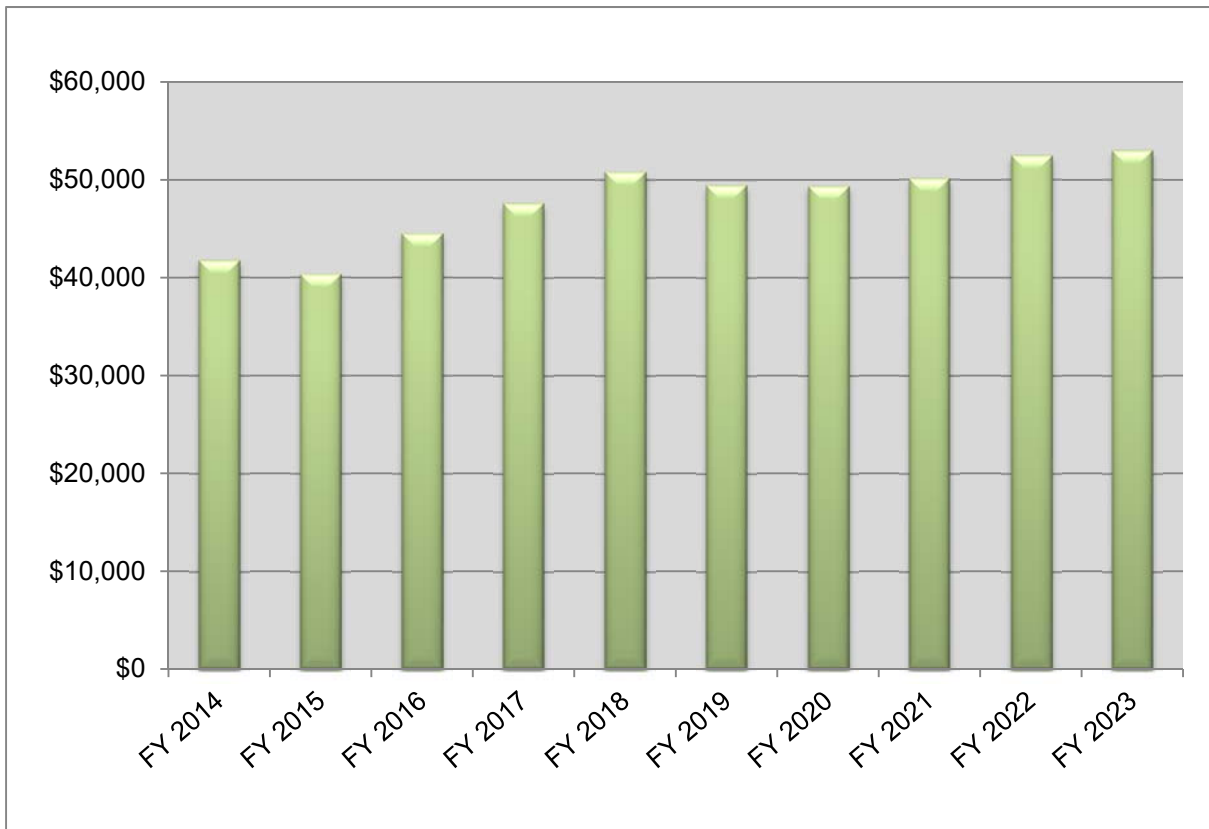
Fiscal Year	Revenues	Percentage Change
FY 2014	\$566,320	0.80%
FY 2015	\$584,089	3.14%
FY 2016	\$604,273	3.46%
FY 2017	\$699,241	15.72%
FY 2018	\$660,832	-5.49%
FY 2019	\$682,069	3.21%
FY 2020	\$741,227	8.67%
FY 2021	\$744,363	0.42%
FY 2022	\$805,570	8.22%
FY 2023	\$813,625	1.00%



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

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

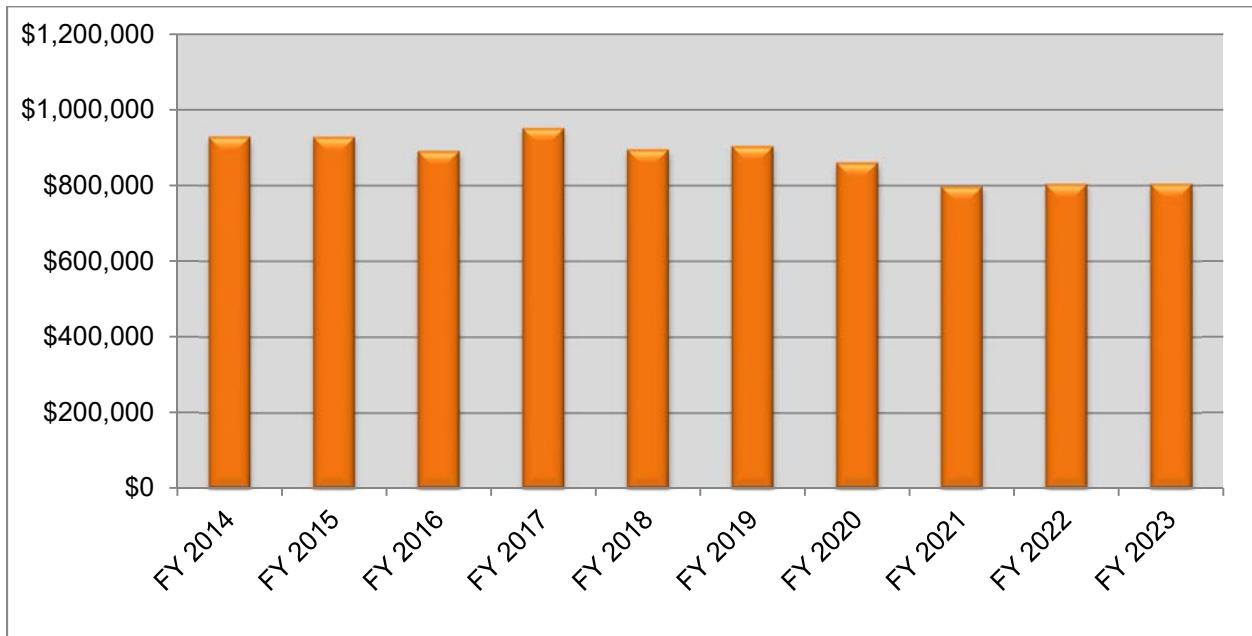
Fiscal Year	Revenue	Percentage Change
FY 2014	\$41,734	9.41%
FY 2015	\$40,329	-3.37%
FY 2016	\$44,458	10.24%
FY 2017	\$47,621	7.12%
FY 2018	\$50,792	6.66%
FY 2019	\$49,454	-2.63%
FY 2020	\$49,341	-0.23%
FY 2021	\$50,096	1.53%
FY 2022	\$52,460	4.72%
FY 2023	\$52,985	1.00%



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

The Communications Service Tax applies to telecommunications, cable, direct to home satellite, and related services, provided to customers within the city limits. The definition includes voice, data, audio, video or other information or signals, including cable services, transmitted by any medium. The state of Florida’s combined rate is 7.44%, which consist of 2.52% for the gross receipts and 4.92% for state tax. Direct-to-home satellite service is 2.37% for the gross receipts and 9.07% for state tax. The City’s specific tax rate has been 5.22% since October 1, 2002. There is also a county surtax conversion rate of 0.60% that is charged and remitted directly to the county. This revenue continues to see fluctuations year to year based on bundling packages from providers. Projections are developed based on current state distributions.

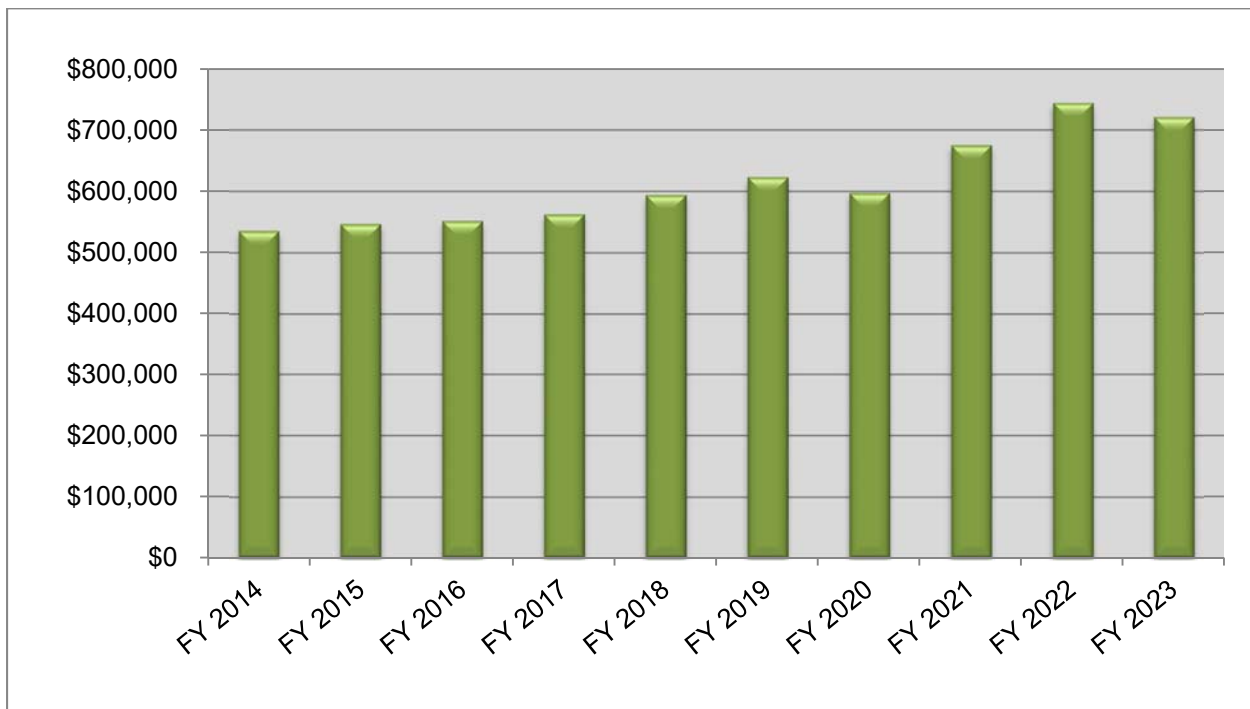
Fiscal Year	Revenue	Percentage Change
FY 2014	\$ 928,610	-8.38%
FY 2015	\$ 927,585	-0.11%
FY 2016	\$ 890,406	-4.01%
FY 2017	\$ 951,510	6.86%
FY 2018	\$ 894,860	-5.95%
FY 2019	\$ 903,485	0.96%
FY 2020	\$ 859,895	-4.82%
FY 2021	\$ 797,269	-7.28%
FY 2022	\$ 804,400	0.89%
FY 2023	\$ 804,400	0.00%



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

The Revenue Sharing Trust Fund currently receives 1.3653% of net sales and use tax collections and the net collections from the one-cent municipal fuel tax. An allocation formula serves as the basis for distribution to each municipality that meets strict eligibility requirements. Municipalities must use the funds derived from the one-cent municipal fuel tax (22.06%) for transportation-related expenditures. City budgeted approximately 95% of State estimates from August.

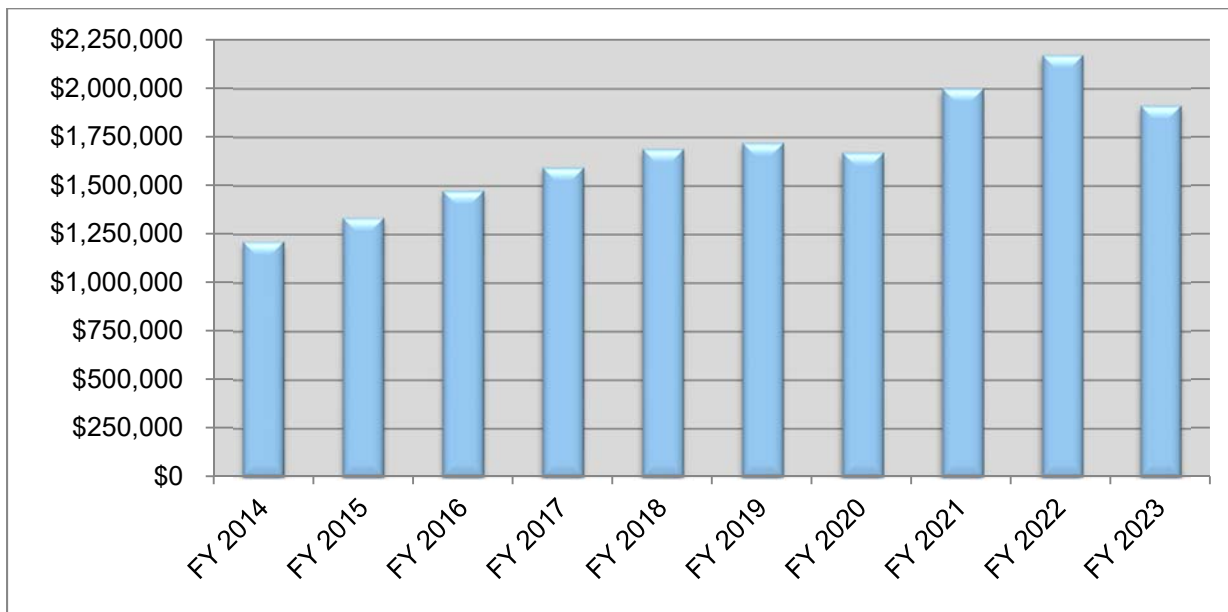
Fiscal Year	Revenue Sharing	Percentage Change
FY 2014	\$535,203	1.30%
FY 2015	\$546,498	2.11%
FY 2016	\$551,672	0.95%
FY 2017	\$562,413	1.95%
FY 2018	\$593,673	5.56%
FY 2019	\$622,731	4.89%
FY 2020	\$597,262	-4.09%
FY 2021	\$674,661	12.96%
FY 2022	\$743,940	10.27%
FY 2023	\$720,635	-3.13%



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

The six-percent sales tax is the main revenue source for the State of Florida. The state distribution to the Local Government Half-Cent Sales Tax Clearing Trust Fund is 8.9744%. This program's primary purpose is to provide relief from ad valorem taxes and provide revenues for local programs. The distribution formula is stated in Chapter 212, FL statutes. The formula uses a weighted population factor. The city's share of the state distribution to Charlotte County is determined by dividing the city population by the total county population and two thirds of the city's population. The City of Punta Gorda will receive 9.69% and Charlotte County will receive 90.31% of the monthly distribution from the state. City budgeted approximately 95% of State estimates from August.

Fiscal Year	Revenue	Percentage Change
FY 2014	\$1,212,049	7.35%
FY 2015	\$1,335,030	10.15%
FY 2016	\$1,473,400	10.36%
FY 2017	\$1,593,303	8.14%
FY 2018	\$1,688,864	6.00%
FY 2019	\$1,720,452	1.87%
FY 2020	\$1,670,760	-2.89%
FY 2021	\$2,001,045	19.77%
FY 2022	\$2,172,165	8.55%
FY 2023	\$1,911,695	-11.99%



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
GENERAL FUND**

REVENUE

ACCOUNT DESCRIPTION		ACTUAL 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
10-00	CURRENT AD VALOREM TAXES	11,032,152	11,538,370	13,898,620	13,898,620	15,613,535
10-00	ELECTRICITY UTILITY TAX	1,861,647	1,883,282	1,898,050	1,972,100	2,011,540
30-00	WATER UTILITY TAX	741,227	744,363	698,920	805,570	813,625
80-00	BOTTLED GAS UTILITY TAX	49,341	50,096	49,470	52,460	52,985
10-99	COMMUNICATION SERVICE TAX	859,895	797,269	792,000	804,400	804,400
01-00	OCCUPATIONAL LICENSES	98,636	97,697	99,300	99,300	100,295
01-01	PENALTIES	2,078	2,472	2,250	2,400	2,250
01-02	TRANSFERS	256	231	250	150	150
	TAXES	14,645,232	15,113,780	17,438,860	17,635,000	19,398,780
10-00	FLORIDA POWER FRANCHISE	1,418,507	1,490,578	1,475,000	1,639,195	1,655,585
40-00	PEOPLES GAS FRANCHISE FEE	21,843	26,155	22,725	26,155	26,155
01-00	SIGN PERMITS	6,200	6,300	4,900	5,975	5,975
02-00	RIGHTS OF WAY PERMITS	13,503	16,438	3,000	200	3,000
04-00	FIRE PREVENTION PERMITS	18,953	18,218	18,095	21,585	21,585
	PERMITS,FEES & SPEC ASSMT	1,479,006	1,557,689	1,523,720	1,693,110	1,712,300
10-01	CARES ACT GRANT	33,805	32,227	0	0	0
20-02	FDLE BYRNE GRANT	24,118	21,540	0	21,220	0
20-03	FDLE IDENTITY THEFT GRANT	1,455	0	0	0	0
20-04	BULLETPROOF VEST PROGRAM	3,360	440	0	0	0
20-05	FEMA - FIRE PREVENTION	0	0	0	0	445,255
20-07	US DEPT OF JUSTICE	57,847	42,647	0	102,035	0
49-07	NATL HWY TRAFFIC SAFETY ADM	0	17,744	0	0	0
49-03	FL BOATING IMPROVMNT GRANT	0	0	0	0	30,000
12-99	STATE REVENUE SHARING	597,262	674,661	743,940	743,940	720,635
14-00	MOBILE HOME LICENSES	17,366	21,153	17,675	20,040	20,040
15-00	ALCOHOLIC BEVERAGE LICENS	21,743	22,526	18,300	22,600	22,600
18-00	LOCAL GOVT SALES TAX	1,670,760	2,001,045	1,894,665	2,172,165	1,911,695
23-00	FIREFIGHTER SUPPLMTL COMP	5,602	5,540	6,240	6,240	6,240
49-01	MOTOR FUEL TAX REBATE	24,156	24,471	23,120	23,890	23,890
21-00	MARINE ADVISORY BD-WCIND	95,079	0	0	0	52,325
22-00	MARINE ADV BD BOATER IMPR	0	7,913	0	101,835	0
20-00	COUNTY OCCUP LICENSES	1,641	1,700	1,690	625	1,500
01-00	HOUSING AUTH - P I L O T	10,831	12,577	10,500	10,500	10,500
	INTERGOVERNMENTAL REVENUE	2,565,025	2,886,184	2,716,130	3,225,090	3,244,680
30-01	PROC CONTRACT ADMIN FEE	19,038	25,957	25,000	20,730	20,730
90-01	ENGINEERING VARIANCE FEES	10,800	10,800	4,000	4,500	4,000
90-02	PLANNING & ZONING FEES	31,400	26,900	25,255	25,255	25,760
90-03	SALE OF PUBLICATIONS/MAPS	0	0	0	30	0
90-05	POLICE DEPT	2,111	758	2,000	750	750
90-06	LIEN SEARCH FEES	35,008	46,027	35,000	45,820	35,000
50-11	RIGHT OF WAY REINSPECTION	25	150	0	1,060	0
89-00	DISTRESSED PROPERTY REIMB	1,128	1,090	700	4,780	700
90-00	LOT MOWING FEES	305,025	294,203	306,260	306,260	330,280
91-00	LIEN INTEREST	1,100	754	1,000	4,510	1,000
40-01	EVENT APPLICATION FEE	2,275	4,375	4,590	3,825	3,825
01-00	RETURNED CHECK CHARGE	70	0	0	0	0
	CHARGES FOR SERVICES	407,980	411,014	403,805	417,520	422,045
10-00	FINES & FORFEITURES	11,542	16,650	12,240	10,860	10,860
30-00	POLICE EDUCATION	1,001	1,033	1,020	675	675
02-00	FINES - CODE ENFORCEMENT	15,241	78,614	2,500	2,500	2,500
02-01	CODE CITATIONS	0	2,100	0	1,600	0
03-00	FALSE ALARMS - POLICE	3,650	1,750	1,500	5,750	1,500
04-00	FALSE ALARMS - FIRE	300	50	200	200	200
06-00	PARKING VIOLATIONS	4,500	6,075	4,500	4,500	4,500
	FINES & FORFEITS	36,234	106,272	21,960	26,085	20,235

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
GENERAL FUND**

REVENUE

ACCOUNT DESCRIPTION		ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
10-00	INTEREST ON INVESTMENTS	95,251	12,622	15,000	30,925	45,600
00-00	RENTAL INCOME	102,201	100,036	100,895	102,465	103,490
20-01	RENT - GILCHRIST PARK	5,900	17,550	8,000	12,000	10,000
20-02	RENT - LAISHLEY PARK	9,330	9,320	10,200	17,805	14,000
20-03	RENT - PONCE DE LEON PARK	1,610	1,389	1,600	2,200	1,800
41-00	SURPLUS FURN, FIXT, EQPT	29,315	26,735	3,000	4,825	3,000
90-00	OTHER SCRAP OR SURPLUS	367	252	400	400	400
30-00	FOR POLICE DEPARTMENT	4,646	3,037	0	1,745	0
31-00	FIRE DEPARTMENT	475	450	0	75	0
32-00	URBAN DESIGN	1,600	10,043	0	11,630	0
30-00	REFUND OF PRIOR YR EXPEND	0	1,121	0	0	0
40-04	ADMIN CHGS P G I CANAL	127,175	140,060	141,650	141,650	196,160
40-05	ADMIN CHGS B S I CANAL	11,865	15,945	15,945	15,945	21,350
40-11	ADMIN CHGS CRA	14,935	15,000	15,450	15,450	15,915
40-15	ADMIN CHGS SIX CT GAS TAX	70,555	79,115	80,310	80,310	99,590
40-16	CHAR HBR NATL ESTUARY PRG	89,890	97,775	102,640	102,640	0
40-26	ADMIN CHGS UTIL O M & R	2,226,435	2,207,445	2,264,670	2,264,670	2,436,570
40-50	ADMIN CHGS REFUSE COLLECT	392,100	410,360	396,960	396,960	408,780
40-51	ADMIN CHGS BUILDING FUND	103,755	152,625	150,470	150,470	187,695
40-53	ADMIN CHGS MARINA	35,900	34,100	37,160	37,160	38,275
47-00	REIMB-CHARL CO SCHOOL BD	387,612	393,313	400,575	402,130	414,195
48-00	REIMBURSEMENT FROM COUNTY	24,000	24,720	24,720	25,460	26,225
70-02	LAW ENFORCEMENT TRUST	0	42,423	0	1,000	0
70-16	CANINE PROGRAM	7,500	800	0	31,300	0
70-18	INSURANCE RECOVERY	70,698	47,310	0	90,930	0
70-21	VOLUNTEERS IN POLICING	20,000	0	0	0	0
70-22	VOLUNTEER FIREMEN	0	200	0	200	0
70-42	P G P D JAMMERS	1,537	433	0	250	0
70-50	DEFINED CONTRIB REFUNDS	6,002	13,008	0	13,070	0
90-00	MISCELLANEOUS REVENUE	22,320	49,918	20,000	20,000	20,000
	MISCELLANEOUS REVENUE	3,862,974	3,907,105	3,789,645	3,973,665	4,043,045
13-00	SPECIAL USE FUND	56,415	123,453	0	174,760	744,055
19-00	1% LOCAL OPTION SALES TAX	90,000	90,000	0	0	0
50-22	BUCKLEY'S PASS	165,096	288,555	280,675	280,675	0
	TRANSFER FROM OTHER FUNDS	311,511	502,008	280,675	455,435	744,055
10-01	LINE OF CREDIT	0	0	0	7,825,150	0
	DEBT PROCEEDS	0	0	0	7,825,150	0
90-01	PROJ CARRYOVER-BEGINNING	2,384,774	3,448,229	0	199,710	0
90-02	PRIOR YEAR ENCUMBRANCES	244,129	258,856	0	527,003	0
90-03	UNRESERVED FUND BALANCE	2,089,460	2,280,000	2,667,000	2,667,000	3,905,300
90-05	PRIOR YR RE-APPROPRIATION	707,733	643,652	0	1,074,152	0
90-13	BEG RESERVE-FLEET/EQPT	662,000	733,000	45,000	118,012	260,000
90-14	FUTURE YEAR BUDGET	438,956	480,000	3,301,472	3,865,952	4,542,919
	BEGINNING RESERVES	6,527,052	7,843,737	6,013,472	8,451,829	8,708,219
		29,835,014	32,327,789	32,188,267	43,702,884	38,293,359



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**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
GENERAL FUND SUMMARY**

Operating Budget

Expenditure Category/ Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	14,857,108	15,412,414	16,669,385	16,109,835	19,251,600
Operating	4,763,342	4,935,416	5,435,985	6,718,462	6,150,270
Capital Outlay	543,924	604,000	868,010	2,150,480	1,045,030
Fleet/Equip-Reserve Funding	0	0	215,000	0	156,705
Debt Service	0	0	0	0	0
Contingency	0	0	15,000	6,725	15,000
Operating Transfers	1,826,903	2,924,130	2,174,065	10,009,163	2,966,535
Reserve-Carryover & Reappr	902,508	1,601,155	0	0	0
Reserve-Fleet/Equip	1,213,000	118,012	45,000	260,000	260,000
Reserve-Future Years' Bdgt	0	3,769,691	4,098,822	4,997,619	4,542,919
Projected Carryover-End	5,728,229	2,962,971	2,667,000	3,450,600	3,905,300
Total	29,835,014	32,327,789	32,188,267	43,702,884	38,293,359

Position Summary

DEPARTMENT	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
City Council *	5	5	5	5	5
Administration	10	11	11	11	13
Finance	16	16	16	16	17
Public Works	33.5	33.5	37	37	39
Police	56	56	58	58	60
Fire	30	30	32	32	39
Urban Design	11	12	12	12	14
	161.5	163.5	171	171	187

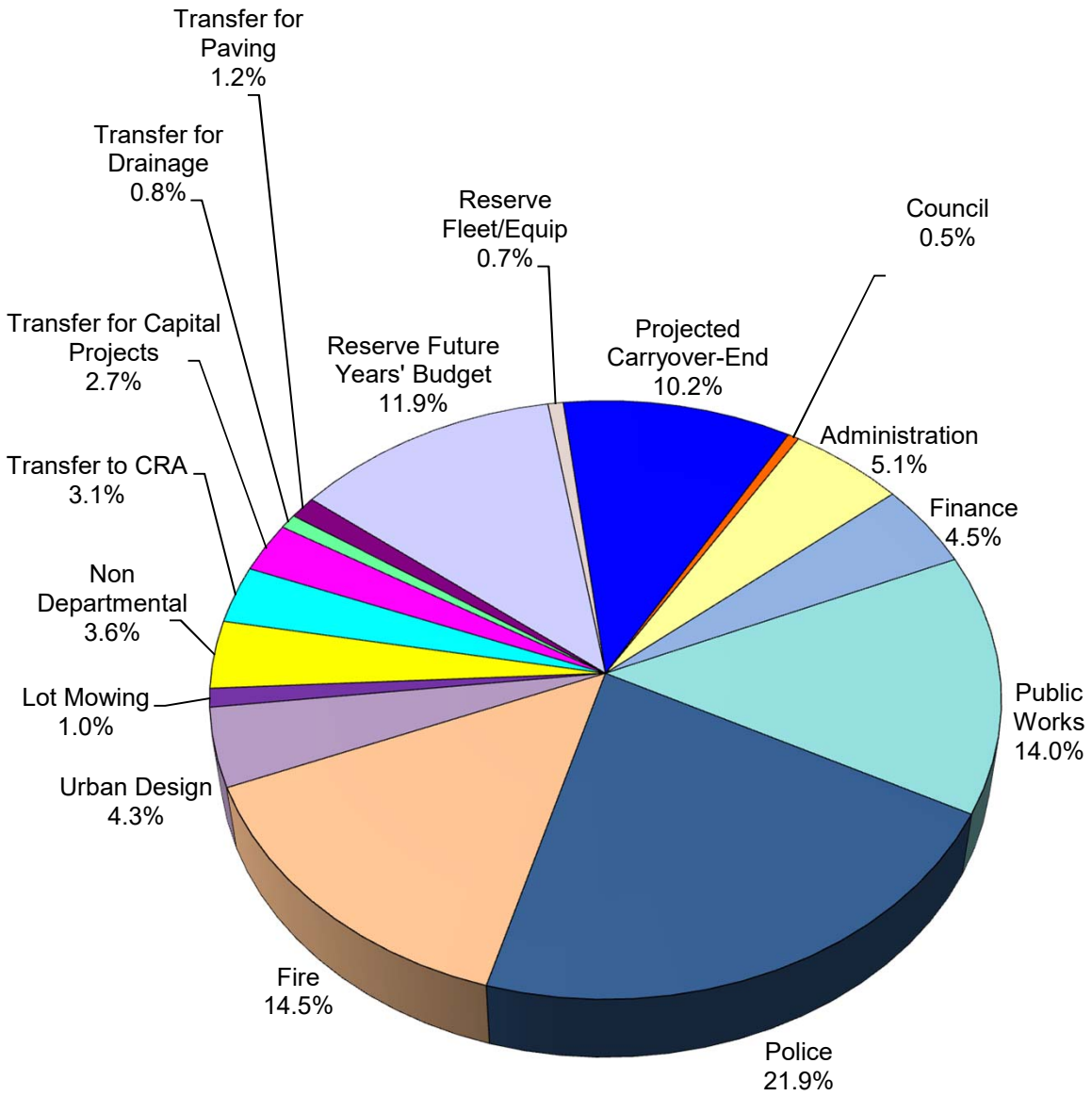
* General Fund employee count includes 5 City Council members as 5 FTEs

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
GENERAL FUND**

DEPARTMENTAL SUMMARY

ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
CITY COUNCIL	115,377	118,391	136,555	148,960	192,540
CITY MANAGER	445,375	480,473	507,825	589,785	541,535
HUMAN RESOURCES	351,451	297,080	398,475	351,695	498,650
CITY CLERK	560,843	542,596	606,560	621,705	684,380
LEGAL COUNSEL	280,745	346,344	280,985	359,820	247,190
ADMINISTRATION	1,638,414	1,666,493	1,793,845	1,923,005	1,971,755
FINANCE	910,446	932,927	1,023,455	1,029,520	1,017,405
PROCUREMENT	574,122	591,261	628,250	618,415	711,830
FINANCE	1,484,568	1,524,188	1,651,705	1,647,935	1,729,235
PUBLIC WKS ADMINISTRATION	350,041	365,263	461,495	463,240	408,385
ENGINEERING	541,583	558,510	538,745	549,095	580,385
FACILITIES MAINTENANCE	894,011	923,117	1,049,555	1,583,435	1,331,830
RIGHT OF WAY MAINT DIV	1,171,900	1,027,098	1,230,765	1,156,750	1,320,730
PARKS & GROUNDS MAINT	1,522,839	1,574,380	1,712,240	1,791,915	1,729,955
PUBLIC WORKS	4,480,374	4,448,368	4,992,800	5,544,435	5,371,285
POLICE	6,664,275	7,218,745	7,877,130	8,221,985	8,395,305
FIRE	4,143,739	4,396,628	4,830,045	5,198,930	5,542,610
URBAN DESIGN	672,460	709,859	671,995	812,450	919,935
ZONING & CODE COMPLIANCE	527,174	532,932	585,130	654,965	713,895
URBAN DESIGN	1,199,634	1,242,791	1,257,125	1,467,415	1,633,830
LOT MOWING	276,905	258,624	329,425	429,425	384,675
OTHER NON-DEPARTMENTAL	161,088	77,602	334,750	403,412	1,397,370
TRANSFER TO PGI CANAL MAINT DIST.	0	0	0	7,825,150	0
TRANSFER TO CRA	750,208	838,628	1,038,065	1,033,013	1,176,535
TRANSFER FOR CAPITAL PROJECTS	317,695	1,326,502	477,000	492,000	1,031,000
TRANSFER FOR DRAINAGE	300,000	300,000	200,000	200,000	300,000
TRANSFER FOR PAVING	459,000	459,000	459,000	459,000	459,000
RESERVE-CARRYOVERS & REAPPROP.	902,508	1,601,155	0	0	0
RESERVE-FLEET/EQUIP	733,000	118,012	45,000	260,000	260,000
RESERVE-FUTURE YEARS' BUDGET	862,590	3,769,691	4,098,822	4,997,619	4,542,919
PROJECTED CARRYOVER-END	5,345,639	2,962,971	2,667,000	3,450,600	3,905,300
NON-DEPARTMENTAL	10,108,633	11,712,185	9,649,062	19,550,219	13,456,799
	29,835,014	32,327,789	32,188,267	43,702,884	38,293,359

General Fund by Functions FY 2023 - \$38,293,359



**CITY OF PUNTA GORDA
BUDGET FY 2023
GENERAL FUND**

ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
<u>PERSONNEL SERVICES</u>					
EXECUTIVE SALARIES	2,102,263	2,110,222	2,336,210	2,338,725	2,296,545
REGULAR SALARIES & WAGES	4,113,180	4,117,366	4,474,755	4,245,745	4,732,760
WAGES - UNION	3,214,885	3,411,563	3,755,265	3,588,115	4,214,420
SPECIAL DETAIL	-72,760	-58,644	-90,000	-156,800	-90,000
PAY PLAN CHANGES	0	0	25,000	25,000	1,137,915
TEMPORARY EMPLOYEE WAGES	7,588	11,953	2,000	5,600	2,000
OVERTIME PAY	94,924	118,942	104,290	169,000	116,125
OVERTIME PAY - UNION	536,137	667,004	580,510	641,500	633,240
F I C A TAXES	725,780	753,100	810,330	793,655	868,625
RETIREMENT CONTRIBUTION	879,193	829,965	809,910	809,910	825,485
RETIREMT-POLICE OFFICERS	499,503	562,748	526,625	526,625	491,880
RETIREMENT-FIREFIGHTERS	318,946	335,930	345,290	362,030	381,380
RETIREMT-DEFINED CONTRIB	104,277	100,470	213,000	161,720	264,370
EMPLOYEE HLTH & LIFE INS	1,665,235	1,700,096	1,887,010	1,827,025	2,316,065
COBRA, RETIREE, H A INSUR	2,582	2,564	0	0	0
DEP HLTH + EMPL PD LIFE	452,893	480,924	581,310	546,575	798,810
WORKMEN'S COMP PREMIUMS	205,074	265,112	292,880	210,410	246,980
UNEMPLOYMENT COMPENSATION	7,408	3,099	15,000	15,000	15,000
PERSONNEL SERVICES	14,857,108	15,412,414	16,669,385	16,109,835	19,251,600
<u>OPERATING EXPENSES</u>					
PROFESSIONAL SERVICES	116,539	60,963	64,355	76,730	63,520
CONTINGENT LEGAL SERVICES	213,604	290,880	175,050	305,050	180,300
SOFTWARE/PROGRAMMING	0	6,519	0	0	0
SETTLEMENT COSTS	0	0	0	143,655	0
EMPLOYEE TESTING	39,401	40,331	50,530	53,515	50,855
VETERINARY SERVICES	2,030	2,312	4,930	4,930	7,975
RECRUITMENT	7,417	0	0	0	0
RATE STUDY/IMPACT FEE	9,200	0	0	0	0
ACCOUNTING & AUDITING	15,342	15,679	17,510	17,510	18,035
CONTRACTUAL SERVICES	424,534	418,933	501,280	622,430	535,585
TREES	4,110	794	7,000	7,000	8,000
CONTRACT SVCS-LOT MOWING	276,905	258,624	329,425	429,425	384,675
SERVICE DREDGING	0	0	0	2,065	0
COMPREHENSIVE PLANNING	57,424	133,443	0	174,765	150,000
PEST CONTROL	7,446	5,195	7,500	7,500	7,725
JANITORIAL	67,947	72,357	72,930	83,300	83,300
PAINTING	13,702	11,596	40,000	40,000	29,000
AIR CONDITIONING	24,013	34,122	50,000	50,000	58,000
FENCING	0	13,317	12,000	12,000	20,000
MANGROVE TRIMMING	53,819	55,001	55,000	55,000	55,000
EXOTIC TREE REMOVAL	48,599	10,324	25,000	25,000	25,000
DISTRESS PROPERTIES MAINT	2,955	1,620	8,000	64,520	8,000
TRAVEL & PER DIEM	23,348	14,099	61,270	59,800	83,460
COMMUNICATIONS SERVICES	103,787	105,679	123,150	127,710	132,365
POSTAGE & EXPRESS CHARGES	15,489	11,292	17,030	17,030	17,575
ELECTRICITY	137,809	154,541	178,275	194,000	198,540
WATER & SEWER	269,822	260,253	247,200	256,095	261,220

**CITY OF PUNTA GORDA
BUDGET FY 2023
GENERAL FUND**

ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
<u>OPERATING EXPENSES (continued)</u>					
WATER/SEWER P R W CTR WNS	2,431	2,064	2,575	2,575	2,575
COPYING EQUIPMENT	5,163	5,843	6,910	6,910	7,715
EQUIPMENT LEASES	30,431	38,518	58,425	66,665	61,125
VEHICLES - RENTAL & LEASE	614	5,480	7,420	7,420	6,670
CLOTHING & UNIFORMS	2,362	2,344	2,800	2,800	2,905
RENT EXPENSE	0	0	0	30,620	66,420
RIGHT-OF-WAY (R/R X'ING)	0	0	810	810	810
FIRE/GENERAL LIAB INSUR	358,163	448,893	466,370	487,320	511,715
REPAIR & MAINTENANCE SVCS	52,827	43,135	76,955	122,260	85,420
REPAIR/MAINT BUILDINGS	115,282	115,312	174,720	175,655	156,960
R&M AUTOS/TRUCKS FLEET	178,241	147,773	187,500	199,285	200,605
REPAIR/MNT EQUIP FLEET	6,923	1,470	7,015	11,760	7,515
REPAIR/MNT VEH & EQP DEPT	28,388	15,875	41,555	41,555	45,850
PRINTING & BINDING	220	421	1,050	1,050	1,080
PROMOTIONAL ACTIVITIES	1,359	1,073	6,605	8,105	6,690
MEMBERSHIP - C H E C	8,500	8,500	15,000	15,000	20,000
MEMBERSHIP - CHAR HBR NEP	5,000	5,000	5,000	5,000	5,000
BUSINESS DEVELOPMENT	0	0	0	57,000	0
CONTRIB - UNITED WAY	27,500	27,500	27,500	27,500	27,500
LEGAL ADVERTISING	13,626	10,609	13,720	13,720	14,130
ELECTION EXPENSES	34,335	0	45,000	45,000	46,350
VOLUNTEER FIREMEN	4,465	3,269	7,395	12,575	7,540
COMPUTER OVERHEAD	1,257,290	1,308,615	1,445,990	1,458,520	1,511,655
BAD DEBT EXPENSE	0	2,451	0	0	0
LANDFILL FEES	9,878	16,867	18,000	9,000	18,000
RECORDING FEES	0	0	100	100	105
CREDIT CARD CHARGES/FEES	502	430	0	0	0
OFFICE SUPPLIES	24,913	29,283	27,985	36,225	30,330
GASOLINE, OIL, LUBRICANTS	138,571	162,800	161,220	228,360	284,320
FIRE PREVENTION SUPPLIES	2,273	1,554	1,615	4,565	1,660
PRE-EMPLOYMENT COSTS	5,389	6,695	6,580	14,130	6,675
HOLIDAY DECORATIONS	4,986	15,304	30,000	32,260	30,000
RECORDS RETENTION SUPPL	0	0	2,530	2,530	3,750
DEPT MATERIALS & SUPPLIES	220,928	295,422	212,395	239,435	245,090
SAFETY SUPPLIES	32,522	11,831	24,375	39,390	22,745
CLOTHING & UNIFORMS	64,979	51,861	76,040	76,140	88,250
AGRIC & BOTANICAL SUPPLS	18,118	17,401	25,000	23,080	25,000
TRAFFIC SIGNS	0	0	0	5,000	0
TRAINING MATERIALS & SUPP	24,561	20,162	35,085	38,270	26,715
EMERGENCY MGMT SUPPLIES	9,176	4,638	14,730	14,730	15,170
MEDICAL SUPPLIES	25,050	25,093	31,935	31,935	32,890
CRIME PREVENTION	10,226	6,275	10,800	10,800	11,300
HARDSCAPE/LANDSCAPE-PARKS	10,184	1,623	0	19,195	0
BOOKS/MEMBS/TRAINING/EDUC	76,270	85,832	109,845	125,950	133,910
LAW ENFORCEMENT TRUST	970	882	0	71,235	0
CANINE PROGRAM	9,380	7,000	0	35,107	0
HISTORIC PRESERVATION ADV BD	0	0	0	195	0
VOLUNTEERS IN POLICING	6,029	2,382	0	14,590	0
POLICE TRADING CARDS	0	0	0	600	0
P G P D JAMMERS	75	0	0	17,505	0
INVENTORY SHORT/OVER	0	62	0	0	0
OPERATING EXPENSES	4,763,342	4,935,416	5,435,985	6,718,462	6,150,270

**CITY OF PUNTA GORDA
BUDGET FY 2023
GENERAL FUND**

ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
<u>CAPITAL OUTLAY</u>					
LAND ACQUISITION	0	0	0	21,785	
BLDGS-CONSTR AND/OR IMPRV	0	72,145	0	157,855	0
IMPROVE OTHER THAN BLDGS	10,235	0	0	101,195	0
FLEET/EQUIP-RESERVE FUNDING	0	0	215,000	0	156,705
AUTOS & ON-ROAD VEHICLES	135,193	501,794	616,000	1,084,420	560,000
EQUIPMENT	353,843	6,500	179,210	612,440	408,000
EQUIPMENT GRANTS	31,752	23,561	0	109,325	39,030
COMPUTER EQUIPMENT	12,901	0	72,800	63,460	38,000
CAPITAL OUTLAY	543,924	604,000	1,083,010	2,150,480	1,201,735
CONTINGENCY	0	0	15,000	6,725	15,000
<u>TRANSFERS</u>					
PUNTA GORDA ISL CANAL DISTRICT	0	0	0	7,825,150	0
COMMUNITY REDEVEL AGENCY	750,208	838,628	1,038,065	1,033,013	1,176,535
ADDL FIVE CENT GAS TAX	459,000	459,000	459,000	459,000	459,000
GENERAL CONSTRUCTION	617,695	1,626,502	677,000	692,000	1,331,000
TRANSFERS	1,826,903	2,924,130	2,174,065	10,009,163	2,966,535
<u>PROJECTED CARRYOVER-END</u>					
RESERVE-CARRYOVER & REAPPR	902,508	1,601,155	0	0	0
RESERVE-FLEET/EQUIP	733,000	118,012	45,000	260,000	260,000
RESERVE-FUTURE YRS BUDGET	862,590	3,769,691	4,098,822	4,997,619	4,542,919
PROJECTED CARRYOVER-END	5,345,639	2,962,971	2,667,000	3,450,600	3,905,300
PROJECTED CARRYOVER-END	7,843,737	8,451,829	6,810,822	8,708,219	8,708,219
TOTAL EXPENDITURES	29,835,014	32,327,789	32,188,267	43,702,884	38,293,359

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
NON DEPARTMENTAL SUMMARY**

Operating Budget

Expenditure Category/ Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	0	0	25,000	25,000	1,137,915
Operating	437,993	336,226	409,175	779,327	469,425
Capital Outlay	0	0	0	21,785	0
Fleet/Equip-Reserve Funding	0	0	215,000	0	159,705
Debt Service	0	0	0	0	0
Contingency	0	0	15,000	6,725	15,000
Operating Transfers	1,826,903	2,924,130	2,174,065	10,009,163	2,966,535
Reserve-Carryover & Reappr	902,508	1,601,155	0	0	0
Reserve-Fleet/Equip	733,000	118,012	45,000	260,000	260,000
Reserve-Future Years' Bdgt	862,590	3,769,691	4,098,822	4,997,619	4,542,919
Projected Carryover-End	5,345,639	2,962,971	2,667,000	3,450,600	3,905,300
Total	<u>10,108,633</u>	<u>11,712,185</u>	<u>9,649,062</u>	<u>19,550,219</u>	<u>13,456,799</u>

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
GENERAL FUND**

NON-DEPARTMENTAL EXPENSES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
12-06	PAY PLAN CHANGES	0	0	25,000	25,000	1,137,915
*	PERSONNEL SERVICES	0	0	25,000	25,000	1,137,915
31-00	PROFESSIONAL SERVICES	88,135	24,165	28,500	28,500	28,500
31-10	SETTLEMENT COSTS	0	0	0	143,655	0
31-20	RECRUITMENT	6,591	0	0	0	0
48-00	PROMOTIONAL ACTIVITIES	673	542	3,750	5,250	3,750
48-05	MEMBERSHIP - C H E C	8,500	8,500	15,000	15,000	20,000
48-08	MEMBERSHIP - CHAR HBR NEP	5,000	5,000	5,000	5,000	5,000
48-22	BUSINESS DEVELOPMENT	0	0	0	57,000	0
48-23	CONTRIB - UNITED WAY	27,500	27,500	27,500	27,500	27,500
31-24	RATE STUDY/IMPACT FEE	9,200	0	0	0	0
34-03	CONTRACT SVCS-LOT MOWING	276,905	258,624	329,425	429,425	384,675
49-09	BAD DEBT EXPENSE	0	2,451	0	0	0
99-09	INVENTORY SHORT/OVER	0	62	0	0	0
99-16	CANINE PROGRAM	9,385	7,000	0	35,107	0
99-17	HISTORIC PRESERVTN ADV BD	0	0	0	195	0
99-18	VOLUNTEERS IN POLICING	6,029	2,382	0	14,590	0
99-20	POLICE TRADING CARDS	0	0	0	600	0
99-42	P G P D JAMMERS	75	0	0	17,505	0
*	OPERATING EXPENSES	437,993	336,226	409,175	779,327	469,425
61-00	LAND ACQUISITION	0	0	0	21,785	0
99-90	FLEET/EQUIP-RESERVE FUNDING	0	0	215,000	0	159,705
*	CAPITAL OUTLAY	0	0	215,000	21,785	159,705
90-01	RESERVE FOR CONTINGENCIES	0	0	15,000	6,725	15,000
*	CONTINGENCIES	0	0	15,000	6,725	15,000
91-04	PUNTA GORDA ISL CANAL DIST	0	0	0	7,825,150	0
91-11	COMMUNITY REDEVEL AGENCY	750,208	838,628	1,038,065	1,033,013	1,176,535
91-14	ADDL FIVE CENT GAS TAX	459,000	459,000	459,000	459,000	459,000
91-20	GENERAL CONSTRUCTION	617,695	1,626,502	677,000	692,000	1,331,000
*	TRANSFERS	1,826,903	2,924,130	2,174,065	10,009,163	2,966,535
99-03	PROJECTED CARRYOVER - END	902,508	2,962,971	2,667,000	3,450,600	3,905,300
99-13	RESERVE-FLEET/EQPT	733,000	118,012	45,000	260,000	260,000
99-13	RESERVE-CARRYOVER & REAPPR.	862,590	1,601,155	0	0	0
99-14	RESERVE-FUTURE YRS BUDGET	5,345,639	3,769,691	4,098,822	4,997,619	4,542,919
*	ENDING RESERVES	7,843,737	8,451,829	6,810,822	8,708,219	8,708,219
		10,108,633	11,712,185	9,649,062	19,550,219	13,456,799

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
CITY COUNCIL – DEPT. 0100**

FUNCTION:

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

ACCOMPLISHMENTS:

Approved a Legislative Agenda resulting in \$175,000 Legislative Appropriation for a Public Safety Training structure.

Approved an amendment to the Punta Gorda Code, creating a parking program in the Downtown Historic District.

Approved an amendment to the Punta Gorda Code providing daily hours for park closures.

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

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

Continued to evaluate and provide input for amendments to the comprehensive plan and land development regulations, focusing on form-based codes.

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

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

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

BUDGET NARRATIVE:

Due to increased local, regional and statewide engagement by Councilmembers and cost of living increases City Council has set the reimbursement level for each Councilmember at \$5,000 for training, travel, and event participation.

The Charter review committee recommended changes for City Council that will go on the November 2022 ballot: change term of office from two years to four years; increase in salaries of the Mayor and Council to 35% and 30%, respectively, of the County Commissioners

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
CITY COUNCIL SUMMARY**

Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	105,892	110,391	115,725	127,620	155,860
Operating	9,485	8,000	20,830	21,340	36,680
Capital Outlay	0	0	0	0	0
Total	115,377	118,391	136,555	148,960	192,540

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
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 2023
CITY MANAGER'S OFFICE – DEPT. 0200**

FUNCTION:

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

ACCOMPLISHMENTS:

Three annexations totaling 22.78 acres including Captain Bill's Barber Shop and River Haven.

State grants for the Boca Grande area drainage project and A.C. Freeman house have been awarded.

State appropriation for Public Safety Training Structure was awarded.

Historic District Parking Program implemented.

Wage and Benefits Study completed.

Projects completed include Wayfinding Signs, McKenzie Street Railroad Crossing, and ADA enhancements city-wide. Projects under design include storm water drainage improvements in the Boca Grande area and rehabilitation of Historic City Hall and the A.C. Freeman House. Projects under construction include Gilchrist Park Harborwalk Phase IIB, Serenity Garden, Shreve Street Multi-Use Recreation Trail lighting, and Laishley Park Splash Pad.

BUDGET NARRATIVE:

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

No major changes to operating expenditures are proposed.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
CITY MANAGER'S OFFICE – DEPT. 0200
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

- Goal: Continue best management practices in financial planning and appropriate reserves policies to reach the national standard of 16.7% by increasing reserves by 0.5% or more per year
- Goal: Identify sustainable spending policies and appropriate technologies to support business operations through operational audits and investments in new technology that connect the City with the community
- Goal: Strengthen and diversify the City's tax base to increase the commercial base, for example, through annexation by annexing a minimum of three properties per year over the next five years
- Goal: Support Charlotte County efforts to facilitate and nurture high priority economic development projects through monthly one on one meetings with Council and City Manager
- Goal: Ensure the competitiveness of Punta Gorda's business climate through continuous participation in the Economic Development Partnership, Punta Gorda Chamber of Commerce and conducting studies as needed
- Goal: Enhance workforce development and diversity in the City organization through intentional succession planning and investment in employee training programs
- Goal: Encourage strategic commercial development through the implementation of new Land Development Regulations and Codes being put into place in FY 2023

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

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

PRIORITY: STRATEGIC COMMUNICATIONS POSITIONING

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

MISSION AND OBJECTIVES

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

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
CITY MANAGER’S OFFICE – DEPT. 0200
Key Performance Measures**

INITIATIVES AND ACTION ITEMS

City Manager - Administration

- Develop FY 2024 Strategic Plan.
- Develop a FY 2024 Operational Plan (re: action items in the Strategic Plan) with timeframes, costs and funding sources, where appropriate. Use the Strategic Plan and FY 2023 budget priorities as the framework for operational plan development.
- Update the Long-Range Financial Plan as a framework for setting FY 2024 budget guidelines; include a review of department/position priorities and impact on service levels, internal or external; and continue to assess financial management policies against Government Finance Officers Association national standards.
- Prepare the FY 2024 budget through a series of budget workshops and community conversation(s) to begin with the long-range plan and budget alternatives.
- Continue effective partnerships with Chambers of Commerce, private sector, downtown merchants, and civic/neighborhood groups to promote business development, marketing of City’s assets, and quality of life. Use strategic communications positioning as the framework for marketing pursuits.
- Achieve progress on annexation program.
- Provide leadership in implementation of capital projects (i.e. 1% Local Option Sales Tax, Utilities, road resurfacing, drainage), to include periodic progress reports.

City Manager – Assistant City Manager

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

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
City Communications (Information Sharing, Week Highlights, Action Register, Targeted Newsletters)	157	160	164	164
Citizen Social Media Interaction	432,600	444,000	453,320	455,000
Website Visits	359,700	370,490	400,000	402,000
Efficiency:				
Cost per capita	\$22.87	\$24.39	\$29.26	\$26.56
Service Quality:				
Council Review of City Manager’s Performance out of 40.0 points	Change in Manager	39.50	TBD	TBD
Outcome:				
# Action Register items completed (<i>by calendar year</i>)	21	11	3	4
% of infrastructure projects completed within timeframe & estimated cost	100%	100%	100%	100%

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
CITY MANAGER'S OFFICE – DEPT. 0200
Key Performance Measures**

RESULTS

As a result of the communications budget investment, communication to City Council, employees and residents continues to grow. Official City use of social media broadens the reach of communication and engages the public and stakeholders in a real-time manner. Residents also have access to a printed guide to their City services. Additionally, the implementation of a city-wide app has given residents the ability to report issues, ask questions, and get information anytime and anywhere. The signs in the City Parks have been updated to reflect the City brand and the logo is widely recognized and a source of community pride. A positive message greets visitors through strategic advertisements in both the County and City Chamber of Commerce guides.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
CITY MANAGER SUMMARY**

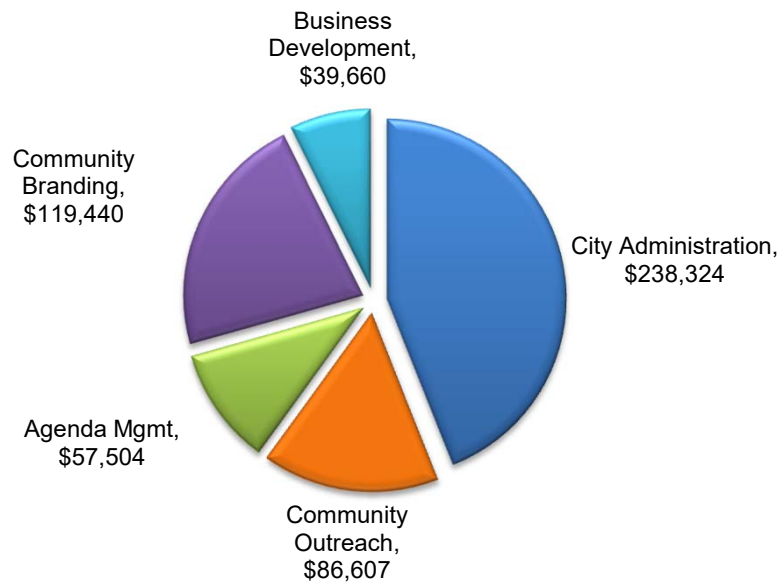
Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	391,752	379,888	384,600	399,690	411,600
Operating	53,623	100,585	123,225	190,095	129,935
Capital Outlay	0	0	0	0	0
Total	445,375	480,473	507,825	589,785	541,535

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
City Manager	1	1	1	1	1
Assistant City Manager	0	1	1	1	1
Communications Mgr	1	0	0	0	0
Executive Assistant to City Manager	0.5	1	1	1	1
Legal & Admin Assistant	0	0	0	0	0.25
Total	2.5	3	3	3	3.25

Service Costs



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
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:

For health insurance, the City will begin to offer two PPO plans that are Medicare advantage plans aimed primarily at retirees. These plans will be lower cost, with a less rich benefit package, but will offer coverage across the country. Retirees moving to these plans will not affect the premiums of the other City plans.

Once again this year, the City will utilize online open enrollment and encourage employees to log in and make their own insurance selections. Also, the use of BCBSFL.com and e-nva.com is being encouraged so employees can search for providers and see claims information online.

Contract negotiations with the IAFF (Fire bargaining unit) were concluded and now negotiations with the PBA (Police Benevolent Association) are ongoing with the current agreement set to expire on Sept 30, 2022.

The City's workforce has seen an increase in turnover across nearly all divisions. The competition for labor, driver, and specialized positions has been fierce with all organizations battling for the same pool of applicants. In addition, the current workforce continues to see retirements of long term employees.

The City wellness program moved back into the physical world this year with yoga in the park which was well received.

The City safety program was revived with the safety committee once again meeting regularly. This committee is looking over the safety training requirements for each department so it can be clearly documented.

The City's liability insurer has been heavily involved in safety as well. Representatives from their company will be doing several onsite inspections for safety, as well as attending safety committee meetings. They have also provided a new training website that features video training rather than powerpoint slideshow style.

A Compensation and Benefit study is currently ongoing, with recommendations expected from Evergreen Solutions in July 2022. These will be presented to council and implemented in the new fiscal year.

Vacation accrual carryover was increased from 120 hours to 200 hours. This is the maximum hours an employee can have available and unused as of September 30 each year.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
HUMAN RESOURCES – Dept 0218**

ACCOMPLISHMENTS: (continued)

Sick leave cashout is now offered to employees who leave after at least 10 years of service, up to a maximum of \$2,000 if requirements are met.

Actuarial study of pension costs is currently ongoing to analyze possibly adding a defined contribution pension plan for general employees.

Workers Compensation injuries have been down, resulting in a refund from the insurer of \$24,000.

Staff has begun training on all aspects of ADA so that HR will fulfill its role as the ADA coordinator. The Risk Coordinator has completed ADA training, and the HR Manager is 50% complete. As part of this role, IT has been requested to find software to aid in the tracking of ADA issues.

The City continues to receive a steady flow of notices of intent to sue and lawsuits. The majority of these allege trips and falls on City property. Many such claims have little or no merit and are denied.

BUDGET NARRATIVE:

The City will be focusing on updating career progression plans for all departments, and continuing to encourage employees to participate. The City continues to participate in various job fairs and recruiting events. The City will be participating in job fairs that target veterans especially in the upcoming years, as the City values their service and understands their qualifications.

The City has increased its training budget and will request carry-over funds to ensure that the Division's staff are adequately trained. Staff are pursuing certifications in human resources, ADA, and risk management. The HR Manager is nearing completion of FPHRA certification. The Risk Coordinator recently completed certification as an Associate in Risk Management (ARM). The benefits coordinator will begin training on the same after completion of initial probation.

Other FY 2023 operating costs increased were for a pension study, wellness program, ADA accommodations, and for funding improvements to employee recognition and recruiting efforts.

For FY 2023, a new Safety Officer or Coordinator position is added to be responsible for Citywide safety related personal protective equipment, training and improving worker safety, ensuring proper safety procedures are being followed in the field and facilities, and leading investigations for injury incidents. This position requires a vehicle and computer equipment which is also budgeted.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
HUMAN RESOURCES – Dept 0218
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

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

MISSION AND OBJECTIVES

To provide 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	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
Total positions filled	39	49	70	60
Efficiency:				
Cost per position filled	\$400	\$425	\$425	\$425
Service Quality:				
Average number of days to fill a vacancy	55	70	120	90
Outcome:				
Percentage of positions filled within 50 days	85%	45%	40%	55%
Minorities as a percentage of the City's workforce	12.5%	12.5%	12.7%	12.9%
Females and minorities in managerial roles	6.6%	6.7%	6.8%	6.9%

RESULTS

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

The City saw an increase in minorities as a percentage of its workforce, from 12.5% to 12.7%. In terms of applicant mix, the City's self-reporting applicant ratio of minorities is 19.42%, which is down from prior year of 19.92%. Those who self-reported as female applicants is 35.5%, which is up from the prior year at 34.05%. This is for all positions that were posted.

TOTAL POSITIONS FILLED: The City has experienced a large increase in turnover. This is caused by a combination of retirements, the great resignation and employees seeking higher paying positions elsewhere, with a job market that continues to reflect a job seeker's market. As the City's work force ages, long-term employees retire, and, as the economy improves, the City will experience increased turnover.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
HUMAN RESOURCES – Dept 0218
Key Performance Measures**

RESULTS (continued)

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

AVERAGE DAYS TO FILL A POSITION: The City saw an increase in the number of days to fill a position. While some office positions have been filled rapidly, labor positions have not. Specialty positions such as Plant Operators, CDL holders or Planner have been very difficult. Maintenance positions have also been difficult due to the nature of the work, and the salary for the position. Variations are caused by the nature of the position, the level of pre-employment testing necessary, and background investigations.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
HUMAN RESOURCES SUMMARY**

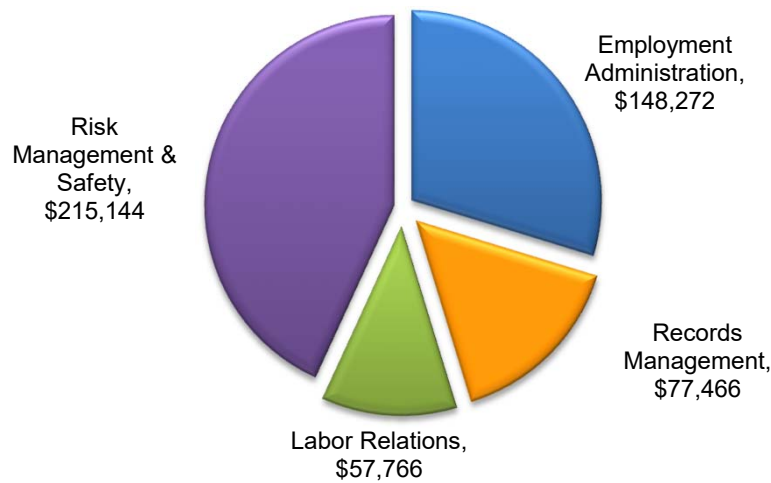
Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	305,780	231,086	307,935	234,240	368,580
Operating	45,671	65,994	90,540	117,455	100,070
Capital Outlay	0	0	0	0	30,000
Total	351,451	297,080	398,475	351,695	498,650

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
Human Resources					
Manager	1	1	1	1	1
Benefits Coordinator	1	1	1	1	1
Safety Officer/Coordinator	0	0	0	0	1
Risk Coordinator	1	1	1	1	1
Total	3	3	3	3	4

Service Costs



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
CITY CLERK'S OFFICE – DEPT. 0300**

FUNCTION:

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

ACCOMPLISHMENTS:

Accurate and timely production of minutes for up to 140 meetings annually with 97% approval rate for City Council and 99% approval rate for boards in FY 2022. Exceeds goal of 90%.

Successful administration of qualifying process for November 2022 City Council General Election.

Completed staff review of all City board and committee bylaws.

Created Indices to Record for Sheets and Massey court case as requested by City Attorney.

Successful move to new offices at Herald Court Centre. Temp hired to assist with several records scanning projects, with approximately 74 cubic feet of paper records scanned and/or destroyed. Worked with Public Works to establish secure space at the Cooper Street Warehouse for City election records which were successfully stored in the new location.

128 Local Business Tax receipt applications processed to date for FY 2022 (109 new and 19 transfers). 1032 Tax Receipts renewed from 2021 to 2022. Business Tax Coordinator continues to work with the State and County to identify vacation rental properties and bring them into compliance. 65 active vacation rentals.

Granicus agenda management software successfully implemented in conjunction with City Manager's Office and training completed with all users. Full use of the agenda management software began during the first quarter of FY 2022 as anticipated. Implemented Peak Minutes module which assists with taking notes for transcription in real time. Boards and Committees module implemented for tracking board member appointments, which saves staff time, enables online application process and automates tracking and notification processes.

Processed 566 records requests using the new GovQA software.

Deputy Clerk completion of Certified Municipal Clerk designation anticipated in FY 2023.

BUDGET NARRATIVE:

A new Records Coordinator position to coordinate Citywide records management, training, public records request tracking and support, with needed scanner and computer, is budgeted.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
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 twelve 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	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
# Council/CRA Mtgs.	46	38	38	38
# Board Mtgs.	85*	86*	92	118
Efficiency:				
Cost per capita Council/CRA Mtgs.	\$0.79	\$0.62	\$0.56	\$0.64
Cost per capita Board Mtgs.	\$0.97	\$0.82	\$0.90	\$1.12
Annual cost produce Council/CRA Mtgs.	\$15,482	\$12,241	\$11,315	\$12,992
Annual cost produce Board Mtgs.	\$18,799	\$16,161	\$18,158	\$22,758
Service Quality:				
Hours to Produce Council/CRA	521	392	351	370
Hours to produce Boards	954	856	909	1,062
Outcome:				
% Minutes ready for approval without amendments for Council/CRA	98%	100%	97%	100%
% Minutes ready for approval without amendments for Boards	97%	99%	99%	100%

* FY 2020 and 2021 board meetings number is lower due to state of emergency for COVID-19 reducing the number of meetings taking place.

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 2023
CITY CLERK SUMMARY**

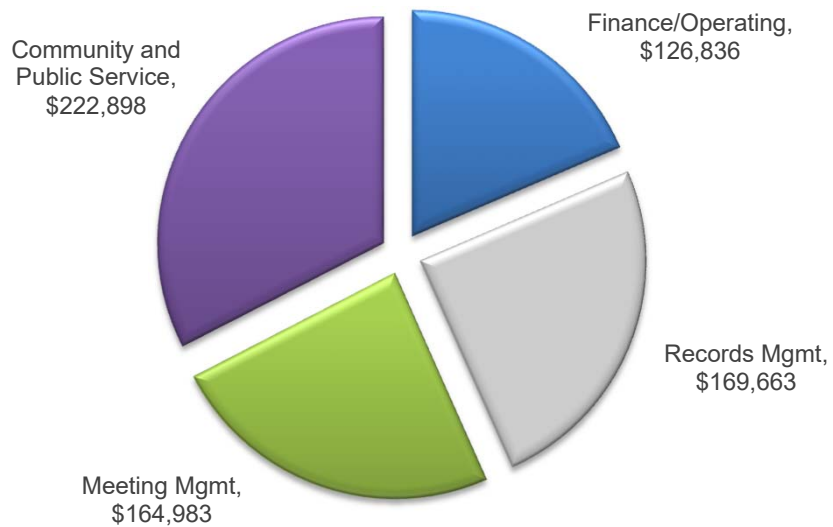
Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	363,052	379,487	382,555	381,185	452,305
Operating	197,791	163,109	224,005	240,520	219,075
Capital Outlay	0	0	0	0	13,000
Total	560,843	542,596	606,560	621,705	684,380

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
City Clerk	1	1	1	1	1
Deputy City Clerk	1	1	1	1	1
Local Business Tax Coordinator	1	1	1	1	1
Records Coordinator	0	0	0	0	1
Recording Secretary	1	1	1	1	1
Total	4	4	4	4	5

Service Costs



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
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 legal and administrative assistant employed by the City. City Council employs special counsel for specific representation.

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

ACCOMPLISHMENTS:

Handled to successful conclusion the acquisition of two parcels necessary for the construction of storm water facilities in the Boca Grande Area.

Represented City in litigation initiated by Shoreline Foundation, Inc. regarding contract dispute with successful conclusion.

Rendered legal opinions on numerous matters requested by City Manager and Staff.

Attended Code Enforcement Board Hearings as City Prosecutor.

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

Initial Brief to the Charlotte County Circuit Court contesting the City's Sign Code filed on behalf of Andrew Sheets. Also, Answer Brief and Appendix to Answer Brief, Reply Brief, proposed oral argument in anticipation of hearing on August 1.

Initial Brief to Charlotte County Circuit Court contesting the City's Sign Code filed on behalf of Richard Massey and the City in response thereto have also been filed.

Successfully redeemed through tax sale 295 Belaire Court, and conclusion of foreclosure.

Handled to successful conclusion Marina Use Agreement

Handled to conclusion Overnight Parking and Park Closure Hours.

Handled to conclusion the Vessels, Docks And Waterways," Article 4, "Punta Gorda Isles Canal Maintenance Assessment District," Section 4-2, "Area Included Within District," To Expand The District Boundaries To Include The Champagne Estates Condominiums.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
LEGAL – DEPT. 0600**

BUDGET NARRATIVE:

Despite numerous on-going legal matters, the proposed budget provides the funding for the department to continue to represent the City by providing a wide range of legal services. There are no major program changes.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
LEGAL – DEPT. 0600
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

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

MISSION AND OBJECTIVES

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

INITIATIVES AND ACTION ITEMS

- Continue to review and recommend amendments to the Punta Gorda Code of Ordinances to include amendments to existing sign regulations
- Work to acquire properties for the Boca Grande Storm water Drainage Improvements project and attain easements related to the Airport Road multi-use recreational trail project
- Acquisition of Eminent Domain properties
- Park Hours Ordinance
- Overnight Parking Ordinance
- 2nd Amendment to Leases YMCA, Learn to Sail Dock, Verizon Tower, Marina Land Lease, PG Chocolate & Wine, Morgan Stanley, PG Coffee & Tea, Hemingway’s Land Lease.
- Marina Use Agreement with Rules and Regulations
- Charlotte County Airport Authority – City of PG Interlocal Agreement Piper Turn Lane
- Ad Valorem Tax Exemption Ordinance
- East McKenzie Street railroad crossing Hold Harmless Agreement
- Pre-Annexation Agreements
- Public utility easement for the plat at 805 W. Marion

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
# of Resolutions drafted/reviewed	91	35	52	TBD
# of Ordinances drafted/reviewed	28	20	20	TBD
# of Documents drafted/reviewed (contracts, easements, deeds, public hearings files, etc.	154	140	160	TBD
Efficiency:				
Cost per capita	\$14.42	\$17.58	\$17.85	\$12.12

RESULTS

Department outputs vary greatly from year to year as legal services are performed at-will as directed by City Council and are often the result of current issues affecting the City at that point in time. The department continues to support all departments/divisions in resolving day-to-day matters. Civil litigation defense is the primary contributing factor in operational increases.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
LEGAL SUMMARY**

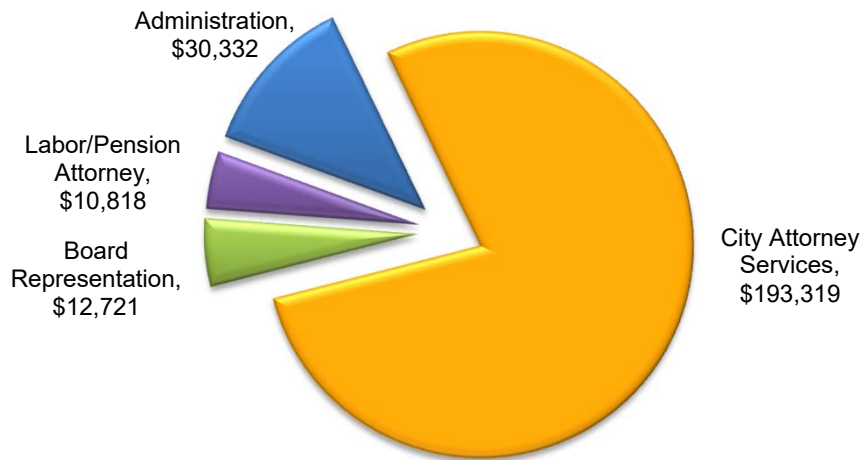
Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	47,061	41,540	90,395	39,145	56,655
Operating	233,684	304,804	190,590	320,675	190,535
Capital Outlay	0	0	0	0	0
Total	280,745	346,344	280,985	359,820	247,190

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
Legal & Admin Asst	0	1	1	1	0.75
Paralegal	0.5	0	0	0	0
Total	0.5	1	1	1	0.75

Service Costs



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
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 Annual Comprehensive Financial Report was prepared by finance staff. For the thirty-sixth 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 fifteenth 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 seventeenth submittal for the FY 2023 budget document.

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

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

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

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

Initiated State Revolving Fund loan application for the wastewater treatment plant expansion project.

Implemented GASB 87 for new lease accounting requirements.

Relocation of Finance offices to Herald Court Centre building during rehabilitation and reconstruction of City Hall. Estimated approximately two years for completion.

BUDGET NARRATIVE:

There are no program changes to the operating budget.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
FINANCE – DEPT. 0400
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

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

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

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

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

MISSION AND OBJECTIVES

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

INITIATIVES AND ACTION ITEMS

- Prepare an Annual Comprehensive Financial Report (ACFR), to be submitted for the award program by GFOA which recognizes excellence in reporting
- Provide leadership in development of Long Range Plan, FY 2024 budget alternatives and FY 2024 annual budget
- Establish a budget preparation schedule to allow for adequate departmental planning, management review, public input and council discussion
- Prepare a budget that conforms to the GFOA guidelines for the distinguished budget award program
- Provide periodic financial updates
- Provide transparency by posting Long Range Plan, Budget documents, Annual Comprehensive Financial Reports, and other information on City's website
- Receive all revenues and process all payments in a timely and accurate manner
- Evaluate and update financial policies to meet the "best practices" criteria of the GFOA

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
Annual Comprehensive Financial Report	1	1	1	1
Financial Reports	12	12	12	12
Long Range Financial Plan	1	1	1	1
Annual Operating Budget and Capital Imprv. Plan	1	1	1	1
No. of Funds	28	27	27	26
General Fund Budget (excludes debt & transfers)	\$20.2 Million	\$21.0 Million	\$25.0 Million	\$26.6 Million
Efficiency: Population	19,471	19,701	20,157	20,389
Departmental Cost per Capita	\$46.76	\$47.35	\$51.08	\$49.90

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
FINANCE – DEPT. 0400
Key Performance Measures**

Key Performance Measures (continued)

Indicator	Actuals FY 2020	Actuals FY 2021	Projected FY 2022	Proposed FY 2023
Service Quality:				
GFOA ACFR Award	Yes	Submitted	To be submitted	To be submitted
GFOA Budget Award	Yes	Yes	Yes	To be submitted
Unqualified Audit Opinion	Yes	Yes	TBD	TBD
Outcome:				
% Financial Management policies met	100%	100%	100% to date	TBD
General Fund recurring revenues aligned with recurring expenditures	106% Revenue vs. Expense	103% Revenue vs. Expense	101% Revenue vs. Expense	97% 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, 2021); and receive the “Distinguished Budget Presentation Award” from GFOA (current award is for the FY 2022 budget document.) We have submitted the FY 2021 Comprehensive Annual Financial Report and are waiting for the determination. We will also apply to the GFOA for award consideration for the FY 2023 Budget prior to the end of calendar year 2022.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
FINANCE SUMMARY**

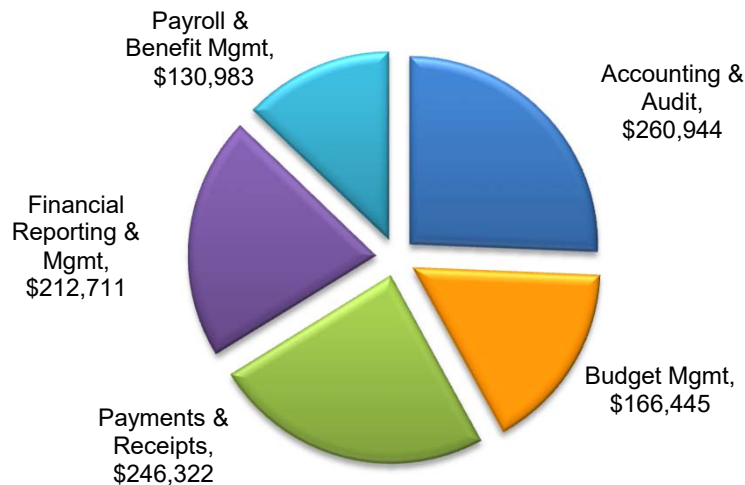
Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	811,752	824,622	905,020	899,710	894,325
Operating	98,694	108,305	118,435	129,810	123,080
Capital Outlay	0	0	0	0	0
Total	910,446	932,927	1,023,455	1,029,520	1,017,405

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
Finance Director	1	1	1	1	1
Manager Budgets & Grants	1	1	1	1	1
Manager - Accounting	1	1	1	1	1
Senior Accountant	2	2	2	2	2
Accountant	1	1	1	1	1
Payroll Coordinator	1	1	1	1	1
Senior Accounting Clerk	1	1	1	1	1
Accting. Clerk/Admin Asst.	0.5	0.5	0.5	0.5	0.5
Total	8.5	8.5	8.5	8.5	8.5

Service Costs



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
PROCUREMENT – DEPT. 0405**

FUNCTION:

The function of the Procurement Division is that of a service-oriented operation fulfilling the procurement, supply, and disposal requirements of the various departments within the City. This division is organized into three (3) sections: Administration/Purchasing, Contracts/Construction, and Materials Management. Administration/Purchasing is responsible for procurement of suitable materials, supplies, equipment, and services for departments and obtaining the maximum value for each tax dollar spent. The Contract/Construction section is responsible for managing various services, commodities, consultant and construction contracts and ensuring that all services and construction projects are in compliance with the contract prices, terms, and conditions. The Materials Management section is responsible for receiving and issuing goods, controlling utility and maintenance/repair/operation materials, courier service, and disposing of surplus property.

ACCOMPLISHMENTS:

Approximately 674 contracts were managed by the division. These contracts allow departments to increase efficiency when ordering required commodities and services at a substantial unit price savings. A total of 71 contracts were renewed. (FY 2020 total 63 contracts renewed.)

Procurement currently administrates four contracts with revenue generating provisions for piggy-backing agencies. The FY 2022 administrative fee revenue collected as of June 2022 is \$12,414.

Procurement measures savings and cost avoidance through efficiencies measured in several categories. The total efficiencies as of June 2022 is \$1,818,653. (FY 2021 Total \$1,380,917 – 328 efficiencies). In addition, the department is utilizing more piggy-back opportunities.

The Procurement Team continues to utilize on-line auctions for sale of surplus property. One auction was held to date - net proceeds \$131,071 (FY 2021: 2 auctions – net revenue \$92,989).

The City's Pcard program is in use by all Departments. The City's rebate was \$42,816 for FY 2021 spend of \$3,509,819, which was based on 1.45% and 1.52% rebate on standard purchases and 0.55% on large purchases. A total of 5,029 transactions were processed. As of May 2022, the City's total FY 2022 spend is estimated to be \$3,308,637. The City piggybacks the State of Florida's contract for Pcard services.

A Procurement staff member served as President of the area division of the National Institute for Procurement Professionals, and an additional staff member served as Treasurer. The Procurement team continues to focus on training and progression of staff.

Procurement has been proactive in registering 320 new vendors to the City's e-procurement system. Staff also performed telephone and/or in-person conferences with 10 new vendors. The City also hosted the local chapter of Procurement Professional's vendor trade show. There were 168 vendors registered, and 129 vendors actually attended the event. Procurement staff was on site to speak with vendors and provide City registration information.

BUDGET NARRATIVE:

For FY 2023, an Assistant Buyer position is added to free up time of senior staff to provide more time for contract management, contract renewals, bidding of expiring of contracts, and support of engineering and construction projects.

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
PROCUREMENT – DEPT. 0405
Key Performance Measures

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

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

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

PRIORITY: INFRASTRUCTURE SUSTAINABILITY

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

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

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

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

MISSION AND OBJECTIVES

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

INITIATIVES AND ACTION ITEMS

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

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
PROCUREMENT – DEPT. 0405
Key Performance Measures**

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
Monthly Reports	12	12	12	12
Contracts and solicitations \$5,000+ processed and contract renewals	306	387	320	320
Seminars/Events for Vendors	6	10	6	6
Efficiency:				
Cost per Capita	\$29.49	\$30.01	\$30.68	\$34.91
Value of Inventory issued	\$305,582	\$290,126	\$295,000	\$295,000
Service Quality:				
Maintaining NIGP Outstanding Agency Accreditation	Yes	Yes	Yes	Yes
Obtaining/Maintaining Professional Staff Certification	Yes	Yes	Yes	Yes
Outcome:				
% of Contracts and Solicitations \$5,000+ processed and contract renewals	97%	91%	91%	91%
% of inventory accuracy	100%	100%	100%	100%
# Purchase Orders issued	765	873	800	800
# PCard Transactions	5,116	5,029	5,000	5,000

RESULTS

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

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
PROCUREMENT SUMMARY**

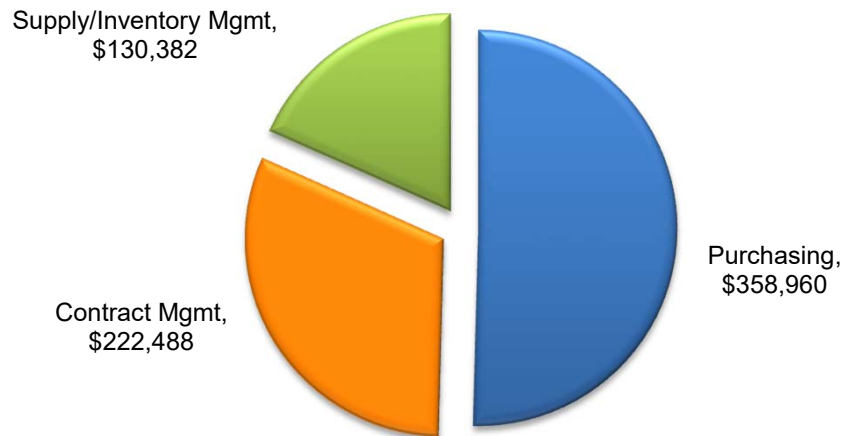
Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	493,271	512,253	554,545	543,570	638,230
Operating	80,851	79,008	73,705	74,845	70,600
Capital Outlay	0	0	0	0	3,000
Total	574,122	591,261	628,250	618,415	711,830

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
Procurement Manager	1	1	1	1	1
SR Purchasing Agent	1	1	1	1	1
Purchasing Agent II	1	1	1	1	1
Purchasing Agent I	1	1	1	1	1
Warehouse Supervisor	1	1	1	1	1
Administrative Assistant	1	1	1	1	1
Assistant Buyer	1	1	1	1	2
Inventory Clerk	0.5	0.5	0.5	0.5	0.5
Total	7.5	7.5	7.5	7.5	8.5

Service Costs



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
PUBLIC WORKS ADMINISTRATION DIVISION – DEPT/DIV 0901**

FUNCTION:

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

The Public Works Department has a multitude of responsibilities throughout the City. The department is a diverse group of divisions. The divisions include; Administration, Engineering, Right-of-Way, Canal Maintenance (Burnt Store Isles and Punta Gorda Isles), Sanitation, Facilities Maintenance, and Parks and Grounds. These divisions are responsible for maintenance, construction, operations, and engineering support for the City's infrastructure (which includes roads, canals, bridges, storm water systems, etc.), in addition to facilities management, solid waste, and parks and recreation. It is also responsible for the preparation, implementation, execution, and tracking of the capital improvement program. This department provides 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 the FY 2022 projects listed below:

- Americans with Disabilities Act (ADA) Sidewalk Ramp Improvements
- Swale Video Mapping and Assessment — ongoing
- City-wide swale regrading (drainage program)
- Coordination with FDOT / City / County – traffic signals, roadway lights, maintenance, and ROW incident repair
- Coordination with MPO – MPO, Community Meetings as needed, CTST, and TAC
- 5 year Paving Program map, budget, utility department, and construction coordination
- City Property Mangrove Trimming Plan
- King Street Improvements Design
- “Trabue” Harborwalk Dedication and Signage
- Nature Park – Serenity Garden sidewalk and bench pads installation
- Wayfinding signage installation
- Herald Court Office Construction and relocation of Finance and City Clerk employees
- McKenzie Railroad crossing replacement
- Boca Grande Area Drainage Improvements – ongoing
- Installed limited site distance signs at Punta Gorda Boat Club
- City of Punta Gorda Municipal Separate Storm Sewer System (MS4) annual report
- City of Punta Gorda Municipal Separate Storm Sewer System (MS4) permit renewal
- The Public Works Administrative Division organized and coordinated the eleventh consecutive Citizens Academy successfully
- Reviewed and Coordinated eleven Canal Construction Special Dock Permits
- Whip-poor-will and Turtle Dove intersection improvements design

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
PUBLIC WORKS ADMINISTRATION DIVISION – DEPT/DIV 0901**

ACCOMPLISHMENTS: (continued)

Approximate seawalls replaced in Punta Gorda Isles and Burnt Store Isles throughout the canal system includes:

- 6,126+ feet of seawall replacement

Every year data is collected for the Geographic Information System (GIS) Seawall Assessment depending on the zone of inspection for the current year. As per the adopted recommendations from the 2020 Seawall Materials & Methods Feasibility Study, additional information was incorporated into the seawall inspection software and the inspections will be performed every other year.

Maintenance of the streets, storm sewers, swales, and sidewalks remained a high priority. Work continues to aggressively replace damaged sidewalk throughout the City. Accomplishments include:

- Roadway resurfacing to 4.3 miles of City streets
- Pavement rejuvenation to 3 miles of City streets
- Replaced 5,000 square feet of sidewalk
- Completion/repairing 17 drainage projects
- Inspection and cleaning 338 catch basins and pipes
- Performed restriping of 2.5 miles of City streets

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, Shreve Street to Airport Road Multi-use Recreational Trail
- Maintenance of all parks, playgrounds, exercise equipment, nature trails, boardwalks, decorative fountains, ponds, lights, and signs
- Maintenance of 1066 street lights throughout the City, 70 confirmation lights, 74 Veteran's park in ground wall lights and 155 lighted bollards
- Maintenance, repairs & alterations to 13 City-owned buildings

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

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
PUBLIC WORKS ADMINISTRATION DIVISION – DEPT/DIV 0901**

ACCOMPLISHMENTS: (continued)

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

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

BUDGET NARRATIVE:

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

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

There are no proposed vehicle purchases or additional personnel to be added in FY 2023.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
PUBLIC WORKS ADMINISTRATION DIVISION – DEPT/DIV 0901
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: INFRASTRUCTURE SUSTAINABILITY

- Goal: Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
- Goal: Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff
- Goal: Apply best management practices and systems in infrastructure maintenance
- Goal: Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

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

PRIORITY: QUALITY OF LIFE

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

MISSION AND OBJECTIVES

The Public Works Administration Division provides managerial, technical, and clerical support to all divisions within the 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 and clerical support to all divisions in Public Works. To provide and ensure excellent customer service to the citizens of Punta Gorda.

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
# of service requests taken from residents	2,844	3,372	2,651	3,000
# of Sanitation service requests taken from residents	3,921	5,896	5,227	5,500
Total	6,765	9,268	7,578	8,500
Efficiency:				
Cost per capita (excl. capital)	\$17.98	\$18.54	\$22.98	\$20.03
Service Quality:				
# of service requests completed within established timeline	6,521	9,162	7,488	8,400
Outcome:				
% of service requests completed in fiscal year	96%	99%	99%	99%

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 2023
PUBLIC WORKS ADMINISTRATION SUMMARY**

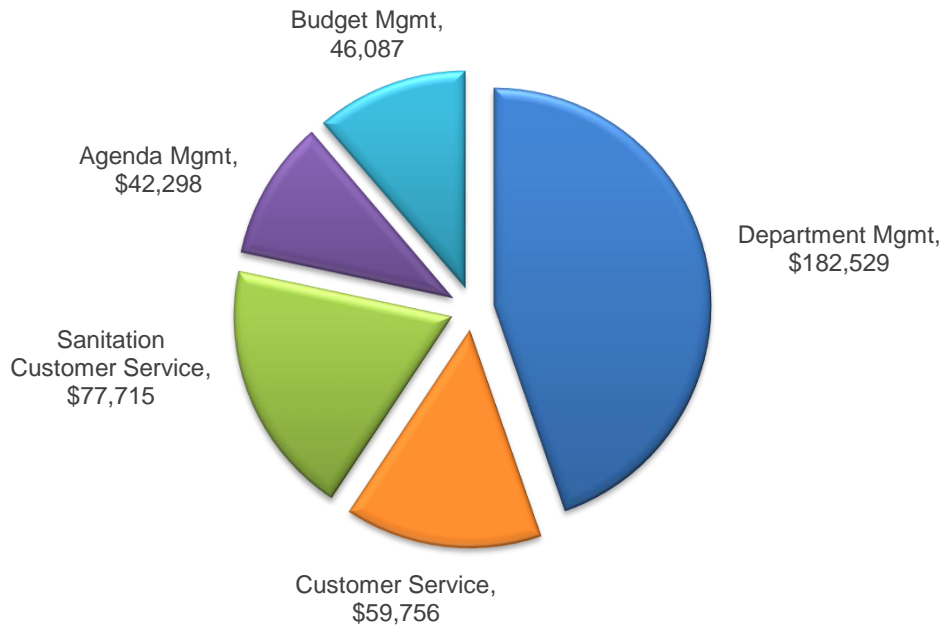
Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	301,757	312,086	392,535	394,430	348,130
Operating	48,284	53,177	68,960	68,810	60,255
Capital Outlay	0	0	0	0	0
Total	350,041	365,263	461,495	463,240	408,385

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
Public Works Director	1	1	1	1	1
SR Executive Assistant	1	1	1	1	1
Executive Assistant	1	1	1	1	1
Total	3	3	3	3	3

Service Costs



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
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 2022:

- Review and coordination of eleven Canal Construction Special Dock Permits
- City-wide annual review of video of the roadside swales to establish drainage program
- City-wide swale regrading (drainage program)
- Annual Summer Traffic Counts
- Assist Building Department in inspecting, surveying, and design for improvements in the right-of-way
- “Trabue” Harborwalk Dedication and Signage
- Nature Park – Serenity Garden sidewalk and bench pads installation
- Wayfinding signage installation
- Herald Court Office Construction and relocation of Finance and City Clerk employees
- Investigate and respond to drainage complaints
- McKenzie Railroad crossing replacement
- Seawall assessment program analysis for Canal Maintenance
- Assisted Canal Maintenance with permitting various projects
- ADA Sidewalk ramp Improvements – annual assignment
- Harborwalk West – Phase IIB parking and improvements-ongoing
- Whip-poor-will and Turtle Dove intersection improvements design
- NPDES Services Monitoring continues
- Coordination with FDOT / City / County – FDOT ROW Traffic Signals and Roadway Lights, Maintenance/ROW incident repairs to include: FDOT ROW signal and roadway lights inventory and agreement liaison and City/County Signal maintenance work order verification and budget and billing
- Coordination with FDOT/City/County/ MPO – Community Meetings as needed, CTST, FDOT Public Hearings, TAC and FDOT project coordination
- Development Review Committee Public Works Engineering representation, design plan reviews, and BMP/Civil inspections through construction
- Pavement rejuvenation – 3 miles
- Roadway mill and resurfacing – 4.3 miles
- 5 year Paving Program map, budget, utility department, and internal construction coordination – ongoing

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
ENGINEERING DIVISION – DEPT/DIV 0908**

BUDGET NARRATIVE:

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

In FY 2023, the Engineering Division will continue to implement GIS based management systems to provide the most cost-effective maintenance solutions for the infrastructure we oversee. Projects will include Harborwalk West – Phase IIB parking and improvements, Laishley Park Fishing Pier & Boardwalk repair, Laishly Playground replacement, Ponce Park Fishing Pier & Boardwalk Repairs, King Street Improvements, city-wide swale regrading, and the paving program. Additionally, staff will continue coordination with the consulting engineer to complete the design and permitting of the Boca Grande Area Drainage Improvement Project and move the project to construction. The Engineering Division will continue to maintain compliance with Florida Department of Environmental Regulation requirements (NPDES issues) as well as administer the Debris Management and Monitoring contracts.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
ENGINEERING DIVISION – DEPT/DIV 0908
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: INFRASTRUCTURE SUSTAINABILITY

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

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

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

PRIORITY: QUALITY OF LIFE

- Goal: Maintain the City’s high safety rating, emergency response & storm preparedness
- Goal: Achieve status as a waterfront destination for land and water visitors through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years
- Goal: Support and promote a pedestrian and bicycle friendly community through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years

MISSION AND OBJECTIVES

The Engineering Division provides technical support and services to all departments of the City: designs, manages, and inspects construction of Capital Improvement Projects (CIP), infrastructure improvements, and maintenance projects in order for the City to grow and develop into an attractive community for the citizens of Punta Gorda.

INITIATIVES AND ACTION ITEMS

Complete projects managed by division's project managers within the fiscal year.

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
Total Capital Budget Oversight	\$8,300,000	\$2,600,000	\$5,600,000	\$9,400,000
Efficiency:				
Cost per capita (excl. capital)	\$27.73	\$28.35	\$25.70	\$28.47
Service Quality:				
Stormwater (NPDES) compliance with State standards	100% compliant	100% compliant	100% compliant	100% compliant
# projects completed within established timelines	10	10	8	10
Outcome:	100%	100%	100%	100%

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
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 2023
ENGINEERING DIVISION SUMMARY**

Operating Budget

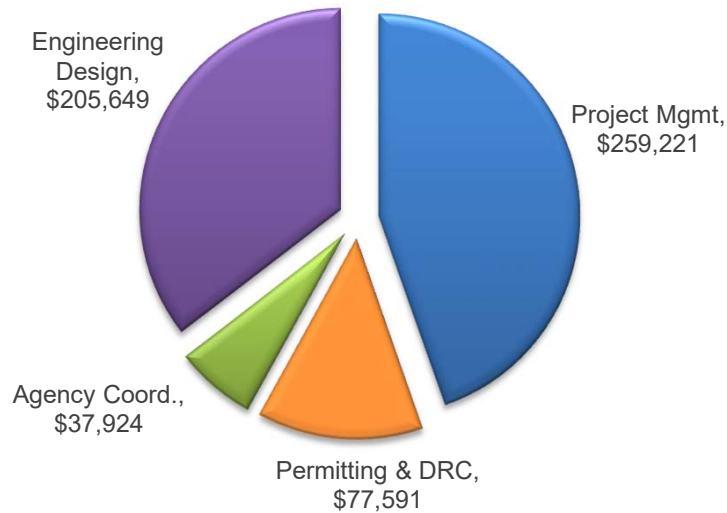
Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	489,753	500,590	429,910	434,185	486,580
Operating	50,188	57,920	80,835	83,910	93,805
Capital Outlay	1,642	0	28,000	31,000	0
Total	541,583	558,510	538,745	549,095	580,385

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
PW Engineering Manager	1	1	1	1	1
Senior Project Manager	1	1	1	1	1
PW Project Manager	1	1	1	1	1
Project Design Tech/CAD	1	1	1	1	1
Engineering Technician II	0.5	0.5	1	1	1
Total	4.5	4.5	5	5	5

FY 2022 authorization for another 0.5 f.t.e Engineering Tech II, a full-time position utilized 50% in the Building division

Service Costs



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
FACILITIES MAINTENANCE – DEPT. 1515**

FUNCTION:

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

ACCOMPLISHMENTS:

This year the Facilities Maintenance Division:

- Completed multiple general facilities maintenance
- Painted the Fire training building, Public Safety building, and City Hall Annex exterior
- Repaired air conditioning units at City Facilities; replaced 4 A/C units over 20 years old
- Responded to and corrected numerous plumbing issues
- Performed a myriad of maintenance projects
- Acted in response to after-hours call outs
- Made repairs to drain piping at Herald Court parking garage buildings and elevator repairs
- Made numerous repairs to the pond and interactive fountains
- Provided locates for Sunshine 811
- Oversaw flooring installation, air conditioner installation, painting, and additional electrical outlet installation for Public Works engineering room
- Roof inspections completed for Public Works Building, Utilities Building, in addition to repairs to Fire Station 3 and Public Safety Building

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 FY 2023 budget includes adding a maintenance worker position to allow more proactive measures for maintenance of buildings and infrastructure. The budget includes the purchase of a new work truck and computer for this position. A temporary handyman is included for half a year to help complete current workorders.

The proposed budget reflects the continued operation and maintenance performed by the Division with increases reflected in electricity and gas prices and with work to include:

- Maintenance of 1,066 decorator streetlights, 70 confirmation lights, 155 bollard lights, 214 High Mast lights, 74 in ground wall lights at Veteran's Park, and shore power to 94 boat slips
- Oversight of contracts for air conditioning units, fountain operations, janitorial, elevator, fire alarm, fire sprinklers, electrical general construction, and pest control services
- Install hurricane shutters on City buildings when threat of impending storm
- Perform maintenance, repairs & alterations to City-owned buildings including: Public Safety Building, Bayfront Center, City Hall, Annex, Freeman House, Laishley Park Municipal Marina, Cooper Street Recreation Center, Public Works & Utilities Campus and Fire Stations #2 & #3, and the Herald Court Centre
- Replacement of tile flooring in the men's locker room/restroom at Fire Station 3
- Replacement of administrative area carpet in Fire Department at Public Safety building

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
FACILITIES MAINTENANCE – DEPT. 1515
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: INFRASTRUCTURE SUSTAINABILITY

- Goal: Apply best management practices & systems in infrastructure maintenance
- Goal: Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands

PRIORITY: QUALITY OF LIFE

- Goal: Support, promote & maintain the City’s historic character
- Goal: Maintain the City’s high safety rating, emergency response and storm preparedness

MISSION AND OBJECTIVES

The objective of City of Punta Gorda Facilities Division is to keep all City buildings operational, clean and in compliance with certifications for elevators, air conditioning, sprinklers and fire alarms for both employees and visitors in an efficient and cost-effective manner.

INITIATIVES AND ACTION ITEMS

The Facilities Division will strive to continue providing a high level of service to the various City Departments while performing routine required maintenance to existing facilities.

Indicator	Actuals FY 2020	Actuals FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
# Emergency Calls & Repairs	42	40	41	43
# Standard Work Orders	1,482	1,500	1,500	1,500+
# Special Projects	1	1	1	3
# Contracts supervised	10+	12+	12+	12+
Efficiency:				
Cost per capita	\$45.92	\$46.86	\$78.56	\$65.32
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 a reactive manner while they were kept clean and functional for their given city purpose. The City is now moving towards a more pro-active approach. Some special undertakings in FY 2023 are the painting of multiple buildings and flooring replacements (carpeting in the police department and tiling at Fire Station III).

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
FACILITIES MAINTENANCE SUMMARY**

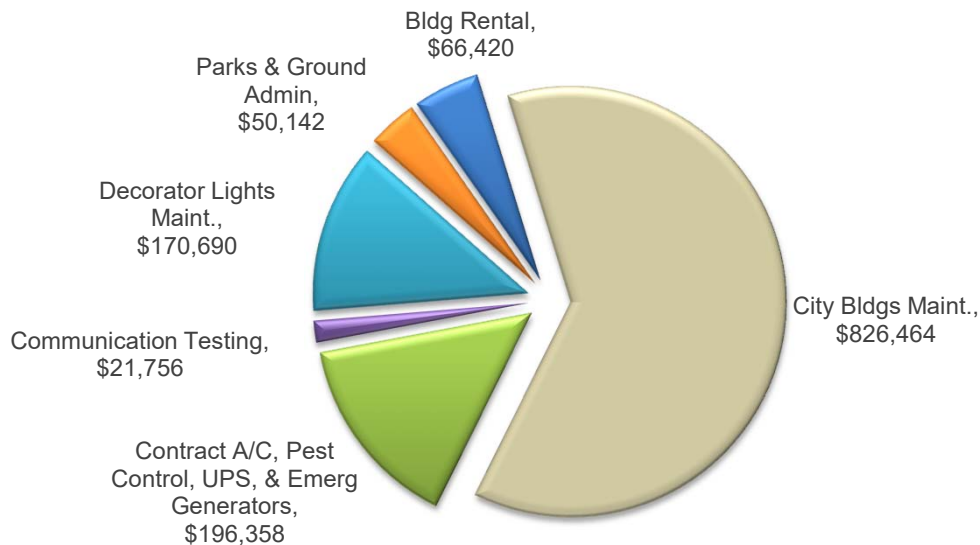
Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	265,860	245,021	288,460	291,795	404,695
Operating	596,151	605,951	722,095	801,965	885,135
Capital Outlay	32,000	72,145	39,000	489,675	42,000
Total	894,011	923,117	1,049,555	1,583,435	1,331,830

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
Public Works Supervisor	1	1	1	1	1
Electrician	1	1	1	1	1
Facilities Maintenance Worker III	1	1	2	2	3
Total	3	3	4	4	5

Service Costs



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
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 120 miles of improved streets and 242 miles of storm water drainage systems.

ACCOMPLISHMENTS:

During FY 2022 the Right-of-Way Maintenance Division has worked on a multitude of projects including:

- 4.3 miles of paving City streets and asphalt rejuvenation to 3 miles of City streets
- Replaced 5,000 square feet of sidewalk
- Completed/repared 17 drainage system projects (swales, catch basin, pipes)
- Inspected and cleaned 33 catch basins, 275 pipes and 30 under drains
- Restriped 2.50 miles on Aquí Esta including stop bars, crosswalks, and centerline
- Crews worked on completing replacement of Railroad Crossing at McKenzie
- Crews contributed to improvements of sidewalk by replacing/repairing throughout the city
- Oversaw street sweeping as part of NPDES
- Mowed, trimmed, and edged along city right of ways
- Oversaw Mangrove trimming throughout our drainage systems

BUDGET NARRATIVE:

In FY 2023 the Right-of-Way Division will continue its established program of work which includes:

- Paving City streets, rejuvenation throughout the City, patch/repair asphalt & brick streets
- Management and inspection of street sweeping
- Replacement of sidewalks
- Maintenance of railroad crossings located within the City
- Repair or replace drainage structures, road crossings, and outfall pipes
- Re-work residential swales and open ditches at both existing and new construction sites
- Mow & trim City right-of-ways, removal of dead trees located in the City right-of-way
- Inspect and repair bridges located within the City
- Maintain and replace traffic signage throughout the City
- Construction of special projects that arise during the fiscal year
- Installation of pavement markings
- Replacement of the Anne Street railroad crossing

The FY 2023 budget includes adding a service worker position due to a 123% increase in work order requests and to help with managing aging infrastructure and mowing.

The operating budget includes increases for gasoline due to addition of fleet and increase in per gallon price and increases for training of new employees and the additional costs of CDL training.

The capital budget includes the replacement of a 2007 backhoe and a new pickup truck for the new position.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
RIGHT-OF-WAY MAINTENANCE DIVISION – DEPT/DIV 0916
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: INFRASTRUCTURE SUSTAINABILITY

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

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

Goal: Apply best management practices and systems in infrastructure maintenance

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

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

Goal: Emphasize transparency in City operations, reporting and activities

PRIORITY: QUALITY OF LIFE

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

MISSION AND OBJECTIVES

The Right-of-Way Maintenance Division is responsible for the maintenance of 120 miles of improved streets which includes resurfacing and rejuvenation, allowing for safe vehicular navigation throughout the City by citizens and visitors.

INITIATIVES AND ACTION ITEMS

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

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
Total mileage of streets City maintains	115.4	120.1	120.1	120.1
Efficiency:				
Cost of miles resurfaced	\$649,836	\$790,447	\$710,000	\$705,000
Cost of miles rejuvenated	\$35,000	\$40,000	\$40,000	\$40,000
Service Quality:				
# of miles completed within established timeline	4.5	4.6	4.3	4.7
Outcome:				
% of miles resurfaced in fiscal year	3.9%	3.8%	3.6%	3.9%

RESULTS

The Right-of-Way Division continued its annual street maintenance program with paving of 4.3 miles of streets and applying asphalt rejuvenation to 3 miles of streets throughout the City.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
RIGHT-OF-WAY MAINTENANCE DIVISION SUMMARY**

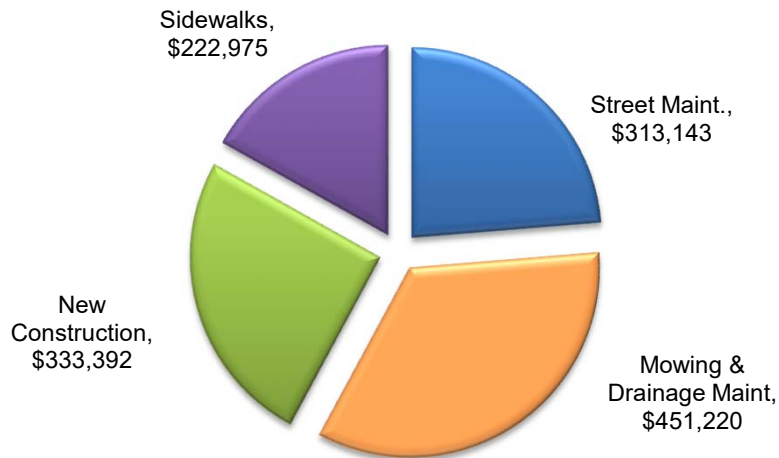
Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	1,026,631	940,528	1,065,425	901,685	1,046,760
Operating	60,952	86,570	67,340	87,235	117,970
Capital Outlay	84,317	0	98,000	167,830	156,000
Total	1,171,900	1,027,098	1,230,765	1,156,750	1,320,730

Position Summary


Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
PW Supervisor	1	1	1	1	1
Traffic Control Technician	1	0	0	0	0
Traffic & Safety Coordinator	0	1	1	1	1
PW Crew Chief	2	2	3	3	3
ROW Maint Worker III	3	3	3	3	3
ROW Maint Worker II	4	4	4	4	4
ROW Maint Worker I	2	2	2	2	3
Total	13	13	14	14	15

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	6835	Purchase Price (if known)	\$65,464			
Make	VJCB	Model	Tractor Loader Backhoe	Year	2007	Age	15	
Current Mileage	1,980 hrs	Life to Date Maintenance Cost			\$30,160			
Description	CB Tractor Loader Backhoe 4 X 4							
Recent Major Repairs to Extend Life: Replaced hydraulic cylinder, repaired fuel system and electrical system				Known Problems: Intermittent starter, electrical system shorts out, injector problems				
Description of Requested Replacement: Same or similar Tractor Loader Backhoe 4 X 4				Estimated Cost of Replacement			\$115,000	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2022	
				Requested Fiscal Year for Replacement			2023	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease equipment.				


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

Dept/Div	0916	Asset Tag	6982	Purchase Price (if known)	\$12,214			
Make	Hustler	Model	60" RD KA FX 1000	Year	2016	Age	6	
Current Mileage	815 hrs	Life to Date Maintenance Cost			\$1,800			
Description	Hustler Mower							
Recent Major Repairs to Extend Life: Repaired PTO, replaced tires and belts				Known Problems: None at this time				
Description of Requested Replacement: Same or similar 60" Riding Lawn Mower				Estimated Cost of Replacement			\$15,500	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2023	
				Requested Fiscal Year for Replacement			2024	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or contract services.				


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

Dept/Div	0916	Asset Tag	5413	Purchase Price (if known)	\$104,541			
Make	Caterpillar	Model	924GZ	Year	2002	Age	20	
Current Mileage	511 hrs*	Life to Date Maintenance Cost			\$75,310			
Description	Caterpillar Front End Articulated Loader 4 X 4 Wheel Rubber Tire							
Recent Major Repairs to Extend Life: Repaired fuel injector, replaced two lift cylinder and hydraulic hoses				Known Problems: *Hour meter no longer works				
Description of Requested Replacement: Same or similar Front End Articulated Loader 4 X 4 Wheel Rubber Tire				Estimated Cost of Replacement			\$256,000	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u>				
				If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2023	
				Requested Fiscal Year for Replacement			2024	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or contract services.				


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

Dept/Div	0916	Asset Tag	6969	Purchase Price (if known)	\$31,033			
Make	Freightliner	Model	Vactor 2100	Year	2015	Age	7	
Current Mileage	31,260	Life to Date Maintenance Cost			\$46,553			
Description	Freightliner Vactor 2100							
Recent Major Repairs to Extend Life: Replaced suction hose components, replaced transmission module and seals				Known Problems: None at this time				
Description of Requested Replacement: Same or similar Vactor				Estimated Cost of Replacement			\$497,000	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u>				
				If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2023	
				Requested Fiscal Year for Replacement			2024	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease vactor.				

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

Dept/Div	0916	Asset Tag	4441	Purchase Price (if known)	\$1,635			
Make	Triple Crown	Model	Tandem Axle Trailer	Year	2000	Age	22	
Current Mileage	N/A		Life to Date Maintenance Cost			\$12,868		
Description	Triple Crown Tandem Axle Trailer Low Bed							
Recent Major Repairs to Extend Life: None				Known Problems: None at this time				
Description of Requested Replacement: Tandem Axle Trailer, Low Bed				Estimated Cost of Replacement			\$10,000	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2023	
				Requested Fiscal Year for Replacement			2025	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or contract services.				

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

Dept/Div	0916	Asset Tag	5977	Purchase Price (if known)	\$94,408			
Make	Sterling	Model	LT9500	Year	2007	Age	15	
Current Mileage	75,396		Life to Date Maintenance Cost			\$56,655		
Description	Sterling Truck / OX Dump LT9500 Conventional Cab 2 Door							
Recent Major Repairs to Extend Life: Hydraulic cylinder replaced, major engine repair, transmission repaired				Known Problems: None at this time				
Description of Requested Replacement: Same or similar Dump Truck Conventional Cab 2 Door				Estimated Cost of Replacement			\$125,000	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2023	
				Requested Fiscal Year for Replacement			2025	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				

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

Dept/Div	0916	Asset Tag	2350	Purchase Price (if known)				\$4,653	
Make	N/A	Model	Trailer		Year	1988	Age	34	
Current Mileage		N/A	Life to Date Maintenance Cost				\$5,480		
Description		Trailer, Tilt Bed							
Recent Major Repairs to Extend Life: Replaced tires				Known Problems: None at this time					
Description of Requested Replacement: Trailer, Tilt Bed				Estimated Cost of Replacement				\$22,400	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year				2025	
				Requested Fiscal Year for Replacement				2025	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.					




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


Dept/Div	0916	Asset Tag	2352	Purchase Price (if known)				\$5,244	
Make	Custom	Model	9T800		Year	1988	Age	34	
Current Mileage		N/A	Life to Date Maintenance Cost				\$5,779		
Description		Trailer, Flat Bed							
Recent Major Repairs to Extend Life: Replaced wood deck, tires, lights, and wiring				Known Problems: None at this time					
Description of Requested Replacement: Trailer, Flat Bed				Estimated Cost of Replacement				\$24,900	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year				2025	
				Requested Fiscal Year for Replacement				2025	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life. Needed to reduce transporting equipment for repairs. Used to transport loader, grader, backhoe.				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease trailer. If not replaced, there would be delays in moving equipment to job sites.					




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

Dept/Div	0916	Asset Tag	2396	Purchase Price (if known)	\$4,500			
Make	N/A	Model	Trailer Tilt Bed	Year	1989	Age	33	
Current Mileage	N/A		Life to Date Maintenance Cost			\$5,793		
Description	Trailer, Tilt Bed							
Recent Major Repairs to Extend Life: None				Known Problems: None at this time				
Description of Requested Replacement: Trailer, Tilt Bed				Estimated Cost of Replacement			\$7,500	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2025	
				Requested Fiscal Year for Replacement			2025	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease trailer. If not replaced, there would be delays in moving equipment to job sites.				

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

Dept/Div	0916	Asset Tag	5411	Purchase Price (if known)	\$74,384			
Make	Lee Boy	Model	685B	Year	2002	Age	20	
Current Mileage	15,395 hrs		Life to Date Maintenance Cost			\$11,953		
Description	Motor Grader Lee Boy 685B 4 Wheel Drive							
Recent Major Repairs to Extend Life: Replaced hydraulic hoses, cylinders, and tires				Known Problems: Needs new tires				
Description of Requested Replacement: Would like to trade for a mini track excavator (\$38,394) and trailer (\$17,982)				Estimated Cost of Replacement			\$56,376	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2025	
				Requested Fiscal Year for Replacement			2027	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease grader.				

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

Dept/Div	0916	Asset Tag	4409	Purchase Price (if known)	\$36,800			
Make	Navistar Int'l	Model	4700 Flat Bed	Year	1999	Age	23	
Current Mileage			Life to Date Maintenance Cost	\$41,097				
Description	Navistar International Flat Bed Dump 3 Ton Truck							
Recent Major Repairs to Extend Life: Replaced dump bed, repaired accelerator and transmission, complete brake job				Known Problems: None at this time				
Description of Requested Replacement: Same or similar Flat Bed Dump 3 Ton Truck				Estimated Cost of Replacement			\$115,000	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2023	
				Requested Fiscal Year for Replacement			2027	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
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:

- Repairs to the Gilchrist Park Gazebo
- Installing new ADA picnic tables and benches around the City parks and walkways
- Re-sodding of the Hounds on Henry Dog Park and the installation of K-9 Grass
- Hand-watering of transplanted trees in City rights-of-way and new plant material as needed throughout the City including at parks, rights-of-way, U.S. 41, and City facilities
- The trimming and fertilizing of 700+ beautification trees in City rights-of-way
- Maintained beautification sites on U.S. 41 and U.S. 17
- Maintained streetscape and City entrance features multiple irrigation systems have been repaired and brought back online
- Maintained Freeman House, Public Works/Utilities Campus, Government Center Parking Lot, Nesbit Street Parking Lot, Herald Ct. Centre, Laishley Park Interactive Fountain, restrooms and Open Air Market, Hector House Plaza, aka Pocket Park, Sculpture Garden, Linear Park, Herald Court West and courtyard, Herald Court East, Trabue Harbor walk, Cooper Street Recreational Center, Hounds on Henry Street, Dr. Martin Luther King Jr. Boulevard, Wood Street, U.S. 41 medians at Monaco Drive, Madrid Boulevard, Seminole Lakes Boulevard and Royal Poinciana, Shreve Street to Airport Road Multi-use Recreational Trail
- Maintenance of all parks, playgrounds, exercise equipment, nature trails, boardwalks, Cul-De-Sacs, decorative fountains, ponds, lights and signs
- Maintenance of 1,066 street lights throughout the City, 70 confirmation lights, 74 Veteran's park in ground wall lights and 155 lighted bollards

The division also completed annual mangrove trimming and exotic plant removal programs, mulched all the landscape areas throughout the city, delivered trees, plants, mulch, fertilizer and weed spraying/removal to 300 cul de sacs and performed mowing maintenance for West Marion Avenue medians.

BUDGET NARRATIVE:

The proposed budget provides for the City's Parks and Grounds Division to continue its maintenance programs at a high standard level that will include:

- City parks including Laishley Park, Gilchrist Park, Ponce de Leon Park, Nature Parks, Hounds on Henry Street Dog Park and Punta Gorda Pathways
- U.S. 41 Bike Path, Dr. Martin Luther King Jr. Boulevard, Herald Court East and Wood St.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
PARKS AND GROUNDS – DEPT/DIV 0919**

BUDGET NARRATIVE (continued):

- Government Center, Nesbit Street, and Open Air Market parking lots
- Streetscape throughout the downtown area
- Freeman House
- Herald Ct. Centre
- Replace artificial grass at all Linear Park Workout Station areas along with piece by piece replacement of older equipment
- Mangrove trimming for all parks including Laishley Marina
- Continued purchasing and replacing of new benches and trash receptacles with the new City Logo

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

The FY 2023 budget includes an increase for gasoline due to the increases seen in fuel prices.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
PARKS AND GROUNDS – DEPT/DIV 0919
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: INFRASTRUCTURE SUSTAINABILITY

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

Goal: Apply best management practices and systems in infrastructure maintenance

PRIORITY: PARTNERSHIPS, 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, emergency response and storm preparedness

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

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

MISSION AND OBJECTIVES

The Parks & Grounds Division is responsible for the maintenance of approximately 122 acres of park land that are broken down into 13 named parks: Gilchrist, Laishley, Linear Parks, Ponce de Leon, Punta Gorda Nature Park, Punta Gorda Pathways, Hounds on Henry Street, Elizabeth, Wilson, Alice, Pitman and Shreve, Bailey Brothers; 7 park areas: Marion Avenue downtown, Hector House Plaza, Cooper Street Recreation Center, Freeman House, Colony Point Drive, the Sculpture Garden, and MURTs (Multi-Use Recreational Trails). Maintenance includes mowing, weed control, sidewalk and plant bed edging, pruning & trimming, tree & plant replacement, mulching, painting structures, furnishings, playground equipment and decorator lights, designing, installing and repairing irrigation systems. The Division also maintains 4 playgrounds, 4 fishing piers, 2 beaches and 3 boardwalks within the parks.

INITIATIVES AND ACTION ITEMS

To efficiently and effectively maintain approximately 122 acres of park land, all the amenities therein, and contribute to the enjoyment of leisure time for residents and visitors to the City of Punta Gorda.

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
# of park acres	122	122	122	122
Efficiency:				
Cost per acre (excl. capital)	\$12,367	\$12,131	\$13,364	\$14,180
Service Quality:				
# of acres maintained	122	122	122	122
Outcome:				
% of acreage maintained	100%	100%	100%	100%

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
PARKS AND GROUNDS – DEPT/DIV 0919
Key Performance Measures**

RESULTS

Maintenance of the parks throughout the City continues to be a primary focus of staff's attention. Contracting with outside sources continues to serve as an efficient way to care for 122 landscape acres of park land, although contract prices have continued to increase each year.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
PARKS AND GROUNDS SUMMARY**

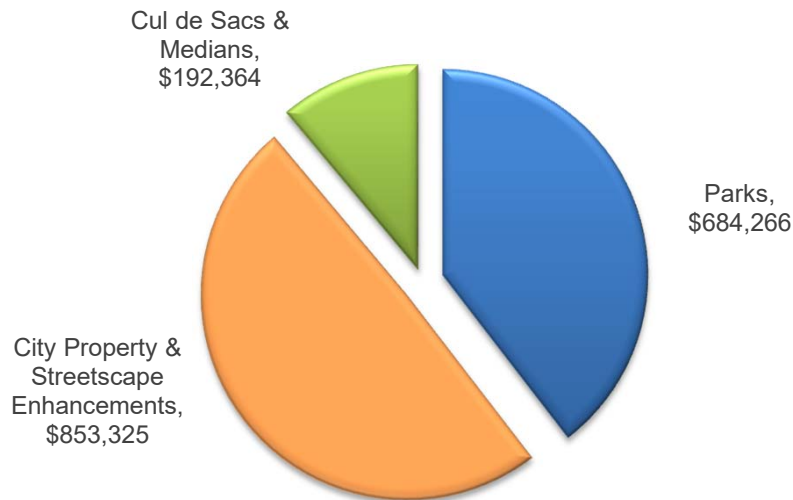
Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	698,525	709,089	756,285	692,125	784,835
Operating	810,279	770,906	919,155	938,290	945,120
Capital Outlay	14,035	94,385	36,800	161,500	0
Total	<u>1,522,839</u>	<u>1,574,380</u>	<u>1,712,240</u>	<u>1,791,915</u>	<u>1,729,955</u>


Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
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	5	5	5
Total	10	10	11	11	11


Service Costs




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

Dept/Div	0919	Asset Tag	2465	Purchase Price (if known)	\$1,595			
Make	Crosley	Model	Trailer low bed	Year	1992	Age	30	
Current Mileage	N/A		Life to Date Maintenance Cost			\$3,418		
Description	Crosley Trailer Low Bed							
Recent Major Repairs to Extend Life: None				Known Problems: Very rusty				
Description of Requested Replacement: Same or similar Low Bed Trailer				Estimated Cost of Replacement			\$7,000	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2024	
				Requested Fiscal Year for Replacement			2024	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or there would be delays in moving equipment to job sites.				


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

Dept/Div	0919	Asset Tag	4480	Purchase Price (if known)	\$21,176			
Make	John Deere	Model	250	Year	2001	Age	21	
Current Mileage	805 hrs		Life to Date Maintenance Cost			\$20,696		
Description	John Deere Loader Skid Steer							
Recent Major Repairs to Extend Life: None				Known Problems: None at this time				
Description of Requested Replacement: Same or similar Loader Skid Steer				Estimated Cost of Replacement			\$52,000	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2024	
				Requested Fiscal Year for Replacement			2024	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				


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

Dept/Div	0919	Asset Tag	6923	Purchase Price (if known)	\$21,425			
Make	Ford	Model	F250XL Super Duty	Year	2014	Age	8	
Current Mileage	131,000		Life to Date Maintenance Cost			\$20,903		
Description	Ford F250XL Super Duty 4 X 4 3/4 Ton Pickup							
Recent Major Repairs to Extend Life: Body repair				Known Problems: None at this time				
Description of Requested Replacement: Same or similar Super Duty 4 X 4 3/4 Ton Pickup				Estimated Cost of Replacement			\$54,000	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2025	
				Requested Fiscal Year for Replacement			2025	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				


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

Dept/Div	0919	Asset Tag	4473	Purchase Price (if known)	\$6,700			
Make	Vermeer	Model	V1150	Year	2001	Age	21	
Current Mileage	N/A		Life to Date Maintenance Cost			\$1,486		
Description	Vermeer Trencher Walk Behind							
Recent Major Repairs to Extend Life: None				Known Problems: None at this time				
Description of Requested Replacement: Same or similar Trencher, Walk Behind				Estimated Cost of Replacement			\$16,000	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2025	
				Requested Fiscal Year for Replacement			2025	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease trencher.				


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

Dept/Div	0919	Asset Tag	6801	Purchase Price (if known)	\$20,232			
Make	Bobcat	Model	323G	Year	2006	Age	16	
Current Mileage	730 hrs	Life to Date Maintenance Cost			\$5,872			
Description	Bobcat Mini Excavator Trackhoe							
Recent Major Repairs to Extend Life: None				Known Problems: None at this time				
Description of Requested Replacement: Same or similar Mini Excavator Trackhoe				Estimated Cost of Replacement			\$52,000	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2025	
				Requested Fiscal Year for Replacement			2025	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease trackhoe.				


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

Dept/Div	0919	Asset Tag	6839	Purchase Price (if known)	\$9,478			
Make	Grasshopper	Model	Riding Mower	Year	2007	Age	15	
Current Mileage	723 hrs	Life to Date Maintenance Cost			\$1,230			
Description	Grasshopper Riding Mower							
Recent Major Repairs to Extend Life: None				Known Problems: No Known problems				
Description of Requested Replacement: Same or similar Riding Mower				Estimated Cost of Replacement			\$23,000	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2025	
				Requested Fiscal Year for Replacement			2025	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or contract services.				


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

Dept/Div	0919	Asset Tag	6862	Purchase Price (if known)	\$10,869			
Make	Grasshopper	Model	325D	Year	2010	Age	12	
Current Mileage	1,720 hrs	Life to Date Maintenance Cost			\$80			
Description	Grasshopper Riding Mower							
Recent Major Repairs to Extend Life: None				Known Problems: None at this time				
Description of Requested Replacement: Same or similar Riding Mower				Estimated Cost of Replacement			\$23,000	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2025	
				Requested Fiscal Year for Replacement			2025	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				


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

Dept/Div	0919	Asset Tag	6924	Purchase Price (if known)	\$23,443			
Make	Ford	Model	F350 Pickup Truck	Year	2014	Age	8	
Current Mileage	61,000	Life to Date Maintenance Cost			\$13,204			
Description	Ford F350 Pickup Truck							
Recent Major Repairs to Extend Life: Loose rim repaired				Known Problems: None at this time				
Description of Requested Replacement: Same or similar 1 Ton Pickup Truck				Estimated Cost of Replacement			\$51,000	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2026	
				Requested Fiscal Year for Replacement			2026	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				


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

Dept/Div	0919	Asset Tag	6927	Purchase Price (if known)			\$17,277		
Make	Ford	Model	F150 Pickup Truck	Year	2014	Age	8		
Current Mileage		49,000	Life to Date Maintenance Cost			\$6,074			
Description		Ford F150 Pickup Truck							
Recent Major Repairs to Extend Life: None			Known Problems: None at this time						
Description of Requested Replacement: Same or similar 1/2 Ton Pickup Truck			Estimated Cost of Replacement				\$44,000		
			If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2027		
				Requested Fiscal Year for Replacement			2027		
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.						


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

Dept/Div	0919	Asset Tag	6928	Purchase Price (if known)			\$17,277		
Make	Ford	Model	F150 Pickup Truck	Year	2014	Age	8		
Current Mileage		64,000	Life to Date Maintenance Cost			\$6,349			
Description		Ford F150 Pickup Truck							
Recent Major Repairs to Extend Life: None			Known Problems: None at this time						
Description of Requested Replacement: Same or similar 1/2 Ton Pickup Truck			Estimated Cost of Replacement				\$44,000		
			If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2027		
				Requested Fiscal Year for Replacement			2027		
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.						


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

Dept/Div	0919	Asset Tag	4481	Purchase Price (if known)	\$3,195			
Make	SSE Metal Prod	Model	Tandem Axle Low Bed	Year	2001	Age	21	
Current Mileage	N/A		Life to Date Maintenance Cost			\$3,895		
Description	Southeastern Metal Prod Tandem Axle Low Bed							
Recent Major Repairs to Extend Life: None				Known Problems: Very rusty				
Description of Requested Replacement: Same or similar Tandem Axle Low Bed Trailer				Estimated Cost of Replacement			\$13,000	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2027	
				Requested Fiscal Year for Replacement			2027	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or there would be delays in moving equipment to job sites.				


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

Dept/Div	0919	Asset Tag	5976	Purchase Price (if known)	\$985			
Make	Emerson	Model	Trailer Flat Bed	Year	2006	Age	16	
Current Mileage	N/A		Life to Date Maintenance Cost			\$1,963		
Description	Emerson Trailer Flat Bed							
Recent Major Repairs to Extend Life: None				Known Problems: None at this time				
Description of Requested Replacement: Same or similar Trailer, Flat Bed				Estimated Cost of Replacement			\$9,000	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2027	
				Requested Fiscal Year for Replacement			2027	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or rent/lease trailer. If not replaced, there would be delays in moving equipment to job sites.				


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

Dept/Div	0919	Asset Tag	6818	Purchase Price (if known)	\$1,575				
Make	Emerson	Model	Trailer Flat Bed	Year	2007			Age	15
Current Mileage	N/A		Life to Date Maintenance Cost		\$1,498				
Description	Emerson Trailer Flat Bed Tandem Axle								
Recent Major Repairs to Extend Life: None			Known Problems: Rusty						
Description of Requested Replacement: Same or similar Trailer, Flat Bed Tandem Axle			Estimated Cost of Replacement			\$13,000			
			If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2027		
				Requested Fiscal Year for Replacement			2027		
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs or there would be delays in moving equipment to job sites.						

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

Dept/Div	0919	Asset Tag	6954	Purchase Price (if known)	\$21,278				
Make	Ford	Model	Transit Van E1ZA	Year	2015			Age	7
Current Mileage	21,000		Life to Date Maintenance Cost		\$4,141				
Description	Ford Transit Van E1ZA								
Recent Major Repairs to Extend Life: None			Known Problems: None at this time						
Description of Requested Replacement: Same or similar van			Estimated Cost of Replacement			\$55,000			
			If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2027		
				Requested Fiscal Year for Replacement			2027		
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.						

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

Dept/Div	0919	Asset Tag	6960	Purchase Price (if known)	\$21,071			
Make	Ford	Model	F150 Pickup Truck	Year	2015	Age	7	
Current Mileage	20,023	Life to Date Maintenance Cost	\$3,563					
Description	Ford F150 Pickup Truck							
Recent Major Repairs to Extend Life: None				Known Problems: None at this time				
Description of Requested Replacement: Same or similar 1/2 Ton Pickup Truck				Estimated Cost of Replacement			\$35,000	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2027	
				Requested Fiscal Year for Replacement			2027	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would be necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
POLICE – DEPT. 1200**

FUNCTION:

The function of the police department is to provide for the security, safety, and well-being of the community through a partnership with the citizens of Punta Gorda and the delivery of law enforcement services including enforcement of federal, state, and local statutes and ordinances. The Police Department provides deterrence against criminal activity through progressive law enforcement and investigative efforts as well as problem-oriented policing. The Department must also fulfill all other official responsibilities mandated by the State Constitution, Florida Statutes, and City Ordinances.

ACCOMPLISHMENTS:

Our goal continues to be the efficient and effective delivery of law enforcement services to the citizens of Punta Gorda with an emphasis on fair and impartial policing. Our focus on customer connectivity continues to provide the foundation for the way we do business. Every member of the agency serves with pride, integrity, fairness, respect, compassion and dedication. This is the core of our customer-centric approach in providing law enforcement services.

The department continues to provide a full array of service delivery channels to include uniform patrol, bike patrol, marine patrol, motorcycle patrol, canine patrol, dive team, traffic homicide investigators, and more. This is achieved through a combination of full-time employees and our community volunteers. In FY 2021, our volunteer police reserve officers provided our citizens with 1,451 hours of non-paid law enforcement services. In addition, during FY 2021 our Volunteer in Policing (VIP) members contributed 6,585 hours to the city of Punta Gorda at minimal cost to the tax payer.

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

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

The City's School Resource Officer (SRO) program remains a tremendous success. We continue to effectively serve approximately 3,700 students with six School Resource Officers. SROs provide service to the Baker Center, Sallie Jones Elementary School, Punta Gorda Middle School and Charlotte High School. DARE training was reinstated for the 5th grade students after temporarily suspending the program due to COVID.

Over the past year, the department finalized enhancements to our service delivery and officer safety improvements. This includes the following: (1) advanced payroll and advanced scheduling system implementation, (2) National Incident Based Reporting System (NIBRS) implementation, (3) internal affairs / professional standards software implementation, (4) Rapid

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
POLICE – DEPT. 1200**

ID (portable fingerprint device), (5) What3Words safety software for Communications to pinpoint locations of 911 callers, and (6) field training software implementation. The agency provided approximately 45 hours of in service training to its officers this year.

A strong connection to the community continues to be an emphasis for department members. The police department continues the Business Advisory Council and the Community Advisory Council. Our presence on Facebook has garnered over 12,000 followers with us also emphasizing a connection through other platforms such as Twitter and Nextdoor. Police hosted the Punta Gorda Citizen's Academy, Leadership Charlotte, and several community gun safety, fraud, active shooter and bicycle / pedestrian safety seminars. Our members participated in the annual "Shop with a Cop" program and partnered with Drug Free Punta Gorda and Drug Free Charlotte County raising community awareness. Our membership also sponsored students at the Baker Center during the annual holiday cheer event. We also created a Youth Advisory Council made up of students in Charlotte High School and Port Charlotte High School and held our first Public Safety Youth Academy for kids between 10-14 years of age.

BUDGET NARRATIVE:

Two sworn police officers for uniform patrol, one sworn police officer for criminal investigations, and one civilian Evidence, Crime Scene and Quartermaster position were requested to be funded this fiscal year. Approved for the FY 2023 budget was one sworn police officer for criminal investigations and one civilian Evidence, Crime Scene and Quartermaster position. This included a new vehicle and equipment for the officer and computer equipment for the civilian position.

The City is in the final year of the current three-year bargaining contract with the Police Officers' union. Negotiations for a new contract recently began with a goal of implementation beginning in FY 2023. However, negotiations are still in process.

Operating budget includes increases for repair and maintenance of autos, boats, and various specialty equipment, veterinary services for a third canine, uniforms to include an upgrade of rain gear to provide higher visibility for safety, and gasoline due to increased fuel costs and additions to fleet.

Equipment upgrades and infrastructure have been implemented with maximum efficiency and an emphasis on cost savings and grant funding. The FY 2023 budget includes \$318,000 for the replacement of six police vehicles. Funding continues for body camera, in car video camera and Taser programs. Funds are also budgeted for the remaining implementation of new patrol rifles, and various SWAT equipment. Other capital budgeted includes funds for radio enhancement, mobile and portable radio purchases, and training room equipment.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
POLICE – DEPT. 1200
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

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

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

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

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

PRIORITY: QUALITY OF LIFE

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

MISSION AND OBJECTIVES

Protect the lives and property of our citizens through proactive enforcement of local, state, and federal laws. This service will be provided in the most efficient and effective means possible, with a high regard for professionalism and customer service.

INITIATIVES AND ACTION ITEMS

- Respond and be on scene of all calls for service within an average of 5 minutes of dispatch.
- For Communications personnel to answer all telephone calls for service within a ring time of 5 seconds.
- Achieve the second lowest index crime rate among Florida municipal agencies with a similar service population (20,000 – 25,000).
- Recruitment efforts to fill sworn vacancies should be directed towards the goal of racial, ethnic, and gender diversity (Accreditation Chapter 8).
- Complete annual Cost of Services project.
- Maintain established procedures compatible with generally accepted accounting principles. Maintain written directives describing the agency's accounting system, cash handling procedures, and inventory control process. Perform regular audits (Accreditation Chapter 5).
- Maintain an updated Traffic Analysis Report.
- Enhance quality of life amenities through Chief's Community Advisory Council, Chief's Business Advisory Council, Interactive Youth Center, Public Safety Youth Academy, and the Community Garden.
- Achieve a monthly Quality Assurance Survey approval rating of 95%.*

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
Total Calls for Service	17,012	18,053	17,478	19,168
Total No. of ring events on administrative lines	32,260	32,831	32,318	33,944
Total No. of ring events on emergency 911 lines	8,298	9,647	10,335	10,931
Efficiency:				
Cost per capita (Excl. Capital)	\$326.15	\$346.41	\$367.13	\$381.79
City Population est.	19,471	19,701	20,157	20,389

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
POLICE – DEPT. 1200
Key Performance Measures**

(continued)

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Service Quality:				
Average patrol response time for calls for service	3:52	4:06	4:03	4:00
Monthly Quality Assurance Survey Rating of 95%	97.6%	99.2%	99.8%	99.1%
Average administrative line ring duration in seconds	2.18	1.97	1.93	2.3
Average emergency 911 line ring duration in seconds	2.37	2.22	2.21	2.7
Outcome:				
Uniform Crime Rate**	1,401.6	N/A	N/A	N/A
Total Index Crimes	286	N/A	N/A	N/A
Clearance Rates	40.6%	N/A	N/A	N/A
UCR Population est.***	20,405	N/A	N/A	N/A

RESULTS

Efforts have resulted in patrol response times of 4:06. Phone answering times are being achieved in approximately 2.09 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 99.2% 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.

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

The police department has completed the annual Cost of Services project and continues to post the updated Traffic Analysis report to the website.

The agency has taken numerous steps in an effort of meeting the racial, ethnic and gender diversity of the community the agency serves. The department has participated in various recruitment activities throughout the year. As of July 6, 2022 the Punta Gorda Police Department had a total of 40 sworn members with 37 of these being classified as full-time. An Analysis of our work force (sworn full-time personnel and sworn reserve officers) showed we had 33 (82.5%) members who were white, 1 (2.5%) members who were black, and 2 (5%) members who were Asian. Out of the 40, 3 (7.5%) members are also classified as Hispanic. In addition, our full-time workforce had 33 (82.5%) members who were male and 7 (17.5%) members who were female.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
POLICE – DEPT. 1200
Key Performance Measures**

(continued)

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

The police department continues to run the Chief's Community Advisory Council, the Chief's Business Advisory Council, the Chief's Youth Advisory Council, Public Safety Youth Academy, 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. The Uniform Crime Report is being phased out as of the 2020 calendar reporting year based upon reporting requirements by the Federal Bureau of Investigations. It will be replaced by the National Incident Based Reporting (NIBRS) system.*

****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 purpose.*

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
POLICE SUMMARY**

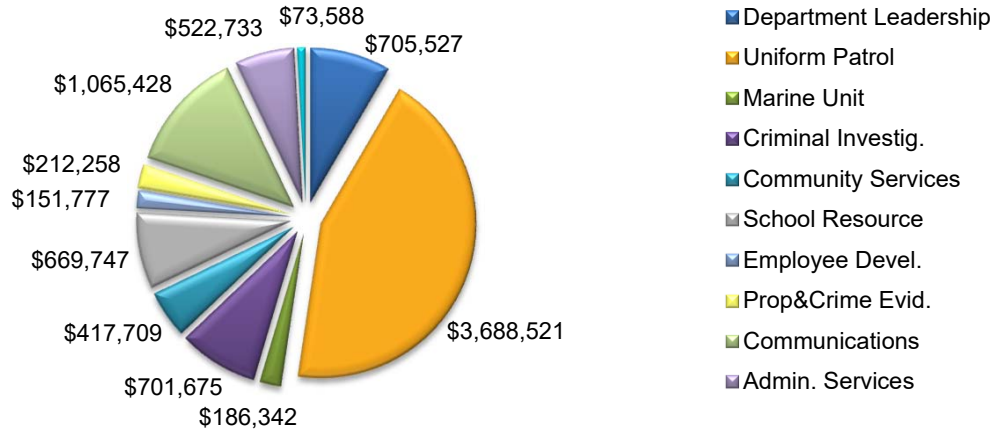
Operating Budget


Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	5,068,284	5,435,415	5,806,000	5,655,850	6,091,820
Operating	1,282,256	1,389,155	1,490,630	1,744,395	1,692,455
Capital Outlay	313,735	394,175	580,500	821,740	611,030
Total	6,664,275	7,218,745	7,877,130	8,221,985	8,395,305

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	3Budget FY 2022
Police Chief	1	1	1	1	1
Captain	2	2	2	2	2
Lieutenant	7	7	7	7	7
Corporal	6	6	6	6	6
Police Officer	16	16	18	18	19
School Resource Corporal	1	1	1	1	1
School Resource Officer	5	5	5	5	5
Police Accred & Adm Spec.	1	1	1	1	1
Evid./Crime Scene Tech.	1	1	1	1	2
Communications Supv.	1	1	1	1	1
Sr Dispatcher	1	1	1	1	1
Dispatcher	9	9	9	9	9
Employee Develop Coord.	1	1	1	1	1
Sr Executive Assistant	0	0	0	1	1
Executive Assistant	1	1	1	0	0
Police Records Specialist	3	3	3	3	3
Total	56	56	58	58	60

Service Costs



Dept/Div:	Police	
Contact:	Jason Ciaschini	
Project Title:	Police Fleet Replacement Program	
Project Code:	PDCAR	
Account #:	001-1200-521-6401	
Description/Justification:	<p>Planned replacement of police fleet vehicles (6 vehicles per year): FY 2023 – FY 2027: \$318,000 per year FY 2023 includes 6 vehicles</p> <p>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.</p>	
Priority:	Infrastructure Sustainability	
Goal:	<p>Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff. Apply best management practices and systems in infrastructure maintenance.</p>	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Planning							
Design							
Construction							
Equipment	\$1,590,000	\$0	\$318,000	\$318,000	\$318,000	\$318,000	\$318,000
Total	\$1,590,000	\$0	\$318,000	\$318,000	\$318,000	\$318,000	\$318,000
Funding Sources							
Local-GF	\$1,590,000	\$0	\$318,000	\$318,000	\$318,000	\$318,000	\$318,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

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

The Police Department maintains extensive records on its fleet. Replacement recommendations are made based upon age, mileage, cost per miles and maintenance costs. The majority of the fleet operates under patrol operations and vehicle safety is paramount to our employees.

Dept/Div	1200	Asset Tag	6808	Purchase Price (if known)				\$27,340	
Make	Ford	Model	Expedition	Year	2007	Age	15		
Current Mileage		111,019	Life to Date Maintenance Cost				\$14,305		
Description		Police Vehicle							
Recent Major Repairs to Extend Life: None			Known Problems: None at this time						
Description of Requested Replacement: Recommend Ford Interceptor Utility			Estimated Cost of Replacement				\$53,000		
			If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	1	Efficiency	1	Estimated End of Life Fiscal Year				2023	
				Requested Fiscal Year for Replacement				2023	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? Increased expenses of the police department's repair and maintenance accounts.						

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

Dept/Div	1200	Asset Tag	6858	Purchase Price (if known)				\$0	
Make	Ford	Model	F150STX	Year	2005	Age	17		
Current Mileage		65,101	Life to Date Maintenance Cost				\$13,628		
Description		Police Vehicle (Confiscated vehicle in 2009 used in operations)							
Recent Major Repairs to Extend Life: None			Known Problems: None at this time						
Description of Requested Replacement: Recommend Ford Interceptor Utility			Estimated Cost of Replacement				\$53,000		
			If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	1	Efficiency	1	Estimated End of Life Fiscal Year				2023	
				Requested Fiscal Year for Replacement				2023	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? Increased expenses of the police department's repair and maintenance accounts.						

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

The Police Department maintains extensive records on its fleet. Replacement recommendations are made based upon age, mileage, cost per miles and maintenance costs. The majority of the fleet operates under patrol operations and vehicle safety is paramount to our employees.

Dept/Div	1200	Asset Tag	6870	Purchase Price (if known)				\$25,769	
Make	Ford	Model	Crown Victoria	Year	2010	Age	12		
Current Mileage		117,341	Life to Date Maintenance Cost				\$12,520		
Description		Police Vehicle							
Recent Major Repairs to Extend Life: None			Known Problems: None at this time						
Description of Requested Replacement: Recommend Ford Interceptor Utility			Estimated Cost of Replacement				\$53,000		
			If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	1	Efficiency	1	Estimated End of Life Fiscal Year				2023	
				Requested Fiscal Year for Replacement				2023	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? Increased expenses of the police department's repair and maintenance accounts.						

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

Dept/Div	1200	Asset Tag	6898	Purchase Price (if known)				\$30,802	
Make	Dodge	Model	Charger	Year	2012	Age	10		
Current Mileage		73,909	Life to Date Maintenance Cost				\$17,506		
Description		Police Vehicle							
Recent Major Repairs to Extend Life: None			Known Problems: None at this time						
Description of Requested Replacement: Recommend Ford Interceptor Utility			Estimated Cost of Replacement				\$53,000		
			If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	1	Efficiency	1	Estimated End of Life Fiscal Year				2023	
				Requested Fiscal Year for Replacement				2023	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? Increased expenses of the police department's repair and maintenance accounts.						


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

The Police Department maintains extensive records on its fleet. Replacement recommendations are made based upon age, mileage, cost per miles and maintenance costs. The majority of the fleet operates under patrol operations and vehicle safety is paramount to our employees.


Dept/Div	1200	Asset Tag	6907	Purchase Price (if known)				\$26,818	
Make	Ford	Model	Interceptor	Year	2013	Age	9		
Current Mileage		121,480	Life to Date Maintenance Cost				\$18,112		
Description		Police Vehicle							
Recent Major Repairs to Extend Life: None			Known Problems: None at this time						
Description of Requested Replacement: Recommend Ford Interceptor Utility			Estimated Cost of Replacement				\$53,000		
			If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	1	Efficiency	1	Estimated End of Life Fiscal Year				2023	
				Requested Fiscal Year for Replacement				2023	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? Increased expenses of the police department's repair and maintenance accounts.						

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


Dept/Div	1200	Asset Tag	6919	Purchase Price (if known)				\$29,895	
Make	Dodge	Model	Charger	Year	2014	Age	8		
Current Mileage		123,511	Life to Date Maintenance Cost				\$18,529		
Description		Police Vehicle							
Recent Major Repairs to Extend Life:			Known Problems: Vehicle totaled in traffic crash						
Description of Requested Replacement: Recommend Ford Interceptor Utility			Estimated Cost of Replacement				\$53,000		
			If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	1	Efficiency	1	Estimated End of Life Fiscal Year				2023	
				Requested Fiscal Year for Replacement				2023	
Provide explanation for requested fiscal year of replacement: Vehicle totaled in traffic crash			If not replaced, what is alternative? Increased expenses of the police department's repair and maintenance accounts.						

Dept/Div:	Police	
Contact:	Captain Jason Ciaschini	
Project Title:	Taser Replacement Program	
Project Code:	TASER	
Account #:	001-1200-521-6403	
Description/Justification:	The police department has utilized the Taser X26/X26P since 2010. The agency will need to switch over to the Taser 7 starting in FY 2023 because the Taser X26 and X26P will no longer be available for purchase.	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the city’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas. Apply best management practices and systems in infrastructure maintenance.	
Community Impact:	Ensure that our police department is providing the resources it needs to our employees so that we may effectively serve the community.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Planning							
Design							
Construction							
Equipment	\$174,000	\$0	\$34,800	\$34,800	\$34,800	\$34,800	\$34,800
Total	\$174,000	\$0	\$34,800	\$34,800	\$34,800	\$34,800	\$34,800
Funding Sources							
Local-GF	\$174,000	\$0	\$34,800	\$34,800	\$34,800	\$34,800	\$34,800
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Police	
Contact:	Captain Jason Ciaschini	
Project Title:	Body Camera Program	
Project Code:	DOJBWC	
Account #:	001-1200-521-6403	
Description/Justification:	<p>The police department currently has Axon Body Cameras for personnel. This is a multiyear project with annual costs for FY 23 estimated at \$1,500 annually.</p> <p>Future year expenses starting in year six are anticipated to be approximately \$21,070 annually.</p>	
Priority:	Infrastructure Sustainability – Maintain and enhance the city’s capital assets and quality municipal services.	
Goal:	Maintain and enhance the city’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas. Apply best management practices and systems in infrastructure maintenance.	
Community Impact:	Enhanced transparency of law enforcement actions and provides corroborating evidence in some criminal cases allowing for more successful prosecutions.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Planning							
Design							
Construction							
Equipment	\$157,720	\$114,080	\$1,500	\$0	\$0	\$21,070	\$21,070
Total	\$157,720	\$114,080	\$1,500	\$0	\$0	\$21,070	\$21,070
Funding Sources							
Local-GF	\$90,701	\$47,061	\$1,500	\$0	\$0	\$21,070	\$21,070
Federal-G	\$67,019	\$67,019	\$0	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Police	
Contact:	Captain Jason Ciaschini	
Project Title:	Patrol Rifle Purchase Program	
Project Code:	PATRIF	
Account #:	001-1200-521-6403	
Description/Justification:	The police department has had a rifle program for its officers for over a decade. The program consists of a patchwork of personally owned rifles and military surplus rifles through the Defense Logistics Agency 1033 program. This is Phase II of a two year purchase program of another 20 rifles for our police officers. At the end of this purchase cycle, the police department will discontinue its usage of personally owned rifles and participation in the Defense Logistics Agency 1033 program for rifles.	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the city’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas. Apply best management practices and systems in infrastructure maintenance.	
Community Impact:	Ensure that our police department is providing the resources it needs to our employees so that we may effectively serve the community.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Planning							
Design							
Construction							
Equipment	\$79,777	\$51,057	\$28,720	\$0	\$0	\$0	\$0
Total	\$79,777	\$51,057	\$28,720	\$0	\$0	\$0	\$0
Funding Sources							
Local-GF	\$60,765	\$32,045	\$28,720	\$0	\$0	\$0	\$0
Federal-G	\$19,012	\$19,012					
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Police	
Contact:	Captain Jason Ciaschini	
Project Title:	In Car Camera Replacement Program	
Project Code:	CARCAM	
Account #:	001-1200-521-6403	
Description/Justification:	<p>This is a city council approved multiyear transition to the Axon In Car Camera system. At the end of this transition program the agency will have approximately 32 in car cameras (depending on staffing increases). Additional costs may be incurred if there is an increase in uniformed member staffing.</p> <p>Annual sustainability costs will begin in FY 2026 or a new contract will need to be negotiated. Year 6+ expenses estimated at 40% to maintain program (storage, licenses, etc.)</p>	
Priority:	Infrastructure Sustainability – Maintain and enhance the city’s capital assets and quality municipal services.	
Goal:	Maintain and enhance the city’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas. Apply best management practices and systems in infrastructure maintenance.	
Community Impact:	Enhanced transparency of law enforcement actions and provides corroborating evidence in some criminal cases allowing for more successful prosecutions.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Planning							
Design							
Construction							
Equipment	\$192,355	\$55,405	\$38,150	\$45,650	\$53,150	\$0	\$0
Total	\$192,355	\$55,405	\$38,150	\$45,650	\$53,150	\$0	\$0
Funding Sources							
Local-GF	\$192,355	\$55,405	\$38,150	\$45,650	\$53,150	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual	\$42,520	\$0	\$0	\$0	\$0	\$21,260	\$21,260
Equipment							
Other							

Dept/Div:	Police	
Contact:	Captain Jason Ciaschini	
Project Title:	SWAT Night Vision Program	
Project Code:	SWATEQ	
Account #:	001-1200-521-6403	
Description/Justification:	<p>FY 2022: Purchase of two helmet mounted night vision devices for two of three SWAT operators. FY 2023: Purchase of third device.</p> <p>Night vision provides the ability to see in low-light conditions during tactical situations. The police department has three SWAT team positions, and this would be year two of a two year purchase program.</p>	
Priority:	Infrastructure Sustainability – Maintain and enhance the city’s capital assets and quality municipal services.	
Goal:	Maintain and enhance the city’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas. Apply best management practices and systems in infrastructure maintenance.	
Community Impact:	Ensure that our police department is providing the resources it needs to our employees so that we may effectively serve the community.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Planning							
Design							
Construction							
Equipment	\$15,820	\$10,575	\$5,245	\$0	\$0	\$0	\$0
Total	\$15,820	\$10,575	\$5,245	\$0	\$0	\$0	\$0
Funding Sources							
Local-GF	\$15,820	\$10,575	\$5,245	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Police/Fire/Public Works	
Contact:	Captain Jason Ciaschini/Holden Gibbs	
Project Title:	Radio Enhancement Project (City-wide)	
Project Code:	RADENH	
Account #:	001-1200-521-6403/001-1300-522-6403	
Description/Justification:	<p>The City of Punta Gorda operates all of its radios on the Charlotte County P25 radio system. Charlotte County will be upgrading its system to Time Division Multiple Access (TDMA).</p> <p>Upgrading the system radio will maximize the resources of the system as new radios come on line. This is a city wide project – not a police department only project. All radios that the city uses on this system will need to receive this system upgrade. Total project costs are estimated for the city and the police department’s portion is estimated at \$48,650.00</p>	
Priority:	Infrastructure Sustainability – Maintain and enhance the city’s capital assets and quality municipal services.	
Goal:	Maintain and enhance the city’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas. Apply best management practices and systems in infrastructure maintenance.	
Community Impact:	Ensure that our police department is providing the resources it needs to our employees so that we may effectively serve the community.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Planning							
Design							
Construction							
Equipment	\$70,000	\$0	\$70,000	\$0	\$0	\$0	\$0
Total	\$70,000	\$0	\$70,000	\$0	\$0	\$0	\$0
Funding Sources							
Local-GF	\$70,000	\$0	\$70,000	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Police	
Contact:	Captain Jason Ciaschini	
Project Title:	Mobile and Portable Radio Purchases	
Project Code:	PDRAD	
Account #:	001-1200-521-6403	
Description/Justification:	Purchase of four new portable radios for law enforcement positions and three new mobile radios for vehicles to ensure sufficient number of radios for spares and growth of our organization.	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the city’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas. Apply best management practices and systems in infrastructure maintenance.	
Community Impact:	Ensure that our police department is providing the resources it needs to our employees so that we may effectively serve the community.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Planning							
Design							
Construction							
Equipment	\$26,445	\$0	\$26,445	\$0	\$0	\$0	\$0
Total	\$26,445	\$0	\$26,445	\$0	\$0	\$0	\$0
Funding Sources							
Local-GF	\$26,445	\$0	\$26,445	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Police	
Contact:	Captain Jason Ciaschini	
Project Title:	Training Room Equipment	
Project Code:	PSTRRM	
Account #:	001-1200-521-6403	
Description/Justification:	Purchase of Promethean Board to enhance the quality of instruction we provide to our employees by remaining current in available technology.	
Priority:	Infrastructure Sustainability – Maintain and enhance the city’s capital assets and quality municipal services.	
Goal:	Maintain and enhance the city’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas. Apply best management practices and systems in infrastructure maintenance.	
Community Impact:	Ensure that our police department is providing the resources it needs to our employees so that we may effectively serve the community.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Planning							
Design							
Construction							
Equipment	\$5,488	\$0	\$5,488	\$0	\$0	\$0	\$0
Total	\$5,488	\$0	\$5,488	\$0	\$0	\$0	\$0
Funding Sources							
Local-GF	\$5,488	\$0	\$5,488	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
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. Paramedics have the capability to treat patients for anything from a simple injury to a full cardiac arrest event.
- The Department currently provides Advanced Life Support to all 3 districts throughout the city. Additionally, we continue to facilitate two Charlotte County ambulances which respond from Stations 1 and 3. This arrangement continues to be successful and provides a high level of patient care for our residents.
- We continue to emphasize Fire Prevention through public education. All members of the Department are involved with our public education and community training opportunities. We continue to offer fire extinguisher training several times throughout the year. Additionally, we have developed several "focused" presentations as requested such as fire and medical emergencies while cruising and smoke/CO detector programs (new install or battery replacement). Annually, we continue to host several hundred children from Charlotte County who receive fire and injury prevention training sessions primarily during Fire Prevention month.
- To fill a need within the community, the Department offers Family and Friends® CPR course of instruction. Developed by the American Heart Association, this course is for residents who want to learn CPR but do not need a course completion card. Additionally, the department has integrated a "Stop the Bleed" course content into all CPR courses. It is free to the community and is taught by certified instructors from within the Department thereby keeping it budget neutral.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
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 “Red Dot Program”, in conjunction with Charlotte County Fire/EMS, Charlotte County Sheriff’s Office and local hospitals, continues to provide residents with the means to have important medical information available to first responders in the event of an emergency.
- The Department continues to aggressively market our smoke/CO detector program. The department provides residents who cannot afford a smoke/CO detector a new 10 yr. life unit. The Department continues to experience increased participation in the Smoke Detector Battery Change Out program.
- The Department is continuing its program of pre-planning and inspecting approximately 1,500 commercial addresses within the City that require annual or semi-annual inspections. Each address receives an inspection, a drawing of the layout of the structure as well as a pre-fire survey detailing elements of construction, egress, occupancy and any hazards that would impede rescue/firefighting operations. This program was enhanced by utilizing all electronic documentation for pre-plans as well as in service inspections. Local business owners now receive all inspection forms and follow up documentation electronically. This program was developed and written internally at minimal expense and continues to create efficiencies as well as improve communication with the business community.

BUDGET NARRATIVE:

Department costs continue to be monitored and evaluated to ensure that the primary delivery of service is not affected. As part of its ongoing training efforts, the Department continues to use in-house certified instructors for CPR, BLS, ACLS and Dive Rescue. By utilizing on duty personnel, rather than outsourcing, the department has been able to increase training and comply with all required re-certifications without the added expense of hiring outside agencies. Fire also shares resources with PGPD for marine dive/rescue operations, thereby reducing the maintenance and operational costs that would be associated with maintaining separate boats in each department.

The FY 2023 budget includes operating increases for PPE and medical supplies, a maintenance contract for EMS equipment, and fuel costs.

The department has recently applied for a Staffing for Adequate Fire and Emergency Response (SAFER) Grant with FEMA. If awarded this grant, the Punta Gorda Fire Department will be able to hire seven Firefighter/EMTs or Firefighter/Paramedics with the grant funds covering the initial salaries and benefits for these positions for the first three years. The SAFER grant was created to provide funding directly to fire departments to help increase or maintain the number of trained, front-line firefighters available in their communities. This will also help to reduce some unscheduled overtime and will move the department towards meeting NFPA 1720 minimum staffing requirements. The positions are also needed to meet minimum staffing needs due to injuries, sick leave, training, or vacation. Equipment for the seven new positions are included in the budget. If the SAFER grant is not approved, the City plans to reapply again next year.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
FIRE – DEPT. 1300**

BUDGET NARRATIVE (continued):

Otherwise, the City of Punta Gorda will phase the increase in staffing of fire personnel over the next four to five years.

The department was awarded \$175,000 in grant funds from the Florida Specific Appropriations 1253A in July 2022, for a new training structure that will be shared by both the police and fire departments. The multi-story training structure will be utilized to gain real life tactical trainings in both residential and commercial scenarios. Training opportunities provided by this structure will include zero visibility search and rescue patterns with the aid of a smoke generator, roof ventilation operations, portable standpipe and miscellaneous tool hoisting operations, aerial and ground ladder operations, forcible entry doors and windows, as well as victim removal from a multi-story building. Funding will be re-appropriated to FY 2023 as project is not expected to be completed by September 30, 2022.

Capital outlay continues to fund replacement programs for personal protective equipment, suppression equipment, and medical equipment. Also budgeted is the radio enhancement program (split with police department).

Replacement of the aerial apparatus in the general construction fund has seen another delay due to availability and shortages of materials and equipment affecting the building process with E-One. The anticipated delivery of the new apparatus is now November 2022.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
FIRE – DEPT. 1300
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: QUALITY OF LIFE

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

MISSION AND OBJECTIVES

The Fire Department is responsible for the protection of the lives and property of the citizens of Punta Gorda. This is achieved through fire prevention, basic/advanced life support, fire suppression, hazardous materials response/identification, and other emergency actions during both natural and man-made emergencies in the most effective, professional, and efficient manner possible. This will minimize the damage caused by fire and other hazards along with ensuring the most successful outcomes of accidental injuries and/or medical emergencies.

INITIATIVES AND ACTION ITEMS

To respond to, and be on scene of 90% of all emergency calls within the City in 5 minutes or less of dispatch, as stated in the National Fire Protection Association Standards (NFPA), Standard #1710.

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
Total number of calls	3,686	4,116	4,531	4,956
Total number of calls in jurisdiction	3,600	4,037	4,407	4,822
Emergency Calls in jurisdiction	2,726	2,988	3,313	3,596
Non-Emergency Calls in jurisdiction	874	1,049	1,093	1,226
Efficiency:				
Cost per capita (excl. capital)	\$209	\$221	\$235	\$264
Service Quality:				
Average fire response time for calls for service	4:41	4:21	4:33	4:23
Number of emergency calls with a response time of less than 5 minutes	2,363	2,690	2,693	2,912
Outcome:				
Percentage of emergency calls with a response time of less than 5 minutes	87%	90%	81%	80%

RESULTS

FY 2021, the Fire Department responded to emergencies within the City of Punta Gorda in 5 minutes or on 90% of emergency calls. FY 2022 projects an increased call volume resulting in units responding out of their district more often with a resultant increase in response time. The same impact is possible in FY 2023 as well.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
FIRE SUMMARY**

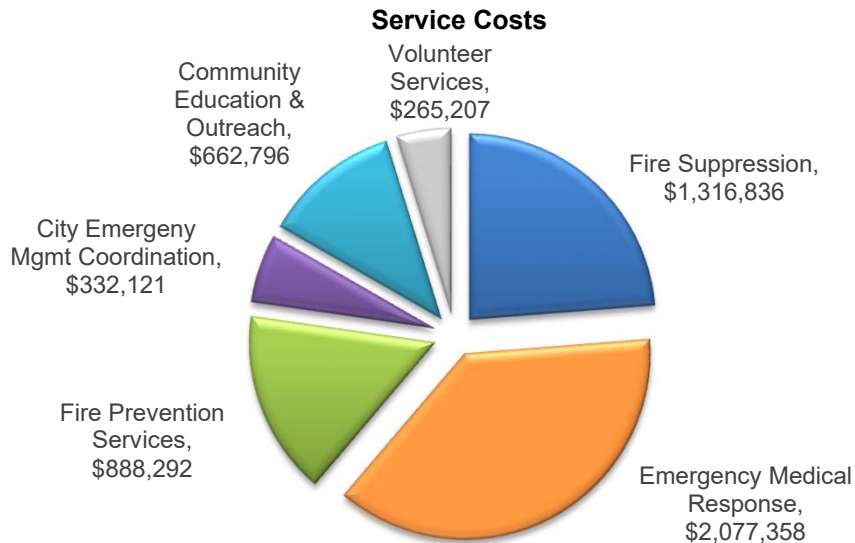
Operating Budget



Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	3,517,277	3,837,606	4,081,700	4,055,915	4,712,235
Operating	544,681	515,727	662,635	686,065	676,375
Capital Outlay	81,781	43,295	85,710	456,950	154,000
Total	4,143,739	4,396,628	4,830,045	5,198,930	5,542,610

Position Summary



Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
Fire Chief	1	1	1	1	1
Fire Operations Chief	1	1	1	1	1
Fire Training Chief	1	1	1	1	1
Fire Battalion Chief	3	3	3	3	3
Fire Lieutenant	9	9	9	9	9
Firefighter/EMT	12	12	14	14	21
Fire Marshall	1	1	1	1	1
Fire Inspector	1	1	1	1	1
Sr. Executive Assistant	1	1	1	1	1
Total	30	30	32	32	39

FY 2023 authorization for 7 additional firefighter/EMT positions contingent upon SAFER grant award.





Dept/Div:	Fire	 
Contact:	Holden Gibbs	
Project Title:	Personal Protective Equipment	
Project Code:	PPGEAR	
Account #:	001-1300-522-6403	
Description/Justification:	<p>Structural Fire Gear: Coat, Pants, Gloves, Boots, Helmets, Hoods</p> <p>Dive Equipment: BC, Tanks, Regulators, Gloves, Fins, Mask, Lights, Alert System, Knife, Safety Rope</p> <p>NFPA compliance 10 year replacement, normal wear and tear. Also allows for replacement gear in stock while repairs and/or cleaning occur.</p> <p>Carryover funds unspent.</p>	
Priority:	Quality of Life, Infrastructure Sustainability	
Goal:	Maintain the City’s high safety rating, emergency response and storm preparedness. Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.	
Community Impact:	Equipment purchased with these funds will directly enhance the ability to save lives.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	\$50,000	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Total	\$50,000	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Funding Sources							
Local-GF	\$50,000	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Other							

Dept/Div:	Fire	 
Contact:	Holden Gibbs	
Project Title:	Suppression Equipment	
Project Code:	SUPEQ	
Account #:	001-1300-522-6403	
Description/Justification:	<p>Hose, Nozzles, Ladders, Adapters, Rescue Tools, Pike Poles, Ventilation Fans, Ventilation Saws, K12, Thermal Imaging Camera, Lighting, Portable Generator, Portable Pump</p> <p>Replace equipment as needed due to normal wear and tear or damage.</p> <p>Carryover funds unspent.</p>	
Priority:	Quality of Life, Infrastructure Sustainability	
Goal:	<p>Maintain the City’s high safety rating, emergency response and storm preparedness.</p> <p>Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.</p>	
Community Impact:	Equipment purchased with these funds will directly enhance the ability to save lives.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	\$75,000	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Total	\$75,000	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Funding Sources							
Local-GF	\$75,000	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							


Dept/Div:	Fire	 
Contact:	Holden Gibbs	
Project Title:	Medical Equipment	
Project Code:	ALSEQ	
Account #:	001-1300-522-6403	
Description/Justification:	<p>Advanced Life Support equipment: Monitors, AutoPulses Replacement of auto-pulse or LifePak-15 if it becomes necessary.</p> <p>Some components used on older LifePak 15 models are no longer available in the market. LifePak 15 has an expected life of Eight (8) years from the date of manufacture. Our current LifePak-15's are 9 to 10 years old.</p> <p>Equipment is used on a daily basis during life saving procedures. As equipment ages, the need for replacement is becomes a priority.</p> <p>Carryover funds unspent</p>	
Priority:	Quality of Life, Infrastructure Sustainability	
Goal:	Maintain the City's high safety rating, emergency response and storm preparedness. Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.	
Community Impact:	Equipment purchased will directly enhance the ability to save lives.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	\$133,500	\$0	\$16,000	\$41,500	\$17,000	\$42,000	\$17,000
Total	\$133,500	\$0	\$16,000	\$41,500	\$17,000	\$42,000	\$17,000
Funding Sources							
Local-GF	\$133,500	\$0	\$16,000	\$41,500	\$17,000	\$42,000	\$17,000
Impacts on Operations (negative entry indicates operating reduction)							
Contractual maintenance	\$34,400	\$0	\$4,200	\$4,200	\$4,200	\$10,900	\$10,900

Dept/Div:	Police/Fire/Public Works	
Contact:	Captain Jason Ciaschini/Holden Gibbs	
Project Title:	Radio Enhancement Project (City-wide)	
Project Code:	RADENH	
Account #:	001-1200-521-6403/001-1300-522-6403	
Description/Justification:	<p>The City of Punta Gorda operates all of its radios on the Charlotte County P25 radio system. Charlotte County will be upgrading its system to Time Division Multiple Access (TDMA).</p> <p>Upgrading the system radio will maximize the resources of the system as new radios come on line. This is a city wide project – not a police department only project. All radios that the city uses on this system will need to receive this system upgrade. Total project costs are estimated for the city and the fire department’s portion is estimated at \$18,200.00</p>	
Priority:	Infrastructure Sustainability – Maintain and enhance the city’s capital assets and quality municipal services.	
Goal:	Maintain and enhance the city’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas. Apply best management practices and systems in infrastructure maintenance.	
Community Impact:	Ensure that the fire department is providing the resources it needs to its employees so that the department may effectively serve the community.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Planning							
Design							
Construction							
Equipment	\$70,000	\$0	\$70,000	\$0	\$0	\$0	\$0
Total	\$70,000	\$0	\$70,000	\$0	\$0	\$0	\$0
Funding Sources							
Local-GF	\$70,000	\$0	\$70,000	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

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

Dept/Div	1300	Asset Tag	6930	Purchase Price (if known)	\$37,105			
Make	Chevrolet	Model	Tahoe	Year	2014	Age	8	
Current Mileage	73,528		Life to Date Maintenance Cost			\$8,625		
Description	WD 4 door full size SUV							
Recent Major Repairs to Extend Life: Suspension and tire				Known Problems: Seats torn, steering play, burns oil				
Description of Requested Replacement: Crew cab pickup truck with Topper and slide out tray; warning devices for primary response to major fire and medical calls				Estimated Cost of Replacement			\$55,000	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	2	Efficiency	2	Estimated End of Life Fiscal Year				2023
				Requested Fiscal Year for Replacement				2023
Provide explanation for requested fiscal year of replacement: Mileage does not factor in for long idle times spent on scene. Vehicle is considered a hot seat and rotated each day to a new driver. Vehicle is used 365 days a year responding to all life threatening and hazardous calls. Vehicle is currently overloaded with equipment needed to perform essential task.				If not replaced, what is alternative? Continue using the current vehicle with expected increase to repairs and maintenance. Expect an increase in risk to both the public and personnel when vehicle fails to perform.				

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
URBAN DESIGN – DEPT. 1500**

FUNCTION:

Urban Design oversees the administration of Long-Range Planning, Development Review, Permitting, Zoning and Code Compliance and Building Divisions. The administrative functions include implementing the Comprehensive Plan as it relates to growth. The staff implements the Council's vision for Zoning and Code Compliance while supporting residential and commercial development through the planning, permitting, and construction processes. Urban Design is also responsible for developing and implementing Capital Improvement Projects through the planning and design phases. This process ensures that these projects meet City Council goals to increase property values, enhance the quality of life, protect natural resources, and encourage tourism and business development. 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 walk/bicycle friendly environment while ensuring Punta Gorda's competitive business climate. The Urban Design Division's responsibility is to develop and maintain the City's Comprehensive Plan, provide efficient plan reviews, process all public hearings, and provide quality staff support to various boards and committees. These boards include the Planning Commission, Board of Zoning Appeals, Development Review Committee, Historic Preservation Advisory Board, and City Council. The Urban Design staff also promotes partnership opportunities with public, private, and non-profit organizations. Urban Design is responsible for implementing the City's Americans with Disabilities Act (ADA) Transition Plan, the 2019 PLAN Punta Gorda Citywide Master Plan, the 2019 Climate Adaptation Plan, and other related City planning documents.

ACCOMPLISHMENTS:

To meet the needs of the citizens of Punta Gorda and the short-term goals of the City Council, significant activities/goals accomplished during the fiscal year include:

- Presented 30% architectural design options for the Historic City Hall rehabilitation project
- Started the architectural design of the A. C. Freeman House rehabilitation project
- Completed the branding update of the downtown Wayfinding signage
- Oversaw completion of the 60% design plans for Nature Park ADA improvements to the observation decks and fishing pier
- Completed second draft of the Land Development Regulations (LDR)/Form-Based Codes
- Completed Phase I Interior Wayfinding Signage (Included Annex Building, Public Safety Building, Public Works and Utilities Campus)
- Completed the Downtown Parking Ordinance
- Completed the secured fencing of the Government Center Parking Lot (Waiting on materials for final installation)
- Completed Construction of Phase I of the ADA Security Project
- Continued implementation of City's Americans with Disabilities Act (ADA) Transition Plan
- Completed the transition of the Harborwalk West - Gill St. to Berry St. design project to Public Works for construction
- Completion of first draft of the Land Development Regulations (LDR) / Form-Based Codes
- Began the second draft of the City of Punta Gorda Comprehensive Plan Amendments – (Future Land Use, Conservation, Coastal Management, Infrastructure, Housing, Transportation, and Historic Elements.)
- Completed the Purchase of the Laishley Park Splashpad equipment
- Oversaw 100% design plans - Virginia Avenue (US 41 N to Nesbit Street)

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
URBAN DESIGN – DEPT. 1500**

ACCOMPLISHMENTS (continued):

- Completion of the agreement between the Peace River Wildlife Center and the City for a consultant to design and engineer the Henry Street property
- Oversaw the completion of the implementation of Phase III and Phase IV of the Punta Gorda in Bloom downtown beautification project

BUDGET NARRATIVE:

Urban Design continues to develop strategies to allow for the continual infill growth within the City's current boundaries and to facilitate additional tax revenue opportunities through annexation and continued infrastructure development. The Division seeks outside grants to fund projects. It provides efficient plans, processes, permits, and evaluates and prioritizes opportunities that offer value, quality, and sustainability to increase tourism and economic development.

A Grant Coordinator/Planner position was approved for FY 2023. This position will look for funding opportunities, complete grant applications, and manage project grants in addition to helping with planning activities of Urban Design.

Urban Design will:

- Continue to implement the 1% Sales Tax Projects
- Continue to implement the recommendations of the ADA Transition Plan
- Continue to implement the recommendations of the 2019 Climate Adaptation Plan by executing the Living Shoreline - Tiki Point at Harborwalk and Climate Adaptation Plan Update Grant
- Continue to implement, at the direction of the City Council, the comprehensive plan amendments and form-base code updates as necessary to be in alignment with the 2019 Plan Punta Gorda Citywide Master Plan
- Adopt the 2045 Comprehensive Plan amendments
- Complete the design plans for the rehabilitation of Historic City Hall
- Complete the architectural plans for the restoration of the A. C. Freeman House
- Complete the design plans for the construction of the Airport Road complete street project (from US 41 to Cooper Street)
- Complete the transition of Laishley Park play area design to Public Works for construction
- Complete the transition of the Virginia Avenue project design (from US 41 N to Nesbit Street) to Public Works for construction
- Complete the design plans for the construction of Shreve Street (Pompano Terrace from Shreve Street to US 41 Path) complete street project
- Complete the transition of the Nature Park ADA improvements design for the observation decks and fishing pier to Public Works for construction
- Continue to seek partnerships with various organizations for the public benefit
- Continue to assist local affordable housing groups
- Proactively meet with interested property and business owners to facilitate annexations
- Continue to seek grant funds for the design and development of various projects
- Begin the scope of work for the ADA self-evaluation as required by 28 CFR 35.105 to formulate the next 5-year ADA Transition Plan

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
URBAN DESIGN DIVISION – DEPT. 1500
Key Performance Measures

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

- Goal: Strengthen and diversify the City's tax base to increase the commercial base, for example, through annexation by annexing a minimum of three properties per year
- Goal: Ensure the competitiveness of Punta Gorda's business climate through continuous participation in the Economic Development Partnership, Punta Gorda and Charlotte County Chambers of Commerce, and conducting studies as needed
- Goal: Encourage strategic commercial development through the implementation of new Land Development Regulations and Codes to be in place in FY 2023

PRIORITY: INFRASTRUCTURE SUSTAINABILITY

- Goal: Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods through collaboration with applicable granting agencies and City investment in pathways by June 2024
- Goal: Maximize the use of new technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff
- Goal: Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

- Goal: Promote partnership opportunities with public, private, and non-profit organizations
- Goal: Support and assist community efforts to address City priorities through recognition and process initiatives
- Goal: Diversify Housing Types by implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years

PRIORITY: STRATEGIC COMMUNICATIONS POSITIONING

- Goal: Coordinate with stakeholders in promoting Punta Gorda as a boating, fishing, and bicycle-friendly destination
- Goal: Optimize waterfront, bicycle, and pedestrian assets of the City
- Goal: Make Downtown a vibrant and attractive place through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan
- Goal: Encourage strategic commercial development through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan

PRIORITY: QUALITY OF LIFE

- Goal: Support, promote, protect the City's historic character
- Goal: Achieve status as a waterfront destination for land and water visitors through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years
- Goal: Support and promote a pedestrian and bicycle-friendly community through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years
- Goal: Ensure a diversity of housing stock that is attainable for all income levels, racial backgrounds, life stages, and abilities through implementing recommendations selected in the 2019 PLAN Punta Gorda Citywide Master Plan
- Goal: Continue universal accessibility transition plan efforts within the City
- Goal: Continue planning and implementing climate change strategies that: 1) protect significant natural resources; 2) support economic growth, improve protection of life and property in hazardous areas

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
URBAN DESIGN DIVISION – DEPT. 1500
Key Performance Measures**

MISSION AND OBJECTIVES

To be proactive in a growth strategy that protects the City’s character and environment; provide guidance and cooperation to businesses and individuals looking to settle in Punta Gorda; and provide core growth management administrative functions that support internal operations of the City by increasing property values, protecting natural and historic resources, and encouraging tourism and business. To administer, maintain and enforce the Comprehensive Plan, Local Land Development Regulations, and development proposals that ensure the community priorities are implemented to include perseveration of historic character, expansion of the Downtown, revitalization of neighborhood commercial centers, improvements to gateways and corridors, and preservation of natural areas.

INITIATIVES AND ACTION ITEMS

- Administer, update, and implement the goals, objectives, and policies within the City’s Comprehensive Plan
- Manage, at direction of the City Council, the 2019 Plan Punta Gorda Citywide Master Plan
- Manage, at direction of the City Council, the Park and Recreation Master Plan
- Assist in the implementation and education of the City’s Land Development Regulations / Form-Based Codes
- Implement the City’s Americans with Disabilities Act (ADA) Transition Plan
- Oversee the implementation of the City’s Historic rehabilitation design projects for City Hall with expansion and the A. C. Freeman House
- Promote and facilitate strategic annexations
- Develop transfer of development unit (TDU) bank
- Improve park and recreational facilities through capital improvement design projects
- Complete design and construction on Harborwalk West
- Connect the Punta Gorda Pathways to neighborhood communities and businesses (i.e. Airport Road, Virginia Avenue, and Cooper Street)
- Expand public/private partnerships
- Improve affordable housing opportunities
- Advance Punta Gorda as a vibrant and desirable place to work and live
- Pursue grants and other alternative funding sources for capital projects
- Oversee design of capital projects for Federal/State compliance and interdepartmental coordination
- Process development requests in a consistent and timely manner
- Support Public Hearing decisions with clear and complete findings of fact

Indicator	Actual FY 2020*	Actual FY 2021*	Projected FY 2022	Proposed FY 2023
Output				
Development Applications (DRC) Received/Processed	12	8	9	14
Planning Application Processed	20	18	25	30
Planning Permits/Applications Reviewed/Approved	161	236	150	180
Board & Committee Support	107	252	304	384

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
URBAN DESIGN DIVISION – DEPT. 1500
Key Performance Measures**

(continued)

Indicator	Actual FY 2020*	Actual FY 2021*	Projected FY 2022	Proposed FY 2023
Intergovernmental Board Meetings & Support (MPO, PGHI, School Board, Etc.)	34	48	52	60
Completed CIP Projects (design/construction)	3	4	4	53
Completed ADA Tasks/Projects (design/construction)	4	2	3	4
Efficiency:				
UD staff reports prepared	40	58	64	72
Required training/instruction regarding legislative updates, federal compliance, grant requirements, and other certs.	30	26	15	30
DRC & CIP Plans Reviewed	17	14	18	20
Agenda Packages prepared (UD & Zoning)	33	41	53	60
Design Studio Appointments	44	39	69	72
Service Quality:				
% of planning applications/permits (UD) processed within standard	99%	99%	94%**	92%**
Outcome:				
Public Hearings Scheduled (UD)	20	29	32	36
Public Hearings Attended (UD)	20	29	32	36
Number of Public Meeting & Public Outreach	4			
Number of Projects funded by alternative sources	1	7	7	8
Number of acres annexed into the City	39.00 +/-	16.8 +/-	20.29 +/-	50+/-

NOTE: *Actual FY 2020 and 2021 are lower than previous years due to the COVID-19 pandemic and Declared State of Emergency

** Decrease due to staff shortages and the increase in application submittals

RESULTS

- Continued to host Design Studio meetings to identify solutions to design challenges and assist in site design for future development. The staff has helped developers, engineers, and/or owners with answers to questions regarding 44 proposed projects
- Selection and supervision of the architectural consultant for the Historic City Hall rehabilitation and expansion project, which will be at the 60 percent Design Development milestone by the end of FY 2022
- Supervision of the architectural design consultant for A. C. Freeman House rehabilitation project, including successful application for state grant and re-nomination for a listing of structure on the National Register of Historic Places
- Completion of the design/engineering project phase of Harborwalk West Area 2, which is currently in construction
- Continue implementation of the ADA Transition Plan, completing a variety of Citywide projects: ADA Security Enhancements, Internal Wayfinding, Laisley Park Improvements, and Nature Park Improvements
- Annexation of four properties into the City: River Haven residential community, Captain Bill's commercial development, Outparcels of Loop, and Cooper Street PD

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
URBAN DESIGN SUMMARY**

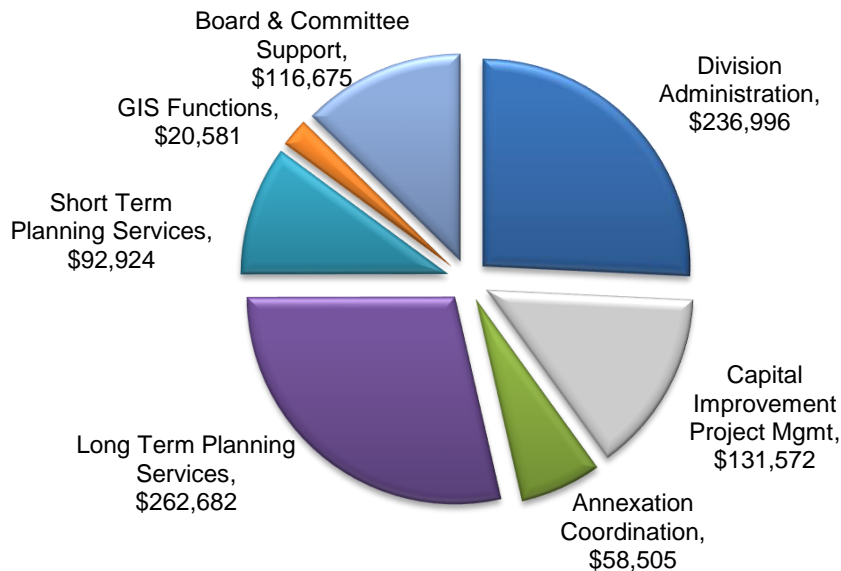
Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	506,021	484,128	580,165	518,240	674,680
Operating	151,048	225,731	91,830	294,210	242,255
Capital Outlay	15,391	0	0	0	3,000
Total	672,460	709,859	671,995	812,450	919,935

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
Urban Design Director	0	1	1	1	1
Urban Design Manager	1	0	0	0	0
Chief Planner	1	0	0	0	0
Principal Planner	0	1	1	1	1
Urban Design Planner	1	0	0	0	0
Senior Project Manager	1	1	1	1	1
Grant Coord/Planner	0	0	0	0	1
Planner II	0	1	1	1	1
Planner I	0	1	1	1	1
Administrative Assistant	1	0	0	0	0
Executive Assistant	0	1	1	1	1
Total	5	6	6	6	7

Service Costs



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
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; promotes partnership opportunities with public, private and non-profit organizations; and provides quality staff support to the Planning Commission, Board of Zoning Appeals, the Development Review Committee, and City Council.

Code Compliance performs proactive inspections through-out the City on a daily basis to ensure compliance with the City Code. Within the multi-disciplined aspects of this Division, the Code Compliance officers perform inspections for zoning violations, nuisance code violations to include overgrown grass, visual blight, water restriction violations, local business tax receipt enforcement, distressed property registration and maintenance, performs inspections and oversees daily operation of the lot mowing program, violations in the City right-of-ways, and assists with canal maintenance and other engineering violations. Code Compliance performs final inspections including but not limited to new single-family, multi-family, commercial construction, sign and fence permits. Code Compliance also enforces violations for failure to pay false alarm fees and processes requests to contest said fees. Additionally, the Code Enforcement Board is the mechanism for appealing revocation of lot mowing exemptions.

ACCOMPLISHMENTS:

- Resolved over 1,412 Code Violation Cases without Code Enforcement Board intervention
- Issued approximately 35 permits for business promotions, events, grand opening and temporary event permits in FY 2022
- Issued approximately 1,301 permits for special parking permits within the Special Residential Overlay District which includes boat permits, moving permits, ROW parking and RV parking permits, and canal equipment parking permits in FY 2022
- Issued approximately 248 garage sale permits in FY 2022

BUDGET NARRATIVE:

Zoning develops strategies to allow the continued growth of the City of Punta Gorda with the opportunity of additional tax revenues through annexations and continued development in infrastructure and enhancements. Costs have been closely scrutinized to ensure continued delivery of expected levels of service. The Code documentation process continues to be improved to expedite the paperwork and research of properties to optimize the officer's time in the field. Notices are updated and amended to reflect amendments within the Code and to meet Florida State Statutory requirements. This continual monitoring allows for more efficient processing time and a reduction in paper resulting in a cost savings to the City. The adjustments within the Zoning and Code Compliance proposed budget reflect actual anticipated costs of service, which are off-set by the collection of distressed property registration fees, distressed property maintenance liens and Code Compliance liens which were paid.

Code is proactive in communicating with citizens and addressing many violations prior to receiving a complaint. With increased permitting and workload, a new Zoning Technician position was approved for FY 2023 to help with review of construction, planning, zoning, and sign permit applications and maintaining the land file data, including lot splits, lot consolidations, and addressing updates.

Operating budget includes an increase in fuel and capital includes replacement of a 2014 pickup truck.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
ZONING AND CODE COMPLIANCE – DEPT. 1510
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

- Goal: Strengthen and diversify the City's tax base to increase the commercial base, for example, through annexation by annexing a minimum of three properties per year
- Goal: Ensure the competitiveness of Punta Gorda's business climate through continuous participation in the Economic Development Partnership, Punta Gorda Chamber of Commerce, and conducting studies as needed
- Goal: Encourage strategic commercial development through the implementation of new Land Development Regulations and Codes being put into place in FY 2023

PRIORITY: PARTNERSHIPS, COMMUNICATIONS & COLLABORATION

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

PRIORITY: STRATEGIC COMMUNICATIONS POSITIONING

- Goal: Optimize expertise of regional and local partners to achieve stated objectives
- Goal: Encourage strategic commercial development through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan
- Goal: Make Downtown a vibrant and attractive place through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan

PRIORITY: QUALITY OF LIFE

- Goal: Support, promote, and maintain the City's historic character
- Goal: Continue Universal Accessibility transition plan efforts within the City

MISSION AND OBJECTIVES

To provide quality customer service through administration, communication, education, and customer assistance and attaining compliance with the adopted codes of the City of Punta Gorda; to reduce the number of potential violations; to respond to code related complaints within 24 hours; to resolve complaints prior to the involvement of the Code Enforcement Board thereby resulting in an aesthetically pleasing City that encourages community pride, preserves neighborhood integrity, protects the public health and well-being, and maintains property values. To enforce the Land Development Regulations (LDRs) and related codes through the review of development proposals and applications ensuring property is developed and used in accordance with local codes, emphasizing the mission of Zoning and Code Compliance, which is to protect the public's investment, and the life, health, and welfare of the residents in the City of Punta Gorda.

INITIATIVES AND ACTION ITEMS

- Review development requests
- Review Plans/Permits/Events
- Review and process a variety of applications, including but not limited to annexations, comprehensive plan amendments, rezoning, subdivision, street vacations, variances, etc.
- Attend Public Hearings
- Maintain Land Development Regulations

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
ZONING AND CODE COMPLIANCE – DEPT. 1510
Key Performance Measures**

INITIATIVES AND ACTION ITEMS (continued)

- Update Land Development Regulations with the adoption and implementation of the Plan Punta Gorda Citywide Master Plan
- Enforce City Code of Ordinances, specifically Land Development Regulations
- Field variety of Zoning and Code Compliance calls, emails, and walk-ins
- Perform field inspections and case presentations before the Code Enforcement Board
- Process City parking citations and False Alarm fee appeals
- Process False Alarm fee payment violations
- Implement the City’s lot mowing program through the scheduling and monitoring of the lot mowing contract
- Revoke lot mowing exemption after second violation; if contested, present to Code Enforcement Board
- Issue no-charge permits for recreational vehicle parking, short term boat maintenance, residential yard/garage sales, business promotions, business events, grand opening, and temporary promotional events

Zoning

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output (processed):				
Development Applications (DRC) Received/Processed	12	8	9	14
Zoning Application Received Processed	110	18	25	30
Sign Permit	65	63	68	71
Event Permit	61	95	99	103
Park Rental Bookings	225 -COVID-19	382	401	421
Permits Reviewed (Building/Fire/etc.)	1,643	1,803	1,893	1,752
Local Business Tax Receipt (LBT) reviewed	101	146	153	163
Board & Committee Support	95	252	304	384
Efficiency:				
Zoning Staff reports prepared	44	58	64	72
Zoning Applications/Permits reviewed/Approved	161	236	150	180
Design Studio Appointments	63	39	69	72
Service Quality:				
% of permits reviewed within 2 business days	99%	95%*	90%*	90%*
Outcome:				
Public Hearings Attended	44	29	32	36
LDR Updates (Zoning Amendments)	2	1	5	5

NOTE: Park Rentals and Events for Actual FY 2020 decreased due to the COVID-19 pandemic

*Decrease due to staff shortages in Zoning & Code Compliance

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
ZONING AND CODE COMPLIANCE – DEPT. 1510
Key Performance Measures**

Code Compliance

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
Total Inspections:	6,141	5,287	5,500	5,750
Total Violations Cited:	1,583	1,471	1,500	1,500
Single Family Final Inspections	91	145	125	100
Annual Landscape Inspections	10	10	10	10
Vacant Lot Mowing Inspections	27,870	22,273	24,000	23,000
Vacant Lot Mowing Violations	30	9	10	10
Distressed property Maintenance-Mowing	20	26	25	25
Distressed property landscape clean-up	0	1	1	1
Code Board Public Meetings processed/attended	9	11	11	12
Efficiency:				
Inspections per officer:	3,070	2,644	2,750	2,875
Violations per officer:	396	367	375	375
Staff Reports/Code Board Agendas	9	11	11	12
Service Quality:				
# Resolved w/o Code Enforcement Board intervention	1,609	1,412	1,440	1,440
Number of Code permits issued	1,029	1,301	1,325	1,250
Number of Business permits issued	67	35	12	15
Outcome:				
% resolved within 90% target	100%	100%	100%	100%

RESULTS

- Continued to conduct Design Studios for developers, engineers and/or property owners by assisting them in identifying solutions to the design challenges for prospective development while meeting land development regulations of approximately 39 proposed projects
- Scheduled 95 events
- Received \$300 from Bank Registration of Distressed Properties
- Attained compliance for violations of distressed maintenance
- Continued to address foreclosed property violations with property registration and improved response from most agents
- Continued pro-active compliance through working directly with citizens and financial institutions responsible for foreclosed properties

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
ZONING & CODE COMPLIANCE SUMMARY**

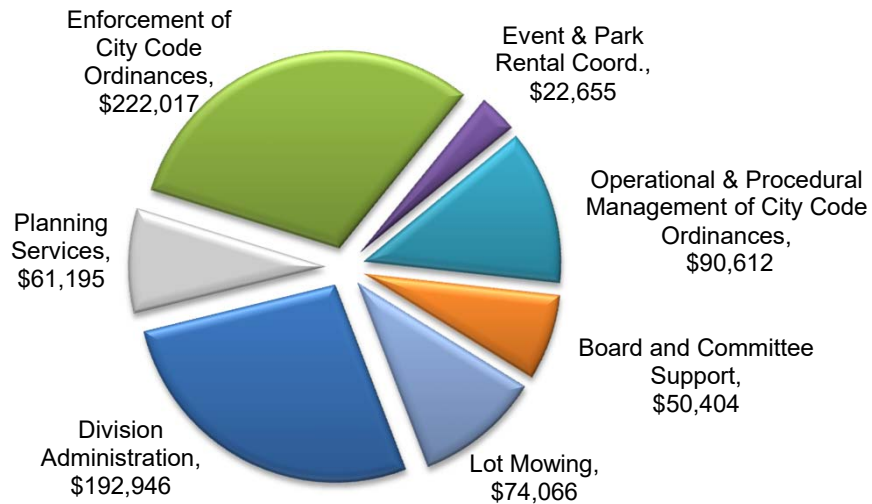
Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	464,440	468,684	503,130	515,450	586,395
Operating	61,711	64,248	82,000	139,515	97,500
Capital Outlay	1,023	0	0	0	30,000
Total	527,174	532,932	585,130	654,965	713,895

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
Zoning Official	1	1	1	1	1
Code Compliance Supv.	1	1	1	1	1
Code Compliance Officer	2	2	2	2	2
Lot Mowing Coordinator	1	1	1	1	1
Zoning Technician	0	0	0	0	1
Executive Assistant	1	1	1	1	1
Total	6	6	6	6	7

Service Costs



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

Dept/Div	1510	Asset Tag	6926	Purchase Price (if known)			\$17,755	
Make	Nissan	Model	Frontier	Year	2014	Age	8	
Current Mileage		96,000	Life to Date Maintenance Cost			\$2,800		
Description		Nissan Frontier Extended Cab Pickup						
Recent Major Repairs to Extend Life: Transmission seal replacement				Known Problems: No major problems				
Description of Requested Replacement: Same or similar ¼ Ton Extended Cab Pickup with power windows				Estimated Cost of Replacement			\$30,000	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	4	Estimated End of Life Fiscal Year			2023	
				Requested Fiscal Year for Replacement			2023	
Provide explanation for requested fiscal year of replacement: Budgeted end of service life				If not replaced, what is alternative? Vehicle approaching 100,000 miles and it is anticipated that it will require more extensive maintenance.				



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 public safety (previously police & fire), parks, government buildings and mobility (previously transportation).
- Special Use Fund accounts for revenues and expenditures directly resulting from special circumstances, such as storms or sale of property.
- Buckley's Pass Dredging Assessment Area Fund accounts for assessments for the construction of Buckley's Pass to allow additional access to Charlotte Harbor.
- Gilchrist Intention Permanent Fund accounts for interest earnings that are used specifically for beautification to bridge entryways.
- Coastal and Heartland National Estuary Partnership (CHNEP) accounts for grants and donations that are used specifically to accomplish the goals of the adopted Comprehensive Conservation and Management Plan. (Hosting is transitioning from City to County in FY 2023)



**City of Punta Gorda, FL
Punta Gorda Isles Canal Maintenance District
Revenue and Expenditure Comparison
Actual FY 2020 through Budget FY 2023**

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Revenues:					
Canal Maintenance Fees	\$ 3,395,797	\$ 2,873,564	\$ 3,382,210	\$ 3,382,210	\$ 4,941,440
Intergovernmental Revenue	2,561	0	7,825,150	7,825,150	0
Transfer from General Fd (Financing)	0	0	0	7,825,150	0
Interest Income	46,502	6,876	7,500	8,125	10,420
Miscellaneous Revenue	11,614	5,028	500	500	500
	<u>3,456,474</u>	<u>2,885,468</u>	<u>11,215,360</u>	<u>19,041,135</u>	<u>4,952,360</u>
Projected Carryover-Beginning	2,818,108	4,196,933	3,694,696	3,988,491	3,672,076
Prior Yr Encumbrances	516,165	86,298	0	198,455	0
Prior Yr Re-Appropriation	60,000	184,950	0	581,540	0
Total Revenues	<u>\$ 6,850,747</u>	<u>\$ 7,353,649</u>	<u>\$ 14,910,056</u>	<u>\$ 23,809,621</u>	<u>\$ 8,624,436</u>
Expenditures:					
Personnel Services	\$ 598,976	\$ 622,910	\$ 694,615	\$ 634,495	\$ 825,670
Operating Expenses	1,744,924	1,936,561	2,796,990	3,234,390	4,391,290
Capital Outlay	38,666	9,342	0	8,237,000	15,000
Reserve for Contingencies	0	0	50,000	50,000	50,000
Transfer for Citywide security project	0	16,350	0	0	0
Debt Service/Transfer for Debt	0	0	7,981,660	7,981,660	0
	<u>2,382,566</u>	<u>2,585,163</u>	<u>11,523,265</u>	<u>20,137,545</u>	<u>5,281,960</u>
Reserve-Seawall Replacement	600,000	600,000	775,000	775,000	675,000
Projected Carryover-End	3,868,181	4,168,486	2,611,791	2,897,076	2,667,476
Total Expenditures	<u>\$ 6,850,747</u>	<u>\$ 7,353,649</u>	<u>\$ 14,910,056</u>	<u>\$ 23,809,621</u>	<u>\$ 8,624,436</u>

City of Punta Gorda, FL
PGI Canal Maintenance District
Proforma Schedule of Revenues and Expenditures
FY 2020 through FY 2027

	Current Op Rate	\$550	\$550	\$550	\$550	\$650	\$950	\$1,100	\$1,250	\$1,400
	Additional Rate	\$100	\$0	\$100	\$100	\$300	\$150	\$150	\$150	\$150
	Actual	Actual	Budget	Projected	Budget	Proforma	Proforma	Proforma	Proforma	Proforma
	FY 2020	FY 2021	FY 2022	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2027
Operating Assessment	\$ 2,876,147	\$ 2,873,564	\$ 2,862,465	\$ 2,862,465	\$ 3,382,210	\$ 4,941,445	\$ 5,721,060	\$ 6,500,675	\$ 7,280,290	\$ 7,280,290
Additional Operating Assessment	519,650	0	519,745	519,745	1,559,230	779,615	779,615	779,615	779,615	779,615
Interest	46,502	6,876	7,500	8,125	10,420	12,100	12,325	10,710	9,450	9,450
CARES Act Grant	2,561	0	0	0	0	0	0	0	0	0
FEMA Reimbursement	0	0	7,413,300	7,413,300	0	0	0	0	0	0
State Reimbursement	0	0	411,850	411,850	0	0	0	0	0	0
Transfer from General Fund	0	0	0	7,825,150	0	0	0	0	0	0
Miscellaneous Revenue	19	327	500	500	500	500	500	500	500	500
Surplus Furn, Fixt & Equip	11,595	4,701	0	0	0	0	0	0	0	0
Revenues	3,456,474	2,885,468	11,215,360	19,041,135	4,952,360	5,733,660	6,513,500	7,291,500	8,069,855	8,069,855
Personnel	598,976	622,910	694,615	634,495	825,670	858,690	897,350	937,885	980,395	980,395
Operating Expenditures	311,568	346,319	335,925	568,870	437,200	438,280	460,205	462,205	484,870	484,870
Inlet Dredging	57,746	60,401	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
Total Seawalls	1,375,610	1,529,841	2,386,065	2,590,520	3,779,090	4,606,955	5,459,655	6,337,945	6,528,080	6,528,080
Capital Outlay & Special Projects	38,666	9,342	0	0	115,000	231,500	255,000	225,000	225,000	225,000
Transfer to General Construction	0	16,350	0	0	0	0	0	0	0	0
Trsfr to Debt Svc Fd-Repay Seawall Ln	0	0	7,981,660	7,981,660	0	0	0	0	0	0
Seawall Repl & Mitigation - Hurr Irma	0	0	0	8,237,000	0	0	0	0	0	0
Reserve for Contingencies	0	0	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Expenditures	2,382,566	2,585,163	11,523,265	20,137,545	5,281,960	6,260,425	7,197,210	8,088,035	8,343,345	8,343,345
Revenues over (under) Expenditures	1,073,908	300,305	(307,905)	(1,096,410)	(329,600)	(526,765)	(683,710)	(796,535)	(273,490)	(273,490)
Carryover - Beginning	2,871,563	3,868,181	3,094,696	4,168,486	2,897,076	2,667,476	2,372,211	1,907,000	1,335,466	1,335,466
Reserve Seawall Replacement-Beg	522,710	600,000	600,000	600,000	775,000	675,000	443,500	225,000	0	0
Reserve Seawall Replacement-End	\$600,000	\$ 600,000	\$ 775,000	\$ 775,000	\$ 675,000	\$ 443,500	\$ 225,000	\$ 0	\$ 0	\$ 0
Carryover - End	\$ 3,868,181	\$ 4,168,486	\$ 2,611,791	\$ 2,897,076	\$ 2,667,476	\$ 2,372,211	\$ 1,907,000	\$ 1,335,466	\$ 1,061,976	\$ 1,061,976
Reserve Seawall Repl -End as a % of Seawall contract			38.67%	35.09%	20.89%	11.25%	4.82%	0.00%	0.00%	0.00%
Projected Carryover -End as a % of Expenditures			22.67%	14.39%	50.50%	37.89%	26.50%	16.51%	12.73%	12.73%

Assumptions

Revenues:

FY 2023 Operating Assessment Rate \$950; FY 2024-2027 Estimated \$150 increase per year
 FY 2019-2020 Additional Assessment Rate \$100 for repayment of debt service on Hurricane Irma seawall project (FY 2021-FY 2022 not needed)
 FY 2022 50,399 l.ft. damage estimated 95% of Hurricane Irma rip rap mitigation loan draw (transfer from General Fund) to be reimbursed by Federal and State assistance; funding is still pending

Note: hazard mitigation project will not begin until permitting and obligation is approved
 FY 2022 Estimated 95% reimbursement by Federal and State assistance on Hurricane Irma rip rap mitigation project

Expenditures:

Personnel Expense:

FY 2023 - Add 1 Full-time Maintenance Worker position to assist with increased production of seawall panels
 4% merit increase; overtime per department request
 Defined benefit pension est 3% increase; Defined contribution plan is 10% of pensionable wages
 Health insurance 6% estimated increase and Workers Comp estimated 10% increase
 Estimated funding for pay and classification study results
 FY 2024-2027 - 4% merit incr, def. benefit pension 3% incr, def. contrib. pension 10% of pensionable wages, health ins incr. est 6% & WC incr. est 10%

Operating Expense:

FY 2022 - Transfer to debt svc fund for Hurr. Irma rip rap project loan repayment (may be delayed pending permitting)
 FY 2023 - Per Department Request (approx. 10,260 LF for seawall replacement program);
 General Liability insurance est 5% increase, Administration and Computer Overhead per schedule
 FY 2022-2027 - \$50,000 reserve for contingency for emergency repairs that can be authorized by City Manager
 FY 2024-2027 - Est. increases operating 3% except for: Fire/General Liab Insur 5%; mangrove trimming and inlet dredging flat;
 seawall replacements est. 3% increases in costs with increasing linear footages

Capital Outlay & Special Projects:

FY 2022-2027 - Per Department Request (replacement of motorized wheelbarrows and channel and shoreline improvements to spoil site)
 Note: Ponce De Leon Inlet widening and dredging project has been removed at this time. Possible amendment to Chapter 6 or creation of additional assessment district may be required as per legal opinion from City's attorney, if District would still like to pursue this project.

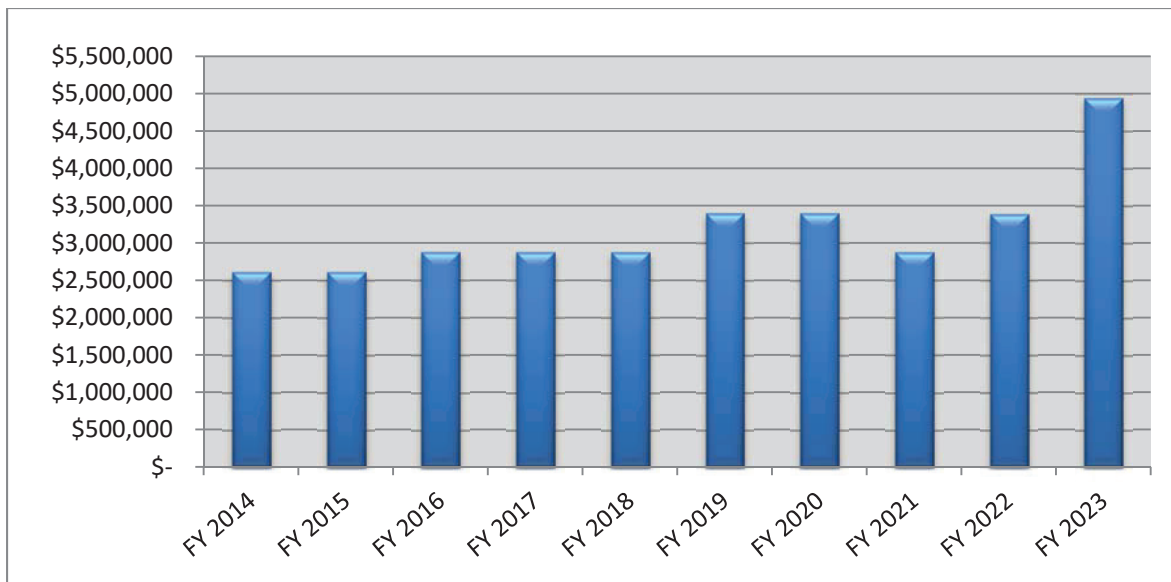
Reserves:

FY 2023-FY 2027 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 2023 rate for each single family lot and properties not zoned single family with a single family residence (SFR) will be \$950. For all other property not zoned single family without a single family residence, the annual assessment is nine and nine-tenths cents (\$.099) 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 \$.099 rate is calculated from the \$950 assessment divided by 9,600 sq. ft. which is the typical SFR lot size. The rate was increased by \$300 based on results from the consultant’s study that analyzed age of existing seawall and typical life. Seawalls will still be analyzed each year to replace those in most serious condition (rated 5 or 4).

Fiscal Year	Amount Collected	Annual Assessment
FY 2014	\$2,611,222	\$500
FY 2015	\$2,610,994	\$500
FY 2016	\$2,877,109	\$550
FY 2017	\$2,874,876	\$550
FY 2018	\$2,874,153	\$550
FY 2019	\$3,395,620	\$650
FY 2020	\$3,395,767	\$650
FY 2021	\$2,873,564	\$550
FY 2022	\$3,382,210	\$650
FY 2023	\$4,941,440	\$950



CITY OF PUNTA GORDA, FLORIDA
 BUDGET FY 2023
 PUNTA GORDA ISLES CANAL MAINTENANCE DISTRICT

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
30-00	SPEC ASSMTS - CANAL ASSMT	3,395,797	2,873,564	3,382,210	3,382,210	4,941,440
*	PERMITS,FEES & SPEC ASSMT	3,395,797	2,873,564	3,382,210	3,382,210	4,941,440
10-01	CARES ACT GRANT	2,561	0	0	0	0
51-00	FEDERAL DISASTER RELIEF	0	0	7,413,300	7,413,300	0
51-05	STATE - STORMS	0	0	411,850	411,850	0
*	INTERGOVERNMENTAL REVENUE	2,561	0	7,825,150	7,825,150	0
10-00	INTEREST ON INVESTMENTS	46,502	6,876	7,500	8,125	10,420
41-00	SURPLUS FURN, FIXT, EQPT	11,595	4,701	0	0	0
90-00	MISCELLANEOUS REVENUE	19	327	500	500	500
*	MISCELLANEOUS REVENUE	58,116	11,904	8,000	8,625	10,920
01-00	GENERAL	0	0	0	7,825,150	0
*	TRANSFER FROM OTHER FUNDS	0	0	0	7,825,150	0
90-01	PROJ CARRYOVER-BEGINNING	2,818,108	4,196,933	3,694,696	3,988,491	3,672,076
90-02	PRIOR YEAR ENCUMBRANCES	516,165	86,298	0	198,455	0
90-05	PRIOR YR RE-APPROPRIATION	60,000	184,950	0	581,540	0
*	BEGINNING RESERVES	3,394,273	4,468,181	3,694,696	4,768,486	3,672,076
		6,850,747	7,353,649	14,910,056	23,809,621	8,624,436

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
PUNTA GORDA ISLES CANAL MAINTENANCE DISTRICT – DEPT/DIV 0960**

FUNCTION:

The Punta Gorda Isles Canal Maintenance District is responsible for the maintenance of 91 miles of seawall, dredging 45 miles of canals/inlets, channel marker maintenance and mangrove trimming/alteration within the district canal system. Other duties include depression filling, seawall patching, cap patching, and maintenance of aids to navigation, inspections, and related tasks. Seawall replacement, channel and inlet dredging, seawall stabilization, and mangrove trimming projects are accomplished by outside contractors selected through the competitive bid process.

ACCOMPLISHMENTS:

Accomplishments include approximately 5,100 feet of seawall replaced, depressions filled at 725 locations, debris removed at 25 locations; approximately 1,100 seawall panels manufactured; 21,550 lineal ft. of maintenance mangrove trimming; seawall cap/wall patches completed at 175 locations. The Sancho Panza Point was mowed 7 times. Sonar readings were taken on 4 different canals for potential dredge projects. Projects completed during the year include maintenance dredging at the inlets; channel markers, navigation lights, and bridge clearance signs have been maintained, or replaced, as necessary. Repairs were made to the Ponce De Leon Park boat ramp.

As per the adopted recommendations from the 2020 Seawall Materials & Methods Feasibility Study, additional information was incorporated into the seawall inspection software for the Geographic Information System (GIS) Seawall Assessment. To allow more time to collect the additional data, the district was divided in two zones. The northerly zone (approximately 271,401 lineal feet) will be one year and the southerly zone (approximately 208,603 lineal feet) will be inspected the following year. A thorough assessment is accomplished by utilizing GPS equipment, field tablets and many hours of close inspection. The inspection is performed with the input of the exact locations on a computerized map as well as the condition data for each segment of wall and cap. The completion of the annual assessment allows the division to continue to forecast the estimated wall and cap longevity and create future work programs.

BUDGET NARRATIVE:

The proposed budget reflects an increase in the operation and maintenance of the Punta Gorda Isles Canal Maintenance Assessment District. Work will include:

- Approximately 10,260 linear feet of seawall replacement
- Maintenance dredging the navigational portions of the canal system and inlets
- Maintenance trimming of mangroves
- Maintenance of Sancho Panza Point
- Continued contract engineering services to renew and obtain permits: renew Seawall Replacement, Inlet Dredging and Dockside Dredging permits; obtain Rip Rap permit.
- Continued contract engineering services to design and permit a channel from Ponce De Leon Inlet through a shallow basin to the spoil site located on Colony Point Drive.

The seawall assessment is budgeted to be contracted in FY 2023 rather than performed by in-house staff.

A new Canal Maintenance Worker I position was requested and approved for FY 2023. This position will be utilized for manufacturing seawalls due to the increased number of panels that are required in the work program. Estimated funding has also been included for results of the pay and classification study.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
PUNTA GORDA ISLES CANAL MAINTENANCE DISTRICT – DEPT/DIV 0960**

BUDGET NARRATIVE (continued):

Capital outlay includes the replacement of two motorized wheelbarrows.

FY 2023 budget includes a reserve for contingency for any late emergency repairs that may result during the rainy season and can be authorized by City Manager.

The hazard mitigation portion of the Hurricane Irma seawall project continues to be delayed pending the rip rap permit. Funds will be re-appropriated to FY 2023 if not completed by the end of the 2022 fiscal year.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
PUNTA GORDA ISLES CANAL MAINTENANCE DISTRICT – DEPT/DIV 0960
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: INFRASTRUCTURE SUSTAINABILITY

- Goal: Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
- Goal: Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff
- Goal: Apply best management practices & systems in infrastructure maintenance
- Goal: Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

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

PRIORITY: QUALITY OF LIFE

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

MISSION AND OBJECTIVES,

The PGI Canal Maintenance District is responsible for maintaining 91 miles (480,004 lineal feet) of seawall and dredging 45 miles of canals/inlets located within the district. Seawall replacement is accomplished by outside contractors selected through the competitive bid process. This work is done to ensure the integrity of seawalls throughout the canal system and the safety of property owners and boaters.

INITIATIVES AND ACTION ITEMS

To provide efficient maintenance and repair to the Punta Gorda Isles canal system.

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
Budgeted # linear ft seawalls to replace	4,000	5,500	6,370	10,260
Efficiency:				
Contract & material cost per linear ft of seawall replacement	\$330	\$340	\$360	\$368
Service Quality:				
# of linear feet of seawall replacement completed within established timeline	5,060	5,066	6,570	10,260
Outcome:				
% of linear feet of seawall replacement completed in fiscal year	127%	92%	103%	100%

RESULTS

As per the adopted recommendations from the 2020 Seawall Materials & Methods Feasibility Study, additional information was incorporated into the seawall inspection software. To allow more time to collect the additional data, the district was divided in two zones. The northerly zone (approximately 271,401 lineal feet) will be inspected one year and the southerly zone

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
PUNTA GORDA ISLES CANAL MAINTENANCE DISTRICT – DEPT/DIV 0960
Key Performance Measures**

RESULTS (continued)

(approximately 208,603 lineal feet) will be inspected the following year. Each zone will be inspected every other year.

A thorough assessment is accomplished by utilizing GPS (Geographical Information System) equipment, field tablets and many hours of close inspection. The inspection is performed with the input of the exact locations on a computerized map as well as the condition data for each segment of wall & cap. The completion of the annual assessment allows the division to continue to forecast the estimated wall and cap longevity and create future work programs.

PUNTA GORDA ISLES - NORTH BI-ANNUAL SEAWALL ASSESSMENT

North seawall system length: 271,401 lineal feet or 51.40 miles

WALL	FY 2021		
	FEET	MILES	%
Excellent (rated 0)	123,393	23.37	45.47%
Good (rated 1)	42,073	7.97	15.50%
Fair (rated 2)	25,174	4.77	9.28%
Moderate (rated 3)	42,080	7.97	15.50%
Serious (rated 4)	36,332	6.88	13.39%
Failure (rated 5)	2,349	0.44	0.86%
Total	271,401	51.40	100.00%

PUNTA GORDA ISLES - SOUTH BI-ANNUAL SEAWALL ASSESSMENT

South seawall system length: 208,603 lineal feet or 39.51 miles

	FY 2022		
	FEET	MILES	%
Excellent (rated 0)	226	0.04	0.11%
Good (rated 1)	74,870	14.18	35.89%
Fair (rated 2)	60,800	11.52	29.15%
Moderate (rated 3)	50,653	9.59	24.28%
Serious (rated 4)	16,422	3.11	7.87%
Failure (rated 5)	5,632	1.07	2.70%
Total	208,603	39.51	100.00%

NOTE: ASSESSMENT PROCESS WAS COMPLETELY REVISED TO IMPLEMENT CHANGES FROM THE 2020 SEAWALL MATERIALS & METHODS FEASIBILITY STUDY.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
PUNTA GORDA ISLES CANAL MAINTENANCE DISTRICT SUMMARY**

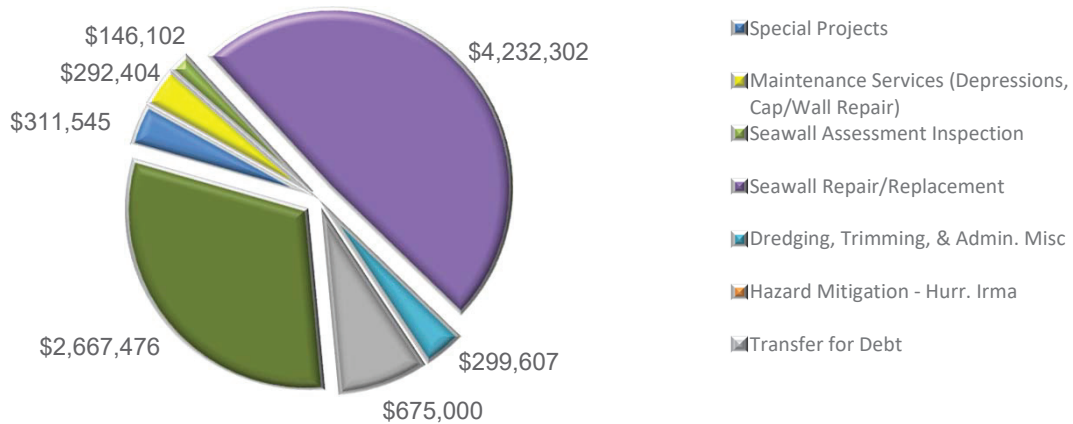
Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual 2021	FY 2022	Budget FY 2022	Projected FY 2022	Budget 2023	FY
Personnel Services	598,976	622,910	694,615	634,495	634,495	825,670	
Operating	1,744,924	1,936,561	2,796,990	3,234,390	3,234,390	4,391,290	
Capital Outlay	38,666	9,342	0	8,237,000	8,237,000	15,000	
Reserve for Contingencies	0	0	50,000	50,000	50,000	50,000	
Operating Transfers	0	16,350	7,981,660	7,981,660	7,981,660	0	
Ending Rsrv-Seawall Repl	600,000	600,000	775,000	775,000	775,000	675,000	
Projected Carryover	3,868,181	4,168,486	2,611,791	2,897,076	2,897,076	2,667,476	
Total	6,850,747	7,353,649	14,910,056	23,809,621	23,809,621	8,624,436	

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget 2023	FY
Manager - Map, Permit, Compliance	1	1	1	1	1	1
PW Supervisor	1	1	1	1	1	1
PW Senior Crew Chief	1	1	1	1	1	1
PW Crew Chief	1	1	1	2	2	2
Seawall Constr Insp	1	1	1	1	1	1
Canal Maint Worker III	1	1	1	1	1	1
Canal Maint Worker II	1	1	1	1	1	1
Canal Maint Worker I	2	2	2	1	2	2
Total	9	9	9	9	9	10


Service Costs




PGI CANAL MAINTENANCE FUND
CAPITAL OUTLAY AND SPECIAL PROJECT PROGRAM
FY 2023 - FY 2027
(All figures in thousands of dollars)

PROJECT IDENTIFICATION	TOTAL PROJECT COST	Prior Years' Funding	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Capital Outlay							
2014 Motorized wheelbarrow replacement	12	0	12	0	0	0	0
Computer/phone equipment for new position	3	0	3	0	0	0	0
2002 Utility trailer flat bed replacement	7	0	0	7	0	0	0
2015 Pickup truck replacement	30	0	0	0	30	0	0
Special Projects							
PGI Spoil Site Channel	1,114	114	100	225	225	225	225
PGI Ponce De Leon Inlet Widening & Dredging	On Hold						
TOTAL		114	100	225	225	225	225


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

Dept/Div	0960	Asset Tag	6945	Purchase Price (if known)			\$3,406		
Make	Muck Truck	Model	Max Truck		Year	2014	Age	8	
Current Mileage		N/A		Life to Date Maintenance Cost			\$0		
Description		Motorized Wheelbarrow							
Recent Major Repairs to Extend Life: Normal Maintenance				Known Problems: Rusted bucket, brake issues					
Description of Requested Replacement: Same - Max-Truck 8 CUFT (800 lbs. capacity) Gas powered wheelbarrow				Estimated Cost of Replacement			\$6,000		
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	1	Efficiency	5	Estimated End of Life Fiscal Year				2023	
				Requested Fiscal Year for Replacement				2023	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? Purchase and use of standard wheelbarrow with smaller loads; could risk injury to employees and take longer to complete jobs.					


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


Dept/Div	0960	Asset Tag	6946	Purchase Price (if known)			\$3,406		
Make	Muck Truck	Model	Max Truck		Year	2014	Age	8	
Current Mileage		N/A		Life to Date Maintenance Cost			\$0		
Description		Motorized Wheelbarrow							
Recent Major Repairs to Extend Life: Normal Maintenance				Known Problems: Rusted buckets, brake/gear issues					
Description of Requested Replacement: Same - Max-Truck 8 CUFT (800 lbs. capacity) Gas powered wheelbarrow				Estimated Cost of Replacement			\$6,000		
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	1	Efficiency	5	Estimated End of Life Fiscal Year				2023	
				Requested Fiscal Year for Replacement				2023	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? Purchase and use of standard wheelbarrow with smaller loads; could risk injury to employees and take longer to complete jobs.					

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

Dept/Div	0960	Asset Tag	5409	Purchase Price (if known)	\$850			
Make	Anderson	Model	Utility Trailer Flat Bed	Year	2002		Age	20
Current Mileage	N/A		Life to Date Maintenance Cost		\$9,623			
Description	12' Single Axle Utility Trailer							
Recent Major Repairs to Extend Life: Normal Maintenance			Known Problems: Rusted frame, axle, gates and wheel wells					
Description of Requested Replacement: Same or similar utility trailer flat bed			Estimated Cost of Replacement			\$6,500		
			If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	1	Efficiency	5	Estimated End of Life Fiscal Year			2017	
				Requested Fiscal Year for Replacement			2024	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? Would have to delay depression filling, rent a trailer, or borrow internally which could cause in other divisions.					

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

Dept/Div	0960	Asset Tag	6973	Purchase Price (if known)	\$20,309			
Make	Nissan	Model	Frontier	Year	2015		Age	7
Current Mileage	65,230		Life to Date Maintenance Cost		\$3,972			
Description	2 WD King Cab Pick Up Truck							
Recent Major Repairs to Extend Life: Normal Maintenance			Known Problems: Paint peeling					
Description of Requested Replacement: Same or similar extended cab pickup truck			Estimated Cost of Replacement			\$30,000		
			If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	4	Efficiency	3	Estimated End of Life Fiscal Year			2024	
				Requested Fiscal Year for Replacement			2025	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? Delay of inspecting replaced seawalls and other capital projects. Would have to share vehicles causing delays.					

Dept/Div:	Public Works/ Canal Maintenance	
Contact:	Rick Keeney	
Project Title:	PGI Spoil Site Channel	
Project Code:	SSCHNL	
Account #:	103-0960-572-3400/103-0960-572-6300	
Description/ Justification:	<p>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, shoreline, and upland improvements to follow permitting.</p> <p>Previous Years: \$114,000 approved and appropriated. 103-0960-572-3400</p> <p>FY 2023: \$100,000 additional funds for permitting and mitigation. 103-0960-572-3400</p> <p>FY 2024 - 2027: \$225,000 for each year for construction. 103-0960-572-6300</p>	
Priority:	Infrastructure Sustainability/Quality of Life	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance. Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plans on an annual basis. Achieve status as a waterfront destination for land and water visitors through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.	
Community Impact:	With the increase in new home construction, there are fewer vacant lots available for seawall maintenance projects. This project ensure the availability of a staging barge.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$214,000	\$114,000	\$100,000	\$0	\$0	\$0	\$0
Land							
Construction	\$900,000	\$0	\$0	\$225,000	\$225,000	\$225,000	\$225,000
Equipment							
Total	\$1,114,000	\$114,000	\$100,000	\$225,000	\$225,000	\$225,000	\$225,000
Funding Sources							
Local-OF	\$1,114,000	\$114,000	\$100,000	\$225,000	\$225,000	\$225,000	\$225,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

**City of Punta Gorda, FL
Burnt Store Isles Canal Maintenance District
Revenue and Expenditure Comparison
Actual FY 2020 through Budget FY 2023**

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Revenues:					
Canal Maintenance Fees	\$ 574,919	\$ 476,715	\$ 577,905	\$ 577,905	\$ 887,220
Interfund Loan	0	0	0	0	347,000
Federal Disaster Relief	0	0	279,000	279,000	0
State - FEMA Storms	0	0	15,500	15,500	0
Miscellaneous Revenue	14,626	1,531	1,500	1,600	1,240
	<u>589,545</u>	<u>478,246</u>	<u>873,905</u>	<u>874,005</u>	<u>1,235,460</u>
Projected Carryover-Beginning	1,032,333	990,740	721,309	714,098	452,265
Prior Yr. Encumbrances	68,194	20,844	0	13,342	0
Prior Yr. Re-Appropriation	0	0	0	310,000	0
Total Revenues	<u><u>\$ 1,690,072</u></u>	<u><u>\$ 1,489,830</u></u>	<u><u>\$ 1,595,214</u></u>	<u><u>\$ 1,911,445</u></u>	<u><u>\$ 1,687,725</u></u>
Expenditures:					
Personnel Services	\$ 44,007	\$ 30,333	\$ 40,845	\$ 40,845	\$ 42,580
Operating Expenses	444,646	418,395	1,046,235	1,083,000	1,225,745
Capital Outlay	0	1,846	0	310,335	0
Debt Service	189,835	0	0	0	0
Reserve for Contingencies	0	0	50,000	25,000	50,000
Transfer for Citywide security project	0	1,816	0	0	0
	<u>678,488</u>	<u>452,390</u>	<u>1,137,080</u>	<u>1,459,180</u>	<u>1,318,325</u>
Reserve-Seawall Replacement	180,000	225,000	0	0	0
Projected Carryover-End	831,584	812,440	458,134	452,265	369,400
Total Expenditures	<u><u>\$ 1,690,072</u></u>	<u><u>\$ 1,489,830</u></u>	<u><u>\$ 1,595,214</u></u>	<u><u>\$ 1,911,445</u></u>	<u><u>\$ 1,687,725</u></u>

* Personnel costs is for hours worked by PGI Canal Maintenance employees in Burnt Store Isles Canal Maint. District;
Position count will remain in Punta Gorda Isles Canal Maint. District.

City of Punta Gorda, FL
BSI Canal Maintenance District
Proforma Schedule of Revenues and Expenditures
FY 2020 through FY 2027

	Operating Rate	\$460	\$460	\$560	\$560	\$560	\$760	\$785	\$810	\$835
	Additional Rate	\$0	\$0	\$0	\$0	\$200	\$25	\$25	\$25	\$25
Dredging Project/Inlet Widening Project Rate		\$95	\$0	\$0	\$0	\$100	\$90	\$90	\$90	\$90
	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027	
Operating Assessment	\$ 574,919	\$ 476,715	\$ 577,905	\$ 577,905	\$ 577,905	\$ 784,115	\$ 809,890	\$ 835,665	\$ 861,440	
Add Op Assessment	0	0	0	0	206,210	25,775	25,775	25,775	25,775	
Tentative Debt Assessment	0	0	0	0	103,105	92,795	92,795	92,795	92,795	
Interest	14,626	1,531	1,500	1,600	1,240	1,300	1,105	580	95	
Financing (Interfund Loan)	0	0	0	0	347,000	0	0	0	0	
Federal and State Assistance	0	0	294,500	294,500	0	0	0	0	0	
Estimated Revenues	589,545	478,246	873,905	874,005	1,235,460	903,985	929,565	954,815	980,105	
Personnel Expenses	44,007	30,333	40,845	40,845	42,580	44,390	46,285	48,260	50,325	
Operating Expenses	76,503	55,421	34,605	46,370	43,835	53,395	44,715	56,070	47,470	
Mangrove Trimming	29,900	14,625	26,000	26,000	26,800	27,605	28,435	29,290	30,170	
Dredging	15,001	0	25,000	25,000	25,000	25,000	25,000	25,000	25,000	
Seawall Panels	52,506	62,917	74,440	74,440	123,505	127,325	131,265	135,330	139,525	
Seawall Replacement	270,736	285,432	386,190	411,190	556,605	573,305	590,505	608,220	626,465	
Perimeter Dred/Inlet Wid. Proj Debt Service	189,835	0	0	0	0	91,200	91,200	91,200	91,200	
Barge Access-Inlet Widening Project	0	0	500,000	500,000	450,000	0	0	0	0	
Hurricane Irma Seawall repairs	0	1,846	0	310,335	0	0	0	0	0	
Reserve for Contingencies	0	0	50,000	25,000	50,000	50,000	50,000	50,000	50,000	
Transfer to General Constr Fd (f/sec measures)	0	1,816	0	0	0	0	0	0	0	
Estimated Expenditures	678,488	452,390	1,137,080	1,459,180	1,318,325	992,220	1,007,405	1,043,370	1,060,155	
Revenues over (under) expenditures	(88,943)	25,856	(263,175)	(585,175)	(82,865)	(88,235)	(77,840)	(88,555)	(80,050)	
Projected Carryover - Beg	965,527	831,584	496,309	812,440	452,265	369,400	281,165	203,325	114,770	
Reserve Seawall Repl & Special Proj-Beg	135,000	180,000	225,000	225,000	0	0	0	0	0	
Reserve Seawall Repl & Special Proj-End	\$ 180,000	\$ 225,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	
Projected Carryover - End	\$ 831,584	\$ 812,440	\$ 458,134	\$ 452,265	\$ 369,400	\$ 281,165	\$ 203,325	\$ 114,770	\$ 34,720	
Projects Requiring Approval and Funding:										
Channel Corner Widening					100,000	100,000	200,000	325,000	0	
BSI Land Acquisition for staging					100,000	100,000	100,000	100,000	100,000	
Est. Beg. Reserves with projects but no funding plan					452,265	169,400	(118,835)	(496,675)	(1,010,230)	
Est. End. Reserves with projects but no funding plan					169,400	(118,835)	(496,675)	(1,010,230)	(1,190,280)	

Assumptions

Revenues:

FY 2022 - 2,146 l.ft. Hurricane Irma rip rap mitigation estimated 95% of project to be reimbursed by Federal and State assistance; may be delayed by permitting

FY 2022 Hurricane Irma rip rap mitigation is currently planned from use of prior years unspent seawall funds.

FY 2023-2027 Operating assessment rate \$560

FY 2023-2027 estimated tentative increase to operating assessment for unfunded special projects is currently not projected

Expenditures:

Personnel and Operating Expense:

FY 2022 - 2,146 l.ft. Hurricane Irma rip rap mitigation project is currently planned from prior years unspent seawall funds.

Project may be delayed due to permitting process; funding would carryover to future year.

Special Projects Prior Years:

Inlet widening/removal of south side lock infrastructure - FY 2019-2022 \$580,000 for permitting and construction

FY 2023 - 4% merit increase; defined contribution plan 10% of pensionable wages; health insurance est. 6% increase, workers comp est. 10% increase;

Operating per department request; seawall program of 1,227 lineal feet; Administration charges est. 3% increase; Fire/General Liab Ins est. increase 5%

FY 2023-2027 - \$50,000 reserve for contingency for emergency repairs that can be authorized by City Manager. If not used, will go back to fund's ending carryover balance.

FY 2024-2027 - Dredging \$25,000 per year; Seawall Assessments \$10,000 in FY 2024 and FY 2026; Total Seawall Replacements est. 3% increase

Est. increases: Gen. Liab Ins. 5%, all other operating 3%; personnel 4%, health ins. 6%, workers comp ins. 10%

Reserves:

FY 2022-2027 \$45,000 scheduled annually will be used to for Barge Access - Inlet widening project in FY 2022, so funds will not accrue for these years

Per adopted financial policy. Special projects will utilize this funding. Current operating plan can no longer support this due to increasing costs of program.

Special Projects :

Inlet widening/removal of south side lock infrastructure - FY 2022 Construction

Unfunded Special Projects (requires approval and appropriation FY 2023-2027)

Additional panel costs if additional maintenance worker is added to keep up production schedule FY 2023-2027 \$5,700-\$7,000

Inlet widening/removal south side lock infrastructure - FY 2023 \$450,000 estimated for construction costs based on bids received in FY 2022

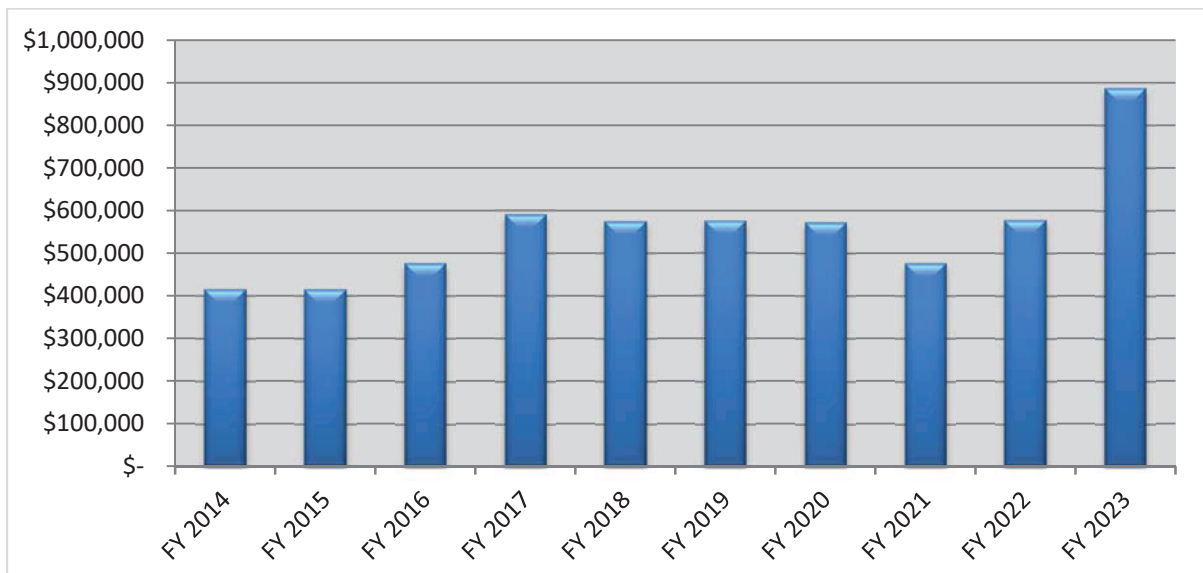
Channel corner widening FY 2023 \$100,000 permitting; FY 2024 \$100,000 land acquisition; FY 2025 \$200,000 mitigation; FY 2026 \$325,000 construction

BSI Land Acquisition for Staging FY 2023-2027 \$100,000 per year to accumulate funds for land acquisition

**City of Punta Gorda, FL
 Burnt Store Isles Canal Maintenance District
 Burnt Store Isles Canal Maintenance Fees
 104-0000-325-3000**

The canal maintenance assessment district provides benefits to each property owner within the district through sharing of costs of maintaining all canals, seawalls and navigation channels in the district. Property values are enhanced by a functioning, well-maintained and safe canal system. See City ordinance #1156-96, as amended by ordinance #1169-96 and #1247-99. The annual assessments are billed on the property owner’s tax bill. The fiscal year 2023 rate for each single family lot and properties not zoned single family with a single family residence (SFR) will be \$860. For all other property not zoned single family without a single family residence, the annual assessment is five and nine-tenths cents (\$.090) for each square foot of land lying within 120 lineal feet from any dedicated canal or waterway. The \$.090 rate is calculated by dividing the SFR rate of \$460 by 9,600 sq.ft. – the typical size of an SFR lot. The rate was increased by \$200 based on results from the consultant’s study that analyzed age of existing seawall and typical life and \$100 for the debt service on the barge inlet widening project. Seawalls will still be analyzed each year to replace those in most serious condition (rated 5 or 4).

Fiscal Year	Amount Collected	Annual Assessment
FY 2014	\$415,103	\$400
FY 2015	\$414,740	\$400
FY 2016	\$476,633	\$460
FY 2017	\$590,837	\$570
FY 2018	\$574,635	\$555
FY 2019	\$575,404	\$555
FY 2020	\$574,919	\$555
FY 2021	\$476,715	\$460
FY 2022	\$577,905	\$560
FY 2023	\$887,220	\$860



CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
BURNT STORE ISLES CANAL MAINTENANCE DISTRICT

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
30-00	SPEC ASSMTS - CANAL ASSMT	574,919	476,715	577,905	577,905	887,220
*	PERMITS,FEES & SPEC ASSMT	574,919	476,715	577,905	577,905	887,220
51-00	FEDERAL DISASTER RELIEF	0	0	279,000	279,000	0
51-06	STATE - FEMA STORMS	0	0	15,500	15,500	0
*	INTERGOVERNMENTAL REVENUE	0	0	294,500	294,500	0
10-00	INTEREST ON INVESTMENTS	14,626	1,531	1,500	1,600	1,240
90-00	MISCELLANEOUS REVENUE	0	0	0	0	0
*	MISCELLANEOUS REVENUE	14,626	1,531	1,500	1,600	1,240
30-00	PRIVATE LOAN	0	0	0	0	347,000
*	DEBT PROCEEDS	0	0	0	0	347,000
90-01	PROJ CARRYOVER-BEGINNING	897,333	810,740	496,309	489,098	452,265
90-02	PRIOR YEAR ENCUMBRANCES	68,194	20,844	0	13,342	0
90-05	PRIOR YR RE-APPROPRIATION	0	0	0	310,000	0
90-46	BEG RESERVE-SEAWALL REPL	135,000	180,000	225,000	225,000	0
*	BEGINNING RESERVES	1,100,527	1,011,584	721,309	1,037,440	452,265
		1,690,072	1,489,830	1,595,214	1,911,445	1,687,725

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
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, mowing and maintenance of the lock, maintenance of aids to navigation, inspections, and related tasks. Seawall replacement, dredging, seawall stabilization, and mangrove trimming projects are accomplished by outside contractors selected through the competitive bid process. No employees are directly attributed to this division.

ACCOMPLISHMENTS:

Accomplishments include approximately 1,026 feet of seawall replaced, depressions filled at 65 locations, debris was removed at 4 locations; approximately 210 seawall panels manufactured; 16,900 lineal feet of maintenance mangrove trimming and seawall cap/wall patches completed at 36 locations. Sonar readings were taken on the perimeter canal for potential dredge projects.

Navigation lights at the lock have been maintained, or replaced, as necessary. Locks mowed 7 times. Drainage inlet baskets are monitored and were cleaned twice this year.

As per the adopted recommendations from the 2020 Seawall Materials & Methods Feasibility Study, additional information was incorporated into the seawall inspection software for the Geographic Information System (GIS) Seawall Assessment. To allow more time to collect the additional data it was decided to inspect the seawalls every other year. The next assessment will be performed in FY 2024. A thorough assessment is accomplished by utilizing GPS equipment, field tablets, and many hours of close inspection. The inspection is performed with the input of the exact locations on a computerized map as well as the condition data for each segment of wall and cap. The completion of the annual assessment allows the division to continue to forecast the estimated wall and cap longevity and create future work programs.

BUDGET NARRATIVE:

Proposed budget reflects an increase in the normal operation and maintenance of the Burnt Store Isles Canal Maintenance Assessment District. Work will include:

- Approximately 1,767 linear feet of seawall replacement
- Maintenance trimming of mangroves
- Seawall and cap patching, depression filling
- Maintenance dredging of the perimeter canal
- Maintenance of the lock site
- Repair or replacement of navigational aids within the canal system

FY 2023 includes additional budget for the special project for the removal of the south side of lock that will be funded by an interfund loan.

A reserve for contingency for any late emergency repairs that may result during the rainy season and can be authorized by City Manager is also budgeted.

The hazard mitigation portion of the Hurricane Irma seawall project continues to be delayed pending the rip rap permit. Funds will be re-appropriated to FY 2023 if not completed by the end of the 2022 fiscal year.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
BURNT STORE ISLES CANAL MAINTENANCE DISTRICT – DEPT/DIV 0961
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: INFRASTRUCTURE SUSTAINABILITY

- Goal: Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
- Goal: Maximize use of new technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff
- Goal: Apply best management practices & systems in infrastructure maintenance
- Goal: Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

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

PRIORITY: QUALITY OF LIFE

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

MISSION AND OBJECTIVES

The BSI Canal Maintenance District is responsible for maintaining 18 miles (95,042 lineal feet) of seawall and dredging 9 miles of canals located within the district. Seawall replacement is accomplished by outside contractors selected through the competitive bid process. This work is performed to ensure the integrity of seawalls throughout the canal system and the safety of property owners and boaters.

INITIATIVES AND ACTION ITEMS

To provide efficient maintenance and repair to the Burnt Store Isles canal system.

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
# of linear feet of seawalls to replace	625	925	1,226	1,767
Efficiency:				
Contract & material cost per linear foot of seawall replacement	\$330	\$340	\$360	\$368
Service Quality:				
# of linear feet of seawall replacement completed within established timeline	987	1,026	1,351	1,767
Outcome:				
% of seawall replacement projects completed in fiscal year	158%	111%	110%	100%

RESULTS

As per the adopted recommendations from the 2020 Seawall Materials & Methods Feasibility Study, additional information was incorporated into the seawall inspection software. To allow more time to collect the additional data it was decided to inspect the seawalls every other year.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
BURNT STORE ISLES CANAL MAINTENANCE DISTRICT – DEPT/DIV 0961
Key Performance Measures**

RESULTS (continued)

A thorough assessment is accomplished by utilizing GPS (Geographical Information System) equipment, field tablets and many hours of close inspection. The inspection is performed with the input of the exact locations on a computerized map as well as the condition data for each segment of wall & cap. The completion of the annual assessment allows the division to continue to forecast the estimated wall and cap longevity and create future work programs.

BURNT STORE ISLES BI-ANNUAL SEAWALL ASSESSMENT

Total seawall system length: 95,042 lineal feet or 18.00 miles

WALL	FY 2020		
	FEET	MILES	%
Excellent (rated 0)	13,002	2.46	13.67%
Good (rated 1)	64,451	12.21	67.83%
Fair (rated 2)	14,451	2.74	15.22%
Moderate (rated 3)	2,445	0.46	2.56%
Serious (rated 4)	693	0.13	0.72%
Failure (rated 5)	0	0.0	0.0
Total	95,042	18.00	100.00%

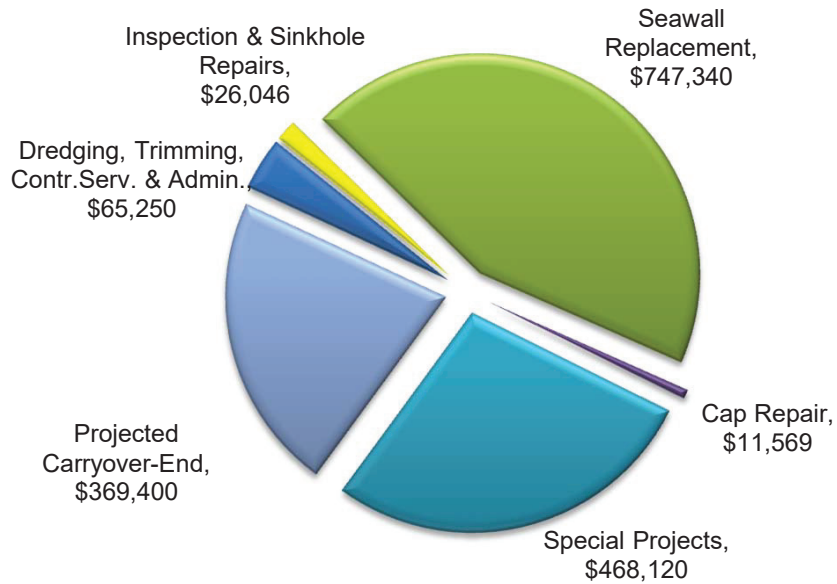
WALL	FY 2022		
	FEET	MILES	%
Excellent (rated 0)	0	0	0%
Good (rated 1)	40,944	7.76	43.11%
Fair (rated 2)	31,493	5.96	33.11%
Moderate (rated 3)	15,736	2.98	16.56%
Serious (rated 4)	5,245	0.99	5.50%
Failure (rated 5)	1,624	0.31	1.72%
Total	95,042	18.00	100.00%

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
BURNT STORE ISLES CANAL MAINTENANCE DISTRICT SUMMARY**

Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	44,007	30,333	40,845	40,845	42,580
Operating	444,646	418,395	1,046,235	1,083,000	1,225,745
Capital Outlay	0	1,846	0	310,335	0
Reserve for Contingencies	0	0	50,000	25,000	50,000
Debt	189,835	0	0	0	0
Operating Transfers	0	1,816	0	0	0
Ending Resrv-Seawall Repl	180,000	225,000	0	0	0
Projected Carryover	831,584	812,440	458,134	452,265	369,400
Total	1,690,072	1,489,830	1,595,214	1,911,445	1,687,725

Service Costs



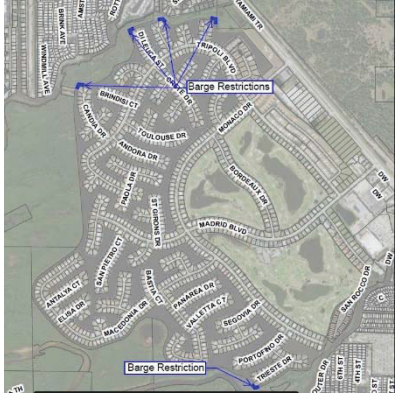
**BSI CANAL MAINTENANCE FUND
SPECIAL PROJECT PROGRAM
FY 2023 - FY 2027
(All figures in thousands of dollars)**

PROJECT IDENTIFICATION	TOTAL PROJECT COST	Prior Years' Funding	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
BSI Inlet Widening/Removal of Lock	1,030	580	450	0	0	0	0
UNFUNDED*			(Not Appropriated)				
BSI Channel Corner Widening	725	0	100	100	200	325	0
BSI Land Acquisition for Staging	500	0	100	100	100	100	100
TOTAL		580	650	200	300	425	100

*Note: Unfunded special projects FY 2023 - FY 2027 are not approved or appropriated. Additional research and further discussion is needed.

Dept/Div:	Public Works	
Contact:	Rick Keeney	
Project Title:	BSI Inlet Widening/Removal of South Side Lock Infrastructure	
Project Code:	BSIWDN	
Account #:	104-0961-572-3400	
Description/Justification:	<p>Previous Years: Engage consultant to design and obtain permitting for the removal of the south side of the lock infrastructure. \$80,000 approved and appropriated. FY 2022: \$500,000 for construction. 104-0961-572-3400</p> <p>FY 2023: \$450,000 additional for construction Funded by additional \$100 assessment and interfund loan financing in FY 2023.</p> <p>Financing to be repaid FY 2024-FY 2027 through \$90 assessment each year.</p>	
Priority:	Infrastructure Sustainability/Quality of Life	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance. Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plans on an annual basis. Achieve status as a waterfront destination for land and water visitors through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.	
Community Impact:	With the increase in new home construction, there are fewer vacant lots available for seawall maintenance projects. This project will allow a fully assembled and loaded barge to access the subdivision at all times of the year.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$80,000	\$80,000	\$0	\$0	\$0	\$0	\$0
Land							
Construction	\$950,000	\$500,000	\$450,000	\$0	\$0	\$0	\$0
Equipment							
Total	\$1,030,000	\$580,000	\$450,000	\$0	\$0	\$0	\$0
Funding Sources							
Local-OF	\$683,000	\$580,000	\$103,000	\$0	\$0	\$0	\$0
Finance-RF	\$347,000	\$0	\$347,000	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other-Debt Svc	\$364,800	\$0	\$0	\$91,200	\$91,200	\$91,200	\$91,200

Dept/Div:	Public Works	
Contact:	Rick Keeney	
Project Title:	BSI Channel Corner Widening	
Project Code:	BSICCW	
Account #:	104-0961-572-3400/104-0961-572-6300	
Description/Justification:	<p>Project is on hold – no funding is approved or appropriated.</p> <p>FY 2023: Engage consultant to obtain permitting for dredging and widening the perimeter channel at 90 degrees corners that a loaded barge cannot maneuver through. \$100,000 104-0961-572-3400</p> <p>FY 2024: \$100,000 for land acquisition</p> <p>FY 2025: \$200,000 for mitigation. 104-0961-572-6300</p> <p>FY 2026: \$325,000 for construction. 104-0961-572-6300</p>	
Priority:	Infrastructure Sustainability/Quality of Life	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance. Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plans on an annual basis. Achieve status as a waterfront destination for land and water visitors through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.	
Community Impact:	With the increase in new home construction, there are fewer vacant lots available for seawall maintenance projects. This project will allow a fully assembled and loaded barge to access the subdivision at all times of the year.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$100,000	\$0	\$100,000	\$0	\$0	\$0	\$0
Land	\$300,000	\$0	\$0	\$100,000	\$200,000	\$0	\$0
Construction	\$325,000	\$0	\$0	\$0	\$0	\$325,000	\$0
Equipment							
Total	\$725,000	\$0	\$100,000	\$100,000	\$200,000	\$325,000	\$0
Funding Sources							
Local-TBD	\$725,000	\$0	\$100,000	\$100,000	\$200,000	\$325,000	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Public Works	
Contact:	Rick Keeney	
Project Title:	BSI Land Acquisition for Staging	
Project Code:	TBD	
Account #:	TBD	
Description/Justification:	FY 2023 – 2027: Begin saving funds to acquire land for staging construction materials. It is anticipated that additional funds will be needed in future years.	
Priority:	Infrastructure Sustainability/Quality of Life	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance. Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plans on an annual basis. Achieve status as a waterfront destination for land and water visitors through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.	
Community Impact:	With the increase in new home construction, there are fewer vacant lots available for seawall maintenance projects. This project will ensure the availability of a staging location.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land	\$500,000	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Construction							
Equipment							
Total	\$500,000	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Funding Sources							
Local-TBD	\$500,000	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

**City of Punta Gorda, FL
Community Redevelopment Agency
Revenue and Expenditure Comparison
Actual FY 2020 through Budget FY 2023**

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Revenues:					
Charlotte County Tax Increment	\$ 1,376,602	\$ 1,538,849	\$ 1,655,830	\$ 1,647,774	\$ 1,876,700
City of Punta Gorda Tax Increment	750,208	838,628	1,038,065	1,033,013	1,176,535
Herald Court Centre Leases	212,742	214,197	228,790	247,215	255,190
Loan Repayment	22,351	17,030	17,030	17,030	17,030
Other Revenues	160,787	112,617	105,325	111,925	119,045
	<u>2,522,690</u>	<u>2,721,321</u>	<u>3,045,040</u>	<u>3,056,957</u>	<u>3,444,500</u>
Reserve - TIF for Debt Svc (Beg)	964,413	1,552,457	2,428,214	2,428,214	3,564,919
Reserve - Herald Ct (Beg)	220,034	250,336	276,851	265,111	334,666
Reserve - Other Operations (Beg)	743,740	848,252	249,692	863,689	253,887
Total Revenues	<u>\$ 4,450,878</u>	<u>\$ 5,372,366</u>	<u>\$ 5,999,797</u>	<u>\$ 6,613,971</u>	<u>\$ 7,597,972</u>
Expenditures:					
Lease Payments for Debt	\$ 1,538,766	\$ 1,501,720	\$ 1,544,082	\$ 1,544,082	\$ 1,584,280
Herald Ct Operating Expenses	182,440	199,422	201,235	177,660	394,540
Herald Ct & Laishley Park - Capital	21,037	5,658	0	275,000	0
Other Operating Expenses	57,590	108,552	160,000	463,757	326,500
	<u>1,799,833</u>	<u>1,815,352</u>	<u>1,905,317</u>	<u>2,460,499</u>	<u>2,305,320</u>
Reserve - TIF for Debt Service (End)	1,552,457	2,428,214	3,578,027	3,564,919	5,033,874
Reserve - Herald Ct (End)	250,336	265,111	304,406	334,666	195,316
Reserve - Other Operations (End)	848,252	863,689	212,047	253,887	63,462
Total Expenditures	<u>\$ 4,450,878</u>	<u>\$ 5,372,366</u>	<u>\$ 5,999,797</u>	<u>\$ 6,613,971</u>	<u>\$ 7,597,972</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. During FY 2019, the CRA debt was refinanced with a lower interest rate, all other terms remained the same.

City of Punta Gorda, FL
Community Redevelopment Agency
Proforma Schedule of Revenues and Expenditures
Actual FY 2020 through Proforma FY 2027

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Assessed Property Valuation change	10.22%	8.64%	5.79%	5.39%	10.75%	2%	2%	2%	2%
DEBT SERVICE DIVISION									
Revenues for Debt Service:									
Charlotte Co. Tax Increment	\$ 1,376,602	\$ 1,538,849	\$ 1,655,830	\$ 1,647,774	\$ 1,876,700	\$ 1,914,235	\$ 1,952,520	\$ 1,991,570	\$ 2,031,400
Punta Gorda Tax Increment	750,208	838,628	1,038,065	1,033,013	1,176,535	1,200,065	1,224,065	1,248,545	1,273,515
Subtotal Revenues for Debt Svc	\$ 2,126,810	\$ 2,377,477	\$ 2,693,895	\$ 2,680,787	\$ 3,053,235	\$ 3,114,300	\$ 3,176,585	\$ 3,240,115	\$ 3,304,915
Debt Service:									
Herald Court Centre Lease payments	1,538,766	1,501,720	1,544,082	1,544,082	1,584,280	1,626,290	1,666,100	1,708,680	1,753,965
Subtotal Debt Service	1,538,766	1,501,720	1,544,082	1,544,082	1,584,280	1,626,290	1,666,100	1,708,680	1,753,965
Revenues in Excess of Debt Svc	588,044	875,757	1,149,813	1,136,705	1,468,955	1,488,010	1,510,485	1,531,435	\$ 1,550,950
Reserve - TIF for Debt Svc (Beg)	964,413	1,552,457	2,428,214	2,428,214	3,564,919	5,033,874	6,521,884	8,032,369	9,563,804
Reserve - TIF for Debt Svc (End)	\$ 1,552,457	\$ 2,428,214	\$ 3,578,027	\$ 3,564,919	\$ 5,033,874	\$ 6,521,884	\$ 8,032,369	\$ 9,563,804	\$ 11,114,754
HERALD COURT OPERATIONS DIV.									
Revenues for Herald Court:									
Artisan's Atelier Lease	\$ 1,400	\$ 1,620	\$ 1,440	\$ 1,440	\$ 1,440	\$ 1,440	\$ 1,440	\$ 1,440	\$ 1,440
FGCU Lease	41,695	25,462	0	0	0	0	0	0	0
Subway Lease	18,001	3,640	0	0	0	0	0	0	0
Other Side Ink Lease	17,133	23,374	23,900	23,900	24,460	25,025	25,610	26,205	26,825
Morgan Stanley Lease	44,651	54,786	55,930	55,825	56,040	57,350	58,695	60,080	61,510
P G Chocolate&Wine Lease	13,333	16,500	17,170	17,170	17,685	18,215	18,760	19,280	19,725
Pedelec Lease	5,959	0	0	0	0	0	0	0	0
Dream Salon & Spa Lease	36,175	36,249	47,340	47,345	48,420	49,525	50,660	51,835	53,040
Coffee & Tea Lease	18,628	23,136	23,710	23,710	24,435	24,975	25,535	26,110	26,705
Refinery Market Lease	0	16,824	18,660	18,665	22,430	22,935	23,455	23,990	24,545
Gorda Bowls Lease	0	0	23,420	23,515	24,045	24,590	25,155	25,885	26,330
Herald Ct Centre Retail Lease/Rent	0	0	1,335	16,020	16,020	16,020	32,000	32,960	33,950
Real Estate Ad Valorem Tax Reimb.	15,767	12,606	15,885	19,625	20,215	20,820	21,445	22,090	22,755
Subtotal Revenues for Herald Ct Oper.	212,742	214,197	228,790	247,215	255,190	260,895	282,755	289,875	296,825
Subtotal HCC Operating Exp:	182,440	199,422	201,235	177,660	394,540	201,405	208,520	215,905	223,560
Revenues in Excess of Herald Ct Operations	30,302	14,775	27,555	69,555	(139,350)	59,490	74,235	73,970	73,265
Reserve - Herald Ct (Beg)	220,034	250,336	276,851	265,111	334,666	195,316	254,806	329,041	403,011
Reserve - Herald Ct (End)	\$ 250,336	\$ 265,111	\$ 304,406	\$ 334,666	\$ 195,316	\$ 254,806	\$ 329,041	\$ 403,011	\$ 476,276
CRA OPERATIONS DIVISION									
Revenues for CRA operations:									
Interest Income	\$ 27,822	\$ 4,290	\$ 4,000	\$ 6,000	\$ 12,000	\$ 15,000	\$ 18,000	\$ 21,000	\$ 24,000
Rents & Leases	22,863	5,520	5,630	5,840	6,015	6,135	6,255	6,380	6,510
Laisley Marina Ground Lease	87,876	89,301	90,195	94,585	95,530	96,485	97,450	98,425	99,410
Lease Revenues Parcel I	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Trabue Woods Loan repayment	22,351	17,030	17,030	17,030	17,030	17,030	17,030	17,030	5,155
Miscellaneous Revenues	11	233	0	0	0	0	0	0	0
Insurance Recovery	16,715	7,773	0	0	0	0	0	0	0
Subtotal Other Revenues	183,138	129,647	122,355	128,955	136,075	140,150	144,235	148,335	140,575
Professional Svcs	175	47,773	5,000	137,352	5,000	5,000	5,000	5,000	5,000
Legal Svcs	949	1,155	4,000	2,000	4,000	4,000	4,000	4,000	4,000
Laisley Park Amenities Maint.	54,448	54,530	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Herald Court Centre Maint.	2,018	5,094	91,000	264,405	257,500	42,000	25,000	43,000	25,000
Subtotal CRA Operating Exp:	57,590	108,552	160,000	463,757	326,500	111,000	94,000	112,000	94,000
Subtotal Capital Projects	21,037	5,658	0	275,000	0	0	0	0	0
Total Operations Expenditures	78,627	114,210	160,000	738,757	326,500	111,000	94,000	112,000	94,000
Revenues Shortfall of Other Operations	104,512	15,437	(37,645)	(609,802)	(190,425)	29,150	50,235	36,335	46,575
Reserve - Other Operations (Beg)	743,740	848,252	249,692	863,689	253,887	63,462	92,612	142,847	179,182
Reserve - Other Operations (End)	\$ 848,252	\$ 863,689	\$ 212,047	\$ 253,887	\$ 63,462	\$ 92,612	\$ 142,847	\$ 179,182	\$ 225,757

Revenue Assumptions:

FY 2023 tax increment est. City millage rate: 3.9500, est. County millage rate: 6.3007 and 10.75% increase; FY 2024-2027 2% est incr
Herald Court Centre Retail Lease Revenue FY 2023-2024 fully leased; FY 2025-2027 15,378 sq. ft leased, and 1,591 sq. ft partial year vacancy
Lease Revenues Parcel I and Laisley Marina Ground Lease per contracts
Trabue Woods Loan Repayment per loan repayment schedule.

Expenditure Assumptions:

FY 2023 Herald Court Centre operating expenditures per request. FY 2024-FY 2027 est 3% incr except for liability insurance est 5% incr
Professional and legal services for meetings, surveys, and contract reviews.
Laisley Park Amenities annual maintenance expenditures FY 2023-FY 2027 est. \$60,000 for fountain
Herald Court Centre facilities maintenance - estimates vary by year based on scheduled maintenance. Average \$78,500 annually

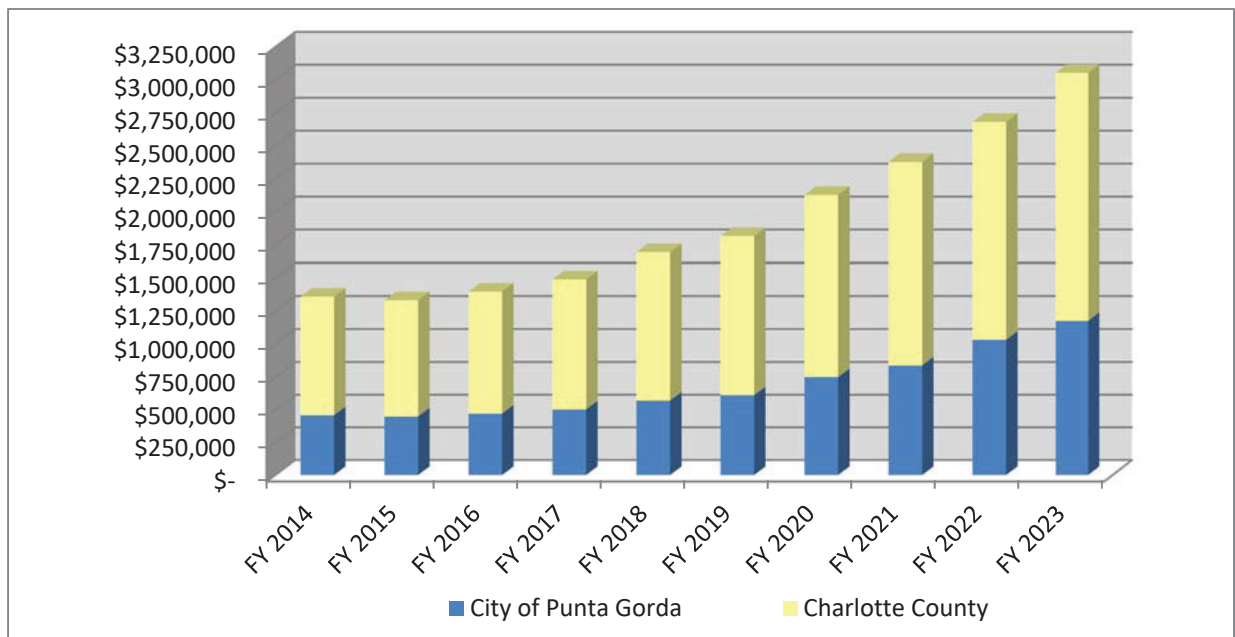
Debt Service Assumptions:

Herald Court Centre Lease - per loan schedule for 2020 \$12,261,000 revenue note, 1.78% 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 2023 amounts are estimates based on the DR420 and estimated millage rates of 3.9500 for the City and 6.3007 for the County. The actual contributions will be based on the final approved respective mill levies and DR422 taxable value. The final millage rate information will be available after the second public budget hearings of the City and Charlotte County.

Fiscal Year	Taxable Value Increment	City Contribution	County Contribution	Total
FY 2014	\$150,768,039	\$458,101	\$ 902,447	\$1,360,548
FY 2015	\$147,701,559	\$448,578	\$ 884,092	\$1,332,670
FY 2016	\$154,994,987	\$470,728	\$ 927,748	\$1,398,476
FY 2017	\$165,478,021	\$502,566	\$ 988,358	\$1,490,924
FY 2018	\$187,794,147	\$570,342	\$1,124,073	\$1,694,415
FY 2019	\$201,190,343	\$611,027	\$1,204,258	\$1,815,285
FY 2020	\$229,983,099	\$750,208	\$1,376,602	\$2,126,810
FY 2021	\$257,089,089	\$838,628	\$1,538,849	\$2,377,477
FY 2022	\$275,286,690	\$1,033,013	\$1,647,774	\$2,680,787
FY 2023	\$313,532,865	\$1,176,535	\$1,876,700	\$3,053,235



City of Punta Gorda, FL
Community Redevelopment Agency
Tax Incremental Financing (TIF) Schedule
Final FY 2021, 2022 and Proposed Budget FY 2023

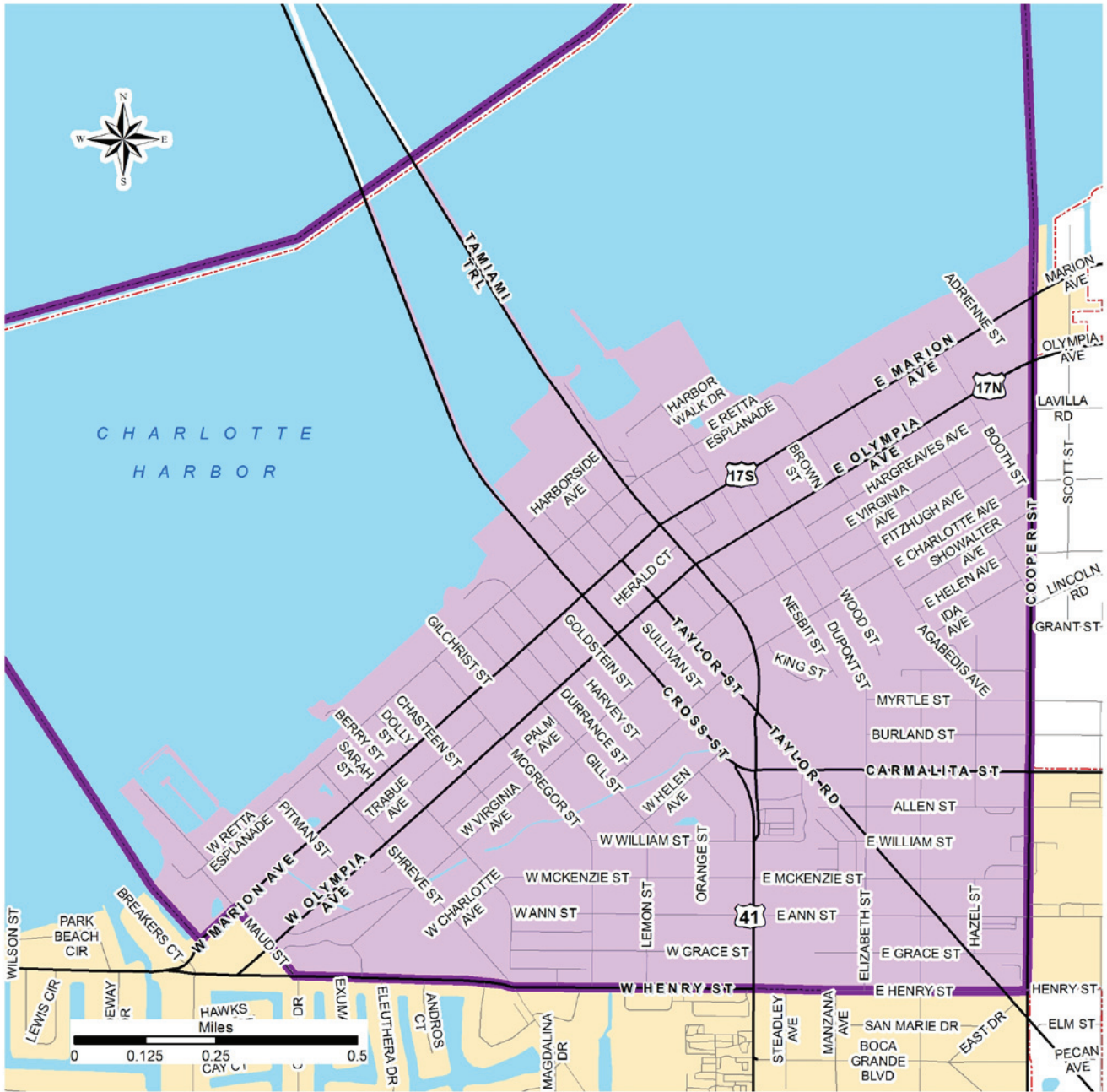
	Final FY 2021	Final FY 2022	Budget FY 2023
Calculation of County tax due:			
Assessed Valuation of CRA District	\$337,662,011	\$355,859,612	\$394,105,787
Base Year (1989)	<u>80,572,922</u>	<u>80,572,922</u>	<u>80,572,922</u>
Increment Valuation	257,089,089	275,286,690	313,532,865
Countywide Tax Rate	<u>6.3007</u>	<u>6.3007</u>	<u>6.3007</u>
	1,619,841	1,734,499	1,975,477
	0.95	0.95	0.95
County TIF to CRA	<u>\$1,538,849</u>	<u>\$1,647,774</u>	<u>\$1,876,700</u>
Change from Prior Year	\$162,247	\$108,925	\$228,926
	Final FY 2021	Final FY 2022	Budget FY 2023
Calculation of City tax due:			
Assessed Valuation of CRA District	\$337,662,011	\$355,859,612	\$394,105,787
Base Year (1989)	<u>80,572,922</u>	<u>80,572,922</u>	<u>80,572,922</u>
Increment	257,089,089	275,286,690	313,532,865
City Tax Rate	<u>3.4337</u>	<u>3.9500</u>	<u>3.9500</u>
	882,767	1,087,382	1,238,455
	0.95	0.95	0.95
City TIF to CRA	<u>\$838,628</u>	<u>\$1,033,013</u>	<u>\$1,176,535</u>
Change from Prior Year	\$88,420	\$194,385	\$143,522
Combined TIF Revenue	<u>\$2,377,477</u>	<u>\$2,680,787</u>	<u>\$3,053,235</u>
\$ Change from Prior Year	\$250,667	\$303,310	\$372,448
% Change from Prior Year	11.79%	12.76%	13.89%

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
COMMUNITY REDEVELOPMENT AGENCY**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
90-00	CHAR COUNTY TAX INCREMENT	1,376,602	1,538,849	1,655,830	1,647,774	1,876,700
*	INTERGOVERNMENTAL REVENUE	1,376,602	1,538,849	1,655,830	1,647,774	1,876,700
10-00	INTEREST ON INVESTMENTS	27,822	4,290	4,000	6,000	12,000
*	INTEREST EARNINGS	27,822	4,290	4,000	6,000	12,000
04-00	RENTS & LEASES	22,864	5,520	5,630	5,840	6,015
04-01	LAISHLEY PK GROUND LEASE	87,876	89,301	90,195	94,585	95,530
04-02	LEASE REVENUES PARCEL 1	5,500	5,500	5,500	5,500	5,500
04-04	HERALD CT CENTRE RENTAL	0	0	1,335	16,020	16,020
04-05	FVCU LEASE	41,694	25,462	0	0	0
04-06	SUBWAY LEASE	18,001	3,640	0	0	0
04-08	ARTISAN'S ATELIER	1,400	1,620	1,440	1,440	1,440
04-21	OTHER SIDE INK	17,133	23,374	23,900	23,900	24,460
04-22	REAL EST AD VAL TX REIMB	15,767	12,606	15,885	19,625	20,215
04-23	MORGAN STANLEY	44,651	54,786	55,930	55,825	56,040
04-24	P G CHOCOLATE & WINE	13,333	16,500	17,170	17,170	17,685
04-25	PEDELEC	5,959	0	0	0	0
04-26	DREAM SALON & SPA	36,175	36,249	47,340	47,345	48,420
04-27	P G COFFEE & TEA	18,628	23,136	23,710	23,710	24,435
04-28	REFINDERY MARKET	0	16,824	18,660	18,665	22,430
04-29	GORDA BOWLS	0	0	23,420	23,515	24,045
*	RENTAL INCOME	328,981	314,518	330,115	353,140	362,235
70-18	INSURANCE RECOVERY	16,715	7,773	0	0	0
90-00	MISCELLANEOUS REVENUE	12	233	0	0	0
*	MISCELLANEOUS REVENUE	16,727	8,006	0	0	0
01-00	GENERAL	750,208	838,628	1,038,065	1,033,013	1,176,535
*	TRANSFER FROM OTHER FUNDS	750,208	838,628	1,038,065	1,033,013	1,176,535
40-10	LOAN PROCEEDS - INTEREST	1,796	493	410	410	326
40-30	LOAN PROCEEDS - PRINCIPAL	20,555	16,537	16,620	16,620	16,704
*	DEBT PROCEEDS	22,351	17,030	17,030	17,030	17,030
90-01	BEG RESERVE-TIF DEBT RED	964,413	1,552,457	2,428,214	2,428,214	3,564,919
90-01	BEG RESERVE - HERALD CT	220,034	250,336	276,851	265,111	334,666
90-01	BEG RESERVE - CRA OPER	392,539	296,194	249,692	282,932	253,887
90-02	PRIOR YEAR ENCUMBRANCES	0	55,399	0	126,829	0
90-05	PRIOR YR RE-APPROPRIATION	351,201	496,659	0	453,928	0
*	BEGINNING RESERVES	1,928,187	2,651,045	2,954,757	3,557,014	4,153,472
		4,450,878	5,372,366	5,999,797	6,613,971	7,597,972

City of Punta Gorda CRA Area



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
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 2023 taxable value increase of 10.8% is the eighth consecutive year of increase. The long range proforma indicates that with a continued conservative increase of 2% per year, the CRA will be able to pay off the debt earlier.

REVENUE:

Tax Increment Financing (TIF) – the City and County general operating millage times the CRA district taxable value at a 95% collection rate. These funds are solely dedicated to retiring the debt on the Herald Court Centre parking structure.

Herald Court Centre retail leases – the City generates sufficient revenue to pay common area maintenance, property taxes, and general parking center expenses. A reserve was previously established to cover major R&R for the building and garage.

Laishley Park ground leases and miscellaneous non-TIF revenue – the City generates revenue to cover operating expenses for existing park infrastructure put in place by the CRA.

OPERATING EXPENSES:

Operating expenditures are related to the Herald Court Centre Facility, Laishley Park Improvements and general legal services. The revenues to pay for operations are ground leases, retail leases, and any other non-TIF revenue sources.

HERALD COURT CENTRE:

The Herald Court Centre is a mixed use building consisting of 16,969 square feet of commercial space and 400 spaces of public parking. In addition to the commercial space there is 2,478 square feet of warehouse space allocated to the Artisans Atelier. The Atelier is a joint venture between the CRA, Team Punta Gorda and the Downtown Merchants Association. The goal is to provide a business incubator for the art community.

BUDGET NARRATIVE:

In accordance with the resolution extending the life of the district until 12/31/30, the CRA will be dedicating all TIF revenue to repay debt obligations related to Laishley Park and Herald Court Centre. The debt was refinanced in FY 2020 at a reduced interest rate with all other terms remaining the same. This change decreased the City's interest cost as reflected in the lease payments for debt. Operational expenditures will be paid with ground and retail lease revenues and any other non-TIF revenues. New projects within the CRA area will be funded by alternative sources, unless approved by the CRA and Charlotte County Board. Funding for parking garage maintenance project as scheduled every 5-6 years is budgeted from operating revenues.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
COMMUNITY REDEVELOPMENT AGENCY SUMMARY**

Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	0	0	0	0	0
Operating	240,030	307,974	361,235	641,417	721,040
Capital Outlay	21,037	5,658	0	275,000	0
Transfers (for debt)	1,538,766	1,501,720	1,544,082	1,544,082	1,584,280
Reserve - TIF for Debt Svc	1,552,457	2,428,214	3,578,027	3,564,919	5,033,874
Reserve - HCC R&R	6,890	0	0	0	0
Reserve - HCC Taxes	929	(1,068)	2,209	1,332	1,922
Reserve - HCC	242,517	266,179	302,197	333,334	193,394
Reserve - CRA Operations	848,252	863,689	212,047	253,887	63,462
Total	<u>4,450,878</u>	<u>5,372,366</u>	<u>5,999,797</u>	<u>6,613,971</u>	<u>7,597,972</u>

**City of Punta Gorda
Summary of Gas Tax Funds and
Related General Fund Expenditures
Actual FY 2020 through Budget FY 2023**

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 2020 Actual Program Total	FY 2021 Actual Program Total	FY 2022 Budget Program Total	FY 2022 Projected Program Total	FY 2023 Budget Program Total	First Six Cents Fund 115 FY 2023	Additional Five Cents Fund 114 FY 2023	General Fund Right of Way Division 0916 FY 2023
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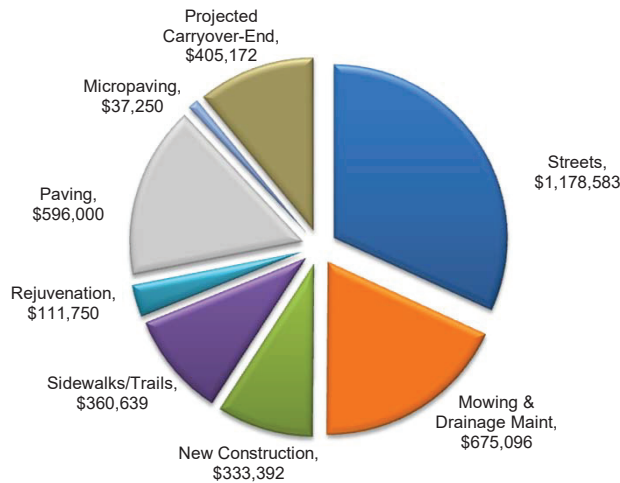
Revenues:

Local Option Fuel Tax	\$ 824,552	\$ 892,873	\$ 867,000	\$ 905,590	\$ 953,695	\$ 666,035	\$ 287,660	\$ 0
State Contracts	279,868	284,645	302,500	300,815	308,155	308,155	0	0
General Fund	1,171,900	1,027,098	1,230,765	1,156,750	1,320,730	0	0	1,320,730
Interfund Transfer	459,000	459,000	459,000	459,000	459,000	0	459,000	0
Miscellaneous Revenue	24,192	28,962	5,750	29,730	6,060	5,940	120	0
Beginning Carryover	885,637	1,004,786	644,861	892,902	650,242	596,567	53,675	0
Total Revenues	\$ 3,645,149	\$ 3,697,364	\$ 3,509,876	\$ 3,744,787	\$ 3,697,882	\$ 1,576,697	\$ 800,455	\$ 1,320,730

Expenditures:

Personnel Services	\$ 1,026,631	\$ 940,528	\$ 1,065,425	\$ 901,685	\$ 1,046,760	\$ 0	\$ 0	\$ 1,046,760
Operating Expenses	1,505,518	1,793,690	1,804,800	1,962,530	2,089,950	1,226,980	745,000	117,970
Capital Outlay	108,214	70,244	143,000	230,330	156,000	0	0	156,000
Projected Carryover - End	1,004,786	892,902	496,651	650,242	405,172	349,717	55,455	0
Total Expenditures	\$ 3,645,149	\$ 3,697,364	\$ 3,509,876	\$ 3,744,787	\$ 3,697,882	\$ 1,576,697	\$ 800,455	\$ 1,320,730

Service Costs



* Service Costs for General Fund Division 0916 only, may be found in section 6

City of Punta Gorda, FL
Six Cent Gas Tax
Proforma Schedule of Revenues and Expenditures
FY 2020 through FY 2027

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues									
Local Option Gas Tax	\$564,949	\$612,602	\$596,700	\$625,000	\$666,035	\$679,355	\$692,940	\$706,800	\$720,935
Street Sweeping/41 ROW	46,411	45,150	45,150	45,150	45,150	45,600	45,600	45,600	46,055
Traffic Signal Maintenance	79,532	81,492	85,860	84,175	86,370	88,095	89,855	91,650	93,480
Highway Lighting Maintenance	153,925	158,003	171,490	171,490	176,635	181,935	187,395	193,020	198,810
Interest on Investments	8,082	1,031	1,000	1,200	1,320	1,000	865	445	100
Insurance Recovery	10,171	22,570	0	23,850	0	0	0	0	0
Miscellaneous Revenue	28	699	250	250	250	250	250	250	250
Reimbursement from County	4,004	4,368	4,370	4,370	4,370	4,370	4,370	4,370	4,370
Total Revenues	867,102	925,915	904,820	955,485	980,130	1,000,605	1,021,275	1,042,135	1,064,000
Operating Expenditures									
Road & Street / Contractual Svcs	5,505	17,378	0	0	0	0	0	0	0
Street Sweeping	44,137	49,137	55,000	55,000	55,000	55,000	55,000	55,000	55,000
Street Striping	5,207	3,688	5,000	5,000	10,000	10,300	10,610	10,930	11,255
Sidewalk Replacement	46,910	112,096	114,000	114,000	114,000	114,000	114,000	114,000	114,000
Traffic Signal/HM Light Repair	71,006	87,370	187,000	230,850	337,000	192,610	198,390	204,340	210,470
Right of Way Cleaning	56,169	49,572	52,500	52,500	52,500	54,075	55,695	57,365	59,085
Street Lights-Electricity	220,833	232,192	247,200	263,000	255,110	262,765	270,650	278,770	287,135
Equipment Leases	1,100	5	3,500	3,500	3,500	3,605	3,715	3,825	3,940
Right of Way R/R Crossing	12,563	12,578	13,450	13,700	14,100	14,525	14,960	15,410	15,870
Repair/Mnt Equip Fleet	53,789	50,012	45,000	47,500	58,000	59,740	61,530	63,375	65,275
Street Decorator Lights	24,211	38,552	40,000	71,235	40,000	41,200	42,435	43,710	45,020
Administrative Charges	70,555	79,115	80,310	80,310	99,590	102,580	105,655	108,825	112,090
Landfill Fees	21,711	17,518	17,000	17,000	17,000	17,510	18,035	18,575	19,135
Gasoline	25,235	28,677	28,000	42,200	48,000	49,440	50,925	52,455	54,030
Dept Materials & Supplies	29,406	39,190	36,000	36,000	37,080	38,190	39,335	40,515	41,730
Traffic Signs	27,958	26,160	30,500	40,500	31,500	32,445	33,420	34,420	35,455
Storm Sewer System	41,760	29,902	50,000	50,000	51,500	51,500	51,500	51,500	51,500
Patch Str & Bridge Repair	1,675	3,531	3,000	3,000	3,100	3,195	3,290	3,390	3,490
Total Operating Expenditures	759,730	876,673	1,007,460	1,125,295	1,226,980	1,102,680	1,129,145	1,156,405	1,184,480
Capital Outlay									
Equipment	23,897	70,244	45,000	62,500	0	0	0	0	0
Total Capital Outlay	23,897	70,244	45,000	62,500	0	0	0	0	0
Total Expenditures	783,627	946,917	1,052,460	1,187,795	1,226,980	1,102,680	1,129,145	1,156,405	1,184,480
Revenues over (under) expenditures	83,475	(21,002)	(147,640)	(232,310)	(246,850)	(102,075)	(107,870)	(114,270)	(120,480)
Proj Carryover- Beginning	615,304	689,719	618,189	709,339	596,567	349,717	247,642	139,772	25,502
Prior Year Re-Appropriation	150,000	92,575	0	107,755	0	0	0	0	0
Prior Year Encumbrances	1,100	67,585	0	11,783	0	0	0	0	0
Proj Carryover-Ending	\$849,879	\$828,877	\$470,549	\$596,567	\$349,717	\$247,642	\$139,772	\$25,502	(\$94,978)

Assumptions:

Revenues:

Local Option Gas Tax based on City/County split of share percentage of 10.34%/89.66%.

FY 2023 \$666,035 anticipates Oct 2022 gas tax holiday. State may provide funding to municipalities from other sources which would add \$50,000;

FY 2024-2027 estimated 2% increases based on full year (no gas tax holiday)

Street Sweeping/41 ROW FY 2023 based on contract amount. FY 2024-FY 2027 assumes 1% increase in contract every 3 years

Traffic Signal Maint. FY 2023 per agreement. FY 2024-2027 assumes 2% increase each year

Highway Lighting Maint. FY 2023 estimated 3% increase. FY 2024-2027 assumes 3% increase each year

Interest revenue projected using 0.5% interest rate on average balances

Miscellaneous revenue flat

Reimbursement from County per contract

Expenditures:

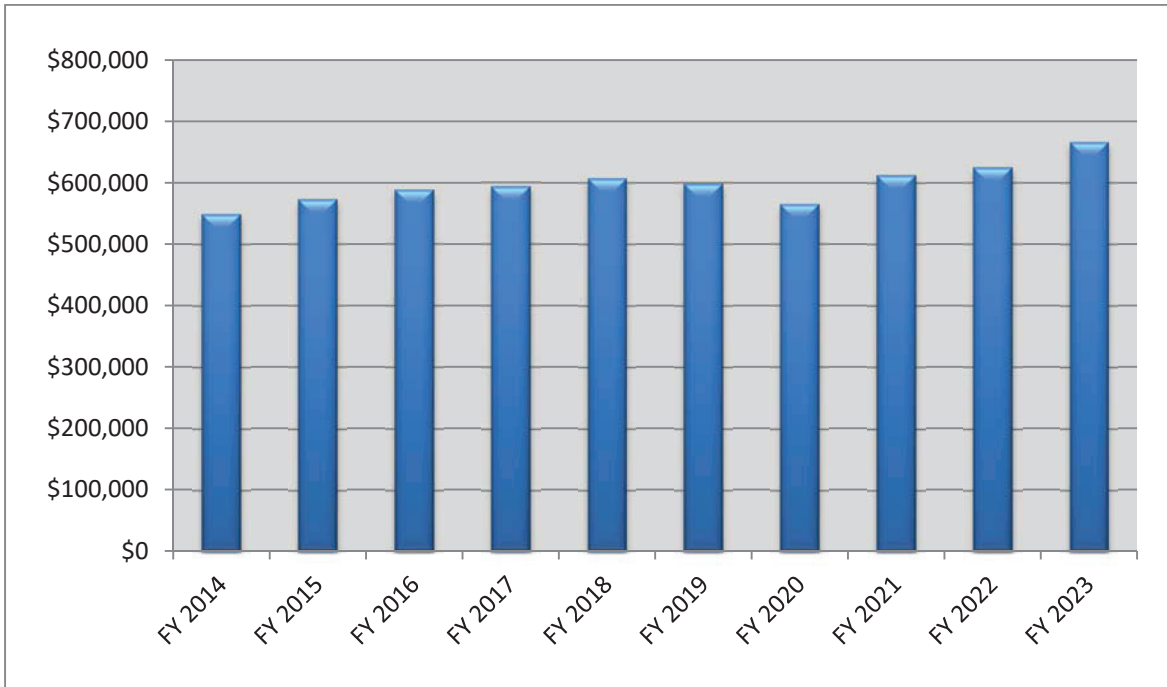
FY 2023 per departmental request; \$150,000 added to High Mast Lights for Charlotte County change to LED on Bridge

FY 2024-2027 most expenditures estimate 3% increase per year, except for street sweeping, sidewalk replacement, and storm sewer system flat

**City of Punta Gorda
Local Option Fuel Taxes
115-0000-312-4100 (Six Cent Gas Tax Fund)**

The local option fuel taxes are authorized by Florida Statutes section 206.41. The proceeds are distributed by the State to Charlotte County and the City of Punta Gorda. The City and Charlotte County approved an interlocal agreement June 2020, effective for FY 2021, whereby the City's share of the first six cents of fuel tax will be 10.98%. The tax proceeds may be used for transportation expenditures as defined in FS section 336.025(7). These expenditures include public transportation operations and maintenance, roadway and right of way maintenance and drainage, street lighting, traffic signs and signals, bridge maintenance, and debt service and current expenditures for transportation and capital projects. Using the State projections provided in July, FY 2023 is budgeted at 95%. There is a state gas tax holiday scheduled for October 2022 which would increase the City's projection if the State uses other sources to fund the lost revenue that would occur for that month.

Fiscal Year	Six Cent Gas Tax Revenue	Percentage Change
FY 2014	\$548,919	4.19%
FY 2015	\$573,028	4.39%
FY 2016	\$588,166	2.64%
FY 2017	\$593,919	0.98%
FY 2018	\$607,175	2.23%
FY 2019	\$598,659	-1.40%
FY 2020	\$564,949	-5.63%
FY 2021	\$612,602	8.43%
FY 2022	\$625,000	2.02%
FY 2023	\$666,035	6.57%



City of Punta Gorda, FL
Additional Five Cent Gas Tax
Proforma Schedule of Revenues and Expenditures
FY 2020 through FY 2027

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Addl Five Cent Gas Tax	\$259,603	\$280,271	\$270,300	\$280,590	\$287,660	\$293,415	\$299,285	\$305,270	\$311,375
Interest on Investments	1,907	294	130	60	120	170	170	175	185
Transfer - General Fund Ad Valorem	459,000	459,000	459,000	459,000	459,000	459,000	459,000	459,000	459,000
Total Revenues	720,510	739,565	729,430	739,650	746,780	752,585	758,455	764,445	770,560
Paving	684,836	830,447	730,000	750,000	745,000	765,000	770,000	775,000	780,000
Total Expenditures	684,836	830,447	730,000	750,000	745,000	765,000	770,000	775,000	780,000
Revenues over (under) expenditures	35,674	(90,882)	(570)	(10,350)	1,780	(12,415)	(11,545)	(10,555)	(9,440)
Proj Carryover-Beginning	\$34,759	2,390	26,672	43,955	53,675	55,455	43,040	31,495	20,940
Prior Year Encumbrances	0	94,942	0	0	0	0	0	0	0
Prior Year Reappropriation	84,474	57,575	0	20,070	0	0	0	0	0
Proj Carryover-Ending	\$154,907	\$ 64,025	\$ 26,102	\$ 53,675	\$ 55,455	\$ 43,040	\$ 31,495	\$ 20,940	\$ 11,500

Assumptions:

Revenues:

Local Option Gas Tax based on City/County split of share percentage of 6.74%/93.26%.

FY 2023 \$287,660 anticipates gas tax holiday. State may provide funding to municipalities from other sources which would add \$23,000;

FY 2024-FY 2027 estimated 2% increases based on full year (no gas tax holiday)

Transfer from General Fund from Ad Valorem revenue of \$459,000 per year FY 2023-2027

Expenditures:

FY 2023 Tentative Schedule:

North Tulip Tree (Trumpet Tree to Royal Poinciana)

South Tulip Tree (Royal Poinciana to cul-de-sac)

Trumpet Tree (cul-de-sac to cul-de-sac)

Parkinsonia (Royal Poinciana to cul-de-sac)

E Cashew and W Cashew

Tabebuia Tree

Allamanda (Royal Poinciana to cul-de-sac)

North Plum Tree (Royal Poinciana to cul-de-sac)

South Plum Tree (Royal Poinciana to cul-de-sac)

Airport Rd (east of railroad tracks to Cooper St)

S Blue Sage (Royal Poinciana to Royal Poinciana)

Schefflera (Royal Poinciana to cul-de-sac)

Satsuma Dr (Royal Poinciana to cul-de-sac)

Lucky Nut (Powder Puff/Satsuma Dr)

Powder Puff (cul-de-sac to cul-de-sac)

Rejuvenation (Location TBD)

Street Bricking - Gill St (Retta to Marion Ave)

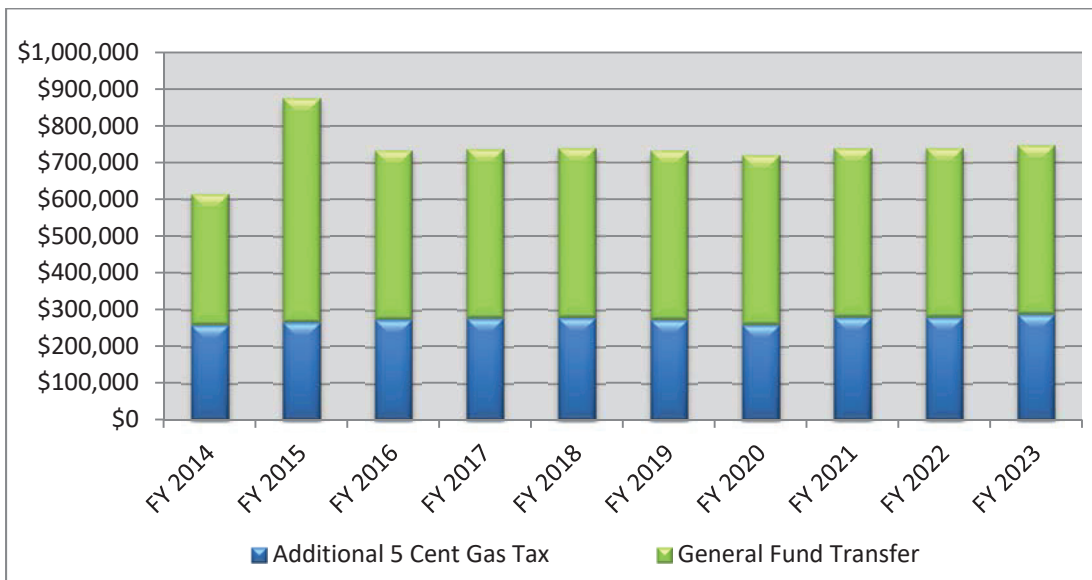
**City of Punta Gorda
Local Option Fuel Taxes
114-0000-312-4210 (Additional Five Cent Gas Tax Fund)**

The local option fuel taxes are authorized by Florida Statutes section 206.41. The proceeds are distributed by the State to Charlotte County and the City of Punta Gorda. The City's share of the next five cents of additional local option fuel tax is 6.74%. The distribution allocation is determined by the five-year average transportation expenditures per FS section 336.025. The tax proceeds are to be used only for transportation expenditures needed to meet the capital improvements element of the adopted comprehensive plan, immediate local transportation problems and for transportation-related projects that are critical for building comprehensive roadway networks, ie. new road construction, reconstruction or resurfacing of existing paved roads. Using the July State projections, FY 2023 is budgeted at 95%. There is a state gas tax holiday scheduled for October 2022 which would increase the City's projection if the State uses other sources to fund the lost revenue that would occur for that month.

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 2023 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 2014	\$259,217	6.42%	\$355,000
FY 2015	\$266,710	2.89%	\$609,000
FY 2016	\$274,538	2.94%	\$459,000
FY 2017	\$277,456	1.06%	\$459,000
FY 2018	\$279,234	0.64%	\$459,000
FY 2019	\$272,809	-2.30%	\$459,000
FY 2020	\$259,603	-4.84%	\$459,000
FY 2021	\$280,271	7.96%	\$459,000
FY 2022	\$280,590	0.11%	\$459,000
FY 2023	\$287,660	2.52%	\$459,000



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
SIX CENT GAS TAX FUND**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
41-00	LOCAL OPTION GAS TAX	564,949	612,602	596,700	625,000	666,035
*	TAXES	564,949	612,602	596,700	625,000	666,035
03-00	STREET SWEEPING/41 ROW	46,411	45,150	45,150	45,150	45,150
06-00	TRAFFIC SIGNAL MAINTENANC	79,532	81,492	85,860	84,175	86,370
07-00	HIGHWAY LIGHTING MAINT	153,925	158,003	171,490	171,490	176,635
**	CHARGES FOR SERVICES	279,868	284,645	302,500	300,815	308,155
10-00	INTEREST ON INVESTMENTS	8,082	1,031	1,000	1,200	1,320
48-00	REIMBURSEMENT FROM COUNTY	4,004	4,368	4,370	4,370	4,370
70-18	INSURANCE RECOVERY	10,171	22,570	0	23,850	0
90-00	MISCELLANEOUS REVENUE	28	699	250	250	250
**	MISCELLANEOUS REVENUE	22,285	28,668	5,620	29,670	5,940
90-01	PROJ CARRYOVER-BEGINNING	615,304	689,719	618,189	709,339	596,567
90-02	PRIOR YEAR ENCUMBRANCES	1,100	67,585	0	11,783	0
90-05	PRIOR YR RE-APPROPRIATION	150,000	92,575	0	107,755	0
*	BEGINNING RESERVES	766,404	849,879	618,189	828,877	596,567
		1,633,506	1,775,794	1,523,009	1,784,362	1,576,697

**BUDGET FY 2023
ADDITIONAL FIVE CENT GAS TAX FUND**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
42-10	ADDL FIVE CENT GAS TAX	259,603	280,271	270,300	280,590	287,660
**	TAXES	259,603	280,271	270,300	280,590	287,660
10-00	INTEREST ON INVESTMENTS	1,907	294	130	60	120
**	MISCELLANEOUS REVENUE	1,907	294	130	60	120
01-00	GENERAL	459,000	459,000	459,000	459,000	459,000
*	TRANSFER FROM OTHER FUNDS	459,000	459,000	459,000	459,000	459,000
90-01	PROJ CARRYOVER-BEGINNING	34,759	2,390	26,672	43,955	53,675
90-02	PRIOR YEAR ENCUMBRANCES	0	94,942	0	0	0
90-05	PRIOR YR RE-APPROPRIATION	84,474	57,575	0	20,070	0
*	BEGINNING RESERVES	119,233	154,907	26,672	64,025	53,675
		839,743	894,472	756,102	803,675	800,455

City of Punta Gorda, FL
Police Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2020

	Actual FY 2020
Total Revenues	\$ 0
Total Expenditures	0
Revenues over (under) expenditures	0
Projected Carryover - Beginning	0
Projected Carryover - End	\$ 0

* Based on 2020 impact fee study, police impact fees that had been suspended as of April 2011, were eliminated and a public safety impact fee was created to address significant growth related improvements needs for public safety facilities.

City of Punta Gorda, FL
Fire Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2020

	Actual FY 2020
Total Revenues	\$ 0
Total Expenditures	0
Revenues over (under) expenditures	0
Projected Carryover - Beginning	0
Projected Carryover - End	\$ 0

* Based on 2020 impact fee study, fire impact fees that had been suspended as of April 2011, were eliminated and a public safety impact fee was created to address significant growth related improvements needs for public safety facilities.

City of Punta Gorda, FL
Government Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2020 through FY 2027

	Actual FY 2020	Budget FY 2021	Budget FY 2022	Proforma FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Total Revenues	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Expenditures	0	0	0	0	0	0	0	0
Revenues over (under) expenditures	0	0	0	0	0	0	0	0
Projected Carryover - Beginning	0	0	0	0	0	0	0	0
Projected Carryover - End	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

* Based on 2020 impact fee study, government impact fees that had been suspended as of April 2011 continued to be suspended indefinitely until significant growth related improvements needs for these facilities are identified in the future.

**City of Punta Gorda, FL
Punta Gorda Impact Fees - Parks
Revenue and Expenditure Comparison
Actual FY 2020 through Budget FY 2023**

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Revenues:					
Impact Fees Park Residential	\$ 91,130	\$ 168,438	\$ 142,080	\$ 235,150	\$ 143,855
Interest Income	2,524	481	550	1,090	1,250
	<u>93,654</u>	<u>168,919</u>	<u>142,630</u>	<u>236,240</u>	<u>145,105</u>
Projected Carryover-Beginning	<u>208,483</u>	<u>302,137</u>	<u>161,331</u>	<u>471,056</u>	<u>277,490</u>
Total Revenues	<u>\$ 302,137</u>	<u>\$ 471,056</u>	<u>\$ 303,961</u>	<u>\$ 707,296</u>	<u>\$ 422,595</u>
Expenditures:					
Transfer to General Construction Fund	\$ 0	\$ 0	\$ 145,000	\$ 429,806	\$ 250,000
	<u>0</u>	<u>0</u>	<u>145,000</u>	<u>429,806</u>	<u>250,000</u>
Projected Carryover-End	<u>302,137</u>	<u>471,056</u>	<u>158,961</u>	<u>277,490</u>	<u>172,595</u>
Total Expenditures	<u>\$ 302,137</u>	<u>\$ 471,056</u>	<u>\$ 303,961</u>	<u>\$ 707,296</u>	<u>\$ 422,595</u>

City of Punta Gorda, FL
Parks Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2018 through FY 2025

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues									
Parks- Resid	\$ 91,130	\$ 168,438	\$ 142,080	\$ 235,150	\$ 143,855	\$ 145,630	\$ 147,410	\$ 150,070	\$ 153,070
Interest on Investments	2,524	481	550	1,090	1,250	1,050	850	875	900
Total Revenues	93,654	168,919	142,630	236,240	145,105	146,680	148,260	150,945	153,970
Projects									
Laisley Park Playground/Fountain	0	0	0	125,000	200,000	100,000	0	0	0
Nature Park Improvements	0	0	20,000	301,554	50,000	0	100,000	100,000	75,000
Nature Park - Serenity Gardent	0	0	0	3,252	0	0	0	0	0
Henry Property Improvements	0	0	125,000	0	0	0	75,000	75,000	100,000
Total Expenditures (Trnsfr to Gen Construction)	0	0	145,000	429,806	250,000	100,000	175,000	175,000	175,000
Revenues over (under) expenditures	93,654	168,919	(2,370)	(193,566)	(104,895)	46,680	(26,740)	(24,055)	(21,030)
Projected Carryover - Beginning	208,483	302,137	161,331	471,056	277,490	172,595	219,275	192,535	168,480
Projected Carryover - End	\$ 302,137	\$ 471,056	\$ 158,961	\$ 277,490	\$ 172,595	\$ 219,275	\$ 192,535	\$ 168,480	\$ 147,450

Impact Fee rates changed 5/20/2020 from \$322-\$1,047 for SFR based on floor area to \$531-\$1,337 for SFR based on floor area

Impact Fee rates changed 5/16/12 from \$289.50 for all SFR to \$322-\$1,047 for SFR based on floor area

One year time lag in spending annual revenue

FY 2023-2027:

Projects may include Henry St property improvements and connecting points of interest (expansion of Hounds on Henry),

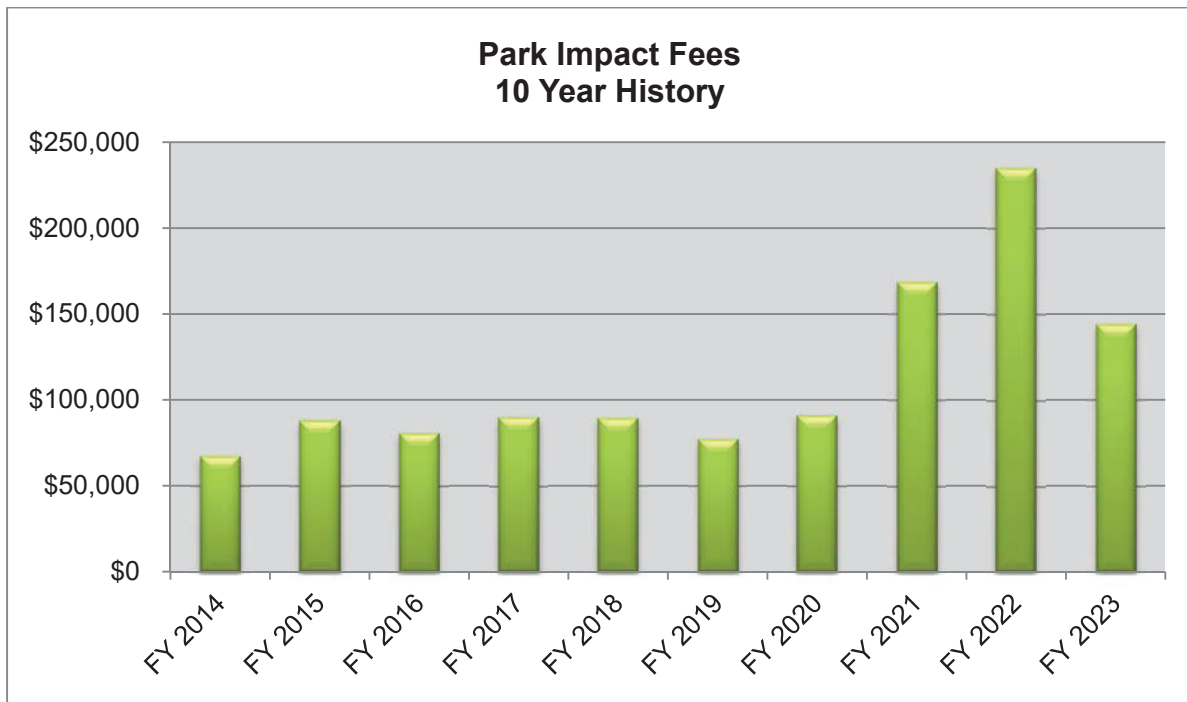
Nature Park Phase II, Ponce de Leon additional facilities, Trabue Park improvements, Veterans Park Improvements,

South Punta Gorda Park, Laisley Park Marriage Point, or other park improvements as determined by Urban Design to qualify as growth related

**City of Punta Gorda
Parks Impact Fee Fund
Impact Fees Parks- Fees
105-0000-324-6105**

The park impact fee is a one-time payment to ensure that new development pays a proportionate share of the capital costs of public facilities needed to accommodate new development. These funds can only be employed as allowed by law. The fees are detailed in Code of Ordinances section 11-9. The details can be viewed at www.ci.punta-gorda.fl.us under Codes/Ordinances. The updated fee schedule adopted February 19, 2020 by City Council was based on an impact fee study and became effective May 20, 2020. FY 2023 is budgeted using the updated rates and projected growth.

Fiscal Year	Revenue Amount	Percent Change
FY 2014	\$67,110	11.5%
FY 2015	\$87,807	30.8%
FY 2016	\$80,799	-8.0%
FY 2017	\$90,249	11.7%
FY 2018	\$89,095	-1.3%
FY 2019	\$77,206	-13.3%
FY 2020	\$91,130	18.0%
FY 2021	\$168,438	84.8%
FY 2022	\$235,150	39.6%
FY 2023	\$143,855	-38.8%



City of Punta Gorda, FL
Punta Gorda Impact Fees - Transportation
Revenue and Expenditure Comparison
Actual FY 2020 through Budget FY 2023

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Revenues:					
Impact Fees Transportation - Resid.	\$ 29,611	\$ 0	\$ 0	\$ 0	\$ 0
Impact Fees Transportation - Comm.	0	0	0	0	0
Interest Income	3,426	0	0	0	0
	<u>33,037</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Projected Carryover-Beginning	<u>286,496</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Revenues	<u><u>\$ 319,533</u></u>	<u><u>\$ 0</u></u>	<u><u>\$ 0</u></u>	<u><u>\$ 0</u></u>	<u><u>\$ 0</u></u>
Expenditures:					
Transfer to General Construction Fund	\$ 102,691	\$ 0	\$ 0	\$ 0	\$ 0
Transfer to Mobility Impact Fee Fund	216,842	0	0	0	0
	<u>319,533</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Projected Carryover-End	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u><u>\$ 319,533</u></u>	<u><u>\$ 0</u></u>	<u><u>\$ 0</u></u>	<u><u>\$ 0</u></u>	<u><u>\$ 0</u></u>

Transportation Impact Fee Fund closed in FY 2020. New Mobility Impact Fee Fund started May 20, 2020 by ordinance.

**City of Punta Gorda, FL
 Transportation Impact Fees
 Proforma Schedule of Revenues and Expenditures
 FY 2020**

	Actual FY 2020
Revenues	
Transportation - Residential	\$ 29,611
Transportation - Commercial	0
Misc. Revenues	<u>3,426</u>
Total Revenues	<u>33,037</u>
Projects	
US 41 NB Alligator Creek Bridge-440234	<u>102,691</u>
Total Expenditures (Transfer to General Construction)	<u>102,691</u>
Revenues over (under) expenditures	(69,655)
Projected Carryover - Beginning	286,496
Remaining balance transfer to Mobility Impact Fee Fund	<u>(216,842)</u>
Projected Carryover - End	<u><u>\$ 0</u></u>

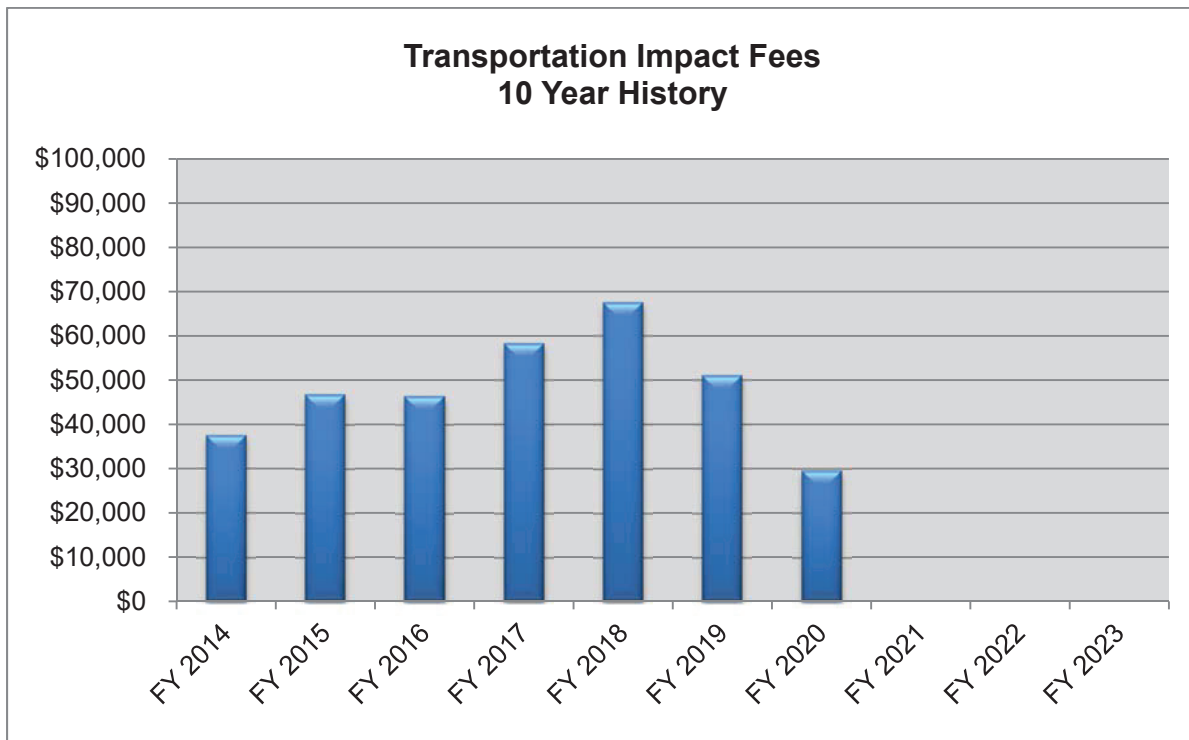
Transportation Impact Fee Fund closed in FY 2020. New Mobility Impact Fee Fund started May 20, 2020 by ordinance

**City of Punta Gorda
 Transportation Impact Fee Fund
 Impact Fees Transportation- Fees
 109-0000-324-3109 / 109-0000-324-3209**

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. Based on the impact fee study, transportation impact fees were replaced with mobility impact fees as adopted February 19, 2020 by City Council and became effective May 20, 2020. Any remaining funds in the transportation impact fee fund were transferred to the mobility impact fee fund in FY 2020.

Fiscal Year	Revenue Amount	Percent Change
FY 2014	\$37,515	2.4%
FY 2015	\$46,852	24.9%
FY 2016	\$46,473	-0.8%
FY 2017	\$58,323	25.5%
FY 2018	\$67,581	15.9%
FY 2019	\$51,095	-24.4%
FY 2020*	\$29,611	-42.0%
FY 2021	New Mobility Impact Fee	Fund
FY 2022	New Mobility Impact Fee	Fund
FY 2023	New Mobility Impact Fee	Fund

* FY 2020 actual through May 20, 2020.



City of Punta Gorda, FL
Punta Gorda Impact Fees - Mobility
Revenue and Expenditure Comparison
Actual FY 2020 through Budget FY 2023

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Revenues:					
Impact Fees Mobility - Resid.	\$ 28,228	\$ 147,413	\$ 128,205	\$ 152,395	\$ 128,980
Impact Fees Mobility - Comm.	0	37,396	4,000	4,000	4,000
Transfer from Transportation Impact Fd	216,842	0	0	0	0
Interest Income	13	453	430	900	700
	<u>245,083</u>	<u>185,262</u>	<u>132,635</u>	<u>157,295</u>	<u>133,680</u>
Projected Carryover-Beginning	<u>0</u>	<u>245,083</u>	<u>172,457</u>	<u>430,345</u>	<u>185,159</u>
Total Revenues	<u><u>\$ 245,083</u></u>	<u><u>\$ 430,345</u></u>	<u><u>\$ 305,092</u></u>	<u><u>\$ 587,640</u></u>	<u><u>\$ 318,839</u></u>
Expenditures:					
Transfer to General Construction Fund	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 180,000</u>	<u>\$ 402,481</u>	<u>\$ 112,000</u>
	0	0	180,000	402,481	112,000
Projected Carryover-End	<u>245,083</u>	<u>430,345</u>	<u>125,092</u>	<u>185,159</u>	<u>206,839</u>
Total Expenditures	<u><u>\$ 245,083</u></u>	<u><u>\$ 430,345</u></u>	<u><u>\$ 305,092</u></u>	<u><u>\$ 587,640</u></u>	<u><u>\$ 318,839</u></u>

Transportation Impact Fee Fund closed in FY 2020. New Mobility Impact Fee Fund started May 20, 2020 by ordinance

City of Punta Gorda, FL
Mobility Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2020 through FY 2027

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues									
Mobility - Residential	\$ 28,228	\$ 147,413	\$ 128,205	\$ 152,395	\$ 128,980	\$ 131,315	\$ 132,865	\$ 133,645	\$ 134,315
Mobility - Commercial	0	37,396	4,000	4,000	4,000	4,000	4,000	4,000	4,000
Transfer from Transportation Impacts	216,842	0	0	0	0	0	0	0	0
Interest Income	13	453	430	900	700	550	650	750	850
Total Revenues	245,083	185,262	132,635	157,295	133,680	135,865	137,515	138,395	139,165
Projects									
Sidewalk Improvements - TBD	0	0	0	222,481	0	0	0	0	0
King Street	0	0	80,000	80,000	112,000	0	0	0	0
Airport Rd	0	0	100,000	100,000	0	150,000	0	0	0
Historic District Infrastructure	0	0	0	0	0	70,000	120,000	120,000	120,000
Total Expenditures (Trsfr to Gen Constr)	0	0	180,000	402,481	112,000	220,000	120,000	120,000	120,000
Revenues over (under) expenditures	245,083	185,262	(47,365)	(245,186)	21,680	(84,135)	17,515	18,395	19,165
Projected Carryover - Beginning	0	245,083	172,457	430,345	185,159	206,839	122,704	140,219	158,614
Projected Carryover - End	\$ 245,083	\$ 430,345	\$ 125,092	\$ 185,159	\$ 206,839	\$ 122,704	\$ 140,219	\$ 158,614	\$ 177,779

Transportation Impact Fee Fund closed in FY 2020. New Mobility Impact Fee Fund started May 20, 2020 by ordinance
One year lag in spending annual revenue

FY 2023-2027:

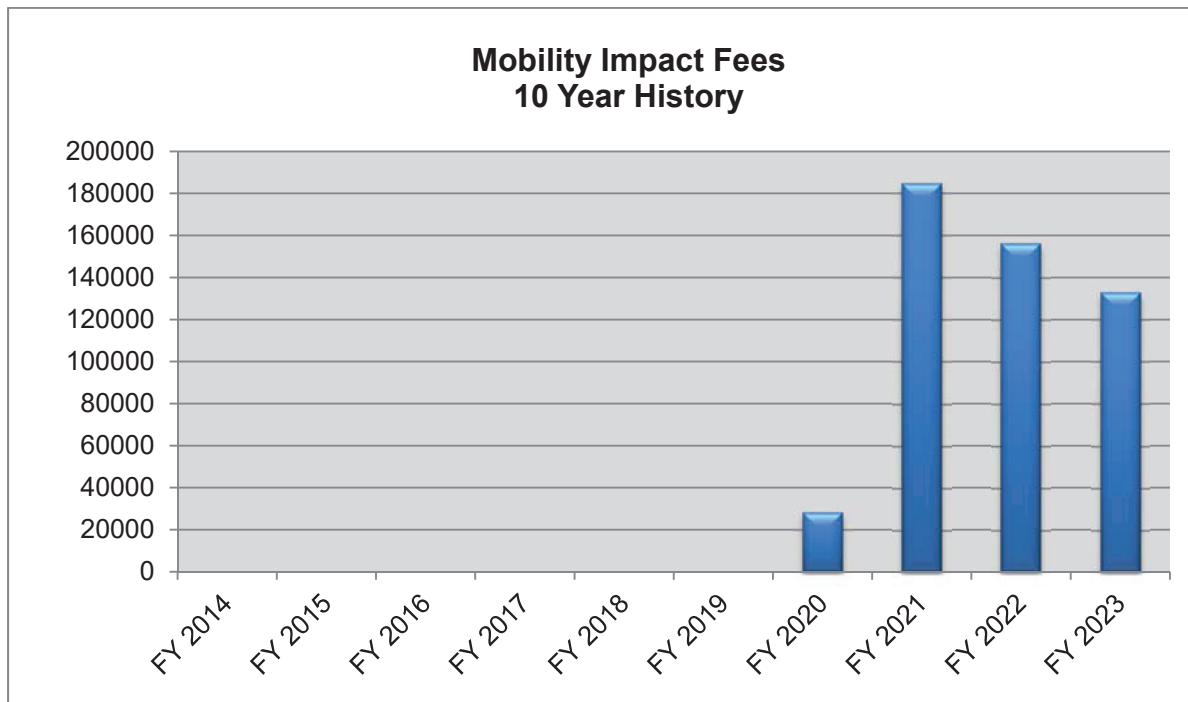
Projects may include sidewalk installation between existing discontinuous sidewalk facilities, Historic District infrastructure, Alligator Creek US 41NB pedestrian bridge II, various complete street improvements (Cooper St, Airport Rd, Shreve St, Virginia Ave), West Henry St connection, Harborwalk US 41NB Bridge Underpass improvements, Harborwalk East phase II, or other growth related mobility projects.

**City of Punta Gorda
Mobility Fee Fund
Impact Fees Mobility- Fees
120-0000-324-3120 / 120-0000-324-3220**

The mobility impact fee is a one-time payment to ensure that new development pays a proportionate share of the capital costs of public facilities needed to accommodate new development. These funds can only be employed as allowed by law. The fees are detailed in Code of Ordinances section 11-9. The details can be viewed at www.ci.punta-gorda.fl.us under Codes/Ordinances. Based on the impact fee study, transportation impact fees were replaced with mobility impact fees as adopted February 19, 2020 by City Council and became effective May 20, 2020. Any remaining funds in the transportation impact fee fund were transferred to the mobility impact fee fund in FY 2020. FY 2023 is budgeted using the updated rates and projected growth.

Fiscal Year	Revenue Amount	Percent Change
FY 2014	Previously Transportation	Impact Fee Fund
FY 2015	Previously Transportation	Impact Fee Fund
FY 2016	Previously Transportation	Impact Fee Fund
FY 2017	Previously Transportation	Impact Fee Fund
FY 2018	Previously Transportation	Impact Fee Fund
FY 2019	Previously Transportation	Impact Fee Fund
FY 2020*	\$28,228	
FY 2021	\$184,809	554.7%
FY 2022	\$156,395	-15.4%
FY 2023	\$132,980	-15.0%

* FY 2020 actual May 20, 2020 through September 30, 2020.



City of Punta Gorda, FL
Punta Gorda Impact Fees - Public Safety
Revenue and Expenditure Comparison
Actual FY 2020 through Budget FY 2023

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Revenues:					
Impact Fees Public Safety - Resid.	\$ 49,690	\$ 258,992	\$ 185,873	\$ 193,350	\$ 187,000
Impact Fees Public Safety - Comm.	0	7,889	33,205	3,490	34,365
Interest Income	24	209	1,320	810	2,000
	<u>49,714</u>	<u>267,090</u>	<u>220,398</u>	<u>197,650</u>	<u>223,365</u>
Projected Carryover-Beginning	0	49,714	260,734	316,804	514,454
Total Revenues	<u>\$ 49,714</u>	<u>\$ 316,804</u>	<u>\$ 481,132</u>	<u>\$ 514,454</u>	<u>\$ 737,819</u>
Expenditures:					
Transfer to General Construction Fund	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 450,000</u>
	0	0	0	0	450,000
Projected Carryover-End	49,714	316,804	481,132	514,454	287,819
Total Expenditures	<u>\$ 49,714</u>	<u>\$ 316,804</u>	<u>\$ 481,132</u>	<u>\$ 514,454</u>	<u>\$ 737,819</u>

Police and Fire Impact Fee Funds, that had been suspended since FY 2011 and no fund balance remaining, closed in FY 2020.
New Public Safety Impact Fee Fund started May 20, 2020 by ordinance.

**City of Punta Gorda, FL
Public Safety Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2020 through FY 2027**

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues									
Public Safety - Residential	\$ 49,690	\$ 258,992	\$ 185,873	\$ 193,350	\$ 187,000	\$ 190,380	\$ 192,630	\$ 194,885	\$ 198,780
Public Safety - Commercial	0	7,889	33,205	3,490	34,365	35,815	36,975	38,280	39,045
Interest Income	24	209	1,320	810	2,000	2,000	2,400	2,075	1,750
Total Revenues	49,714	267,090	220,398	197,650	223,365	228,195	232,005	235,240	239,575
Projects									
Public Safety Projects	0	0	0	0	450,000	0	300,000	300,000	300,000
Total Expenditures (Trsfr to Gen Constr)	0	0	0	0	450,000	0	300,000	300,000	300,000
Revenues over (under) expenditures	49,714	267,090	220,398	197,650	(226,635)	228,195	(67,995)	(64,760)	(60,425)
Projected Carryover - Beginning	0	49,714	260,734	316,804	514,454	287,819	516,014	448,019	383,259
Projected Carryover - End	\$ 49,714	\$ 316,804	\$ 481,132	\$ 514,454	\$ 287,819	\$ 516,014	\$ 448,019	\$ 383,259	\$ 322,834

Police and Fire Impact Fee Funds, that had been suspended since FY 2011 and no fund balance remaining, closed in FY 2020.
New Public Safety Impact Fee Fund started May 20, 2020 by ordinance.
One year lag in spending annual revenue.

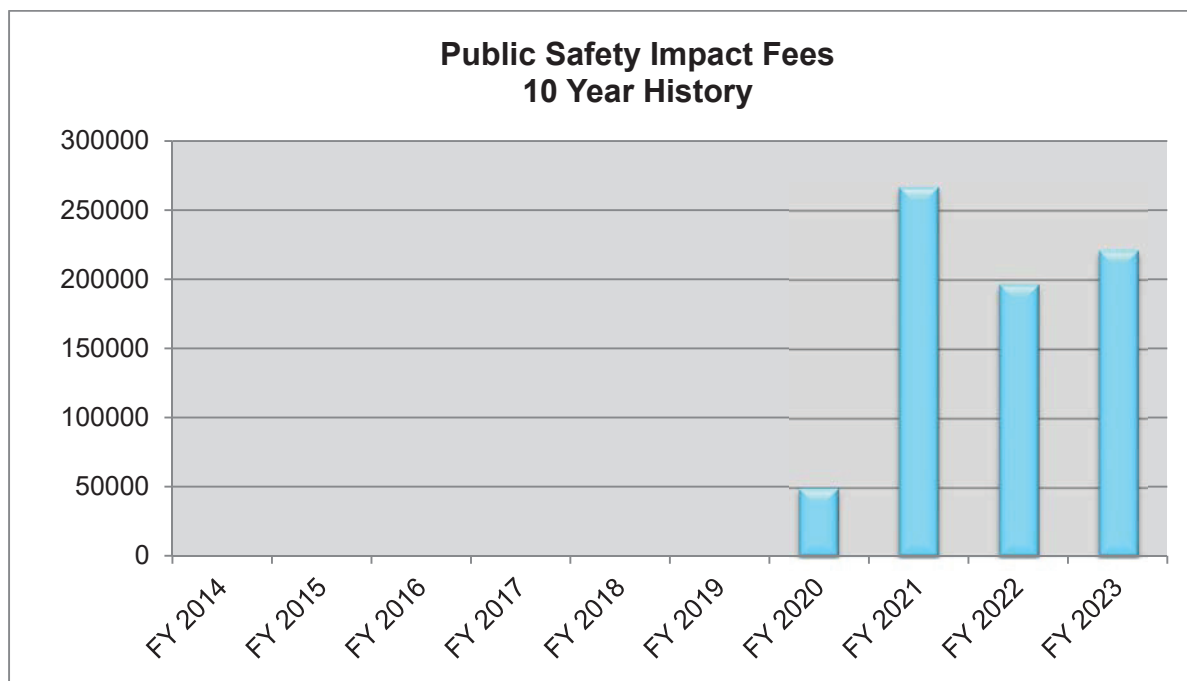
FY 2023-2027:
Due to anticipated growth in public safety departments, public safety buildings will require expansion.

**City of Punta Gorda
Public Safety Fee Fund
Impact Fees Public Safety - Fees
121-0000-324-1121 / 121-0000-324-1221**

The public safety impact fee is a one-time payment to ensure that new development pays a proportionate share of the capital costs of public facilities needed to accommodate new development. These funds can only be employed as allowed by law. The fees are detailed in Code of Ordinances section 11-9. The details can be viewed at www.ci.punta-gorda.fl.us under Codes/Ordinances. Based on the impact fee study, separate police and fire impact fees (suspended since FY 2011) were replaced with a single public safety impact fee schedule as adopted February 19, 2020 by City Council and became effective May 20, 2020. The previous funds had no remaining balance and were closed in FY 2020. FY 2023 is budgeted using the updated rates and projected growth.

Fiscal Year	Revenue Amount	Percent Change
FY 2014	Suspended Police and Fire Impact Fees	
FY 2015	Suspended Police and Fire Impact Fees	
FY 2016	Suspended Police and Fire Impact Fees	
FY 2017	Suspended Police and Fire Impact Fees	
FY 2018	Suspended Police and Fire Impact Fees	
FY 2019	Suspended Police and Fire Impact Fees	
FY 2020*	\$49,690	
FY 2021	\$266,881	437.1%
FY 2022	\$196,840	-26.2%
FY 2023	\$221,365	12.5%

* FY 2020 actual May 20, 2020 through September 30, 2020.



**City of Punta Gorda, FL
Special Use Fund
Revenue and Expenditure Comparison
Actual FY 2020 through Budget FY 2023**

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Revenues:					
Intergovernmental Revenue	\$ 310,888	\$ 0	\$ 0	\$ 0	\$ 2,445,907
Miscellaneous Revenue	40,163	5,496	5,000	9,148	5,000
Interfund Loan Repay f/Buckley's Pass Fd	152,241	0	0	0	0
	<u>503,292</u>	<u>5,496</u>	<u>5,000</u>	<u>9,148</u>	<u>2,450,907</u>
Projected Carryover-Beginning	<u>3,609,152</u>	<u>3,996,211</u>	<u>3,041,592</u>	<u>3,549,542</u>	<u>1,050,923</u>
Total Revenues	<u>\$ 4,112,444</u>	<u>\$ 4,001,707</u>	<u>\$ 3,046,592</u>	<u>\$ 3,558,690</u>	<u>\$ 3,501,830</u>
Expenditures:					
Transfer to General Fund	\$ 56,415	\$ 123,453	\$ 0	\$ 174,760	\$ 744,055
Transfer to General Construction Fund	59,818	328,712	0	158,007	0
Transfer to 1% Sales Tax Fund	0	0	2,000,000	2,175,000	170,040
	<u>116,233</u>	<u>452,165</u>	<u>2,000,000</u>	<u>2,507,767</u>	<u>914,095</u>
Projected Carryover-End	<u>3,996,211</u>	<u>3,549,542</u>	<u>1,046,592</u>	<u>1,050,923</u>	<u>2,587,735</u>
Total Expenditures	<u>\$ 4,112,444</u>	<u>\$ 4,001,707</u>	<u>\$ 3,046,592</u>	<u>\$ 3,558,690</u>	<u>\$ 3,501,830</u>

City of Punta Gorda, FL
Special Use Fund
Proforma Schedule of Revenues and Expenditures
FY 2020 through FY 2027

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues									
Covid Local Fiscal Recovery	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,445,907	\$ 0	\$ 0	\$ 0	\$ 0
FEMA - Storms	299,745	0	0	0	0	0	0	0	0
State - Storms	11,143	0	0	0	0	0	0	0	0
Interfund Loan Repayment (Buckley's Pass)	152,241	0	0	0	0	0	0	0	0
Interest on Investments	40,163	5,496	5,000	9,148	5,000	5,000	5,000	5,000	5,000
Total Revenues	503,292	5,496	5,000	9,148	2,450,907	5,000	5,000	5,000	5,000
Expenditures									
Trnsfr to General Fund-Comp Plan Update	56,415	25,560	0	51,065	0	0	0	0	0
Trnsfr to General Fund-Land Dev Reg Update	0	97,893	0	123,695	0	0	0	0	0
Trnsfr to General Fund for 5 Year Plan (Personnel Exp)	0	0	0	0	744,055	639,240	280,955	0	0
Trnsfr to General Construction-800 Mhz	8,387	0	0	0	0	0	0	0	0
Trnsfr to General Construction-Ponce de Leon Park	51,431	328,712	0	158,007	0	0	0	0	0
Interfund Loan to 1% Sales Tax-Historic City Hall	0	0	2,000,000	0	0	0	0	0	0
Trnsfr to 1% Sales Tax-US 41 Airport/Carmalita (interest)	0	0	0	175,000	0	0	0	0	0
Transfer to 1% Sales Tax-Historic City Hall	0	0	0	2,000,000	170,040	0	0	0	0
Total Expenditures	116,233	452,165	2,000,000	2,507,767	914,095	639,240	280,955	0	0
Revenues over/(under) expenditures	387,059	(446,669)	(1,995,000)	(2,498,619)	1,536,812	(634,240)	(275,955)	5,000	5,000
Projected Carryover - Beginning	3,609,152	3,996,211	3,041,592	3,549,542	1,050,923	2,587,735	1,953,495	1,677,540	1,682,540
Reserve for Repayment Hurr. Charley	\$ 370,000	\$ 370,000	\$ 370,000	\$ 370,000	\$ 370,000	\$ 370,000	\$ 370,000	\$ 0	\$ 0
Reserve of Fishermans Village land sale proceeds	\$ 2,954,974	\$ 2,502,808	\$ 170,040	\$ 170,040	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Reserve from ARPA funding	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,701,852	\$ 1,062,612	\$ 781,657	\$ 781,657	\$ 781,657
Projected Carryover - End	\$ 671,238	\$ 676,733	\$ 506,552	\$ 510,883	\$ 515,883	\$ 520,883	\$ 525,883	\$ 900,883	\$ 905,883

Reserve for Repayment - Hurricane Charley pending end of audit period

Reserve of Fishermans Village land sale proceeds - Council to authorize specific projects. Remaining amounts authorized for City Hall project.

City of Punta Gorda, FL
Buckley's Pass Assessment Area
Proforma Schedule of Revenues and Expenditures
FY 2020 through FY 2022

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022
Revenues				
Buckley's Pass Assessments	\$ 290,358	\$ 308,908	\$ 203,065	\$ 194,300
Interest on Investments	9,043	0	0	0
Total Revenues	<u>299,401</u>	<u>308,908</u>	<u>203,065</u>	<u>194,300</u>
Projects				
Buckley's Pass	1,156,970	0	0	0
Subtotal Transfers to Gen. Construction	<u>1,156,970</u>	<u>0</u>	<u>0</u>	<u>0</u>
Reimb. Interfund Loan - Special Use Fund	152,241	0	0	0
Reimb. Interfund Loan - General Fund	124,002	288,555	280,675	280,675
Subtotal Transfers to Repay Interfund Loans	<u>276,243</u>	<u>288,555</u>	<u>280,675</u>	<u>280,675</u>
Collection Commission/Administration	2,212	2,346	5,000	3,707
Total Expenditures	<u>1,435,425</u>	<u>290,901</u>	<u>285,675</u>	<u>284,382</u>
Revenues over (under) expenditures	(1,136,024)	18,007	(82,610)	(90,082)
Projected Carryover - Beginning	1,208,099	72,075	82,610	90,082
Projected Carryover - End	<u>\$ 72,075</u>	<u>\$ 90,082</u>	<u>\$ 0</u>	<u>\$ 0</u>

New fund to account for assessments from the Buckley's Pass Dredging Assessment Area set by Final Assessment Resolution 3418-19 on April 3, 2019. The Buckley's Pass project is an additional navigational access channel connecting the Punta Gorda Isles canal system to Charlotte Harbor through a shorter, more convenient, and direct route than is currently available through the existing Ponce de Leon Inlet harbor access point. The project costs are accounted for in the General Construction Fund. Those in the assessment area had option to prepay in FY 2019 or have an annual assessment that would be on the non-advalorem section of their property tax bill spread over three years. The assessments will be used to pay for the construction and reimburse interfund loans for costs incurred for the project prior to the final assessment resolution.

Final costs came in under budget. Remaining balance of funds collected were reimbursed reducing FY 2020 revenues and final assessment for FY 2022.

City of Punta Gorda, FL
 Gilchrist Park
 Proforma Schedule of Revenues and Expenditures
 FY 2020 through FY 2027

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues									
Interest on Investments	\$ 59	\$ 7	\$ 10	\$ 18	\$ 25	\$ 30	\$ 35	\$ 40	\$ 45
Total Revenues	59	7	10	18	25	30	35	40	45
Expenditures									
Total Expenditures	0	0	0	0	0	0	0	0	0
Revenues over(under) expenditures	59	7	10	18	25	30	35	40	45
Projected Carryover - Beginning	5,406	5,465	5,472	5,472	5,490	5,515	5,545	5,580	5,620
Projected Carryover - End	\$ 5,465	\$ 5,472	\$ 5,482	\$ 5,490	\$ 5,515	\$ 5,545	\$ 5,580	\$ 5,620	\$ 5,665

This is a permanent fund. Only earnings, not principal, may be used for the intended purpose of right-of-way beautification.

City of Punta Gorda, FL
Coastal & Heartland National Estuary Partnership
Revenue and Expenditure Comparison
Actual FY 2020 through Budget FY 2023

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Revenues:					
Federal Grants	\$ 648,150	\$ 788,218	\$ 700,000	\$ 1,880,461	\$ 0
State Grants	260,517	231,924	75,000	288,068	0
Local Grants	255,662	262,146	265,500	376,151	0
Contributions from Private Sources	8,441	6,980	0	9,715	0
Miscellaneous Revenue	4,843	2,230	0	990	0
	<u>1,177,613</u>	<u>1,291,498</u>	<u>1,040,500</u>	<u>2,555,385</u>	<u>0</u>
Projected Carryover-Beginning	<u>354,235</u>	<u>434,759</u>	<u>340,808</u>	<u>422,866</u>	<u>390,958</u>
Total Revenues	<u>\$ 1,531,848</u>	<u>\$ 1,726,257</u>	<u>\$ 1,381,308</u>	<u>\$ 2,978,251</u>	<u>\$ 390,958</u>
Expenditures:					
Personnel Services	\$ 387,914	\$ 429,642	\$ 471,735	\$ 451,373	\$ 0
Operating Expenses	709,175	873,749	560,983	2,135,920	390,958
	<u>1,097,089</u>	<u>1,303,391</u>	<u>1,032,718</u>	<u>2,587,293</u>	<u>390,958</u>
Projected Carryover-End	<u>434,759</u>	<u>422,866</u>	<u>348,590</u>	<u>390,958</u>	<u>0</u>
Total Expenditures	<u>\$ 1,531,848</u>	<u>\$ 1,726,257</u>	<u>\$ 1,381,308</u>	<u>\$ 2,978,251</u>	<u>\$ 390,958</u>

FY 2015, City of Punta Gorda began hosting Charlotte Harbor National Estuary Program, now the Coastal & Heartland National Estuary Partnership

FY 2023, hosting of Coastal & Heartland National Estuary Partnership will transfer to Charlotte County as of 10/1/2022. Operating Expenses in FY 2023 is transfer of projected beginning balance to Charlotte County.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
COASTAL & HEARTLAND NATIONAL ESTUARY PARTNERSHIP**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
31-50	EPA SECTION 320 GRANT	648,150	788,218	700,000	1,880,461	0
*	FEDERAL GRANT	648,150	788,218	700,000	1,880,461	0
31-60	FL DEPT OF ENVIRON PROTEC	260,517	231,924	75,000	288,068	0
*	STATE GRANT	260,517	231,924	75,000	288,068	0
21-00	MARINE ADVISORY BD-WCIND	2,499	0	0	5,000	0
31-00	OTHER LOCAL GOVT GRANTS	135,500	155,830	135,500	180,130	0
31-01	SW FL WATER MGMT DISTRICT	117,663	106,316	130,000	191,021	0
*	GRANTS - OTHER LOCAL UNIT	255,662	262,146	265,500	376,151	0
21-00	CONTRIB FROM PRIVATE SRCS	8,441	6,980	0	9,715	0
*	CONTRIB FROM PRIVATE SRCS	8,441	6,980	0	9,715	0
10-00	INTEREST ON INVESTMENTS	4,451	377	0	150	0
70-50	DEFINED CONTRIB REFUNDS	0	1,696	0	0	0
90-00	MISCELLANEOUS REVENUE	392	157	0	840	0
*	MISCELLANEOUS REVENUE	4,843	2,230	0	990	0
90-01	PROJ CARRYOVER-BEGINNING	338,213	394,396	340,808	408,989	390,958
90-02	PRIOR YEAR ENCUMBRANCES	16,022	40,363	0	13,877	0
*	BEGINNING RESERVES	354,235	434,759	340,808	422,866	390,958
		1,531,848	1,726,257	1,381,308	2,978,251	390,958

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
COASTAL & HEARTLAND NATIONAL ESTUARY PARTNERSHIP**

Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	387,914	429,642	471,735	451,373	0
Operating	709,175	873,749	560,983	2,135,920	390,958
Capital Outlay	0	0	0	0	0
Projected Carryover	434,759	422,866	348,590	390,958	0
Total	<u>1,531,848</u>	<u>1,726,257</u>	<u>1,381,308</u>	<u>2,978,251</u>	<u>390,958</u>

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
Director of CHNEP	1	1	1	1	0
Finance & Grants Specialist	1	1	1	1	0
Research & Outreach Specialist	0	1	0	0	0
Research & Outreach Manager	1	1	1	1	0
Public Outreach Specialist	0	1	1	1	0
Research Specialist	0	0	1	1	0
Outreach Associate	1	0	0	0	0
Research Associate	1	0	0	0	0
Restoration Specialist	0	0	0	1	0
Conservation Intern	1	1	1	1	0
Total	6	6	6	7	0

FY 2023, hosting of Coastal & Heartland National Estuary Partnership will transfer to Charlotte County. Personnel Services end 9/30/2022. Estimated remaining balance of fund will be transferred to Charlotte County once all accounts receivables and payables have been cleared in FY 2023.

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 2020 through Budget FY 2023

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Revenues:					
1% Sales Tax	\$ 3,123,417	\$ 3,736,999	\$ 3,650,000	\$ 4,200,000	\$ 3,515,440
Financing (Budget only for cash flow)	0	0	0	0	3,298,000
Miscellaneous Revenue	127,644	12,301	0	22,200	0
Transfer from Special Use Fund	0	0	2,000,000	2,175,000	170,040
	<u>3,251,061</u>	<u>3,749,300</u>	<u>5,650,000</u>	<u>6,397,200</u>	<u>6,983,480</u>
Projected Carryover-Beginning	5,606,352	6,369,370	1,863,748	9,038,815	2,064,749
Prior Yr. Encumbrances	909,581	628,148	0	1,051,696	0
Total Revenues	<u>\$ 9,766,994</u>	<u>\$ 10,746,818</u>	<u>\$ 7,513,748</u>	<u>\$ 16,487,711</u>	<u>\$ 9,048,229</u>
Expenditures:					
ADA Improvements - Citywide	\$ 205,425	\$ 144,915	\$ 130,000	\$ 663,473	\$ 130,000
City Hall	0	0	\$ 4,488,000	\$ 4,988,000	\$ 6,265,735
Law Enforcement-Vehicles	40,557	59,443	0	0	0
Sidewalks	306,175	4,800	0	283,126	0
Drainage Improvements	322,637	47,586	700,000	1,415,136	209,040
Intersection Improvements	28,457	47,610	0	65,481	539,000
Road Improvements	200,933	105,976	0	2,307,650	106,000
Road Lighting	0	0	0	120,000	0
Park Improvements	0	0	0	305,000	0
City Beautification	58,795	0	0	0	0
Veterans Park Improvements	391,627	16,612	0	11,761	0
Waterfront Activity Center	800	0	0	0	30,000
Henry St Property Improvements	0	0	700,000	844,000	973,000
Harborwalk US41 SB Bridge	0	0	0	90,000	123,000
Harborwalk West @ Gilchrist Area 1	16,894	0	0	0	0
Harborwalk West Gilchrist Playground	0	11,185	0	0	0
Harborwalk West Area 2	1,107,176	97,513	0	3,097,001	0
Harborwalk West Area 3	0	7,025	0	42,976	0
Freeman House	0	23,642	0	184,358	672,000
Transfer to General Fund for Proj. Mgmt	90,000	90,000	0	5,000	0
Undesignated Projects	0	0	1,495,748	0	454
	<u>2,769,476</u>	<u>656,307</u>	<u>7,513,748</u>	<u>14,422,962</u>	<u>9,048,229</u>
Projected Carryover-End	6,997,518	10,090,511	0	2,064,749	0
Total Expenditures	<u>\$ 9,766,994</u>	<u>\$ 10,746,818</u>	<u>\$ 7,513,748</u>	<u>\$ 16,487,711</u>	<u>\$ 9,048,229</u>

November 2020 election extended the 1% Local Option Sales Tax beginning January 1, 2021 through December 31, 2026. The FY 2021 budget was amended to include the approved revenue and projects

Prior to January 1, 2015, previous elections of 1% Local Option Sales Tax revenue were accounted for in the General Fund. Capital projects expenditures were transferred to the General Construction Fund, debt service payments were transferred to the Debt Service Fund, and capital outlay and project management were left in the General Fund. The special revenue fund was established to provide for transparency and keep all revenues and expenditures in one fund.

City of Punta Gorda, FL
1% Sales Tax
Proforma Schedule of Revenues and Expenditures
FY 2020 through FY 2027

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues									
1%Sales Tax	\$ 3,123,417	\$ 3,736,999	\$ 3,650,000	\$ 4,200,000	\$ 3,515,440	\$ 3,585,750	\$ 3,657,465	\$ 3,730,615	\$ 951,305
Contribution from Private Sources	54,000	0	0	0	0	0	0	0	0
Interest on Investments	73,644	10,545	0	22,200	0	0	0	0	0
Miscellaneous Revenue	0	1,756	0	0	0	0	0	0	0
Transfer from Special Use Fund	0	0	0	2,175,000	170,040	0	0	0	0
Interfund Loan from Special Use Fund	0	0	2,000,000	0	0	0	0	0	0
Financing (Budget only for cash flow)	0	0	0	0	3,298,000	(2,318,000)	(980,000)	0	0
Total Revenues	3,251,061	3,749,300	5,650,000	6,397,200	6,983,480	1,267,750	2,677,465	3,730,615	951,305
Projects									
City Hall Rehabilitation/Renovation	0	0	4,488,000	4,988,000	6,265,735	0	0	0	0
Public Safety Building Expansion	0	0	0	0	0	550,000	2,000,000	1,882,000	0
Police Fleet Replacements	40,557	59,443	0	0	0	0	0	0	0
Sidewalk Improvements - Madrid	89,259	0	0	0	0	0	0	0	0
Henry St Sidewalk	0	4,800	0	151,200	0	0	0	0	0
Taylor Street Re-Brick (Olympia Av to Event Ctr)	204,863	0	0	0	0	0	0	0	0
Veteran's Park Phase 2	12,053	0	0	0	0	0	0	0	0
Sidewalks	0	0	0	131,926	0	0	0	0	0
Stormwater Projects (applied for grant)	322,637	47,586	700,000	1,415,136	209,040	0	0	0	0
ADA Curb Ramp Improvements	28,457	47,610	0	65,481	0	0	0	0	0
Henry St Crosswalks	0	0	0	0	539,000	0	0	0	0
Ponce de Leon Park Improvements	0	0	0	305,000	0	0	0	0	0
US41 NB MURT Bridges (Alligator Ck Ped Br)	58,795	0	0	0	0	0	0	0	0
Veteran's Park Phase 2	391,627	16,612	0	11,761	0	0	0	0	0
Henry St Property Improvements	0	0	700,000	844,000	973,000	0	0	0	0
Harborwalk West-Area 1 Enhancements	16,894	0	0	0	0	0	0	0	0
Harborwalk West-Gilchrist Playground	0	11,185	0	0	0	0	0	0	0
Harborwalk West-Area 2a/2b	1,089,346	80,653	0	3,097,001	0	0	0	0	0
HW-Gilchrist Courts	17,830	16,860	0	0	0	0	0	0	0
Harborwalk West-Area 3	0	7,025	0	42,976	0	0	0	0	0
ADA Improvements - Citywide	205,425	144,915	130,000	663,473	130,000	130,000	130,000	130,000	130,000
Shreve St Complete St Impr.	69,594	0	0	155,406	0	0	130,000	0	0
US 41 Bridge Approaches Lighting	0	0	0	120,000	0	0	0	0	0
Airport Rd Complete St Impr	39,930	42,874	0	1,267,196	0	0	0	0	0
Cooper St Complete St Impr	89,559	0	0	0	0	0	0	0	0
Bayfront Activity Center	800	0	0	0	30,000	313,000	0	0	0
Harborwalk-ADA US41 SB Bridge Ramp Design	0	0	0	90,000	123,000	0	0	0	0
Freeman House	0	23,642	0	184,358	672,000	0	0	0	0
Virginia Ave Complete St Improvements	1,850	63,102	0	885,048	106,000	0	0	0	0
US 17 Complete St Improvements	0	0	0	0	0	0	0	0	519,000
Historic District Infrastructure	0	0	0	0	0	275,000	275,000	275,000	213,000
Project Management/Transfer to GF	90,000	90,000	0	5,000	0	0	0	0	0
Total Expenditures	2,769,476	656,307	6,018,000	14,422,962	9,047,775	1,268,000	2,535,000	2,287,000	862,000
Revenues over (under) expenditures	481,585	3,092,993	(368,000)	(8,025,762)	(2,064,295)	(250)	142,465	1,443,615	89,305
Projected Carryover - Beginning	6,515,933	6,997,518	1,863,748	10,090,511	2,064,749	454	204	142,669	1,586,284
Projected Carryover - End (Undesig.)	\$ 6,997,518	\$ 10,090,511	\$ 1,495,748	\$ 2,064,749	\$ 454	\$ 204	\$ 142,669	\$ 1,586,284	\$ 1,675,589

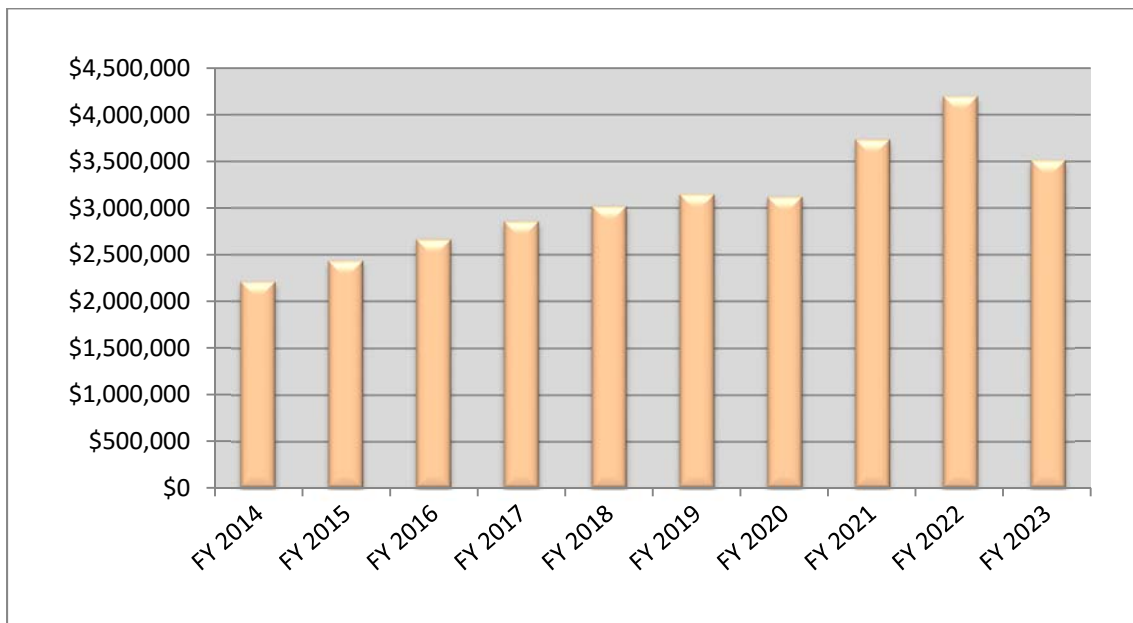
1% sales tax for periods January 1, 2015 through December 31, 2020 (November 2014 election) and January 1, 2021 through December 31, 2026 (November 2020 election).

FY 2023-FY 2027 projects as determined by City Council. Projects may be reallocated to higher priority projects as determined by City Council.

City of Punta Gorda, FL
1% Local Option Sales Tax Fund
1% Local Option Sales Tax
118-0000-312-6010

The Charlotte County voters, November 2020, approved the six year extension of the one-cent local option sales tax. The effective date was January 1, 2021 and expires Dec. 31, 2026. The authorized uses of the proceeds are found in Florida Statutes Chapter 212.055(2)(d). Allowed uses are the financing, planning and constructing of infrastructure; acquiring land for public recreation or conservation purposes; purchase of vehicles or equipment with a five-year life expectancy (including emergency service vehicles and the equipment to outfit them). The distribution formula between the city and county is found in FL statutes 218.62 and is based on a weighted population equation. Currently the city will receive 9.69% and Charlotte County 90.31%. This is a reduction to the city's percentage from the prior year of 10.19%. The following is the revenue history, including previous elections. Revenue generated prior to 1/1/15 was reported in the General Fund. State estimates are provided in July.

Fiscal Year	Revenue	Fund		Percent Change
FY 2014	\$2,218,360	General		7.42%
FY 2015	\$ 625,501	General		Incl. Below
FY 2015	\$1,816,349	1% Sales Tax	New election 1/1/15	10.07%
FY 2016	\$2,669,513	1% Sales Tax		9.32%
FY 2017	\$2,861,601	1% Sales Tax		7.20%
FY 2018	\$3,023,012	1% Sales Tax		5.64%
FY 2019	\$3,151,919	1% Sales Tax		4.26%
FY 2020	\$3,123,417	1% Sales Tax	COVID Pandemic	-0.90%
FY 2021	\$3,736,999	1% Sales Tax	New election 1/1/21	19.64%
FY 2022	\$4,200,000	1% Sales Tax		12.39%
FY 2023	\$3,515,440	1% Sales Tax		-16.30%



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
1% LOCAL OPTION SALES TAX**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
60-10	1% LOCAL OPTION SALES TAX	3,123,417	3,736,999	3,650,000	4,200,000	3,515,440
*	STATE SHARED REVENUES	3,123,417	3,736,999	3,650,000	4,200,000	3,515,440
10-00	INTEREST ON INVESTMENTS	73,644	10,545	0	22,200	0
21-00	CONTRIB FROM PRIVATE SRCS	54,000	0	0	0	0
90-00	MISCELLANEOUS REVENUE	0	1,756	0	0	0
*	MISCELLANEOUS REVENUE	127,644	12,301	0	22,200	0
13-00	SPECIAL USE FUND	0	0	2,000,000	2,175,000	170,040
10-01	LINE OF CREDIT	0	0	0	0	3,298,000
*	TRANSFER FROM OTHER FUNDS	0	0	2,000,000	2,175,000	3,468,040
90-01	PROJ CARRYOVER-BEGINNING	5,606,352	6,369,370	1,863,748	9,038,815	2,064,749
90-02	PRIOR YEAR ENCUMBRANCES	909,581	628,148	0	1,051,696	0
*	BEGINNING RESERVES	6,515,933	6,997,518	1,863,748	10,090,511	2,064,749
		9,766,994	10,746,818	7,513,748	16,487,711	9,048,229


CITY OF PUNTA GORDA, FLORIDA
CAPITAL IMPROVEMENT PROGRAM FUNDING SOURCE DEFINITIONS

- FSIF Fair Share Impact Fees: These fees are paid by property owners at the time they construct or enlarge a building and are based upon the projected impact the user(s) of the new building will have upon Punta Gorda's mobility system, park facilities, police and fire protection capabilities, and general government facilities. Fair share impact fee revenues may only be used for capital improvements, which are needed to expand mobility systems, parks, police and fire capital facilities, and government buildings, to meet the demands of growth.
- G Grants: The majority of grant revenues received are in the form of State and Federal funds given to assist with the financing of various capital improvements being made by the City. Each grant program has its own specific restrictions on the use of funds for local capital improvements.
- GF General Fund: The majority of general fund revenues come from the payment of ad valorem taxes, 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 2023 - FY 2027
(All figures in thousands of dollars)

PROJECT IDENTIFICATION	Page #	Total Project Cost	Prior Years	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Total Planned/ Funded	Estimated Grant Application	Estimated Impacts or Other	Unfunded Tier 2	Unidentified Funding Source
1% SALES TAX REVENUE				3,515	3,586	3,657	3,731	951	15,440				
EXPENDITURES:													
Harborwalk West - Area 2 - Final Phase	364	3,178	3,178	0	0	0	0	0	3,178	0	0	0	0
Henry Street Sidewalk	365	156	156	0	0	0	0	0	156	0	0	0	0
Virginia Ave Complete St Improv.-US 41 to Nesbit	366	1,056	950	106	0	0	0	0	1,056	0	0	0	0
Historic City Hall Preservation and Rehabilitation	367	11,254	4,988	6,266	0	0	0	0	11,254	0	0	0	0
Complete Street - Airport Rd Improvements	368	2,289	1,350	0	0	0	0	0	1,350	0	250	0	689
Ponce de Leon Park Improvements	369	3,645	305	0	0	0	0	0	305	0	840	0	2,500
Harborwalk - ADA US 41 SB Bridge Ramp	370	580	90	123	0	0	0	0	213	367	0	0	0
Harborwalk - US 41 Bridge Approach Lighting	371	500	120	0	0	0	0	0	120	0	0	0	380
Freeman House Preservation (\$32,000 from ins.)	372	1,412	208	672	0	0	0	0	880	500	32	0	0
Drainage Improvements - Boca Grande Area	373	5,806	2,076	209	0	0	0	0	2,285	3,521	0	0	0
Henry St Property Improvements	374	3,227	844	973	0	0	0	0	1,817	0	250	1,000	160
Henry Street Crosswalk	375	539	0	539	0	0	0	0	539	0	0	0	0
ADA Improvements - Citywide	376	1,463	813	130	130	130	130	130	1,463	0	0	0	0
Bayfront Activity Center	377	508	0	30	313	0	0	0	343	0	0	0	165
Public Safety Building Expansion	378	6,950	0	0	550	2,000	1,882	0	4,432	0	1,350	159	1,009
Historic District Infrastructure	379	2,788	0	0	275	275	275	213	1,038	0	500	1,250	0
Shreve Street Complete Street Improvements	380	445	225	0	0	130	0	0	355	0	0	0	90
Complete Street - Cooper Street Improvements	381	4,067	90	0	0	0	0	0	90	0	0	991	2,986
Complete Street - US 17 Improvements	382	519	0	0	0	0	0	519	519	0	0	0	0
Traffic Signal - Burnt Store Rd and Home Depot	383	1,100	0	0	0	0	0	0	0	0	0	345	755
US 41 Complete Street - Airport to Carmalita	384	519	0	0	0	0	0	0	0	0	0	0	519
1% SALES TAX FUNDING TOTAL		52,001	15,393	9,048	1,268	2,535	2,287	862	31,393	4,388	3,222	3,745	9,253
Estimated Projected Carryover - Beg				2,065	(3,468)	(1,150)	142	1,586					
Estimated Projected Carryover - End				(3,468)	(1,150)	(28)	1,586	1,675					
Transfer from Fishermans Village Sale (Special Use Fund)				170	0	0	0	0					
Financing (cashflow purposes only)				3,298	(2,318)	(980)	0	0					
Estimated Projected Carryover - End with Interfund Loan				0	0	142	1,586	1,675					


Schedule covers through December 31, 2026

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Harborwalk West - Area 2b - Final Phase	
Project Code:	HWAR2	
Account #:	118-3007-572-6583	
Description/Justification:	<p>Following the completion of the Harborwalk from Gill St to Berry St, this project will provide park improvements to Gilchrist Park and streetscape enhancements to W Retta Esplanade. These improvements increase accessibility and functionality within the park and improve roadway safety and parking.</p> <p>Total Construction Cost - \$3,177,654</p> <p>FY 2022- FY 2023: Construction</p> <p>Construction - \$2,791,024 Permit - \$137,130 Engineering Services - \$7,500 Contingency - \$125,000 Project Management - \$117,000</p> <p>Anticipated completion is Mid FY 2023</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.	
Community Impact	Increase the level of service within Gilchrist park by providing safer bicycle and pedestrian connections from the neighborhood through the park to the Harborwalk section of the Punta Gorda Pathways and formalizing and adding vehicular parking, increasing access for all park and Pathway users. Streetscape features along W Retta Esplanade implement Complete Streets policies of the City of Punta Gorda by enhancing safety for all roadway users.	



Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Construction	\$3,177,654	\$3,177,654	\$0	\$0	\$0	\$0	\$0
Equipment							
Total	\$3,177,654	\$3,177,654	\$0	\$0	\$0	\$0	\$0
Funding Sources							
Local-ST	\$3,177,654	\$3,177,654	\$0	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Mowing, maint & electric	\$25,000	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000

Dept/Div:	Public Works	
Contact:	Bryan Clemons	
Project Title:	Henry Street Sidewalk	
Project Code:	HENSWK	
Account #:	118-3007-541-6319	
Description/Justification:	<p>Installation of sidewalk on Henry Street between Shreve and SR 41.</p> <p>FY 2023: 1% Sales Tax funded Construction estimate \$150,000 Project management \$6,000</p> <p>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.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Apply best management practices & systems in infrastructure maintenance; Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis.	
Community Impact:	Quality of life and Safety	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction	\$156,000	\$156,000	\$0	\$0	\$0	\$0	\$0
Equipment							
Total	\$156,000	\$156,000	\$0	\$0	\$0	\$0	\$0
Funding Sources							
Fund-ST	\$156,000	\$156,000	\$0	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Complete Street - Virginia Avenue Improvements - US 41 to Nesbit	
Project Code:	VIRCOM	
Account #:	118-3007-541-6519	
Description/ Justification:	<p>Planning Estimates – Total \$1,056,000</p> <p>FY 2021-2022: Complete Street improvements on Virginia Avenue from US 41 to Nesbit Street, improving existing sidewalks filling in gaps, increasing width throughout downtown, providing decorative crosswalks, parking, lighting, and trees. Design and Survey \$188,000</p> <p>FY 2022-2023: Construction Construction - \$775,000; Permit - \$10,000; Engineering Services - \$7,500; Contingency - \$75,000</p> <p>Funding: \$1,056,000 1% Sales Tax (increase based on engineer’s cost estimate)</p> <p>An internal continuation of the Punta Gorda Pathway project, the addition of this section will safely connect the residential community to the commercial section providing access to a variety of destination points and a safe route to commercial, retail & other areas.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Complete the 18-mile Punta Gorda Pathways system of pedestrian/bicycle shared use paths connecting City neighborhoods, commercial areas, and parks.	
Community Impact:	Provide an aesthetically enhanced platform for commercial infill and redevelopment along this gateway corridor to the historic downtown while increasing safety for all roadway users. The project implements Complete Streets policies of the City of Punta Gorda and the Florida Department of Transportation including Vision Zero goal.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$350,000	\$350,000	\$0	\$0	\$0	\$0	\$0
Construction	\$706,000	\$600,000	\$106,000	\$0	\$0	\$0	\$0
Equipment							
Total	\$1,056,000	\$950,000	\$106,000	\$0	\$0	\$0	\$0
Funding Sources							
Local – ST	\$1,056,000	\$950,000	\$106,000	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Annual maint, utilities, irrigation, and mowing	\$25,000	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000

Dept/Div:	City Manager/Urban Design	 
Contact:	Joan LeBeau	
Project Title:	Historic City Hall Rehabilitation and Expansion	
Project Code:	CHPRRH	
Account #:	118-3007-519-6202	
Description/Justification:	<p>After a comprehensive evaluation of the building’s major systems - structural, electrical, mechanical, and plumbing - there were numerous deficiencies needing remediation to improve the overall condition and functionality while maintaining its historic character.</p> <p>Planning Estimate: \$11,503,735 (option 3 as approved by City Council)</p> <p>FY 2022-2023: Design historic rehabilitation, security, and ADA accessibility improvements identified in the Needs Assessment report. Design - \$709,250</p> <p>FY 2024-2025: Rehabilitation and Construction</p> <p>Rehabilitation/New Construction/Expansion - \$9,936,485 Permit - \$250,000 Contingency - \$500,000 Project Management - \$108,000</p> <p>Funding Source: \$11,253,735 1% Sales Tax; \$250,000 ADA 1% Sales Tax Any profit on sale of Belaire property will be used to reduce.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.	
Community Impact:	Provide enhanced public access to City Council and other public meetings both in-person and virtually while improving workspaces to provide a better platform for delivering City services.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$709,250	\$709,250	\$0	\$0	\$0	\$0	\$0
Construction	\$10,794,485	\$4,278,750	\$6,390,735	\$125,000	\$0	\$0	\$0
Total	\$11,503,735	\$4,988,000	\$6,390,735	\$125,000	\$0	\$0	\$0
Funding Sources							
Local – ST	\$11,253,735	\$4,988,000	\$6,265,735	\$0	\$0	\$0	\$0
Local – ST (ADA)	\$250,000	\$0	\$125,000	\$125,000	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Maint & utilities	\$15,000	\$0	\$0	\$0	\$5,000	\$5,000	\$5,000

Dept/Div:	City Manager/Urban Design	
Contact:	Joan Le Beau	
Project Title:	Complete Street – Airport Road Improvements	
Project Code:	AIRCOM	
Account #:	118-3007-541-6517/301-3005-541-6517	
Description/Justification:	<p>Planning Estimates – Total \$2,288,500</p> <p>FY 2021-2023: Design improvements on Airport Road from US 41 to Cooper Street, providing sidewalks, bicycle facilities, decorative street lights, and street trees. Design \$171,000</p> <p>FY 2024-2025 - Construction Railroad Crossings - \$500,000 All other Construction - \$1,500,000 Permit - \$10,000 Engineering Services- \$7,500 Contingency - \$100,000</p> <p>Funding: \$1,350,000 - 1% Sales Tax \$250,000 - Mobility Impact fees \$688,500 Unfunded: Possible additional Mobility Impact fees</p> <p>A continuation of Punta Gorda Pathways; this “leg” of the project would be the East Punta Gorda connection. The addition of path lighting will enhance safety and security of the pathway, encouraging more utilization in the sunrise and twilight hours.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Complete 18-mile Punta Gorda Pathways system of pedestrian/bicycle shared use paths connecting City neighborhoods, commercial areas, and parks.	
Community Impact:	Improve the resident's connectivity to the Tamiami Trail [US 41] business corridor for daily needs and connect to the existing Punta Gorda Pathway segments on US 41 and Shreve Street.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$171,000	\$171,000	\$0	\$0	\$0	\$0	\$0
Construction	\$2,117,500	\$1,279,000	\$0	\$838,500	\$0	\$0	\$0
Equipment							
Total	\$2,288,500	\$1,450,000	\$0	\$838,500	\$0	\$0	\$0
Funding Sources							
Local-ST	\$1,350,000	\$1,350,000	\$0	\$0	\$0	\$0	\$0
Local-FSIF	\$250,000	\$100,000	\$0	\$150,000	\$0	\$0	\$0
UNFUNDED	TBD	\$0	\$0	TBD	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Annual maint, utilities, irrigation, and mowing	\$10,000	\$0	\$0	\$0	\$0	\$5,000	\$5,000

Dept/Div:	City Manager/Urban Design/Public Works	
Contact:	Joan LeBeau/Bryan Clemons	
Project Title:	Ponce De Leon Park Improvements	
Project Code:	PONCE	
Account #:	301-3004-572-6332 / 118-3007-572-6332	
Description/ Justification:	<p>Planning Estimates: Total \$3,645,016</p> <p>FY 2021 Repairs to existing seawall (\$320,689)</p> <p>FY 2022 Design and permitting of existing boardwalk and fishing pier (\$224,327)</p> <p>FY 2023 Construction and repairs to boardwalk and fishing pier (Planning Estimate \$1,100,000)</p> <p>FY 2024-2025 Design, engineer, and construct new restroom facility, pavilion, boat & trailer parking, and site furnishings (Planning Estimate \$1,500,000)</p> <p>FY 2026-2027 Design and install new playground (Planning Estimate \$500,000)</p> <p>Funding through 2022:</p> <p>\$700,000 – Proceeds from Sale of Fisherman’s Village</p> <p>\$140,000 – Wooden pathways and pilings project (general funds accounted for on separate CIP sheet)</p> <p>\$305,000 – 1% Sales Tax</p> <p>\$2,500,016 – Unfunded – Potential use of some Park Impact Fees</p> <p>Park facility and amenities are in need of replacement due to their age and extensive public use.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.	
Community Impact:	Replace existing substandard facilities and amenities within this waterfront park and increase the level of service to accommodate population growth and maintain the level of service for the delivery of recreation and open space.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design	\$533,016	\$224,327	\$58,689	\$250,000	\$0	\$0	\$0
Construction	\$2,912,000	\$920,673	\$441,327	\$250,000	\$1,000,000	\$0	\$300,000
Equipment	\$200,000	\$0	\$0	\$0	\$0	\$200,000	\$0
Total	\$3,645,016	\$1,145,000	\$500,016	\$500,000	\$1,000,000	\$200,000	\$300,000
Funding Sources							
Local-ST	\$140,000	\$140,000	\$0	\$0	\$0	\$0	\$0
Local-OF	\$700,000	\$700,000	\$0	\$0	\$0	\$0	\$0
Local-GF	\$305,000	\$305,000	\$0	\$0	\$0	\$0	\$0
UNFUNDED	TBD	\$0	TBD	TBD	TBD	TBD	TBD
Impacts on Operations (negative entry indicates operating reduction)							
Mowing, maint, & electric	\$14,000	\$0	\$0	\$2,000	\$2,000	\$5,000	\$5,000

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Harborwalk - ADA US 41 SB Bridge Ramp	
Project Code:	ADAHWR	
Account #:	118-3007-572-6576	
Description/Justification:	<p>Harborwalk addresses ADA connections along the waterfront and extends from Cooper Street to Fisherman's Village. The Pathways provides access to destination points and a safe route to commercial, retail, historical, and downtown areas.</p> <p>Planning Estimates – Total \$580,208</p> <p>FY 2023: Design the Harborwalk ADA ramp to PPM standards at the US 41 SB Bridge. \$125,000</p> <p>FY 2027: Construction Construction - \$367,208 Permit - \$10,000 Engineering Services – \$8,000 Contingency – \$10,000 Project Management \$10,000 CEI Services* \$50,000</p> <p>Funding: \$213,000 1% Sales Tax \$367,208 Potential Grant Fund (FDOT LAP) - UNFUNDED</p> <p>Note: City is responsible for 100% of design, CEI, and construction costs above the grant limit.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.	
Community Impact	Provide enhanced access to Harborwalk and the US 41 Bridge sidewalk and bicycle lane facilities for users of all ages and abilities.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$125,000	\$90,000	\$35,000	\$0	\$0	\$0	\$0
Construction	\$455,208	\$0	\$88,000	\$0	\$0	\$0	\$367,208
Total	\$580,208	\$90,000	\$88,000	\$0	\$0	\$0	\$367,208
Funding Sources							
Local-ST	\$213,000	\$90,000	\$123,000	\$0	\$0	\$0	\$0
State-G	TBD	\$0	\$0	\$0	\$0	\$0	TBD
Impacts on Operations (negative entry indicates operating reduction)							
Mowing, maint & utilities	\$1,000	\$0	\$0	\$0	\$0	\$0	\$1,000

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Harborwalk - US 41 Bridge Approach Lighting	
Project Code:	441524 (Previously HW41BL)	
Account #:	118-3007-541-6507	
Description/ Justification:	<p>This project will provide lighting consistency on US 41 from Virginia Avenue to the Peace River Bridge, improving safety for all roadway users. In addition, the project will enhance the aesthetic appeal of the historic downtown areas of Punta Gorda.</p> <p>Planning Estimates \$500,000 for decorative lighting.</p> <p>Tamiami Trail [US 41 NB] from Retta to Peace River Bridge</p> <p>FY 2022-2023: Engineering design by FDOT for decorative lighting along this segment in conjunction with the FDOT road resurfacing project (FPN #441524)</p> <p>FY 2023-2024: \$250,000 from City to FDOT for installation of decorative lighting in conjunction with FDOT road resurfacing project (441524)</p> <p>Cross Street [US 41 SB] from Retta Esplanade to Peace River Bridge</p> <p>FY 2025: Design decorative lighting along this segment consistent with existing decorative lighting south of Retta Esplanade (TBD)</p> <p>FY 2027: Construct</p> <p>Funding: \$120,000 Sales Tax \$380,000 UNFUNDED</p>	
Priority:	Infrastructure Sustainability, Quality of Life	
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.	
Community Impact	Provide consistent aesthetic streetscape character along the US 41 corridors in the historic downtown while enhancing safety for all roadway users.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Construction	\$500,000	\$120,000	\$130,000	\$0	\$250,000	\$0	\$0
Total	\$500,000	\$120,000	\$130,000	\$0	\$250,000	\$0	\$0
Funding Sources							
Local-ST	\$120,000	\$120,000	\$0	\$0	\$0	\$0	\$0
UNFUNDED	TBD	\$0	TBD	\$0	TBD	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Mowing, maint & utilities	\$6,250	\$0	\$0	\$1,250	\$1,250	\$1,250	\$2,500

Dept/Div:	Urban Design/Public Works	
Contact:	Joan LeBeau/Bryan Clemons	
Project Title:	AC Freeman House Preservation	
Project Code:	FREEMN	
Account #:	118-3007-579-6222 / 301-3004-579-6222	
Description/ Justification:	<p>Planning Estimates – Total \$1,412,000</p> <p>FY 2022-2023: Architectural and design providing complete architectural services for the evaluation, design, construction documents, and bidding assistance to preserve the Historic AC Freeman House, listed on the National Register of Historic Places - \$122,000</p> <p>FY 2024 – 2025: Rehabilitation and Construction Rehabilitation and construction - \$1,000,000 Permit - \$20,000 Engineering Services – \$10,000 Contingency – \$100,000 Project Management \$10,000 CEI Services* \$150,000</p> <p>Funding: \$208,000 1% Sales Tax \$32,000 Insurance proceeds \$1,172,000 UNFUNDED – To be appropriated if grant funds are awarded/approved</p> <p>The City is looking for potential grant funds to supplement the cost of up to \$500,000 of actual construction cost.</p> <p>*If successful with the grant, CEI services may be required.</p>	
Priority:	Quality of Life	
Goal:	Support, promote and maintain the City’s historic character.	
Community Impact:	Preserve an important asset that celebrates part of Punta Gorda’s unique history, providing a landmark feature at a gateway to historic downtown.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$122,000	\$122,000	\$0	\$0	\$0	\$0	\$0
Construction	\$1,290,000	\$118,000	\$672,000	\$500,000	\$0	\$0	\$0
Total	\$1,412,000	\$240,000	\$672,000	\$500,000	\$0	\$0	\$0
Funding Sources							
Local-ST	\$880,000	\$208,000	\$672,000	\$0	\$0	\$0	\$0
State-G	TBD	\$0	TBD	TBD	TBD	\$0	\$0
Local-OF	\$32,000	\$32,000	\$0	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Maint & utilities	\$10,000	\$0	\$0	\$0	\$0	\$5,000	\$5,000

Dept/Div:	Public Works	
Contact:	Bryan Clemons	
Project Title:	Drainage Improvements – Boca Grande Area	
Project Code:	CABGDI	
Account #:	118-3007-541-6320/301-3004-541-6320	
Description/Justification:	<p>Previous Years: Acquire property for stormwater ponds and construct drainage improvements for Boca Grande area drainage project. 90% design plans complete, awaiting verification that the City can obtain the required lots.</p> <p>Funding Requests: \$2,285,185 FY 2016-FY 2023 1% Sales Tax \$1,000,000 FY 2022 State Grant/Appropriation \$2,521,250 FY 2022 Federal Grant</p> <p>Costs include project management of \$76,000</p> <p>City Council approved the design alternative and is exploring various funding opportunities.</p>	
Priority:	Infrastructure Sustainability, Quality of Life	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices & systems in infrastructure maintenance. Maintain the City’s high safety rating, emergency response, and storm preparedness.	
Community Impact:	Quality of life and Safety	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$500,000	\$500,000	\$0	\$0	\$0	\$0	\$0
Land	\$400,000	\$400,000	\$0	\$0	\$0	\$0	\$0
Construction	\$4,906,435	\$4,697,395	\$209,040	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$5,806,435	\$5,597,395	\$209,040	\$0	\$0	\$0	\$0
Funding Sources							
Local-ST	\$2,285,185	\$2,076,145	\$209,040	\$0	\$0	\$0	\$0
State-G	\$1,000,000	\$1,000,000	\$0	\$0	\$0	\$0	\$0
Federal-G	\$2,521,250	\$2,521,250	\$0	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	W Henry St. Property Improvements and Connecting Points of Interest	
Project Code:	HENIMP	
Account #:	118-3007-572-6512 / 301-3004-572-6332	
Description/ Justification:	<p>Property improvements to this site will provide amenities to increase site usage and enhance the quality of life. It may be split into phases (i.e., Hounds on Henry and ½ parking lot may be the first phase.)</p> <p>Planning Estimate – Total \$3,227,000</p> <p>FY 2023: Design enhancements to include Hounds on Henry, Peace River Wildlife Center connectivity to History Park, Library, and Linear Park. (Rest room facilities, parking, pathway connections, landscape.) Hounds on Henry to include site furnishings, pavilion, and ADA compliance. \$350,000.</p> <p>FY 2024-2025: Construction Construction - \$ 2,250,000 Permit - \$100,000 Engineering Services - \$10,000 Contingency - \$450,000 Project management - \$67,000</p> <p>Funding: \$1,817,000 1% Sales Tax \$250,000 Park Impact Fees \$1,160,000 UNFUNDED (Tier2 Request – \$1,000,000 1% Sales Tax and possible additional Park Impact Fees)</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.	
Community Impact:	Provide an improved level of service for dog park use, increase bicycle and pedestrian access, and provide parking community facilities, including Punta Gorda Library, History Park, Peace River Wildlife Center, and Hounds on Henry.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$350,000	\$144,000	\$206,000	\$0	\$0	\$0	\$0
Construction	\$2,877,000	\$825,000	\$892,000	\$0	\$1,160,000	\$0	\$0
Total	\$3,227,000	\$969,000	\$1,098,000	\$0	\$1,160,000	\$0	\$0
Funding Sources							
Local-ST	\$1,817,000	\$844,000	\$973,000	\$0	\$0	\$0	\$0
Local-FSIF	\$250,000	\$125,000	\$125,000	\$0	\$0	\$0	\$0
UNFUNDED	TBD	\$0	\$0	\$0	TBD	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Mowing, maint & electric, K9 Grass	\$20,000	\$0	\$0	\$0	\$0	\$10,000	\$10,000

Dept/Div:	Public Works	
Contact:	Bryan Clemons	
Project Title:	Henry Street Crosswalks	
Project Code:	HNRIMP	
Account #:	118-3007-541-6393	
Description/Justification:	<p>Install a "Hawk" signalized crosswalk from near the SE corner of Garvin and Henry connecting to the adjacent sidewalk at the NE corner of Breakers Court and Henry Street. Install a non-signalized standard crosswalk from near the SW corner of Caicos and Henry to the adjacent sidewalk at the NW corner of Henry and Maud Streets.</p> <p>Install a flashing beacon light at the top of the bridge on Marion Street before Garvin Street visible eastbound with signage, "Slow Pedestrian Crossing Ahead."</p> <p>FY 2023 - FY 2024: Construction \$530,000 Project Management \$9,000</p> <p>Funding: \$539,000 1% Sales Tax</p> <p>The project will improve the safety and quality of life for residents from Henry Street side streets crossing point at W. Marion Ave/Maud St., by providing safe crossing points from the South side of Henry Street for pedestrians and cyclists to access popular dining, shopping, and recreation areas at or near Fishermen's Village. There is an absence of sidewalk and marked crosswalks on this pedestrian and cyclist-heavy area.</p>	
Priority:	Infrastructure Sustainability, Quality of Life	
Goal:	Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis. Maintain the City's high safety rating, emergency response and storm preparedness	
Community Impact:	Quality of life and Safety	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$50,000	\$0	\$50,000	\$0	\$0	\$0	\$0
Land							
Construction	\$489,000	\$0	\$489,000	\$0	\$0	\$0	\$0
Equipment							
Total	\$539,000	\$0	\$539,000	\$0	\$0	\$0	\$0
Funding Sources							
Fund –ST	\$539,000	\$0	\$539,000	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
R&M, electric	\$2,000	\$0	\$0	\$500	\$500	\$500	\$500

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	ADA Transition Plan Implementation	
Project Code:	Various	
Account #:	118-3007-515-6300	
Description/Justification:	<p>Projects include but are not limited to ADA & Security Enhancements, Internal Wayfinding Signage, Laishley Park Improvements, Linear Park Improvements, City Hall Improvements, Nature Park Improvements.</p> <p>FY 2023 – 2027: Implementation of the City ADA Transition Plan to assure compliance with all federal, state, and local regulations, standards, and compliance monitoring requirements. FY 2023-2024 for City Hall.</p> <p>Funding Per Year - \$125,000 + \$5,000 for Project Management.</p> <p>To remain eligible for federal grant funding, the City must have in place an ADA Transition Plan that includes a schedule of implementation.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.	
Community Impact:	Improve the accessibility to all residents and visitors throughout the City facilities, parks, and sidewalks.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$125,000	\$0	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Land							
Construction	\$1,338,388	\$813,388	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000
Equipment							
Total	\$1,463,388	\$813,388	\$130,000	\$130,000	\$130,000	\$130,000	\$130,000
Funding Sources							
Local-ST	\$1,463,388	\$813,388	\$130,000	\$130,000	\$130,000	\$130,000	\$130,000
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance	\$16,000	\$0	\$2,000	\$2,000	\$2,000	\$5,000	\$5,000

Dept/Div:	Public Works	
Contact:	Bryan Clemons	
Project Title:	Bayfront Activity Center	
Project Code:	WACGP	
Account #:	118-3007-572-6577	
Description/Justification:	<p>FY 2023 – FY 2024:</p> <p>Estimated costs for renovations – Total \$508,230: Windows - \$138,000, Cabinets - \$39,510 Appliances - \$11,960, Flooring - \$89,295 Roofing - \$131,560, Plumbing - \$57,500 Painting - \$13,455, Pergola - \$14,950 Project Management - \$12,000</p> <p>Funding: \$343,000 1% Sales Tax \$165,230 UNFUNDED</p> <p>Recommendation of the Gilchrist Park Waterfront Activity Study done by Dover Kohl & Partners and City Council to retain and renovate the building.</p>	
Priority:	Infrastructure Sustainability - Maintain and enhance the City's capital assets and quality municipal services. Quality of Life - Enhance and promote Punta Gorda's attractive neighborhoods and working environment, heritage tourism, cultural opportunities, and healthy eco-system.	
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance. Establish a five-year capital improvements program that ensures infrastructure is in place.	
Community Impact:	Quality of life and Safety – Provide safe access for pedestrians and school children along heavily used routes, in conjunction with state policies and the City’s Comprehensive Plan.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Construction	\$496,270	\$0	\$30,000	\$466,270	\$0	\$0	\$0
Equipment	\$11,960	\$0		\$11,960	\$0	\$0	\$0
Total	\$508,230	\$0	\$30,000	\$478,230	\$0	\$0	\$0
Funding Sources							
Local-ST	\$343,000	\$0	\$30,000	\$313,000	\$0	\$0	\$0
Fund-TBD	TBD	\$0	\$0	TBD	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Other							

Dept/Div:	Police Department/Fire Department	
Contact:	Jason Ciaschini/Holden Gibbs	
Project Title:	Public Safety Building Expansion	
Project Code:	PBSFTY	
Account #:	118-3007-521-6216/301-3004-521-6216	
Description/Justification:	<p>FY 2024-2027: Create additional office space to accommodate growth of police department, including a new training room. Fire department will renovate/reconfigure current living and office space to expand administrative space, utilize existing training room and add on at rear of the building for expansion and increased staffing, and designate an area that allows Emergency Management to activate a command center. Additional parking will be needed.</p> <p>Funding Requests: \$4,432,000 1% Sales Tax (includes \$163,500 for proj. mgmt.) \$1,350,000 Est. Public Safety Impact Fees \$1,168,000 UNFUNDED (\$159,000 Tier 2 Request – 1% Sales Tax)</p> <p>Police department needs include supporting a community engagement unit, 82+ volunteers, training room, property custodian, and administrative offices.</p> <p>Fire Station 1 requires additional office space, bunk room, locker room, day room, and kitchen to support additional administrative shift personnel.</p>	
Priority:	Infrastructure Sustainability – Maintain and enhance the City’s capital assets and quality municipal services	
Goal:	Maintain and enhance the city's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas. Apply best management practices & systems in infrastructure maintenance.	
Community Impact:	Ensure that our public safety departments are providing the resources it needs to our employees so that we may effectively serve the community.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$450,000	\$0	\$450,000	\$0	\$0	\$0	\$0
Construction	\$6,250,000	\$0	\$0	\$550,000	\$2,300,000	\$2,182,000	\$1,218,000
Equipment	\$250,000	\$0	\$0	\$0	\$0	\$0	\$250,000
Total	\$6,950,000	\$0	\$450,000	\$550,000	\$2,300,000	\$2,182,000	\$1,468,000
Funding Sources							
Local-ST	\$4,432,000	\$0	\$0	\$550,000	\$2,000,000	\$1,882,000	\$0
Local-FSIF	\$1,350,000	\$0	\$450,000	\$0	\$300,000	\$300,000	\$300,000
UNFUNDED	TBD	\$0	\$0	\$0	\$0	\$0	TBD
Impacts on Operations (negative entry indicates operating reduction)							
Electric, janitorial, R&M \$4,000 per yr once completed							

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Historic District Infrastructure	
Project Code:	TBD	
Account #:	Various accounts	
Description/ Justification:	<p>As recommended from the completed study, a multi-phased approach for design and improvements includes installing new sidewalks and missing sidewalk connections, decorative and high mass lighting, and drainage improvements.</p> <p>Planning Estimate – Total \$2,788,000</p> <p>Phase I: FY 2024 – Design; FY 2025 - Construct Phase II: FY 2025 – Design; FY 2026 - Construct Phase III: FY 2026 – Design; FY 2027 - Construct</p> <p>Design and Engineering - \$275,000 Construction - \$2,200,000 Permit - \$5,000 Contingency - \$270,000 Project Management - \$38,000</p> <p>Funding Requests: \$1,038,000 1% Sales tax includes \$1,250,000 Tier 2 - 1% sales tax (unfunded) \$500,000 est. Mobility impact fees (\$430,000 estimated available through FY 2027, \$70,000 may be available in FY 2028).</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City's infrastructure to ensure effective service delivery and quality aesthetic appeal.	
Community Impact:	Encourage private sector reinvestment in this community area through enhancements to the public rights of way, including street lighting, sidewalk connectivity, and roadway drainage.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design	\$275,000	\$0	\$0	\$27,000	\$75,000	\$173,000	\$0
Construction	\$2,513,000	\$0	\$0	\$248,000	\$688,000	\$1,577,000	\$1,000,000
Total	\$2,788,000	\$0	\$0	\$275,000	\$763,000	\$1,750,000	\$1,000,000
Funding Sources							
Local-ST	\$1,038,000	\$0	\$0	\$275,000	\$275,000	\$278,000	\$213,000
Local-FSIF	\$430,000	\$0	\$0	\$70,000	\$120,000	\$120,000	\$120,000
UNFUNDED	TBD	\$0	\$0	\$0	TBD	TBD	TBD
Impacts on Operations (negative entry indicates operating reduction)							
Electric, mowing, maint.	\$12,500	\$0	\$0	\$0	\$0	\$5,000	\$7,500

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Shreve Street Complete Street Improvements	
Project Code:	SHVCOM	
Account #:	118-3007-541-6512	
Description/ Justification:	<p>Projected Planning Costs – Total \$444,500</p> <p>FY 2021 – 2022: Shreve Street links the Linear Park path to the US 41 Path of the Punta Gorda Pathways system. The addition of path lighting will enhance the pathway's safety and security, encouraging more utilization in the sunrise and twilight hours. Total Cost - \$167,000</p> <p>FY 2025: Design to widen the existing 5-foot wide sidewalk on Pompano Terrace from Shreve Street to US 41 to meet the link from the Shreve Street Path to the US 41 Path. \$50,000</p> <p>FY 2025 – FY 2026: Construction All other Construction - \$200,000 Permit - \$5,000 Engineering Services - \$2,500 Contingency - \$10,000 Project Management - \$10,000</p> <p>Funding: \$355,000 – 1% Sales Tax; Unfunded: \$89,500</p>	
Priority:	Infrastructure Sustainability	
Goal:	Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods through collaboration with applicable granting agencies and City investment in pathways.	
Community Impact:	The project implements the Complete Streets policies of the City of Punta Gorda and the Florida Department of Transportation, including the Vision Zero goal. It improves safety and security for all path users.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Planning	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$50,000	\$5,000	\$0	\$0	\$45,000	\$0	\$0
Construction	\$394,500	\$220,000	\$0	\$0	\$85,000	\$89,500	\$0
Total	\$ 444,500	\$225,000	\$0	\$0	\$130,000	\$89,500	\$0
Funding Sources							
Local-ST	\$355,000	\$225,000	\$0	\$0	\$130,000	\$0	\$0
UNFUNDED	TBD	\$0	\$0	\$0	\$0	TBD	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Annual maint., utilities, irrigation and mowing	\$16,000	\$0	\$2,000	\$2,000	\$2,000	\$5,000	\$5,000

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Complete Street - Cooper Street Improvements	
Project Code:	COOCOM	
Account #:	118-3007-541-6516	
Description/ Justification:	<p>Planning Estimates - Total \$4,067,000</p> <p>FY 2026: Design and construct improvements to Cooper Street from Airport Road to East Marion Avenue (US 17 SB), providing sidewalks, bicycle facilities, decorative street lights, and street trees. \$397,000</p> <p>FY 2027 - Construction</p> <p>Railroad Crossings - \$500,000</p> <p>All other Construction - \$2,800,000</p> <p>Permit - \$10,000</p> <p>Engineering Services - \$10,000</p> <p>Contingency - \$250,000</p> <p>Project Management - \$100,000</p> <p>Funding:</p> <p>\$90,000 1% Sales Tax</p> <p>\$991,000 Tier 2 Request UNFUNDED</p> <p>\$2,986,000 UNFUNDED / Potential LAP/Grant Funding (may need CEI services added if grant funds are accepted)</p>	
Priority:	Infrastructure Sustainability	
Goal:	Complete the 18-mile Punta Gorda Pathways system of pedestrian/bicycle shared use paths connecting City neighborhoods, commercial areas, and parks.	
Community Impact:	The project implements the Complete Streets policies of the City of Punta Gorda and the Florida Department of Transportation, including Vision Zero goal. It connects to the existing Punta Gorda Pathway segments at Harborwalk and Airport Road. It links the eastside neighborhood to the Medical Center Area in the E Marion Ave [US 17 SB] and E Olympia Ave [US 17 NB] corridors.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Planning	\$90,000	\$90,000	\$0	\$0	\$0	\$0	\$0
Design	\$307,000	\$0	\$0	\$0	\$0	\$0	\$307,000
Construction	\$3,670,000	\$0	\$0	\$0	\$0	\$0	\$3,670,000
Total	\$4,067,000	\$90,000	\$0	\$0	\$0	\$0	\$3,977,000
Funding Sources							
Local – ST	\$90,000	\$90,000	\$0	\$0	\$0	\$0	TBD
State-G	TBD	\$0	\$0	\$0	\$0	\$0	TBD
UNFUNDED	TBD	\$0	\$0	\$0	\$0	\$0	TBD
Impacts on Operations (negative entry indicates operating reduction)							
Annual maint., utilities, irrigation and mowing	\$6,000	\$0	\$0	\$0	\$0	\$0	\$6,000

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Complete Street - US 17 Improvements	
Project Code:	TBD	
Account #:	TBD	
Description/ Justification:	<p>FY 2025: FDOT pre-design and environmental studies. FY 2026: Design Complete Streets along East Marion Avenue from Cooper Street to Cross St (US 41NB) and along East Olympia Ave between Cooper Street to Cross St (US 41NB). Improvements include sidewalks, street lighting, bicycle lanes, intersection treatments and enhanced crosswalks. FY 2027: Construction.</p> <p>NOTE: This project is on the MPO list for funding project development and environmental study (PD&E) in 2024-2025. It is anticipated that design & construction will be initiated by FDOT as part of its regular roadway resurfacing activities as a project in line with FDOT Complete Streets policy. Potential City obligation is estimated at \$500,000 plus \$19,000 project management.</p> <p>Funding: \$519,000 1% Sales Tax</p> <p>Project implements the City of Punta Gorda and the Florida Department of Transportation (FDOT) Complete Streets policies.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Encourage strategic commercial development through implementing selected recommendations in the 2019 Plan Punta Gorda Citywide Master Plan over the next five years.	
Community Impact:	Provide an aesthetically enhanced platform for commercial infill and redevelopment and add enhancements along this gateway corridor to the historic downtown while increasing safety for all roadway users.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$519,000	\$0	\$0	\$0	\$519,999	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$519,000	\$0	\$0	\$0	\$519,000	\$0	\$0
Funding Sources							
Local – ST	\$519,000	\$0	\$0	\$0	\$519,000	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Annual maint., utilities, irrigation and mowing	\$15,000	\$0	\$0	\$0	\$5,000	\$5,000	\$5,000

Dept/Div:	City Manager/Urban Design/Public Works	
Contact:	Joan LeBeau/Bryan Clemons	
Project Title:	Traffic Signal - Burnt Store Rd and Home Depot	
Project Code:	TBD	
Account #:	TBD	
Description/ Justification:	<p>To enhance traffic ingress and egress from the Burnt Store Isles commercial center, reducing the burden of cut-thru traffic experienced by the Burnt Store Isles residential neighborhood.</p> <p>Planning Estimates – Total \$1,100,000 Engineering and Design Services - \$345,000 Construction - \$700,000 Contingency - \$55,000</p> <p>Funding: \$345,000 - Sales Tax Tier II Unfunded \$755,000 – Unfunded.</p> <p>Note: Currently, this project does not include ROW or construction easement costs but may be funded from the contingency estimate.</p> <p>At the request of the City of Punta Gorda, Charlotte County conducted a signal warrant study at Burnt Store Rd at Home Depot. The study concluded that a signal met three of the warrant conditions. By the usual traffic engineering metric, this intersection warrants the placement of a traffic signal.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.	
Community Impact:	Increase safe and efficient access to the Burnt Store Isles area business node, relieving traffic demands on the Tamiami Trail [US 41] at Monaco Blvd intersection and traffic signal.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design	\$345,000	\$0	\$0	\$0	\$345,000	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$755,000	\$0	\$0	\$0	\$0	\$755,000	\$0
Equipment							
Total	\$1,100,000	\$0	\$0	\$0	\$345,000	\$755,000	\$0
Funding Sources							
UNFUNDED	TBD	\$0	\$0	\$0	TBD	TBD	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Mowing, maint & utilities	\$8,000	\$0	\$0	\$0	\$0	\$0	\$8,000

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Complete Street - US 41 - Airport to Carmalita Improvements	
Project Code:	440268	
Account #:	301-3004-541-6518/118-3007-541-6518	
Description/ Justification:	<p>FDOT road resurfacing project; City funding for street enhancements to maintain the ascetics and character of city and increase bicycle and pedestrian safety along US 41 – Airport Road to Carmalita Street</p> <p>FY 2027: Construction Construction - \$500,000 Project management - \$19,000</p> <p>Funding: \$519,000 – UNFUNDED</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.	
Community Impact:	Provide an aesthetically enhanced platform for commerical infill and redevelopment along this gateway corridor to the historic downtown, while increasing safety for all roadway users. Project implements Complete Streets policies of the City of Punta Gorda and the Florida Department of Transportation including Vision Zero goal.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$519,000	\$0	\$0	\$0	\$0	\$0	\$519,000
Total	\$519,000	\$0	\$0	\$0	\$0	\$0	\$519,000
Funding Sources							
UNFUNDED	TBD	\$0	\$0	\$0	\$0	\$0	TBD
Impacts on Operations (negative entry indicates operating reduction)							
Annual maint., utilities, irrigation and mowing	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000

City of Punta Gorda
General Construction Fund
Budget FY 2023

	<u>Funding Sources FY 2023</u>			Projected Budget FY 2022
	General	Impact Fees	Total Budget FY 2023	
Revenues:				
Grants-DEO	\$ 0	\$ 0	\$ 0	\$ 2,521,250
Grants-State appropriation	0	0	0	1,000,000
Contribution-Private Sources	0	0	0	75
Transfer from Public Safety Impact Fees	0	450,000	450,000	0
Transfer from Park Impact Fees	0	250,000	250,000	429,806
Transfer from Mobility Impact Fees	0	112,000	112,000	402,481
Transfer from Special Use Fund	0	0	0	158,007
Transfer from General Fund	1,331,000	0	1,331,000	692,000
Projected Carryover-Beginning	0	0	0	1,872,170
Total Revenues	\$ 1,331,000	\$ 812,000	\$ 2,143,000	\$ 7,075,789
Expenditures:				
Security Measures	\$ 0	\$ 0	\$ 0	\$ 190,451
Public Works/ Utilities Campus	0	0	0	30,000
Pier/Piling Improvements	100,000	0	100,000	299,490
Fencing at Government Center	0	0	0	20,000
Public Safety Building	250,000	450,000	700,000	0
Fire Apparatus	0	0	0	875,000
NPDES/TMDLs	20,000	0	20,000	96,172
Storm Sewer Reconstruction	75,000	0	75,000	228,224
Sidewalks	0	0	0	222,481
Road Improvements	48,000	112,000	160,000	180,000
Drainage Improvements	300,000	0	300,000	3,881,156
Rairoad Crossing Rehab	260,000	0	260,000	250,000
BSI Lock Escrow	0	0	0	25,349
Bridge Repair	20,000	0	20,000	28,319
Historic District Infrastructure	0	0	0	73,080
Park Improvements	0	250,000	250,000	429,806
Ponce Park Improvements	0	0	0	158,007
City Beautification	0	0	0	14,326
PG Harbor Public Improvements	18,000	0	18,000	22,000
Laishley Park Playground Equipment	240,000	0	240,000	16,549
Freeman House	0	0	0	32,000
Reserve for Contingencies	0	0	0	3,379
Total Expenditures	\$ 1,331,000	\$ 812,000	\$ 2,143,000	\$ 7,075,789

City of Punta Gorda, FL
General Construction Fund
Proforma Schedule of Revenues and Expenditures
FY 2020 through FY 2027

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues:									
Intergovernmental Revenue	\$ 650,367	\$ 0	\$ 3,911,214	\$ 3,521,250	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Miscellaneous Revenue	0	73	0	75	0	0	0	0	0
Transfers from Other Funds	1,937,174	1,973,380	1,002,000	1,682,294	2,143,000	1,140,000	1,375,000	1,150,000	1,150,000
Projected Carryover - Beginning	733,820	569,519	0	1,872,170	0	0	0	0	0
Total Revenues	\$ 3,321,361	\$ 2,542,972	\$ 4,913,214	\$ 7,075,789	\$ 2,143,000	\$ 1,140,000	\$ 1,375,000	\$ 1,150,000	\$ 1,150,000

Expenditures:									
Reserve for Contingencies	\$ 0	\$ 0	\$ 0	\$ 3,379	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Security Measures	0	77,217	0	190,451	0	0	0	0	0
Pier Pilings/Pile Jackets	15,208	84,379	100,000	299,490	100,000	100,000	100,000	150,000	150,000
Government Center Grounds-Fencing	0	0	0	20,000	0	0	0	0	0
Public Safety Building	0	0	0	0	700,000	0	300,000	300,000	300,000
Fire Equipment	0	0	0	875,000	0	0	0	0	0
Laishley Park Playground Improvement	0	33,451	0	16,549	240,000	0	0	0	0
Engineering Room Renovation	0	0	0	30,000	0	0	0	0	0
NTL Pollutant Dischg Elim	13,875	3,600	20,000	96,172	20,000	20,000	20,000	20,000	20,000
Storm Sewer Reconstruction	0	0	75,000	228,224	75,000	75,000	75,000	75,000	75,000
Sidewalks	51,000	0	0	0	0	0	0	0	0
Drainage Improvements	525,684	140,094	1,200,000	3,881,156	300,000	300,000	300,000	300,000	300,000
RailRoad Crossing Rehab	0	0	250,000	250,000	260,000	315,000	275,000	0	0
BSI Lock Escr Transp Fill	0	0	0	25,349	0	0	0	0	0
Bridge Repair	174,806	0	10,000	28,319	20,000	10,000	10,000	10,000	10,000
US 41 Complete St-Airport to Carmalita	0	0	2,911,214	0	0	0	0	0	0
Buckley's Pass	1,156,970	0	0	0	0	0	0	0	0
Historic District Infrastructure	1,422	3,349	0	73,080	0	0	0	0	0
Park Improvements	0	0	145,000	429,806	250,000	100,000	175,000	175,000	175,000
Park Development	51,431	328,712	0	158,007	0	0	0	0	0
City Beautification	0	0	0	14,326	0	0	0	0	0
Alligator Crk - US41 NB Ped Bridge I	753,059	0	0	0	0	0	0	0	0
Gilchrist Landing Dredge/Docks	0	0	22,000	22,000	18,000	0	0	0	0
Buildings/Freeman House	0	0	0	32,000	0	0	0	0	0
Sidewalk Improvements	0	0	0	222,481	0	70,000	120,000	120,000	120,000
King St Road Improvements	0	0	80,000	80,000	160,000	0	0	0	0
Airport Rd-Complete St	0	0	100,000	100,000	0	150,000	0	0	0
800 MHZ Radio System	8,387	0	0	0	0	0	0	0	0
Projected Carryover for CIP	569,519	1,872,170	0	0	0	0	0	0	0
Total Expenditures	\$ 3,321,361	\$ 2,542,972	\$ 4,913,214	\$ 7,075,789	\$ 2,143,000	\$ 1,140,000	\$ 1,375,000	\$ 1,150,000	\$ 1,150,000

Assumptions:

Revenue:

Revenue sources are transfers from the General Fund or Special Revenue Funds and grants as awarded.

Expenditures:

Capital Projects are designated by City Council with identified funding source(s).

CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
GENERAL CONSTRUCTION

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
50-04	MIT GRANT REVENUE	0	0	0	2,521,250	0
49-05	FDOT LAP GRANTS	0	0	2,911,214	0	0
49-04	FDOT LAP & JPA GRANTS	650,367	0	0	0	0
39-12	WATER QUALITY IMPROVEMT	0	0	1,000,000	1,000,000	0
*	INTERGOVERNMENTAL REVENUE	650,367	0	3,911,214	3,521,250	0
21-00	CONTRIB FROM PRIVATE SRCS	0	0	0	75	0
90-00	MISCELLANEOUS REVENUE	0	73	0	0	0
*	MISCELLANEOUS REVENUE	0	73	0	75	0
01-00	GENERAL	617,695	1,626,502	677,000	692,000	1,331,000
04-00	PGI CANAL DISTRICT	0	16,350	0	0	0
05-00	BSI CANAL DISTRICT	0	1,816	0	0	0
06-00	IMPACT FEES - PARKS	0	0	145,000	429,806	250,000
94-00	IMPACT FEES - PUBLIC SAFETY	0	0	0	0	450,000
10-00	IMPACT FEES - TRANSPORT	102,691	0	0	0	0
93-00	IMPACT FEES - MOBILITY	0	0	180,000	402,481	112,000
13-00	SPECIAL USE FUND	59,818	328,712	0	158,007	0
22-00	BUCKLEY'S PASS DREDG AREA	1,156,970	0	0	0	0
*	TRANSFER FROM OTHER FUNDS	1,937,174	1,973,380	1,002,000	1,682,294	2,143,000
90-01	PROJ CARRYOVER-BEGINNING	452,563	569,519	0	1,674,964	0
90-02	PRIOR YEAR ENCUMBRANCES	281,257	0	0	197,206	0
*	BEGINNING RESERVES	733,820	569,519	0	1,872,170	0
		3,321,361	2,542,972	4,913,214	7,075,789	2,143,000

**GENERAL CONSTRUCTION FUND
CAPITAL IMPROVEMENTS PROGRAM
FY 2023 - FY 2027
(All figures in thousands of dollars)**


PROJECT IDENTIFICATION	Page#	TOTAL PROJECT COST	Prior Years' Funding*	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
GENERAL FUNDING:								
National Pollutant Discharge Elimination System	389	196	96	20	20	20	20	20
Storm Sewer Reconstruction	390	553	178	75	75	75	75	75
Bridge Repair	391	88	28	20	10	10	10	10
Drainage Improvements	392	3,751	2,251	300	300	300	300	300
Laishley Park Playground & Interactive Fountain	393	1,145	50	240	0	0	0	0
Freeman House Preservation (\$32,000 from ins.)	372	1,412	32**	**	**	**	0	0
Wooden/Composite Pathways, Piers, and Docks	394	895	295	100	100	100	150	150
Channel and Basin Dredging at Boat Club Area	395	240	22	18	0	0	0	0
King Street Improvements	396	240**	**	48	0	0	0	0
Railroad Crossing Rehabilitation	397	1,100	250	260	315	275	0	0
Public Safety Air Conditioning System Replacement	398	250	0	250	0	0	0	0
GENERAL FUNDING TOTAL				1,331	820	780	555	555
GRANT FUNDING:								
Drainage Improvements - Boca Grande Area (State & Federal)	373	5,806	3,521**	0	0	0	0	0
GRANT FUNDING TOTAL				0	0	0	0	0
PARK IMPACTS:								
Laishley Park Playground & Interactive Fountain	393	1,145	125	200	100	0	0	0
Henry St Property Improvements	374	3,227	0	0	0	75	75	100
Park Improvements (Nature Park)	399	630	305	50	0	100	100	75
PARK IMPACTS TOTAL				250	100	175	175	175
MOBILITY IMPACTS (previously Transportation):								
Sidewalk Improvements	400	222	222	0	0	0	0	0
Historic District Infrastructure	379	2,788	0**	0	70	120	120	120
King Street Improvements	396	240	80	112	0	0	0	0
Complete Street - Airport Road Improvements	368	2,289	100	0	150	0	0	0
MOBILITY IMPACTS TOTAL				112	220	120	120	120
PUBLIC SAFETY IMPACTS:								
Public Safety Building Expansion	378	6,950	0	450**	0	300	300	300
PUBLIC SAFETY IMPACTS TOTAL				450	0	300	300	300
SPECIAL USE FUND:								
Ponce de Leon Park Improvements	369	3,645	700**	**	**	**	**	**
SPECIAL USE FUND TOTAL				0	0	0	0	0
TOTAL FUNDED PROJECTS				2,143	1,140	1,375	1,150	1,150

* Prior Years' funding is included for projects that have additional funding FY 23-27 or may not be complete at 9/30/22


** Funding from another source - See CIP detail sheet

PROJECTS WITHIN CITY BOUNDARIES SCHEDULED BY OTHER AGENCIES


US 41 @ Carmalita St Extension

Dept/Div:	Public Works	
Contact:	Bryan Clemons	
Project Title:	National Pollutant Discharge Elimination System	
Project Code:	NPDES	
Account #:	301-3004-538-6326	
Description/Justification:	<p>Requirements related to Federal Clean Water Act for Storm water:</p> <ul style="list-style-type: none"> *Public Education, *Public Involvement, *Illicit Discharge & Connection Elimination, *Construction Site Run-Off Control, *Post Construction Storm water Management, *Pollution Prevention, *Total Maximum Daily Loads (TMDL) <p>Carryover unspent funds.</p> <p>Federal Mandate.</p>	
Priority:	Infrastructure Sustainability, Quality of Life	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Achieve status as a waterfront destination for land and water visitors through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.	
Community Impact:	Quality of life and Safety	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction	\$196,172	\$96,172	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Equipment							
Total	\$196,172	\$96,172	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Funding Sources							
Fund-GF	\$196,172	\$96,172	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Impacts on Additional Capital Needs (negative entry indicates operating reduction)							
Contractual-Storm Sewer Reconstruction	\$553,224	\$178,224	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000

Dept/Div:	Public Works	
Contact:	Bryan Clemons	
Project Title:	Storm Sewer Reconstruction	
Project Code:	STSWRC	
Account #:	301-3004-538-6375	
Description/ Justification:	<p>Storm drainage pipe lining or replacement of defective pipe.</p> <p>Carryover funds unspent.</p> <p>To repair or replace pipe which has deteriorated or collapsed due to age. These pipes carry the storm water from the streets and right-of-ways.</p>	
Priority:	Infrastructure Sustainability, Quality of Life	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices & systems in infrastructure maintenance. Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis. Maintain the City's high safety rating, emergency response, and storm preparedness.	
Community Impact:	Health and Safety	



Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction	\$553,224	\$178,224	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Equipment							
Total	\$553,224	\$178,224	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Funding Sources							
Local-GF	\$553,224	\$178,224	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Public Works	
Contact:	Bryan Clemons	
Project Title:	Bridge Repair	
Project Code:	TBD	
Account #:	301-3004-541-6392	
Description/ Justification:	<p>Bridge repairs resulting from FDOT bridge inspections.</p> <p>Three bridge repairs in Punta Gorda Isles. One bridge on Aqui Esta Drive. Carryover unspent funds.</p> <p>Funding provides for the repair and maintenance needed to keep City bridges in a safe and functional condition.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices & systems in infrastructure maintenance.	
Community Impact:	Quality of life and Safety	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction	\$88,319	\$28,319	\$20,000	\$10,000	\$10,000	\$10,000	\$10,000
Equipment							
Total	\$88,319	\$28,319	\$20,000	\$10,000	\$10,000	\$10,000	\$10,000
Funding Sources							
Fund-GF	\$88,319	\$28,319	\$20,000	\$10,000	\$10,000	\$10,000	\$10,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Public Works	
Contact:	Bryan Clemons	
Project Title:	Drainage Improvements	
Project Code:	DRAI23	
Account #:	301-3004-541-6320	
Description/ Justification:	<p>Construction for City-wide regrading of drainage swales, based on video observations of standing water after 72 hours. This is an ongoing project.</p> <p>FY 2023 - 2027: \$1,500,000 General Fund</p> <p>Maintain a defined level of service which requires that water not stand in swales more than 72 hours following the last rainfall.</p>	
Priority:	Infrastructure Sustainability	
Goal:	To ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices & systems in infrastructure maintenance. Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis.	
Community Impact:	Quality of life and safety.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Planning							
Design							
Construction	\$3,750,665	\$2,250,665	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
Equipment							
Total	\$3,750,665	\$2,250,665	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
Funding Sources							
Local-GF	\$3,750,665	\$2,250,665	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Urban Design/Public Works	
Contact:	Joan LeBeau/Bryan Clemons	
Project Title:	Lashley Park Playground and Interactive Fountain	
Project Code:	LPPLAY	
Account #:	301-3004-541-6377/110-3000-559-6312/ 118-3007-515-6300/301-3004-572-6332	
Description/ Justification:	<p>FY 2021-2022: Design & install new playground equipment and surfacing; enhancements to the interactive fountain to provide additional play elements; and replacement (as necessary) of the existing fountain pump and filtration system. Design \$38,000 Planning Estimates – Total \$1,145,323</p> <p>FY 2022 – 2023 Construction Construction - \$865,178 Permit - \$10,000 Engineering Services - \$7,500 Contingency - \$10,000 Project Management - \$7,500 Equipment - \$207,145</p> <p>Funding: \$290,000 General Fund \$275,000 CRA Fund utilizing operating division funds set aside for repair & maintenance \$155,323 ADA – 1% Sales Tax \$425,000 - Park Impact Fee</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.	
Community Impact:	Increase the level of service for the existing interactive fountain by adding an age-appropriate splash pad, including accessible and inclusive play features.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design	\$38,000	\$38,000	\$0	\$0	\$0	\$0	\$0
Construction	\$900,178	\$360,178	\$540,000	\$0	\$0	\$0	\$0
Equipment	\$207,145	\$207,145	\$0	\$0	\$0	\$0	\$0
Total	\$1,145,323	\$605,323	\$300,000	\$0	\$0	\$0	\$0
Funding Sources							
Local-ST	\$155,323	\$155,323	\$0	\$0	\$0	\$0	\$0
Local-FSIF	\$425,000	\$125,000	\$300,000	\$0	\$0	\$0	\$0
Local-GF	\$290,000	\$50,000	\$240,000	\$0	\$0	\$0	\$0
Local-OF (CRA)	\$275,000	\$275,000	\$0	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Additional chemicals, water, electric, maintenance	\$100,000	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000

Dept/Div:	Public Works	
Contact:	Bryan Clemons	
Project Title:	Wooden Composite Pathways, Piers, and Docks	
Project Code:	PIERPJ	
Account #:	301-3004-519-6300	
Description/Justification:	<p>City's wooden boardwalks and pier pilings have deteriorated over the years and need to be replaced as needed. A contractor will install grout filled pile jackets for many of the piers.</p> <p>FY 2020-2023: \$140,000 toward Ponce Park boardwalk and pier</p> <p>FY 2023-2027: Replace wooden composite dock and handrails with composite along City waterfront areas. Carryover funds unspent.</p> <p>These are necessary repairs and replacements for City's infrastructure sustainability of the Harborwalk and other pathways and docks throughout our parks.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices & systems in infrastructure maintenance.	
Community Impact:	Quality of life and safety.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction	\$895,293	\$295,293	\$100,000	\$100,000	\$100,000	\$150,000	\$150,000
Equipment							
Total	\$895,293	\$295,293	\$100,000	\$100,000	\$100,000	\$150,000	\$150,000
Funding Sources							
Local-GF	\$895,293	\$295,293	\$100,000	\$100,000	\$100,000	\$150,000	\$150,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Public Works	
Contact:	Bryan Clemons	
Project Title:	Channel and Basin Dredging at Boat Club Area	
Project Code:	BCDRDG	
Account #:	301-3004-572-6359	
Description/Justification:	<p>Engage consultant to obtain permitting for maintenance dredging the Boat Club channel and basin. Perform dredging and repair dock.</p> <p>FY 2022 – FY 2023: General Fund Repair Dock: \$30,000 Engineering: \$10,000</p> <p>FY 2023: UNFUNDED Construction, dredge basin and channel: \$153,000 Apply for MAC Grant funding during FY 2022 - Permit</p> <p>The channel and basin have silted in which limits access to the public, boating, and sailing club. The dock is in need of repairs.</p>	
Priority:	Infrastructure Sustainability, Quality of Life	
Goal:	To ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance. Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis. Achieve status as a waterfront destination for land and water visitors through implementing selected recommendations in the 2019 Punta Gorda Citywide Master Plan over the next five years.	
Community Impact:	Quality of life and Safety	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0
Land							
Construction	\$230,000	\$12,000	\$218,000	\$0	\$0	\$0	\$0
Equipment							
Total	\$240,000	\$22,000	\$218,000	\$0	\$0	\$0	\$0
Funding Sources							
Local-GF	\$40,000	\$22,000	\$18,000	\$0	\$0	\$0	\$0
Unfunded-G	TBD	\$0	TBD	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Public Works	
Contact:	Bryan Clemons	
Project Title:	King Street Improvements	
Project Code:	KINGIM	
Account #:	301-3005-541-6394/301-3004-541-6394	
Description/ Justification:	<p>Design and construction of King Street due to growth and safety concerns.</p> <p>FY 2022-2023: Construction \$240,000</p> <p>Funding: General Fund 20% - \$48,000 Mobility Impact Fees 80% - \$192,000</p> <p>Necessary repairs needed to enhance existing infrastructure including street resurfacing, drainage, lighting, and safety concerns.</p>	
Priority:	Infrastructure Sustainability, Quality of Life	
Goal:	To ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices & systems in infrastructure maintenance. Apply best management practices and systems in infrastructure maintenance. Maintain the City's high safety rating, emergency response, and storm preparedness	
Community Impact:	Quality of life and Safety	




Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction	\$240,000	\$80,000	\$160,000	\$0	\$0	\$0	\$0
Equipment							
Total	\$240,000	\$80,000	\$160,000	\$0	\$0	\$0	\$0
Funding Sources							
Fund-GF	\$48,000	\$0	\$48,000	\$0	\$0	\$0	\$0
Fund-FSIF	\$192,000	\$80,000	\$112,000	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Maintenance & electric	\$4,000	\$0	\$0	\$1,000	\$1,000	\$1,000	\$1,000

Dept/Div:	Public Works	
Contact:	Bryan Clemons	
Project Title:	Railroad Crossing Rehabilitation	
Project Code:	RRREHB	
Account #:	301-3004-541-6328	
Description/ Justification:	<p>Rehabilitation improvements to maintain existing railroad crossings.</p> <p>Estimates: FY 2023: Ann Street crossing \$260,000 (no sidewalk). FY 2024: Elizabeth Street crossing and sidewalk \$315,000. FY 2025: Boca Grande crossing \$275,000 (no sidewalk). Note: Previous quotes provided by Seminole Gulf Railway, L.P. were valid until October 4, 2021. Cost increases anticipated.</p> <p>Mandatory rehabilitation of the road and sidewalk crossing involved, with the participation of the City of Punta Gorda and pursuant to the General Agreement with Seminole Gulf Railway, L.P. dated November 15, 2020</p>	
Priority:	Infrastructure Sustainability, Quality of Life	
Goal:	To ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices & systems in infrastructure maintenance. Maintain the City's high safety rating, emergency response, and storm preparedness	
Community Impact:	Infrastructure Sustainability, Quality of Life	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction	\$1,100,000	\$250,000	\$260,000	\$315,000	\$275,000	\$0	\$0
Equipment							
Total	\$1,100,000	\$250,000	\$260,000	\$315,000	\$275,000	\$0	\$0
Funding Sources							
Fund-GF	\$1,100,000	\$250,000	\$260,000	\$315,000	\$275,000	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept./Div.:	Public Works / Facilities Maintenance	
Contact:	Bryan Clemons / Don Ryan	
Project Title:	A/C and Computer system replacement	
Project Code:	TBD	
Account #:	301-3004-521-5216	
Description/ Justification:	<p>Make necessary improvements to the A/C system as needed due to antiquated system past its life cycle. Necessary replacement to provide the Public Safety Building with a more up to date system.</p> <ol style="list-style-type: none"> 1) Existing: Computer Control (TAC Digital Management System Rev 11.6) Including Danfuss VLT HVAC Drive. Both need to be updated to a newer, end user-friendly environment. 2) Replace A/C System. 3) Replace/Update Fresh Air Intake. <p>Some engineering will need to be done, both structural (to remove old units from the mezzanine) and mechanical for the specs to replace the a/c units.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality air conditioning and heating to the Public Safety Building. Assuring best long term practices and lowering cost for A/C, heating infrastructure maintenance.	
Community Impact:	Quality of life and Safety	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$25,000	\$0	\$25,000	\$0	\$0	\$0	\$0
Construction	\$100,000	\$0	\$100,000	\$0	\$0	\$0	\$0
Equipment	\$125,000	\$0	\$125,000	\$0	\$0	\$0	\$0
Total	\$250,000	\$0	\$250,000	\$0	\$0	\$0	\$0
Funding Sources							
Local-GF	\$250,000	\$0	\$250,000	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance	-\$4,000	\$0	\$0	-\$1,000	-\$1,000	-\$1,000	-\$1,000

Dept/Div:	City Manager/Urban Design	  
Contact:	Joan LeBeau	
Project Title:	Park Improvements - Citywide	
Project Code:	Various	
Account #:	301-3004-572-6332	
Description/Justification:	<p>FY 2021-2022: Nature Park – Phase I and II: The Engineering Division is completing the project in accordance with the Citywide ADA Transition Plan.</p> <p>FY 2022-2024: Lashley Park Playground & Interactive Fountain: \$425,000 (separate CIP sheet for entire project)</p> <p>FY 2022-2023: Construction Phase I - Nature Park Trail Improve and repair nature trail, including the fishing pier, boardwalk, drainage, and ADA - Planning Estimate: \$355,000</p> <p>FY 2025-2027: Construction Phase II- Nature Park Trail Improve and repair nature trail, including the fishing pier, drainage, and ADA - Planning Estimate: \$350,000</p> <p>FY 2025-2027: Henry Property Improvements: \$250,000 (separate CIP sheet for entire project)</p> <p>Future improvements to be determined by park need(s). Projects could include Nature Park Phase II, Henry St property improvements, Ponce de Leon additional facilities, Trabue Park improvements, Veterans Park improvements, Lashley Park improvements, or other growth-related park improvements.</p> <p>Funding – Park Impact Fees.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.	
Community Impact:	Increase the level of service for existing park facilities and amenities to accommodate population growth and maintain the level of service for recreation and open space delivery.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Construction	\$630,000	\$305,000	\$50,000	\$0	\$100,000	\$100,000	\$75,000
Total	\$630,000	\$305,000	\$50,000	\$0	\$100,000	\$100,000	\$75,000
Funding Sources							
Local-FSIF	\$630,000	\$305,000	\$50,000	\$0	\$100,000	\$100,000	\$75,000
Impacts on Operations (negative entry indicates operating reduction)							
Repair and maintenance	\$12,500	\$0	\$0	\$0	\$2,500	\$5,000	\$5,000

Dept/Div:	Public Works	
Contact:	Bryan Clemons	
Project Title:	Sidewalk Improvements	
Project Code:	TBD	
Account #:	301-3005-541-6319	
Description/ Justification:	<p>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.</p> <p>Projects may also include: King Street improvements, West Henry Street improvements or connections, Historic District infrastructure, Various Complete Street Improvements (Airport Rd, Cooper St, Shreve St, Virginia Ave), Harborwalk US 41 NB Bridger Underpass, Harborwalk East Phase II, Alligator Creek US 41NB Pedestrian Bridge II or other priority growth related mobility projects.</p> <p>Projects scheduled on separate CIP forms FY 2023 – FY 2027: King Street improvements, Airport Road complete street, and Historic District infrastructure.</p> <p>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.</p>	
Priority:	Infrastructure Sustainability & Quality of Life	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices & systems in infrastructure maintenance. Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands. Support and promote a pedestrian and bicycle friendly community.	
Community Impact:	Quality of Life and Safety	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Construction	\$222,481	\$222,481	\$0	\$0	\$0	\$0	\$0
Equipment							
Total	\$222,481	\$222,481	\$0	\$0	\$0	\$0	\$0
Funding Sources							
Fund-FSIF	\$222,481	\$222,481	\$0	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Contractual							
Repair/Maint							

**UNFUNDED PROJECTS
CAPITAL IMPROVEMENTS PROGRAM
FY 2023 - FY 2027
(All figures in thousands of dollars)**


SOURCE OF FUNDING UNIDENTIFIED PROJECT IDENTIFICATION	Page#	TOTAL REQUESTED FUNDING (UNFUNDED)	APPLY FOR GRANT
<i>Only unfunded portion for partially funded projects:</i>			
Complete Street - Airport Rd Improvements	368	689	
Ponce de Leon Park Improvements	369	2,500	
Harborwalk - ADA US 41 SB Bridge Ramp	370	367	Yes
Harborwalk - US 41 Bridge Approach Lighting	371	380	
Freeman House Preservation	372	500	Yes
Henry St Property Improvements	374	1,160	
Bayfront Activity Center	377	165	
Public Safety Building Expansion	378	1,168	
Historic District Infrastructure	379	1,320	Yes
Complete Street - Shreve Street	380	90	
Complete St - Cooper Street Improvements	381	3,977	Yes
Traffic Signal - Burnt Store Rd and Home Depot	383	1,100	
Complete Street - US 41 - Airport to Carmalita	384	519	
Channel and Basin Dredging at Boat Club Area	395	200	Yes
<i>Fully unfunded projects:</i>			
Living Shoreline Tiki Pt Harborwalk	402	1,389	Yes
Laishley Pier	403	1,000	
Sidewalk Connections W Marion: Bal Harbor to Shreve Street	404	1,500	
Sidewalk Improvement Phase I	405	432	
Unimproved Alleyway	406	750	
Baynard/Vasco Sidewalk Improvements	407	400	
Harborwalk East - Phase II	408	1,500	
Bicycle Capital Improvement Program	409	1,200	
Harborwalk - US 41 NB Bridge Underpass Improvements	410	200	
Virginia Ave Complete St Improvements - Harvey St. to US 41	411	800	
Maud Street Angled Parking	412	275	
Royal Poinciana Improvements Complete St	413	2,500	
Tropicana & Marion Sidewalk Enhancement	414	300	
Historic District Street Lights	415	550	
Gilchrist Park - Harborwalk Improvements (Seating and Shade)	416	350	
Historic District Interpretation Markers	417	500	
Harborwalk - Laishley Park Marriage Point	418	750	
Veteran's Park Shade Structure(s)	419	350	
Trabue Park Improvements	420	1,250	
South Punta Gorda Park (Firestation II)	421	1,000	
Harborwalk West - Area 3	422	1,800	
PROJECT CATEGORY - UNFUNDED TOTAL		32,931	

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Living Shoreline - Tiki Point at Harborwalk	
Project Code:	CPCLAD	
Account #:	001-1500-513-3409	
Description/Justification:	<p>This is a multi-year project consisting of planning, design, engineering, and construct of a living shoreline along a segment of the City’s Harborwalk.</p> <p>FY 2022: Grant application and Cost - 8,458</p> <p>FY 2023: Kick-off meeting, Secure Engineering Contractor, Partner/Stakeholder Design meetings, Pre-Construction Monitoring, Design/Engineering - \$54,000</p> <p>FY 2023-2024: Partner/Stakeholder Design meetings, Pre-Construction Monitoring, Design/Engineering, Permitting, Community Engagement - \$320,000</p> <p>FY 2024 –2025: Pre-Construction Monitoring, Permitting, Community Engagement \$400,000</p> <p>Construction and Post Construction Monitoring - \$539,529</p> <p>FY 2025-2026: Community Engagement and Post Construction Monitoring - \$75,000</p> <p>Funding Sources: \$678,729 – FL Resiliency Grant Pending Acceptance <u>\$709,800</u> – CHNEP Work Program: EPA Grant pending \$1,388,529 acceptance</p> <p>*The City is currently applying for Federal Grant assistance to cover the remaining project cost balance; however if unsuccessful, the City would be responsible for the additional funds.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Apply best management practices and systems in infrastructure maintenance and Establish a long-range plan that ensures infrastructure is in place to meet projected growth demands	
Community Impact:	The project will help mitigate flooding risks, buffer the effects of storms, reduce further erosion and reflection/deflection from existing seawalls and improve the resilience of the 423-acre area.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$782,458	\$8,458	\$54,000	\$320,000	\$400,000	\$0	\$0
Construction	\$614,529	\$0	\$0	\$0	\$539,529	\$75,000	\$0
Total	\$1,396,987	\$8,458	\$54,000	\$320,000	\$939,529	\$75,000	\$0
Funding Sources							
Local-OF	\$8,458	\$8,458	\$0	\$0	\$0	\$0	\$0
State-G	TBD	\$0	TBD	TBD	TBD	TBD	TBD
Federal-G	TBD	\$0	TBD	TBD	TBD	TBD	TBD
Impacts on Operations (negative entry indicates operating reduction)							
TBD							

Dept/Div:	Public Works	
Contact:	Bryan Clemons	
Project Title:	Laishley Fishing Pier and Seawall	
Project Code:	TBD	
Account #:	TBD	
Description/Justification:	<p>The Laishley Fishing pier is in need of repairs due to deterioration as a result of saltwater corrosion to the steel within the concrete. This may include replacement of slabs, bent caps, pilings and railing, etc.</p> <ol style="list-style-type: none"> 1. Fishing Pier deficiencies: <ol style="list-style-type: none"> A. Concrete cracking and spalling of deck slabs B. Exposure and failure of tension cables within the concrete C. Deflection in concrete deck slab D. Cracking of pilings <p>There is also subsidence of the gravel area and under the sidewalk around the seawall and storage building near the entrance to the Laishley Fishing Pier. The sidewalk has been foam jacked twice.</p> <ol style="list-style-type: none"> 1. Subsidence behind the seawall: <ol style="list-style-type: none"> E. Concrete slab/walkway subsidence F. Cracking of slab in marina storage building at the pier G. Subsidence behind the seawall to the west of the storage building H. Deterioration of walkway from marina storage building to fishing pier <p>These are necessary repairs and replacements for the City's infrastructure sustainability of the Laishley Fishing Pier. The City is currently requesting an engineering study to identify the issues and suggest repair options.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City's infrastructure to ensure a safe pier for fishing and sightseeing.	
Community Impact:	Quality of life and safety	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$200,000						
Construction	\$800,000						
Equipment							
Total	\$1,000,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Sidewalk Connections W Marion: Bal Harbor to Shreve	
Project Code:	TBD	
Account #:	TBD	
Description/ Justification:	<p>This is a 2-3-year project.</p> <p>Design preliminary concept plan for sidewalk replacements and intersection treatments along the south side of W Marion Ave, from Bal Harbor to W Henry St, and W Henry to Shreve St, followed by design engineering, permitting, and land/easement acquisition(s) and construction.</p> <p>Planning Estimates – Total \$1,500,000: Design & Permitting - \$350,000, Land/Easements- \$150,000, Construction - \$800,000, Contingency - \$200,000</p> <p>Funding: \$1,500,000 UNFUNDED</p> <p>This implements the City's Transportation Element of the 2040 Comprehensive Plan providing a level of service for all users by enhancing pedestrian safety and connectivity.</p>	
Priority:	Infrastructure Sustainability, Quality of Life	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Support and promote a pedestrian and bicycle friendly community through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.	
Community Impact:	This project will create better and safer connections for residents between the Punta Gorda Isles neighborhood and the Historic District within Fishermen’s Village area.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$350,000						
Land	\$150,000						
Construction	\$1,000,000						
Equipment	\$0						
Total	\$1,500,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance & utilities \$1,500 annually							

Dept/Div:	Public Works	
Contact:	Bryan Clemons	
Project Title:	Sidewalk Improvement Phase I	
Project Code:	TBD	
Account #:	TBD	
Description/ Justification:	Continue construction of various sidewalks located throughout the City (new and repair) existing as needed on a priority basis.	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance. Establish a five-year capital improvements program that ensures infrastructure is in place.	
Community Impact:	Quality of life and Safety – Provide safe access for pedestrians and school children along heavily used routes, in conjunction with state policies and the City’s Comprehensive Plan.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction	\$431,926						
Equipment							
Total	\$431,926						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Public Works	
Contact:	Bryan Clemons	
Project Title:	Unimproved Alleyway	
Project Code:	TBD	
Account #:	TBD	
Description/ Justification:	<p>Make necessary improvements to alleyways as needed due to growth and development along unimproved alleyways.</p> <p>Requested \$150,000 per year - UNFUNDED</p> <p>Necessary repairs to provide safe access and drainage to homes.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.	
Community Impact:	Quality of life and Safety	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$150,000						
Land							
Construction	\$600,000						
Equipment							
Total	\$750,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager / Urban Design	
Contact:	Joan LeBeau	
Project Title:	Baynard/Vasco Sidewalk Improvements	
Project Code:	BAYVAS	
Account #:	TBD	
Description/ Justification:	<p>This 2-year project will connect missing sidewalk sections to provide safe connections from the residential community to the commercial section giving access to a variety of destination points and a safe route to commercial, retail, and other areas.</p> <p>Design and construct the missing sidewalk connection at Shreve St from Pompano Road to Vasco St and along Baynard from Vasco to Aqui Esta.</p> <p>Planning Estimates – Total \$400,000: Design & Permitting - \$75,000 Construction - \$300,000 Contingency - \$25,000 \$400,000 UNFUNDED</p>	
Priority:	Infrastructure Sustainability	
Goal:	Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods through collaboration with applicable granting agencies and City investment in pathways by June 2022.	
Community Impact:	This project will provide a safe pedestrian route to commercial, retail, and other areas for all users.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$75,000						
Land							
Construction	\$325,000						
Equipment							
Total	\$400,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Mowing, maint, and electric \$1,000 per year							

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Harborwalk East - Phase II	
Project Code:	TBD	
Account #:	TBD	
Description/Justification:	<p>Design and Engineering: includes environmental permitting along the Harborwalk gap from Adrienne Avenue to Cooper Street to include landscape, decorative lighting, and wayfinding signage; approximately 700 feet. Then construct.</p> <p>Cost estimated pending design and schedule of values – Total \$1,500,000: Design & Permitting - \$400,000 Construction - \$1,000,000 Permit/Contingency - \$100,000</p> <p>Note: City is looking for environmental grants to supplement funding.</p> <p>Completing a critical link between the existing Harborwalk and the proposed Cooper Street pathway will provide access to various destination points and a safe route to commercial, medical, retail, historical, and downtown areas of Punta Gorda. Completion will contribute to the City's urban mobility, creating a strong, viable community.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Complete an 18-mile pedestrian/bicycle pathway connecting neighborhoods through collaboration with applicable granting agencies and City investment in pathways by June 2022.	
Community Impact:	Expands existing park features and provides a safe route to areas of Punta Gorda for residents and tourists.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$400,000						
Land							
Construction	\$1,100,000						
Equipment							
Total	\$1,500,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maint, electric, irrigation \$5,000 annually							

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Bicycle Capital Improvement Program	
Project Code:	TBD	
Account #:	TBD	
Description/ Justification:	<p>The proposed program is a two-year project that is broken into segments.</p> <p>Project study to review the 2019 Transportation Study, 2019 Plan Punta Gorda - Citywide Master Plan, and 2020 Park and Recreation Master Plan to prepare an implementation plan for the City's Vision of creating a well-connected network of bicycle infrastructure.</p> <p>Improvements may include, but not be limited to, signage, sharrows, pavement markings, and bicycle facilities.</p> <p>The project implements the City of Punta Gorda and the Florida Department of Transportation Complete Streets policies. It also details items identified in the Transportation Element of the City's 2040 Comprehensive Plan and Plan Punta Gorda 2019 Citywide Master Plan. It creates a primary bicycle network that links larger City neighborhoods and commercial nodes together to spur private in key growth areas.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Establish a five-year capital improvements program ensuring infrastructure is in place to meet projected growth demands and update the plan annually.	
Community Impact:	Supports and promotes a pedestrian and bicycle-friendly community by implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$200,000						
Land							
Construction	\$1,000,000						
Equipment							
Total	\$1,200,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance \$3,000 annually							

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Harborwalk - US 41 NB Bridge Underpass Improvements	
Project Code:	TBD	
Account #:	TBD	
Description/ Justification:	<p>This is a two year project.</p> <p>Design and construction of improvements to Harborwalk underpass at US 41NB (Tamiami Trail) bridge, including lighting.</p> <p>Planning Estimates – Total \$200,000: Design - \$30,000, Construction - \$150,000, Permit - \$5,000, Engineering \$5,000, Contingency - \$10,000.</p> <p>Funding: \$30,000 UNFUNDED; \$170,000 Grant UNFUNDED.</p> <p>This path widening project will increase the level of service at this existing pinch point in the Harborwalk portion of the Punta Gorda Pathways. In addition, this project will improve site lighting to enhance security and safety of the path.</p>	
Priority:	Infrastructure Sustainability, Quality of Life	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Support and promote a pedestrian and bicycle friendly community through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.	
Community Impact:	Improve safety for residents and tourists using the path. Add lighting for security purposes enhancing safety for all users.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$30,000						
Land	\$0						
Construction	\$170,000						
Equipment	\$0						
Total	\$200,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Mowing, maint, electric \$1,000 annually							

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Complete Street - Virginia Avenue Improvements – Harvey St to US 41	
Project Code:	VIRCOM	
Account #:	TBD	
Description/Justification:	<p>Design and construct Street improvements on Virginia Avenue from Harvey Street to US 41, improving existing sidewalks filling in gaps, increasing width throughout downtown, providing decorative crosswalks, parking, lighting, and trees. The project will take two years and will be an internal continuation of the Punta Gorda Pathway project.</p> <p>Planning Estimates – Total \$800,000: Design & Survey \$150,000, Construction - \$550,000, Permit - \$8,000, Engineering Services \$5,000, Contingency - \$87,000 Funding: \$800,000 UNFUNDED</p>	
Priority:	Infrastructure Sustainability	
Goal:	Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods through collaboration with applicable granting agencies and City investment in pathways by June 2022. Maintain and enhance the City’s infrastructure to ensure efficient and effective service.	
Community Impact:	This section safely connects the residential community to commercial sections by providing safe access to various destination points, commercial and retail businesses.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$150,000						
Land	\$0						
Construction	\$650,000						
Equipment	\$0						
Total	\$800,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance & electric \$5,000 annually							

Dept/Div:	City Manager/Urban Design/Public Works	
Contact:	Joan LeBeau/Bryan Clemons	
Project Title:	Maud Street Angled Parking	
Project Code:	TBD	
Account #:	TBD	
Description/Justification:	<p>Maud Street, adjacent to the Visual Arts Center (VAC) and across from Fishermen's Village, offers an opportunity to provide additional parking in a concentrated business area. The project requires engineering and planning for final numbers; however, preliminary conservative observations indicate the potential for 35 or more angled brick paver parking spaces along Maud Street. This will alleviate parking congestion and promote parking safety. Continuing the City's theme of paved parking spaces is suggested. Engineered drawings and detailed cost estimates are needed; however, after a brief consultation with Urban Design, a preliminary cost estimate of \$275,000 is provided for 35 angled spaces. The VAC sits on City of Punta Gorda public land, is landlocked, and needs additional parking for customer safety and convenience. In addition to the current need for additional parking, anticipated VAC expansion to accommodate citizen and visitor demand for classes and free and open to the public exhibits will create the need for additional parking. The parking spaces are in a concentrated business and retail area in need of more parking and will relieve congestion and accommodate multiple businesses within the area, promoting economic development.</p>	
Priority:	Infrastructure Sustainability	
Goal:	To expand parking opportunities and sidewalks for customers and business patrons in the Visual Arts Center / Fishermen's Village market area along Maud St.	
Community Impact:	Increase the level of service and promote economic development within the Visual Arts Center / Fishermen's Village market area along Maud St to provide additional and safe vehicular parking for all residents and businesses.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$15,000						
Land	\$0						
Construction	\$260,000						
Equipment	\$0						
Total	\$275,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance, irrigation \$1,500 annually							

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Royal Poinciana Improvements Complete Street	
Project Code:	TBD	
Account #:	TBD	
Description/ Justification:	<p>Preliminary Concept Design Completed.</p> <p>Design and construct Complete Street Concept for Royal Poinciana between US41 S and Burnt Store Road, to include pavers and landscaping, bicycle facilities, ADA improvements, high visibility crosswalks, and decorative finish intersections where appropriate.</p> <p>Cost Estimated pending design and schedule of value – Total \$2,500,000: Design & Permitting - \$250,000 Construction - \$ 2,000,000 Contingency - \$250,000</p> <p>A continuation of the Punta Gorda Pathways, this "leg" of the project would be a connection from South Punta Gorda US 41 Multi-Use Recreational Trail (MURT) to SunTrail Network.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Complete the 18-mile pedestrian/bicycle pathway connecting all neighborhoods by collaborating with applicable granting agencies and City investment pathways by June 2022.	
Community Impact:	Maintains and enhances the City's infrastructure, ensuring a safe, efficient, and effective pedestrian and bicycle pathway network for all users.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$250,000						
Land	\$0						
Construction	\$2,250,000						
Equipment	\$0						
Total	\$2,500,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maint, electric, irrigation \$5,000 annually							

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Tropicana and Marion Sidewalk Enhancement	
Project Code:	TBD	
Account #:	TBD	
Description/ Justification:	<p>Design preliminary concept plan for a sidewalk extension from Marion Ave to Hibiscus and enhance the appearance of the City owned lift station property.</p> <p>Preliminary estimate – Total \$300,000: Design and Permitting \$50,000 Construction \$200,000 Contingency/Permitting \$50,000</p> <p>Funding: \$300,000 UNFUNDED</p> <p>Implement the City's Transportation Element of the 2040 Comprehensive Plan to provide a level of service for all users by enhancing pedestrian safety and connectivity.</p>	
Priority:	Infrastructure Sustainability, Quality of Life	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Support and promote a pedestrian/bicycle friendly community through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.	
Community Impact:	This project will create better and safer connections for residents.	



Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$50,000						
Land	\$0						
Construction	\$250,000						
Equipment	\$0						
Total	\$300,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance & utilities \$2,500 annually							

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Historic District Street Lights	
Project Code:	TBD	
Account #:	TBD	
Description/Justification:	<p>This 2-year project consists of an engineering study to identify the missing decorative lighting connections in the Historic District, followed by engineering and construction documents and installation.</p> <p>Engineering Study - \$50,000 Design & Permitting - \$125,000 Construction - \$300,000 <u>Contingency/Permit - \$75,000</u> Total Anticipated Cost \$550,000</p> <p>Funding: \$550,000 UNFUNDED</p> <p>To enhance the safety, security, and aesthetic appeal of the Historic District. This project will also maintain the character of Historic Punta Gorda in keeping with the branding activities of the City.</p>	
Priority:	Infrastructure Sustainability, Quality of Life	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Support and promote a pedestrian/bicycle friendly community through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.	
Community Impact:	Provide consistent aesthetic streetscape character throughout the historic downtown while enhancing safety for all residents and tourists.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$250,000						
Land	\$0						
Construction	\$300,000						
Equipment	\$0						
Total	\$550,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance, electric \$1,500 annually							

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Gilchrist Park - Harborwalk Improvements (Seating and Shade)	
Project Code:	TBD	
Account #:	TBD	
Description/Justification:	<p>The project consists of conceptual design and engineering plans – available options may include but are not limited to a pergola, shelter, shade structure, benches, seating wall, covered swing/bench, and landscaping/shade trees. Manufacturing and installation costs are estimated only pending design and schedule of value.</p> <p>Design & Permitting - \$60,000 Construction - \$250,000 <u>Contingency - \$40,000</u> Total Anticipated Cost \$350,000</p> <p>Funding: \$350,000 UNFUNDED</p> <p>To enhance the usability and aesthetic appeal of Gilchrist Park and Harborwalk by providing additional comfort via additional seating and shade options.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.	
Community Impact:	Enhance the usability of Harborwalk for key events and pedestrians by providing additional comfort to all participants via shade and seating.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$60,000						
Land	\$0						
Construction	\$290,000						
Equipment	\$0						
Total	\$350,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance \$1,000 annually							

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Historic District Interpretation Markers	
Project Code:	TBD	
Account #:	TBD	
Description/ Justification:	<p>A 2-year project will identify the historical point(s) of interest and historical significance throughout the City's Historic District.</p> <p>Design and develop a historic interpretative marker (signage/wayfinding) plan that identifies the historical point of interest to create a unified message for Historic Punta Gorda while recognizing the unique aspects of the historic areas.</p> <p>Manufacture and installation of markers. Construction: (cost estimated only pending design and schedule of value) Design & Permitting - \$125,000 Construction - \$300,000 <u>Contingency/Permit - \$75,000</u> Total Anticipated Cost \$500,000</p> <p>Funding: \$500,000 UNFUNDED</p> <p>To preserve and enhance the City's small town charm by celebrating the unique history of our community in alignment with the City's Harborside Hometown brand.</p>	
Priority:	Quality of Life	
Goal:	Support, promote and maintain the City's historic character.	
Community Impact:	Preserve an important asset that celebrates part of Punta Gorda's unique history, providing educational features throughout downtown Historic Punta Gorda.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$125,000						
Land	\$0						
Construction	\$375,000						
Equipment	\$0						
Total	\$500,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance \$1,500 annually							

Dept/Div:	City Manager/Urban Design	 
Contact:	Joan LeBeau	
Project Title:	Harborwalk – Lashley Park Marriage Point	
Project Code:	TBD	
Account #:	TBD	
Description/Justification:	<p>This is a 1 to 2-year project.</p> <p>Design and Construct hardscape and landscape improvements including installation of new gazebo at Marriage Point in Lashley Park to address ADA issues outlined in the City's ADA Transition Plan.</p> <p>Construction (cost estimated only pending design and schedule of value): Design & Permitting - \$150,000 Construction - \$550,000 <u>Contingency/Permit - \$50,000</u> Total Anticipated Cost \$750,000</p> <p>Funding: \$750,000 UNFUNDED</p> <p>Marriage Point has not received any improvements in over 18 years and is in need of an update and improvements.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.	
Community Impact:	Increase and enhance the use of the area for residents and tourists alike. In addition provides improved accessibility for all users.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$200,000						
Land	\$0						
Construction	\$550,000						
Equipment	\$0						
Total	\$750,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance, electric \$3,000 annually							

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Veterans Park Shade Structure(s)	
Project Code:	TBD	
Account #:	TBD	
Description/ Justification:	Design, engineer, manufacture, and install shade structure(s) in Veterans Park open area by the gazebo. Planning Estimate \$350,000. Funding: \$350,000 UNFUNDED	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.	
Community Impact:	Enhance the usability of Veterans Park for key events by providing additional comfort to participants via shade.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$50,000						
Land	\$0						
Construction	\$300,000						
Equipment	\$0						
Total	\$350,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Annual Maintenance							

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Trabue Park Improvements	
Project Code:	TBD	
Account #:	TBD	
Description/ Justification:	<p>This is a 2-year project.</p> <p>Development of conceptual design to best utilize the park property. Design Engineering & Permitting (includes design commission for public art or architectural gateway feature). Construct.</p> <p>Cost estimated only pending design and schedule of value. Design & Permitting - \$250,000, Construction - \$ 900,000, <u>Contingency - \$100,000</u> Total Anticipated Cost \$1,250,000.</p> <p>Funding: \$1,250,000 UNFUNDED</p> <p>Implementation of the City's Recreation & Open Space Element of the Comprehensive Plan to provide a recreational level of service for all users. Create a gateway feature at the eastern entry of the City, enhancing the appearance of the Medical District.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.	
Community Impact:	Enhances the City residents’ quality of life by providing an additional park thereby increasing and improving the level of service.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$250,000						
Land	\$0						
Construction	\$1,000,000						
Equipment	\$0						
Total	\$1,250,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Utilities and maintenance \$10,000 annually							

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	South Punta Gorda Park (Old Firestation II)	
Project Code:	TBD	
Account #:	TBD	
Description/ Justification:	<p>This Park project is a 3-year project.</p> <p>Design preliminary concept plan for a park with amenities on a City-owned property located in South Punta Gorda adjacent to Fire Station II, Acline Rd.</p> <p>Design, Engineering & Permitting, and Construction (cost estimated pending design and schedule of value) Design - \$225,000* Construction - \$ 675,000 <u>Contingency / Permit - \$100,000</u> Total Anticipated Cost \$1,000,000</p> <p>Funding: \$1,000,000 UNFUNDED</p> <p>*City Engineer could do engineering.</p> <p>Implementation of the City's Recreation & Open Space Element of the Comprehensive Plan to provide a recreational level of service for the South Punta Gorda Neighborhoods. Enhance the level of service of park facilities in compliance with the standards adopted in the City's Recreation and Open Space Element of the 2040 Comprehensive Plan.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.	
Community Impact:	The development of a park in this area will increase the level of service to accommodate population growth and maintain a level of service for the delivery of recreation and open space.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$225,000						
Construction	\$775,000						
Equipment	\$0						
Total	\$1,000,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Maint., utilities, irrigation, mowing \$5,000 annually							

Dept/Div:	City Manager/Urban Design	
Contact:	Joan LeBeau	
Project Title:	Harborwalk West - Area 3	
Project Code:	HWALK3	
Account #:	TBD	
Description/Justification:	<p>Design Harborwalk West along Retta to Linear Park to include 2-foot bridges, decorative lighting, landscaping, and on-street parking. Public Works completed a small portion of the lighting in FY 2021.</p> <p>Planning Estimates Only: Design & Permitting - \$300,000 Contingency - \$250,000 <u>Construction - \$1,250,000</u> Total Anticipated Cost \$1,800,000.</p> <p>Funding: \$1,800,000 UNFUNDED</p> <p>A critical link in Punta Gorda Pathways, Harborwalk runs along the waterfront and extends from Cooper Street to Fisherman's Village. A necessary project to provide access to various destination points and a safe route to commercial, retail, historical, and downtown areas.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Completing the 18-mile pedestrian/bicycle pathway will connect neighborhoods through collaboration with applicable granting agencies and City investment by June 2022. Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal.	
Community Impact:	Completing the Pathways will contribute to the City's urban mobility and help create a strong, viable community.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$300,000						
Construction	\$1,500,000						
Equipment	\$0						
Total	\$1,800,000						
Funding Sources							
UNFUNDED	TBD						
Impacts on Operations (negative entry indicates operating reduction)							
Mowing, maint, electric, irrigation \$11,000 / yr.							

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 2020 through Budget FY 2023

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Revenue:					
Charges for Service - Water	\$ 11,122,248	\$ 11,268,159	\$ 11,244,890	\$ 12,137,130	\$ 12,126,960
Charges for Service - Sewer	7,769,276	8,080,041	8,347,680	8,446,620	8,795,635
Charges for Service - Other	238,597	383,140	384,650	343,405	276,680
Intergovernmental Revenue	22,983	2,871	0	0	0
Other Fees	2,150	3,350	1,400	3,650	1,400
Miscellaneous Revenues	473,356	116,705	71,240	218,970	132,295
Transfer from Water System Impacts	0	592,500	499,800	499,800	499,800
Transfer from Sewer System Impacts	350,000	350,000	0	0	0
Transfer from Utilities Construction	5,000,000 ¹	0	0	0	0
	<u>24,978,610</u>	<u>20,796,766</u>	<u>20,549,660</u>	<u>21,649,575</u>	<u>21,832,770</u>
Projected Carryover-Beginning	5,805,463	13,619,361	8,284,281	9,109,023	8,646,200
Prior Year Encumbrances	158,685	368,340	0	140,072	0
Prior Year Re-Appropriation	35,360	73,815	0	58,450	0
Total Utilities O M & R Revenues	<u>\$ 30,978,118</u>	<u>\$ 34,858,282</u>	<u>\$ 28,833,941</u>	<u>\$ 30,957,120</u>	<u>\$ 30,478,970</u>
Expenses:					
Utilities Administration	\$ 1,072,403	\$ 1,108,176	\$ 1,268,010	\$ 1,199,015	\$ 1,204,640
Billings and Collections - Admin	622,160	669,084	641,220	654,105	707,845
Water Treatment	3,464,952	3,409,791	3,856,995	3,937,610	4,387,465
Water Distribution	2,015,264	1,918,515	2,144,425	2,067,050	2,184,955
Wastewater Collection	2,052,523	1,989,088	2,108,210	2,110,110	2,932,100
Wastewater Treatment	2,781,894	3,142,723	3,579,025	3,716,430	3,823,240
Wastewater Fleet/Equip Maint	172,492	174,210	196,580	195,895	196,225
Other NonDepartmental	489,914	806,150	811,110	811,110	1,242,210
Subtotal Operations	<u>12,671,602</u>	<u>13,217,737</u>	<u>14,605,575</u>	<u>14,691,325</u>	<u>16,678,680</u>
Transfer to State Revolving Debt Fund	425,000	1,010,000	1,499,595	999,595	2,499,595
Transfer to Utilities Construction - Capital	2,320,000	11,323,000	6,620,000	6,620,000	2,805,000
Contribution to Interconnect	1,500,000	0	0	0	0
Subtotal Operations, Debt & Transfers	<u>16,916,602</u>	<u>25,550,737</u>	<u>22,725,170</u>	<u>22,310,920</u>	<u>21,983,275</u>
Projected Carryover-End	<u>14,061,516</u>	<u>9,307,545</u>	<u>6,108,771</u>	<u>8,646,200</u>	<u>8,495,695</u>
Total Utilities O M & R Expenses	<u>\$ 30,978,118</u>	<u>\$ 34,858,282</u>	<u>\$ 28,833,941</u>	<u>\$ 30,957,120</u>	<u>\$ 30,478,970</u>

¹ \$5 million temporary intrafund transfer between Utilities O M & R Fund and Utilities Construction Fund (FY 2019 to FY 2020); all utility funds are consolidated for annual financial reporting.

The Actual FY 2020 and Actual FY 2021 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

City of Punta Gorda, FI
Utilities O. M. R. Fund
Proforma Schedule of Revenues and Expenses
FY 2020 through FY 2027

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues:					3.75%	3.75%	3.75%	3.75%	3.75%
Total Water Billings	\$ 11,122,248	\$ 11,268,159	\$ 11,244,890	\$ 12,137,130	\$ 11,688,635	\$ 11,747,080	\$ 11,805,815	\$ 11,864,845	\$ 11,924,170
Rate Increase (Cumulative)	0	0	0	0	438,325	895,280	1,371,570	1,867,935	2,385,140
Total Sewer Billings	7,769,276	8,080,041	8,347,680	8,446,620	8,477,720	8,520,110	8,562,710	8,605,525	8,648,550
Rate Increase (Cumulative)	0	0	0	0	317,915	649,340	994,790	1,354,800	1,729,925
Other Charges for Services	238,597	383,140	384,650	343,405	276,680	276,680	276,680	276,680	276,680
License & Permit Revenue	2,150	3,350	1,400	3,650	1,400	1,400	1,400	1,400	1,400
Miscellaneous Revenues	5,473,356	116,705	71,240	218,970	132,295	118,385	94,505	84,660	69,850
Intergovernmental Revenue	22,983	2,871	0	0	0	0	0	0	0
Transfer from Water & Sewer Impact Fees	350,000	942,500	499,800	499,800	499,800	499,800	1,061,050	1,622,550	1,622,550
Annual Assessments - Septic to Sewer Area 1	0	0	0	0	0	0	0	0	350,000
Total Utilities OM&R Revenues	24,978,610	20,796,766	20,549,660	21,649,575	21,832,770	22,708,075	24,168,520	25,678,395	27,008,265
Expenses:									
Personnel Expenses	5,996,080	5,954,347	6,652,600	6,279,835	7,404,870	7,731,155	8,072,910	8,430,910	8,805,985
Operating Expenses	3,614,713	3,963,333	4,487,390	4,860,045	5,307,965	5,385,825	5,555,320	5,730,340	5,911,065
Administrative & Computer Overhead	2,578,205	2,572,310	2,715,585	2,737,140	2,958,060	3,046,800	3,138,205	3,232,350	3,329,325
Capital	482,604	727,747	700,000	789,305	957,785	465,215	700,000	700,000	700,000
Contingency	0	0	50,000	25,000	50,000	50,000	50,000	50,000	50,000
Subtotal Operations	12,671,602	13,217,737	14,605,575	14,691,325	16,678,680	16,678,995	17,516,435	18,143,600	18,796,375
Renewal & Replacement of Infrastructure	0	0	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	2,320,000	11,323,000	5,500,000	5,500,000	1,685,000	6,370,000	850,000	2,485,000	800,000
Existing Debt Service	200,000	200,000	0	0	0	0	0	0	0
Existing Debt Service - RO SRF Loan	0	1,185,000	999,595	999,595	999,595	999,595	999,595	999,595	999,595
Transfer to SRF Fund - reserve incr (decr)	225,000	(375,000)	500,000	0	1,500,000	1,500,000	1,460,400	0	0
Est. new debt service WWTP	0	0	0	0	0	0	2,230,000	4,460,400	4,460,400
Est. new debt service - WTP Filtration rehab	0	0	0	0	0	0	778,000	1,556,000	1,556,000
Contribution to Pipeline Project	1,500,000	0	0	0	0	0	0	0	0
Total Utilities Expenses	16,916,602	25,550,737	22,725,170	22,310,920	21,983,275	26,668,590	24,954,430	28,764,595	27,732,370
Revenues in excess (short) of Expenses	8,062,008	(4,753,971)	(2,175,510)	(661,345)	(150,505)	(3,960,515)	(785,910)	(3,086,200)	(724,105)
Operating Reserves - Beg	5,999,508	14,061,516	8,284,281	9,307,545	8,646,200	8,495,695	4,535,180	3,749,270	663,070
Operating Reserves - End	<u>\$ 14,061,516</u>	<u>9,307,545</u>	<u>\$ 6,108,771</u>	<u>\$ 8,646,200</u>	<u>\$ 8,495,695</u>	<u>\$ 4,535,180</u>	<u>\$ 3,749,270</u>	<u>\$ 663,070</u>	<u>\$ (61,035)</u>

Assumptions:

Revenue:

- FY 2023-2027 3.75% rate increase each year
- FY 2023-2027 Est. 0.5% growth
- FY 2023-2027 Interest income based on average balance with 1% interest rate
- FY 2023-2027 Water Impact Fee Fund transfer for partial debt service on RO project
- FY 2025-2027 Wastewater Impact Fee Fund transfer for partial debt service on WWTP
- FY 2027 Estimated annual assessments (20 yrs) for Septic to Sewer Area 1

Operations Includes:

Personnel Expense:

- FY 2023 - Add (1) Customer Service Representative in Billing & Collections and add (2) Utilities Maintenance Workers in Wastewater Collections
 - 4% merit incr, defined benefit pension based on all members with citywide total same as FY 2022, defined contrib pension 10% of pensionable wages,
 - health insur est 6% incr, & WC insur est 10% incr.
 - Estimated amount for pending results of pay and classification study have been budgeted in non-departmental (\$473 thousand)
- FY 2024-2027 - 4% merit incr, pension est 5% incr, health insur est. 6% incr & workers comp insur est 10% incr

Operating Expense:

- FY 2023- Per Departmental Request; Computer Overhead 3% per schedule; Administrative Charges 3% per schedule; Fire/General Liab insurance 5% est incr
- FY 2024-2027 - 3% est increase; except Fire/General Liab Insur 5% est incr

Capital Outlay Expense:

- FY 2023 - Per Departmental Request; FY 2023-2027 is targeted at \$700,000 average.

Renewal & Replacement of Infrastructure:

- FY 2023-2027 - 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 2023-2027 Per 5 year Capital Improvement Plan

Debt Service:

Existing Debt Service:

- FY 2023-2027 - Existing Debt Service per schedule for SRF loan on RO plant

New Debt Service:

- FY 2025-2027 - Estimated schedule for WWTP expansion and WTP Filtration project
- FY 2023-2025 - Transfer of 1 year payment reserve for estimated new debt service for WWTP expansion based estimated construction progress

The Actual FY 2020 and Actual FY 2021 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

City of Punta Gorda, FL
Utilities Fund Proforma Schedule of Debt Service and Related Funding Sources
FY 2023 through FY 2027

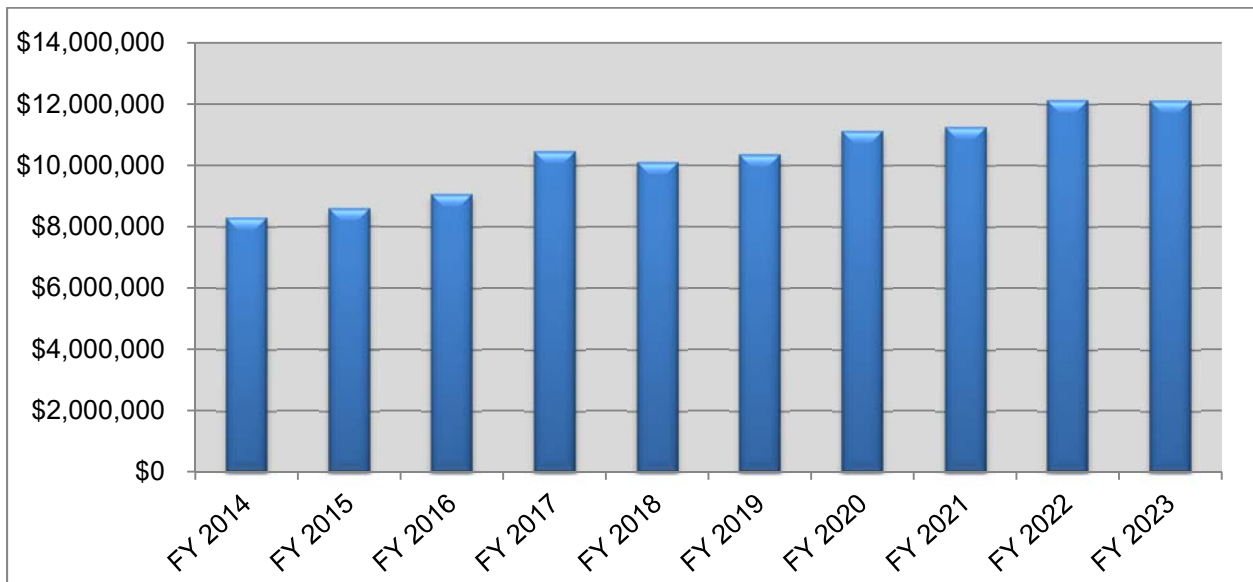
	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Funding Sources for Scheduled Debt:					
Utilities OM&R Fund	\$ 499,795	\$ 499,795	\$ 2,946,545	\$ 5,393,445	\$ 5,393,445
Water Impacts	499,800	499,800	499,800	499,800	499,800
Sewer Impacts	0	0	561,250	1,122,750	1,122,750
Total Funds Available for Debt Service	\$ 999,595	\$ 999,595	\$ 4,007,595	\$ 7,015,995	\$ 7,015,995

	FY 2022 Principal O/S	DUE FY 2023	DUE FY 2024	DUE FY 2025	DUE FY 2026	DUE FY 2027
Scheduled Debt:						
Current Outstanding Debt (Principal & Interest Payments)						
2017-Note 14/State Revolving/Maturity 05/15/40	\$ 16,034,201	\$ 999,595	\$ 999,595	\$ 999,595	\$ 999,595	\$ 999,595
FY 2022-2027 Estimated New CIP Debt (Principal including capitalized interest & Interest Payments)						
	New Principal					
WWTP Expansion, 1.02% interest, 20 yr amortization	\$ 73,192,000	0	0	2,230,000	4,460,400	4,460,400
WTP Filtration, 4% interest, 15 yr amortization	\$ 17,300,000	0	0	778,000	1,556,000	1,556,000
Total Debt Service Requirements		\$ 999,595	\$ 999,595	\$ 4,007,595	\$ 7,015,995	\$ 7,015,995

**City of Punta Gorda
Utility OM&R Fund
Water Billings-Charges for Services
402-0000-343-3100**

The user fee for water service is based on the meter size and amount of water used. The monthly rate is a combination of the monthly base facility charge per equivalent residential unit (ERU), a monthly charge by meter size, and a monthly volume charge based on all water used. Customers located outside the city limits have a 25% surcharge added to their bill. City residents pay a 10% water utility tax. The ERUs include commercial accounts. The water system monthly rates, fees, and charges are detailed in Code of Ordinances section 17-7. The details can be viewed at ci.punta-gorda.fl.us under Code of Ordinances. Based on the 2020 Utility Rate and Impact Fee Study, the rate structure remained the same to equitably recover costs based on customer class and continued promotion of conservation. Annual rate indexing of 3.75% was recommended for future years, however this was to be reviewed during each budget process. Due to the significant increase in the estimated costs affecting operations and capital improvement projects from economic factors such as inflation, material shortages, labor shortages, fuel prices, etc., the increase approved for FY 2023 is 3.75% as recommended from the study. FY 2023 estimates a 0.5% growth rate in ERUs and average consumption usage which can fluctuate each year based on seasonal residents, rainfall, economic conditions, etc.

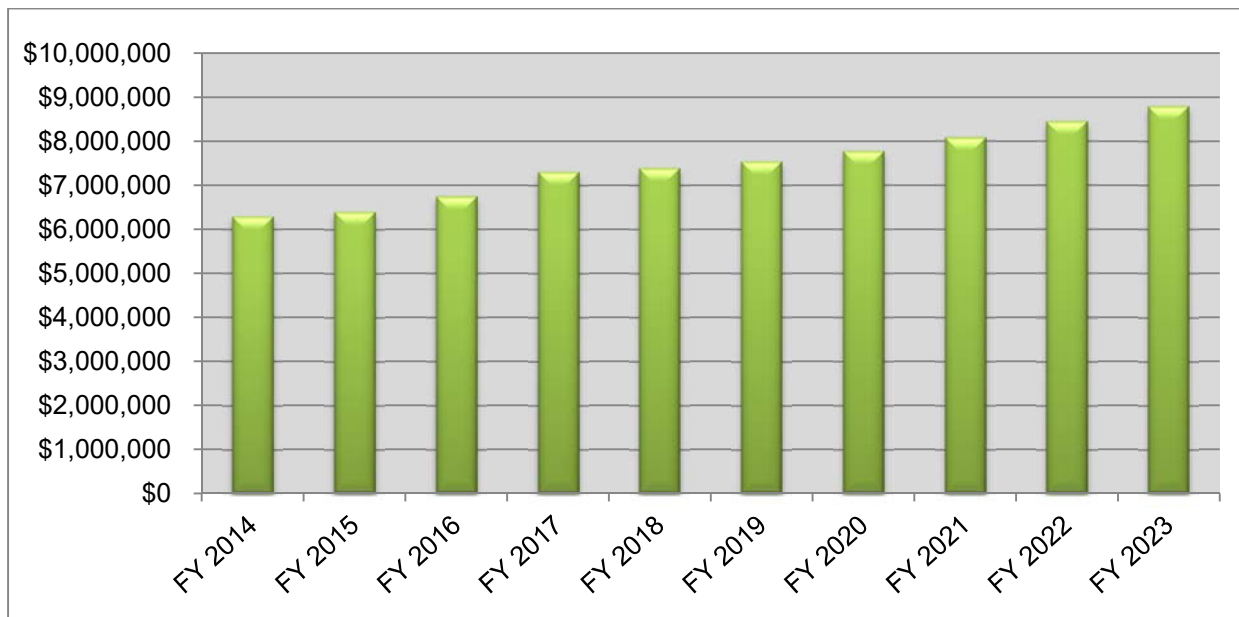
Fiscal Year	Rate Change	Revenue Amount	Percent Change	Equivalent Residential Units	Annual ERU Percent Change
FY 2014		\$ 8,305,917	0.68%	20,870	0.38%
FY 2015		\$ 8,587,022	3.38%	21,103	1.12%
FY 2016	4%	\$ 9,069,465	5.62%	21,511	1.93%
FY 2017	4%	\$10,467,321	15.41%	22,114	2.80%
FY 2018		\$10,094,997	-3.11%	22,426	1.41%
FY 2019		\$10,357,958	2.60%	22,706	1.25%
FY 2020		\$11,122,248	7.38%	23,062	1.56%
FY 2021	3.75%	\$11,268,159	1.31%	23,374	1.35%
FY 2022	2%	\$12,137,130	7.71%	23,900	2.25%
FY 2023	3.75%	\$12,126,960	-0.08%	24,020	0.50%



**City of Punta Gorda
Utility OM&R Fund
Sewer Billings- Charges for Services
402-0000-343-5100**

Wastewater system monthly rates, fees, and charges are determined by the schedule in Code of Ordinances section 17-18. The monthly charge for the city’s wastewater system includes the monthly base facility charge per equivalent residential unit (ERU) and a monthly volume charge based on the water used as determined by the city water meter per thousand gallons up to ten thousand gallons per ERU. Customers located outside the city limits pay a 25% surcharge. The details can be viewed at ci.punta-gorda.fl.us under Code of Ordinances. Based on the 2020 Utility Rate and Impact Fee Study, annual rate indexing of 3.75% was recommended for future years, however this was to be reviewed during each budget process. Due to the significant increase in the estimated costs affecting operations and capital improvement projects from economic factors such as inflation, material shortages, labor shortages, fuel prices, etc., the increase approved for FY 2023 is 3.75% as recommended from the study. FY 2023 estimates a 0.5% growth rate and a monthly volume based on average history.

Fiscal Year	Rate Change	Revenue Amount	Percent Change	Equivalent Residential Units	Annual ERU Percent Change
FY 2014		\$6,289,711	0.96%	15,694	0.88%
FY 2015		\$6,402,527	1.79%	15,904	1.34%
FY 2016	4%	\$6,743,164	5.32%	16,228	2.04%
FY 2017	4%	\$7,303,050	8.30%	16,602	2.30%
FY 2018		\$7,387,866	1.16%	16,935	2.01%
FY 2019		\$7,539,279	2.05%	17,242	1.81%
FY 2020		\$7,769,276	3.05%	17,567	1.88%
FY 2021	3.75%	\$8,080,041	4.00%	17,809	1.38%
FY 2022	2%	\$8,446,620	4.54%	17,960	0.85%
FY 2023	3.75%	\$8,795,635	4.13%	18,050	0.50%



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
UTILITIES O M & R**

REVENUES

ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
07-01 FIRE FLOW TESTING FEE	200	550	300	800	300
07-02 SEPTIC INSPECTION FEE	900	1,300	500	600	500
08-00 DEVELOPER REVIEW FEE	1,050	1,500	600	2,250	600
* PERMITS,FEES & SPEC ASSMT	<u>2,150</u>	<u>3,350</u>	<u>1,400</u>	<u>3,650</u>	<u>1,400</u>
10-01 CARES ACT GRANT	22,983	2,871	0	0	0
* INTERGOVERNMENTAL REVENUE	<u>22,983</u>	<u>2,871</u>	<u>0</u>	<u>0</u>	<u>0</u>
31-00 WATER BILLING	0	-47	0	0	0
31-36 WATER 1-5 RATE INSIDE	1,744,966	1,766,362	1,744,200	1,861,700	1,889,650
31-37 WATER 1-5 RATE OUTSIDE	741,580	777,217	759,900	823,485	822,010
31-38 FACILITY CHG/ERU WATER IN	1,970,359	2,040,418	2,125,682	2,117,500	2,252,360
31-39 FACILITY CHG/ERU WATER OUT	1,193,002	1,247,670	1,285,200	1,316,350	1,387,085
31-40 WATER 6-10 RATE INSIDE	987,035	953,835	938,400	1,072,620	1,015,660
31-41 WATER 6-10 RATE OUTSIDE	156,515	151,327	144,840	167,450	157,195
31-42 WATER 11-20 RATE INSIDE	1,137,843	1,086,038	1,044,480	1,270,000	1,138,795
31-43 WATER 11-20 RATE OUTSIDE	96,405	96,539	87,108	107,380	101,105
31-44 WATER 21-40 RATE INSIDE	517,002	516,753	474,300	640,090	550,610
31-45 WATER 21-40 RATE OUTSIDE	33,621	29,229	29,580	37,625	31,530
31-46 WATER 41-80 RATE INSIDE	124,836	154,024	123,420	178,700	157,555
31-47 WATER 41-80 RATE OUTSIDE	19,712	10,672	15,300	15,300	15,595
31-50 CUSTOMER BILLING CHG IN	517,032	536,247	559,980	559,980	592,030
31-51 CUSTOMER BILLING CHG OUT	288,670	306,894	316,200	326,475	344,200
31-62 IRRIGATION 1-10 INSIDE	181,461	187,922	181,560	196,100	193,700
31-63 IRRIGATION 1-10 OUTSIDE	12,245	13,134	11,730	16,245	14,110
31-64 IRRIGATION 11-30 INSIDE	188,438	171,816	183,600	174,395	181,390
31-65 IRRIGATION 11-30 OUTSIDE	3,380	7,590	3,570	13,080	8,185
31-68 IRRIGATION >30 INSIDE	199,413	168,667	171,360	165,115	171,440
31-69 IRRIGATION >30 OUTSIDE	2,335	7,439	4,080	12,110	6,960
31-74 COMMERCIAL USAGE INSIDE	495,453	529,932	522,240	540,200	554,270
31-75 COMMERCIAL USAGE OUTSIDE	510,945	508,481	518,160	525,230	541,525
33-00 PENALTIES	39,494	44,863	50,000	93,070	50,000
34-00 SERVICE CHARGES	31,919	43,762	33,000	35,100	33,000
35-00 WATER SVC INSTALLATIONS	117,024	238,946	250,000	172,130	150,000
51-62 SEWER CONSUMPTION INSIDE	1,486,854	1,512,682	1,509,600	1,582,495	1,607,615
51-63 SEWER CONSUMPTION OUTSIDE	312,628	326,982	322,320	343,175	346,260
51-64 WASTEWATER PRTS INSIDE	4,608,316	4,771,840	4,975,560	4,960,350	5,201,655
51-65 WASTEWATER PRTS OUTSIDE	1,361,478	1,468,537	1,540,200	1,560,600	1,640,105
55-00 SEWER TAP FEES	18,725	14,700	15,000	7,500	10,000
91-00 LIEN INTEREST	1,896	12,811	10,000	8,000	6,000
04-00 SANITATION BILLING	25,750	25,750	25,750	25,750	26,780
20-01 FLEET CHGS - GENERAL FUND	1,268	1,398	500	715	500
20-04 FLEET CHGS - P G I CANAL	163	0	200	65	200
20-26 FLEET - UTILITY EQUIPMENT	2,164	910	0	1,075	0
20-50 FLEET - SANIT/REFUSE COLL	195	0	200	0	200
* CHARGES FOR SERVICES	<u>19,130,122</u>	<u>19,731,340</u>	<u>19,977,220</u>	<u>20,927,155</u>	<u>21,199,275</u>
10-00 INTEREST ON INVESTMENTS	87,214	29,661	25,000	85,425	85,000
00-00 RENTAL INCOME	33,222	34,218	35,240	35,240	36,295
41-00 SURPLUS FURN, FIXT, EQPT	42,528	17,081	0	17,530	0
30-02 SALE OF SOD	0	0	0	24,375	0
90-00 OTHER SCRAP OR SURPLUS	2,424	2,127	1,000	1,000	1,000
21-00 CONTRIB FROM PRIVATE SRCS	726,350	0	0	0	0
70-18 INSURANCE RECOVERY	1,010	3,787	0	7,885	0
70-25 STATE CLASS ACTION LAWSUIT	239,541	0	0	23,865	0
70-50 DEFINED CONTRIB REFUNDS	15,993	7,919	0	13,650	0
90-00 MISCELLANEOUS REVENUE	35,006	20,017	10,000	10,000	10,000
* MISCELLANEOUS REVENUE	<u>1,183,288</u>	<u>114,810</u>	<u>71,240</u>	<u>218,970</u>	<u>132,295</u>

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
UTILITIES O M & R**

REVENUES

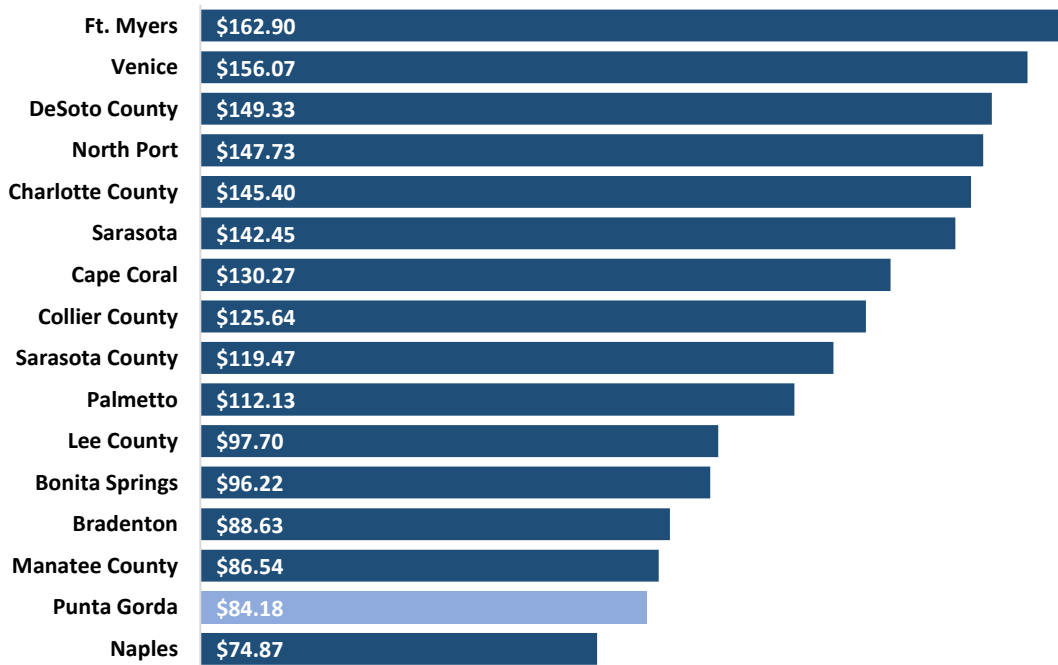
ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
31-00 UTILITIES CONSTRUCTION	44,030,287	926,951	0	0	0
35-00 WATER SYS CAPACITY ESCROW	0	592,500	499,800	499,800	499,800
36-00 SEWER SYS CAPACITY ESCROW	510,573	510,573	0	0	0
* TRANSFER FROM OTHER FUNDS	44,540,860	2,030,024	499,800	499,800	499,800
90-01 PROJ CARRYOVER-BEGINNING	0	0	8,284,281	9,109,023	8,646,200
90-02 PRIOR YEAR ENCUMBRANCES	0	0	0	140,072	0
90-05 PRIOR YR RE-APPROPRIATION	0	0	0	58,450	0
* BEGINNING RESERVES	0	0	8,284,281	9,307,545	8,646,200
	64,879,403	21,882,395	28,833,941	30,957,120	30,478,970

The Actual FY 2020 and Actual FY 2021 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

**City of Punta Gorda
Utility OM&R Fund
Rate Survey**

The City's utility rates are the 2nd lowest among the Southwest Florida utilities surveyed at the projected FY 2023 rates.

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



The City is proposing a 3.75% rate increase for FY 2023. It is anticipated that the City will continue to remain one of the lowest cost service providers in the area.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
UTILITIES OM&R FUND SUMMARY**

Operating Budget

Expenditure Category/ Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	6,266,278	5,873,550	6,652,600	6,279,835	7,404,870
Operating	10,641,298	11,987,836	7,202,975	7,597,185	8,266,025
Capital Outlay	0	0	700,000	789,305	957,785
Debt Service	91,567	739,396	0	0	0
Intergovernmental	1,500,000	0	0	0	0
Contingency	0	0	50,000	25,000	50,000
Operating Transfers	8,144,177	12,684,723	8,119,595	7,619,595	5,304,595
Projected Carryover-End	0	0	6,108,771	8,646,200	8,495,695
Total	26,643,320	31,285,505	28,833,941	30,957,120	30,478,970

The Actual FY 2020 and Actual FY 2021 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

Position Summary

DEPARTMENT	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
Utilities Administration	7	7	7	7	7
Billing & Collections	6	6	6	6	7
Water Treatment	18	18	18	18	18
Water Distribution	16	17	17	17	17
Wastewater Collection	15	15	15	15	17
Wastewater Treatment	15.75	15.75	15.75	15.75	15.75
Fleet/Equip Maint	1.5	1.5	1.5	1.5	1.5
	79.25	80.25	80.25	80.25	83.25

**UTILITIES OM&R FUND
VEHICLE & EQUIPMENT REPLACEMENT DETAIL
FY 2023 - FY 2027
(All figures in thousands of dollars)**

Capital Outlay	TOTAL PROJECT COST	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Water Treatment Plant (1621):						
Dump Trailers for Sludge	60	60	0	0	0	0
Portable Generators for Well Pumps 4-6	100	100	0	0	0	0
Communicators, meter, multiplexer, converters, and wireless AP	32	32	0	0	0	0
Replace 2009 Electric Car/Golf Cart	14	0	14	0	0	0
Replace Diesel Rider Mower	24	0	0	24	0	0
Replace 2007 Articulated Loader	110	0	0	0	110	0
Replace 2006 Batwing Mower	17	0	0	0	17	0
Replace 2012 6 x 8 Utility Trailer	2	0	0	0	2	0
Replace 2007 generator	48	0	0	0	48	0
Replace 2016 Tractor	52	0	0	0	0	52
Replace 2016 4 x 4 Pickup Truck	37	0	0	0	0	37
Replace 2019 Hydraulic scarifier	5	0	0	0	0	5
Replace 2014 lift	39	0	0	0	0	39
Replace 2018 utility vehicle	18	0	0	0	0	18
Replace 2008 Carolina Skiff and motor	36	0	0	0	0	36
Pumps, Motors & VFD's	450	50	100	100	100	100
Water Distribution (1626):						
Replace 2007 Dump Truck	110	0	110	0	0	0
Wastewater Collection (1622):						
Replace 2017 Vacuum Truck	600	600	0	0	0	0
FOG/Linko software	10	10	0	0	0	0
Replace 2008 3/4 ton Diesel utility body Pickup Truck	75	0	75	0	0	0
Replace 2004 Backhoe	70	0	0	70	0	0
Replace 150 KW 2-Axle Generator	86	0	0	0	86	0
Wastewater Treatment Plant (1625):						
Replace 2005 SUV	50	0	50	0	0	0
Wireless AP	6	6	0	0	0	0
Pumps, Motors, Mixers, Blowers, Effluent Pumps	500	100	100	100	100	100
Unspecified Equipment Needs	972	0	16	406	237	313
TOTAL		958	465	700	700	700

FY 2023 - Per Departmental request; FY 2023-2027 Average annual funding is targeted at \$700,000;
 FY 2024-2027 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 2023
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:

Completed 100% Design Contract for Wastewater Treatment Plant Expansion.
Selected Construction Manager at Risk (CMAR) for Wastewater Treatment Plant Expansion.
Negotiated with FWC for 45 year lease renewal for Wastewater Treatment facility.
Submitted applications to FDEP and FDACS for wastewater 5 year permit renewal.
Awarded contract for new wastewater plant blower.
Completed mechanical integrity test of WTP deep well.
Completed FDEP permit for WTP deep well, 5 year operating permit.
Awarded contract for new belt filter press for WTP.
Awarded contract for filter media replacement WTP.
Awarded contract for new/replacement baffle curtain for 2MG ground storage tank WTP.
Completed SWFWMD Water Use Permit modification for Minimum Flow and Level.
Awarded contract for water line improvements for Tee and Green community.
Awarded contract for Taylor Road water line upgrade.
Began Engineering Design for Henry Street 16" force main replacement.
Completed Tank coating project at Waste Water Master Pump Station.
Continued GIS mapping and data collection, awarded contract for replacement scanner.
Construction Administration of Developer constructed utility improvements.
Project reviews of 60 projects submitted for Utility Plan Approval.

BUDGET NARRATIVE:

The Utilities Capital Improvement Plan budget includes funding for:

- Construction for Wastewater Treatment Plant Expansion
- Wastewater Plant environmental mitigation for FWC
- FDEP permitting for bio-solids nutrient management
- Wastewater Booster Tank resurfacing
- Replacement pumps at wastewater Master Pumping Facility
- Well remediation WTP
- Engineering design for Water Treatment Plant Filter reconstruction and Alum tanks replacement and Solid Contact (SCU) reconstruction
- GIS mapping and data collection technology enhancements
- Computer model of flows and pressures of water distribution system

The operating expense budget provides funding for operation of the Utilities Administration Division consistent with FY 2022.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
UTILITIES ADMINISTRATION – DEPT/DIV 1620
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

Goal: Continue best management practices in financial planning

PRIORITY: INFRASTRUCTURE SUSTAINABILITY

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

Goal: Apply best management practices & systems in infrastructure maintenance

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

PRIORITY: QUALITY OF LIFE

Goal: Meet all water quality standards (primary and secondary)

MISSION AND OBJECTIVES

To provide secure, safe, and reliable public water and wastewater utility services to the City of Punta Gorda and all service area customers.

INITIATIVES AND ACTION ITEMS

Planning and implementation activities and a capital improvement program to plan and construct facilities required to meet current and future water and wastewater needs. Perform management of developer initiated utility improvements and administrative activities supporting departmental and divisional programs. Provide training programs to improve employee skills and knowledge to achieve operational efficiencies and reinforce worker safety. Engage public agencies and local governments to realize benefits from interagency cooperation. Perform regulatory compliance program.

Indicator	Actuals FY 2020	Actuals FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
No. of Project Reviews	50	105	80	105
Utility Relocation Projects - Thousand \$	\$0	\$0	\$0	\$200
Capital Projects - Million \$	\$15.5	\$2.2	\$43.4	\$57.3
Efficiency:				
Annual Cost of Administration per Customer Account (Budget Basis)	\$45.44	\$46.00	\$49.34	\$49.33
Service Quality:				
Strategic Plan Projects accomplished on schedule	Yes	Yes	Yes	TBD
Outcome:				
Water Customer Accounts	13,646	13,907	14,050	14,120
Wastewater Customer Accounts	9,955	10,184	10,250	10,300
Water ERUs	23,062	23,374	23,900	24,020
Wastewater ERUs	17,567	17,809	17,960	18,050

* ERUs (Equivalent Residential Units)

RESULTS

Water use increased 6.2%. Wastewater use increased 3.1%. Increase in annual cost per customer reflects increases in labor costs and fuel costs.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
UTILITIES ADMINISTRATION SUMMARY**

Operating Budget

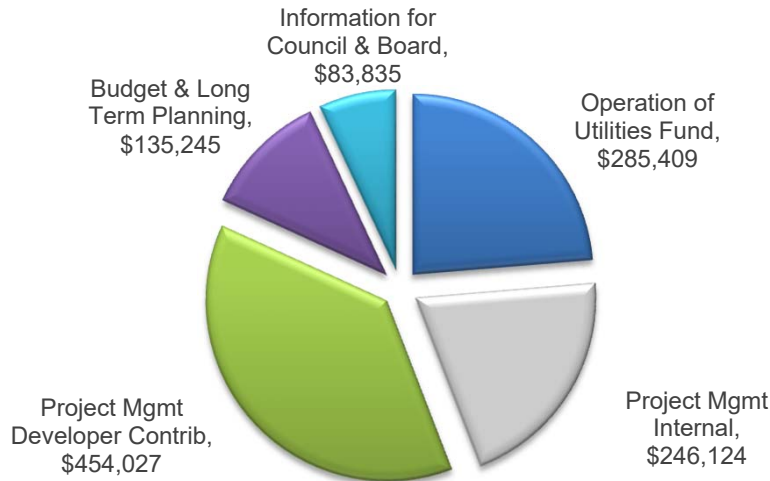
Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	934,569	764,761	863,845	822,015	861,585
Operating	267,428	266,319	354,165	352,000	293,055
Capital Outlay	0	0	0	0	0
Operating Contingency	0	0	50,000	25,000	50,000
Total	1,201,997	1,031,080	1,268,010	1,199,015	1,204,640

The Actual FY 2020 and Actual FY 2021 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
Utilities Director	1	1	1	1	1
Utilities Engineering Mgr Manager Regulatory Compliance	1	1	1	1	1
Sr. Utilities Project Mgr	0	0	0	1	1
Utilities Project Manager	1	1	1	0	0
Utilities GIS Coordinator	1	1	1	1	1
Utilities Op Coordinator	1	1	1	1	1
Executive Assistant	1	1	1	1	1
Total	7	7	7	7	7

Service Costs



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
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:

This has been a challenging year in that the Billing and Collections division was not exempt from the nationwide labor shortages that exist in the current economic climate. At one point, the office was operating with 3 out of 6 assigned staff members, making the monthly billing and collecting of payments for approximately 14,000 accounts quite an accomplishment. The continued high demand for housing, both new and existing, resulted in processing 123 new construction meter set requests, along with 944 account terminations and initializations.

BUDGET NARRATIVE:

The FY 2023 budget reflects continued outsourcing of bill printing and mailing services for utility bills.

An additional Customer Service Representative position is budgeted for FY 2023 to assist with processing new meter requests, ownership changes, and monitoring of the Advanced Metering Infrastructure (AMI).

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
BILLING AND COLLECTIONS – DEPT/DIV 0423
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

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

PRIORITY: PARTNERSHIPS, COMMUNICATION AND COLLABORATION

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

MISSION AND OBJECTIVES

Bill all accounts in an accurate and timely manner while providing high-level service to all customers. Increase participation in e-billing and bill auto payment by consistently offering services during customer interaction and web site promotion.

INITIATIVES AND ACTION ITEMS

- Monitor off-cycle billing and final accounts to insure monthly processing.
- Encourage participation in e-billing and auto payment to decrease billing and payment processing costs.

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
Number of Cycle bills	162,081	164,203	166,032	168,007
Number of Final bills	1,099	1,335	1,274	950
Utility rates in relation to SWFL communities	2 nd lowest	2 nd lowest	2 nd lowest	2 nd lowest
Efficiency:				
Annual cost per bill (Budget Basis)	\$45.75	\$48.50	\$46.92	\$50.27
Service Quality:				
Number of corrected bills	14	17	10	10
Outcome:				
% of bills in regular cycle	99%	99%	99%	99%
% of Finals done monthly	87%	74%	65%	87%

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 aggressive housing market continued to bring in new construction and a high volume of changes in ownership on already developed properties. A challenging labor environment caused a temporary dip in the number of final bills processed monthly, but that has turned around and better numbers are expected for the next fiscal year.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
BILLING & COLLECTIONS SUMMARY**

Operating Budget

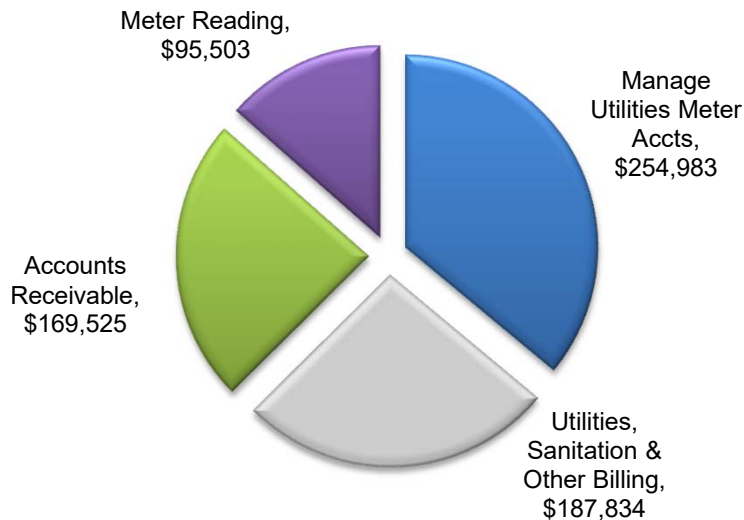
Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	411,778	390,841	396,840	396,105	457,740
Operating	225,016	286,503	244,380	258,000	250,105
Capital Outlay	0	0	0	0	0
Total	636,794	677,344	641,220	654,105	707,845

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Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
Billing & Collections Supervisor	1	1	1	1	1
Billing & Customer Service Coordinator	0	1	1	1	1
Senior Customer Service Representative	2	1	1	1	1
Customer Service Representative	3	3	3	3	4
Total	6	6	6	6	7

Service Costs



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
WATER TREATMENT DIVISION – DEPT/DIV 1621**

FUNCTION:

The Water Treatment Division operates and maintains the Shell Creek Water Treatment Facility which includes the surface water and new reverse osmosis (R.O.) plant, which supplies potable water to City and County residents. The facility is currently rated at 10,000,000 gallons per day. The division is responsible for the operation and maintenance of other facilities, such as the Burnt Store Isles Elevated Tank, and the Punta Gorda Isles Ground Storage Tank and Booster Pump Station. The water treatment division continues to respond to increased requirements relating to water management, water quality, and treatment operations mandated by the Florida Department of Environmental Protection (FDEP) and other regulatory agencies.

ACCOMPLISHMENTS

Accomplishments for FY 2022 consist of obtaining a Mini Track Excavator, small SUV for the lab use, communication upgrade at Burntstore water tower, and replacement of the sludge press. From October 1, 2021 through February 2022 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 (including the additional RO facility), and maintenance of the existing facilities.

The operating budget for FY 2023 has included significant cost increases for electricity due to State approved FPL rate increases and chemicals costs that have increased approximately 54% over the past year. There is a one-time increase in contractual services to initiate a new Environmental Protection Agency (EPA) rule for lead and copper testing.

The FY 2023 budget for capital outlay includes dump trailers for the sludge operations, portable generators, instruments for maintaining SCADA equipment, and funding for pump, motor and variable frequency drive replacements.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
WATER TREATMENT DIVISION – DEPT/DIV 1621
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

Goal: Continue best management practices in financial planning

PRIORITY: INFRASTRUCTURE SUSTAINABILITY

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

Goal: Apply best management practices and systems in infrastructure maintenance

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

PRIORITY: QUALITY OF LIFE

Goal: Meet all water quality standards (primary and secondary)

MISSION AND OBJECTIVES

The mission of the water treatment plant is to protect public health by providing reliable high quality drinking water to our customers at the lowest cost possible.

INITIATIVES AND ACTION ITEMS

To provide professional and proficient operation and maintenance of the City’s Water Treatment Facilities. Continually seek excellence with process operation and maintenance of plant facilities. Meet the regulatory standards of the U.S. Environmental Protection Agency Safe Drinking Water Act and Department of Environmental Protection.

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
Billion gallons potable water produced – Surface Water	1.75	1.30	1.40	1.30
Billion gallons potable water produced – R. O. Water	0.25	1.05	1.20	1.60
Efficiency:				
Cost per 1000 gallons potable water (Budget Basis)	\$1.73	\$1.45	\$1.51	\$1.51
Service Quality:				
Deviation from regulatory standards*	0	0	0	0
Outcome:				
% Meeting Drinking Water Standards*	100%	100%	100%	100%

*The City has a TDS exemption which allows 1,000 parts per million which is removed at RO plant completion.

RESULTS

This past year the Water Treatment Plant met all water demands with 100% compliance to State and Federal Regulations. Average annual demand was 5.7 Million Gallons per Day (MGD) and peak day demand was 8.3 MGD.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
WATER TREATMENT SUMMARY**

Operating Budget

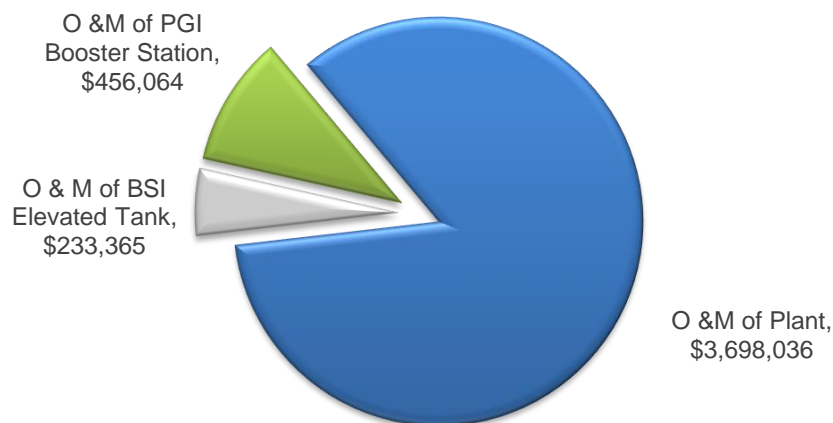
Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	1,281,088	1,310,909	1,416,885	1,367,860	1,497,600
Operating	2,009,153	2,197,996	2,234,110	2,356,645	2,648,080
Capital Outlay	0	0	206,000	213,105	241,785
Total	3,290,241	3,508,905	3,856,995	3,937,610	4,387,465


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Position Summary


Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
Utilities Supervisor	1	1	1	1	1
Treatmt Plant Chief Op	1	1	1	1	1
SCADA Analyst	1	1	1	1	1
Laboratory Technician	1	1	1	1	1
Treatmt Plant Mnt Chief	1	1	1	1	1
Operator A	5	5	5	5	5
Operator B	3	3	3	3	3
Instrumentation Technician	1	1	1	1	1
Utilities Mntce Worker III	3	3	3	3	3
Treatmt Plant Op Trainee	1	1	1	1	1
Total	18	18	18	18	18

Service Costs



Dept/Div:	Water Treatment	
Contact:	Brian Fuller	
Project Title:	Portable Generators - Wells	
Project Code:	N/A	
Account #:	402-1621-533-6403	
Description/ Justification:	<p>FY 2023: Portable Generators for Well Pumps 4-6</p> <p>Will allow use of well pumps during times when electrical service is down.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of technology in applicable areas. Apply best management practices & systems in infrastructure maintenance.	
Community Impact:	Allows water treatment plant to continue use of those pumps for water production during times when electrical service may be disrupted.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	\$100,000	\$0	\$100,000	\$0	\$0	\$0	\$0
Total	\$100,000	\$0	\$100,000	\$0	\$0	\$0	\$0
Funding Sources							
Local-UF	\$100,000	\$0	\$100,000	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Water Treatment	
Contact:	Brian Fuller	
Project Title:	Hart PLC Communicator, meter, multiplexer, converters, and wireless AP	
Project Code:	N/A	
Account #:	402-1621-533-6403	
Description/ Justification:	FY 2023: Various equipment to be replaced for Water Treatment Plant	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of technology in applicable areas. Apply best management practices & systems in infrastructure maintenance.	
Community Impact:	Equipment needed for efficient operations of the water treatment plant.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	\$32,000	\$0	\$32,000	\$0	\$0	\$0	\$0
Total	\$32,000	\$0	\$32,000	\$0	\$0	\$0	\$0
Funding Sources							
Local-UF	\$32,000	\$0	\$32,000	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

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

Dept/Div	1621	Asset Tag	6855	Purchase Price (if known)			\$11,469	
Make	Chrysler	Model	GEMe2	Year	2009	Age	13	
Current Mileage	N/A		Life to Date Maintenance Cost			\$4,556		
Description	Electric car							
Recent Major Repairs to Extend Life: Tires, battery			Known Problems: None at this time					
Description of Requested Replacement: Same or similar Electric Car/Golf Cart			Estimated Cost of Replacement			\$14,000		
			If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	4	Efficiency	4	Estimated End of Life Fiscal Year			2024	
				Requested Fiscal Year for Replacement			2024	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? We would have to walk for jobs that this is used for.					



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

Dept/Div	1621	Asset Tag	6911	Purchase Price (if known)			\$13,947	
Make	Caterpillar	Model	Skag Turf Diesel Rider	Year	2013	Age	9	
Current Mileage	N/A		Life to Date Maintenance Cost			\$790		
Description	Skag Turf Diesel Rider Mower							
Recent Major Repairs to Extend Life: Tires, battery, blades			Known Problems: Hour meter					
Description of Requested Replacement: Same or similar Diesel Rider Mower			Estimated Cost of Replacement			\$24,000		
			If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	4	Efficiency	4	Estimated End of Life Fiscal Year			2025	
				Requested Fiscal Year for Replacement			2025	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? We would have to rent a similar mower.					



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

Dept/Div	1621	Asset Tag	6834	Purchase Price (if known)	\$106,116			
Make	JCB	Model	426ZX	Year	2007	Age	15	
Current Mileage	1,015 hrs	Life to Date Maintenance Cost				\$10,667		
Description	Rubber Tire Articulated Loader 2.6 Yard							
Recent Major Repairs to Extend Life: Oil changes, hydraulic block				Known Problems: Rusting exterior, tires, wipers				
Description of Requested Replacement: Same or similar Rubber Tire Articulated Loader 2.6 Yard				Estimated Cost of Replacement			\$110,000	
				If vehicle or equipment is replaced, will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	4	Estimated End of Life Fiscal Year			2026	
				Requested Fiscal Year for Replacement			2026	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? We would need to rent a similar loader.				




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


Dept/Div	1621	Asset Tag	5517	Purchase Price (if known)	\$15,003			
Make	John Deere	Model	HX15	Year	2006	Age	16	
Current Mileage	1,015 hrs	Life to Date Maintenance Cost				\$168		
Description	Batwing mower							
Recent Major Repairs to Extend Life: In house sheet metal repairs				Known Problems: Rusting				
Description of Requested Replacement: Same or similar batwing mower				Estimated Cost of Replacement			\$17,000	
				If vehicle or equipment is replaced, will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2026	
				Requested Fiscal Year for Replacement			2026	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? We would have to rent a replacement.				




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

Dept/Div	1621	Asset Tag	6888	Purchase Price (if known)	\$1,154			
Make	Turf Guy	Model	Utility Trailer	Year	2012	Age	10	
Current Mileage	N/A		Life to Date Maintenance Cost	\$720				
Description	Turf Guy 6 x 8 Utility Trailer							
Recent Major Repairs to Extend Life: New decking			Known Problems: None at this time					
Description of Requested Replacement: Same or similar 6 X 8 Utility Trailer			Estimated Cost of Replacement			\$2,000		
			If vehicle or equipment is replaced, will it be auctioned? <u>Yes</u> If no, requested use?					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	4	Efficiency	4	Estimated End of Life Fiscal Year			2026	
				Requested Fiscal Year for Replacement			2026	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? We would have to rent a similar trailer.					


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

Dept/Div	1621	Asset Tag	6837	Purchase Price (if known)	\$20,050			
Make	Magnum	Model	50 KW	Year	2007	Age	15	
Current Mileage	68 hrs		Life to Date Maintenance Cost	\$1,951				
Description	50 KW Diesel Powered Generator							
Recent Major Repairs to Extend Life: Oil changes, muffler replacement, control panel			Known Problems: Control panel foggy					
Description of Requested Replacement: Same or similar 50 KW Diesel Powered Generator			Estimated Cost of Replacement			\$48,000		
			If vehicle or equipment is replaced, will it be auctioned? <u>Yes</u> If no, requested use?					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2026	
				Requested Fiscal Year for Replacement			2026	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? We would need to rent a generator.					


**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	2016	Age	6	
Current Mileage	97 hrs	Life to Date Maintenance Cost			\$7,575			
Description	Tractor							
Recent Major Repairs to Extend Life: Oil changes, replaced instrument panel			Known Problems: Leak at top of fuel tank					
Description of Requested Replacement: Same or similar tractor			Estimated Cost of Replacement			\$52,000		
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	4	Efficiency	4	Estimated End of Life Fiscal Year			2027	
				Requested Fiscal Year for Replacement			2027	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? We would need to rent a tractor.					

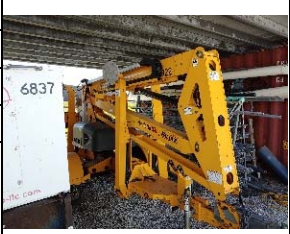
**City of Punta Gorda
Fleet/Equipment Replacement Review**

Dept/Div	1621	Asset Tag	6971	Purchase Price (if known)	\$21,927			
Make	Ford	Model	F150XL	Year	2016	Age	6	
Current Mileage	32,670	Life to Date Maintenance Cost			\$2,412			
Description	Ford 150 XL 4 x 4 Pickup Truck							
Recent Major Repairs to Extend Life: Oil changes			Known Problems: None at this time					
Description of Requested Replacement: Same or similar 4 x 4 Pickup Truck			Estimated Cost of Replacement			\$37,000		
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	4	Efficiency	4	Estimated End of Life Fiscal Year			2027	
				Requested Fiscal Year for Replacement			2027	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? Another vehicle would be used/shared which could cause delays.					

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

Dept/Div	1621	Asset Tag	8198	Purchase Price (if known)	\$3,410			
Make	John Deere	Model	Frontier	Year	2019	Age	3	
Current Mileage	N/A		Life to Date Maintenance Cost			\$0		
Description	Frontier 7 ' Hydraulic Scarifier							
Recent Major Repairs to Extend Life: None				Known Problems: None at this time				
Description of Requested Replacement: Same or similar Frontier 7 ' Hydraulic Scarifier				Estimated Cost of Replacement			\$5,000	
				If vehicle or equipment is replaced, will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	5	Efficiency	5	Estimated End of Life Fiscal Year			2027	
				Requested Fiscal Year for Replacement			2027	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? We would have to use a loader to spread material.				

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

Dept/Div	1621	Asset Tag	6922	Purchase Price (if known)	\$21,760			
Make	Haulotte	Model	Bill Jax	Year	2014	Age	8	
Current Mileage	N/A		Life to Date Maintenance Cost			\$1735.18		
Description	34 Foot Trailer Mounted Boomlift							
Recent Major Repairs to Extend Life: None				Known Problems: None at this time				
Description of Requested Replacement: Same or similar 34 Foot Trailer Mounted Boomlift				Estimated Cost of Replacement			\$39,000	
				If vehicle or equipment is replaced, will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	5	Efficiency	5	Estimated End of Life Fiscal Year			2027	
				Requested Fiscal Year for Replacement			2027	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? We would need to rent a similar lift.				

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

Dept/Div	1621	Asset Tag	7019	Purchase Price (if known)			\$8,654	
Make	John Deere	Model	TX 571CM	Year	2018	Age	4	
Current Mileage	N/A		Life to Date Maintenance Cost			\$74		
Description	Utility Vehicle							
Recent Major Repairs to Extend Life: Oil changes			Known Problems: None at this time					
Description of Requested Replacement: Same or similar Utility Vehicle			Estimated Cost of Replacement			\$18,000		
			If vehicle or equipment is replaced, will it be auctioned? <u>Yes</u> If no, requested use?					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	4	Efficiency	4	Estimated End of Life Fiscal Year			2027	
				Requested Fiscal Year for Replacement			2027	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? We would need to use a truck to move tools around the plant.					




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

Dept/Div	1621	Asset Tag	6850	Purchase Price (if known)			\$7,802	
Make	Carolina Skiff	Model	1965 DLX	Year	2008	Age	14	
Current Mileage	331 hrs		Life to Date Maintenance Cost			\$2,074		
Description	Boat							
Recent Major Repairs to Extend Life: None			Known Problems: None at this time					
Description of Requested Replacement: Same or similar boat			Estimated Cost of Replacement			\$30,000		
			If vehicle or equipment is replaced, will it be auctioned? <u>Yes</u> If no, requested use?					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	4	Efficiency	4	Estimated End of Life Fiscal Year			2027	
				Requested Fiscal Year for Replacement			2027	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? We would need to rent a boat.					



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

Dept/Div	1621	Asset Tag	6851	Purchase Price (if known)			\$4,835		
Make	Yamaha	Model	Outlander	Year	2008	Age	14		
Current Mileage	8348		Life to Date Maintenance Cost			\$494			
Description	60 hp Outboard Motor								
Recent Major Repairs to Extend Life: Oil changes, prop work			Known Problems: Control panel foggy						
Description of Requested Replacement: Same or similar 60 hp Outboard Motor			Estimated Cost of Replacement			\$6,400			
			If vehicle or equipment is replaced, will it be auctioned? <u>Yes</u> If no, requested use?						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	5	Efficiency	5	Estimated End of Life Fiscal Year			2027		
				Requested Fiscal Year for Replacement			2027		
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? We would need to rent a boat.						

Dept/Div:	Water Treatment	
Contact:	Brian Fuller	
Project Title:	Pumps, Motors, Variable Frequency Drives (VFDs)	
Project Code:	N/A	
Account #:	402-1621-533-6403	
Description/Justification:	FY 2023 – FY 2027: Equipment to be replaced as needed. Annual program to replace equipment as needed if repair is not cost effective.	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of technology in applicable areas. Apply best management practices & systems in infrastructure maintenance.	
Community Impact:	Maintaining equipment that allows the plant to run efficiently is integral to producing water and distributing through the system for customers of the utility system.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	\$450,000	\$0	\$50,000	\$100,000	\$100,000	\$100,000	\$100,000
Total	\$450,000	\$0	\$50,000	\$100,000	\$100,000	\$100,000	\$100,000
Funding Sources							
Local-UF	\$450,000	\$0	\$50,000	\$100,000	\$100,000	\$100,000	\$100,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
WATER DISTRIBUTION DIVISION – DEPT/DIV 1626**

FUNCTION:

The Water Distribution Division is responsible for the maintenance of the water distribution system which consists of 269 miles of water main, serving an area of approximately 38 square miles. Normal operations include meter installation, leak repair, hydrant maintenance, cross connection control, new water main and service installations, and related tasks.

ACCOMPLISHMENTS:

The City of Punta Gorda serves an area of approximately 38 square miles which includes 269 linear miles of pipeline of various sizes.

BUDGET NARRATIVE:

Proposed Budget reflects the continued operation and maintenance of the Water Distribution System, which includes the following activities:

- The maintenance of 1,335 fire hydrants.
- The repair of approximately 35 fire hydrants per year and replacement of 10-15 fire hydrants found broken or damaged from accidents.
- The flow testing of fire hydrants for outside engineering firms as requested.
- The annual inspection and exercising of approximately 2,100 valves.
- The installation of approximately 300 new water meters per year.
- The repair of approximately 250 water leaks per year from service breaks and water mains.
- A Cross Connection Control Program to protect the water system from contamination.
- The installation and testing of backflow prevention assemblies at City facilities.
- The installation of automatic flushing devices throughout the water system at locations selected by the water treatment plant.
- The installation of sampling stations throughout the water distribution system at locations selected by the water treatment plant.
- The painting of water line pipes crossing bridges to prevent or reduce corrosion of the pipes.
- The restoration of approximately 300 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.
- Utilization of contractor to install EZ Valves to improve water distribution system capabilities to isolate smaller, more specific areas during water outages.
- Utilization of contractor to upgrade 10" CI water main with new 12" PVC/HDPE on Taylor Rd.
- Utilization of contractor to install 6" PVC/HDPE water main in the Tee and Green subdivision.
- Utilize two AMI techs to trouble shoot AMI system.

FY 2023 operating budget includes increases in fuel costs, repair of meters, and replacement of meters.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
WATER DISTRIBUTION DIVISION – DEPT/DIV 1626
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

- PRIORITY:** FINANCIAL/ECONOMIC SUSTAINABILITY
 Goal: Continue best management practices in financial planning
- PRIORITY:** INFRASTRUCTURE SUSTAINABILITY
 Goal: Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
 Goal: Apply best management practices and systems in infrastructure maintenance
 Goal: Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis
- PRIORITY:** QUALITY OF LIFE
 Goal: Meet all water quality standards (primary and secondary)

MISSION AND OBJECTIVES

To operate and maintain water distribution facilities to provide reliable service to customers; construct improvements to meet anticipated service standards; construct improvements to increase reliability, safety, and efficiency.

INITIATIVES AND ACTION ITEMS

To perform repairs to water line breaks and service interruptions. Continue preventative maintenance program to distribution facilities. Construct system improvements to meet increased capacity needs, and improve reliability and safety to workers and public. Compliance with Florida Department of Environmental Protection rules relating to Water Distribution System activities.

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
Repairs	184	127	200	200
Locate Tickets	4,768	4,768	5,500	5,500
Meters Installed	301	308	320	320
Efficiency:				
Cost per ERU (Budget Basis)	\$87.38	\$82.08	\$86.49	\$90.96
Service Quality:				
Meters replaced or serviced-10 yr sched.	258	245	250	250
Compliance with required drinking water standards as measured in the distribution system monthly samples	100%	100%	100%	100%
Outcome:				
Water ERUs	23,062	23,374	23,900	24,020

RESULTS

Water Distribution division performs operation and maintenance of the water distribution lines in the utility service area. Primary activities consist of installation of meters, responding to customer service requests, performing repairs to utility damages and line breaks, and performing repair and replacement projects to upgrade existing facilities. Program activities also include underground utility protection under direction of Sunshine One Call of Florida. Ongoing programs include: a Cross Connection Control program that monitors and prevents hazardous substances from entering distribution system piping; a Fire Hydrant Maintenance Program; and a Water Main Valve exercising program to identify and replace defective valves.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
WATER DISTRIBUTION SUMMARY**

Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	1,132,323	1,067,346	1,320,825	1,206,450	1,326,405
Operating	733,380	672,457	762,600	791,400	858,550
Capital Outlay	0	0	61,000	69,200	0
Total	1,865,703	1,739,803	2,144,425	2,067,050	2,184,955

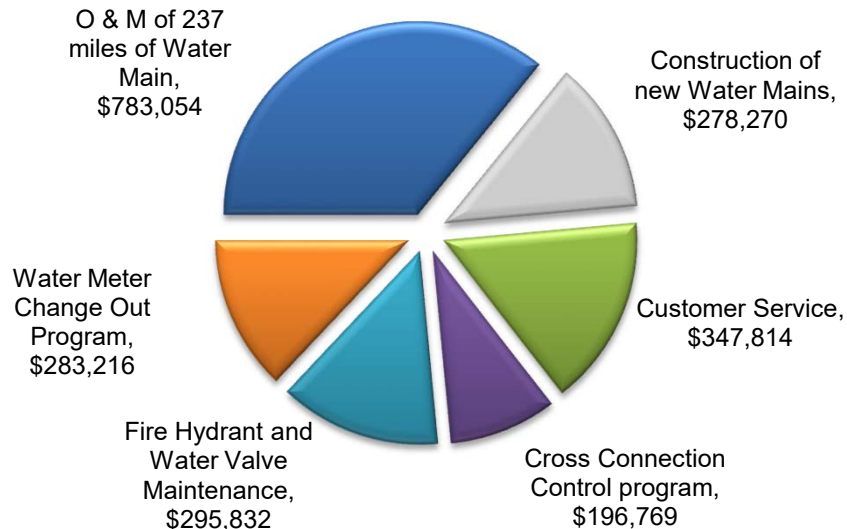
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Position Summary


Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
Utilities Supervisor	1	1	1	1	1
Utilities Senior Crew Chief	1	1	1	1	1
Cross Conn Control Coord	1	1	1	1	1
Utilities Service Coord	1	1	1	1	1
Utilities Crew Chief	3	3	3	3	3
Utilities Mntce Worker III	4	4	4	4	4
Utilities Mntce Worker II	3	3	3	3	3
Utilities Mntce Worker I	1	1	1	1	1
AMI Technician	1	2	2	2	2
Total	16	17	17	17	17

During FY 2021, a new AMI technician position was added.

Service Costs



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

Dept/Div	1626	Asset Tag	5519	Purchase Price (if known)	\$52,000			
Make	International	Model	4300 DT 466	Year	2007	Age	15	
Current Mileage	47,385		Life to Date Maintenance Cost			\$26,000		
Description	Conventional Cab 2 Door Dump Truck							
Recent Major Repairs to Extend Life: Replaced two batteries, repaired PTO switch, tires, fuel filter drain				Known Problems: Rust on cab and bed Consistent rolling tarp issues				
Description of Requested Replacement: Dump truck of same size and capacity				Estimated Cost of Replacement			\$110,000	
				If vehicle or equipment is replaced, will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year				2024
				Requested Fiscal Year for Replacement				2024
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would become necessary to increase the equipment repair and maintenance budget or rent truck when needed.				

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
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 138 miles of gravity sewer mains located in a 30 square mile area. This division also includes the Pretreatment Program and Instrumentation Control and Calibration Unit.

The division is made up of 15 employees including the division supervisor. Twelve members of the division are dedicated to customer-related problems, lift station maintenance and repair, televising of gravity mains, repairs to mainlines and services that include installation of sectional cured-in-place-pipe (CIPP) liners and to the conveyance of wastewater to the City's treatment plant.

One of the member's responsibilities include basic electrical work, calibration of electronic instrumentation and telemetry equipment for the Collections division.

To finish out the field, one member serves as the Pretreatment Coordinator. This person is responsible for monthly FOG (fats, oils and greases) inspections of local restaurants and fast food establishments. This person also is involved in code compliance issues related to the City's pretreatment ordinance.

ACCOMPLISHMENTS:

Inflow Abatement Program: Made repairs and coated the interior walls of 14 manholes within the system. **Joint Projects:** Made multiple repairs to gravity system as part of the Paving Program. **Liftstation Maintenance:** Liftstation 30, 57, 59 and 97 - Complete wet well rehabilitation that included discharge pipe replacement, base elbow replacement. **Gravity Replacement:** Replace 30lf of gravity main and installed 3 new services in existing gravity main, extended gravity main 190 lf and installed 4 additional services along with a new manhole on Fitzhugh Ave. **Forcemain Work:** Installed bollards around multiple air release valves (ARV) in an attempt to prevent mower damage to the ARVs. **New Sewer Connection Inspections:** As of June 21, 2022 there have been 41 sewer connection inspections. Overseen and inspected 7 new grease interceptor installation at various businesses that are connected to City owned sanitary sewer service.

BUDGET NARRATIVE:

Proposed budget reflects continued normal operation and maintenance of the wastewater collection system consisting of cost associated with the repair and maintenance of 118 lift stations, repair and replacement of various horsepower pumps within the system; the repair and new installation of gravity sewer mains and services; and the closed-circuit televising of on average 40,000 ft. of gravity sewer main.

The FY 2023 operating budget includes the addition of two Utilities Maintenance Worker positions to help with the increased workload of the division and increases in electricity due to FPL rate increases, fuel costs and material costs due to inflation and material shortages, and administrative charges due to the overall increases in the division.

The FY 2023 budget includes the replacement of one vacuum truck and upgrade of FOG software.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
WASTEWATER COLLECTION DIVISION – DEPT/DIV 1622
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

Goal: Continue best management practices in financial planning

PRIORITY: INFRASTRUCTURE SUSTAINABILITY

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

Goal: Apply best management practices & systems in infrastructure maintenance

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

PRIORITY: QUALITY OF LIFE

Goal: Meet all water quality standards (primary and secondary)

MISSION AND OBJECTIVES

To operate and maintain wastewater collection facilities to provide reliable service to customers. Construct improvements to meet anticipated service standards. Construct improvements to increase reliability, safety, and efficiency.

INITIATIVES AND ACTION ITEMS

Reduce infiltration entering the wastewater collection system. Continue the 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	Actuals FY 2020	Actuals FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
# Lift Station upgrades	2 major rehabilitation/ multiple control panel modifications	2 access improvements, 2 pump installations, 1 discharge replacement	4 stations discharge piping replacement and valves	4 major rehabilitations
Inflow abatement treatment – LS Area	Smoke tested 23,425 lf of gravity main. Necessary repairs to chimney seals	N/A	Coat 14 corrosive manholes in the system.	Smoke test areas with high infiltration. Coat deteriorating manholes.
Gravity Main Installation	1,020 LF	800 LF	230 LF	2,800 LF
Force Main Installation	0	0	0	1,500 LF
Pretreatment compliance	100%	100%	100%	100%
Efficiency:				
Cost per Wastewater ERU (Budget Basis)	\$116.84	\$111.69	\$117.49	\$162.44

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
WASTEWATER COLLECTION DIVISION – DEPT/DIV 1622
Key Performance Measures**

(continued)

Indicator	Actuals FY 2020	Actuals FY 2021	Projected FY 2022	Proposed FY 2023
Service Quality:				
Feet of lines video inspected and cleaned	20,000	25,000	20,000	60,000
Outcome:				
Collection Repairs	70	84	60	80
Force Main Repairs	4	9	3	4
Station Repairs	110	110	120	110
Sectional Liner Repairs	0	0	0	2
Preventative Maintenance Work Orders Completed	1,400	2,757	1,200	2,500

RESULTS

Inflow Abatement Program: Made repairs and coated the interior walls of 14 manholes within the system. **Joint Projects:** Made multiple repairs to gravity system as part of the Paving Program. **Liftstation Maintenance:** Liftstation 30, 57, 59 and 97 - Complete wet well rehabilitation that included discharge pipe replacement, base elbow replacement. **Gravity Replacement:** Replace 30lf of gravity main and installed 3 new services in existing gravity main, extended gravity main 190 lf and installed 4 additional services along with a new manhole on Fitzhugh Ave. **Forcemain Work:** Installed bollards around multiple air release valves (ARV) in an attempt to prevent mower damage to the ARVs. **New Sewer Connection Inspections:** As of June 21, 2022 there have been 41 sewer connection inspections. Overseen and inspected 7 new grease interceptor installation at various businesses that are connected to City owned sanitary sewer service.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
WASTEWATER COLLECTION SUMMARY**

Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	1,155,003	1,138,606	1,212,130	1,142,465	1,302,475
Operating	828,168	735,965	816,080	892,315	1,019,625
Capital Outlay	0	0	80,000	75,330	610,000
Total	1,983,171	1,874,571	2,108,210	2,110,110	2,932,100

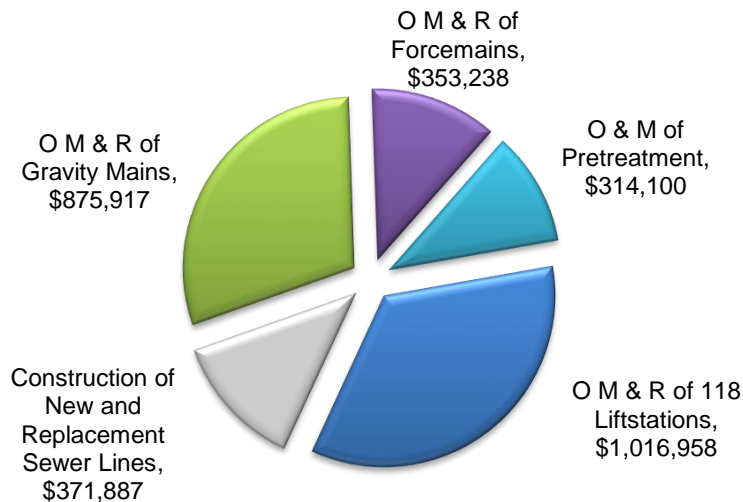
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Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
Utilities Supervisor	1	1	1	1	1
Utilities Senior Crew Chief	1	1	1	1	1
Electrician	1	1	1	1	1
Pre-treatment Coordinator	1	1	1	1	1
Utilities Shop Foreman	0	0	0	1	1
Utilities Crew Chief	3	3	3	3	3
Utilities Mntce Worker III	4	4	4	3	3
Utilities Mntce Worker II	3	3	3	3	3
Utilities Mntce Worker I	1	1	1	1	3
Total	15	15	15	15	17

FY 2022 mid-year authorization for a shop foreman and reducing a maintenance worker III.

Service Costs



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

Dept/Div	1622	Asset Tag	6989	Purchase Price (if known)	\$331,742			
Make	Freightliner	Model	AquaTech B-10	Year	2017	Age	5	
Current Mileage	60,143 miles 6,175 hrs.		Life to Date Maintenance Cost			\$56,975		
Description	AquaTech Combination Vac/Jetter w/ Freightliner Chassis							
Recent Major Repairs to Extend Life: Motor overhaul			Known Problems: Vac system and water pump are getting weak					
Description of Requested Replacement: Same or similar vacuum truck			Estimated Cost of Replacement			\$600,000		
			If vehicle or equipment is replaced will it be auctioned? <u>No</u> If no, requested use? Use as backup until next costly repair is needed					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	4	Efficiency	2	Estimated End of Life Fiscal Year			2023	
				Requested Fiscal Year for Replacement			2023	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.					




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


Dept/Div	1622	Asset Tag	6824	Purchase Price (if known)	\$32,807			
Make	Ford	Model	F250	Year	2008	Age	14	
Current Mileage	128,423		Life to Date Maintenance Cost			\$32,253		
Description	3/4 Ton Diesel 4WD Extended Cab w/ Service Body 6 Ft Bed							
Recent Major Repairs to Extend Life: Replaced Evaporator Core in 2020 Replaced Master Cylinder in 2021			Known Problems: None at this time					
Description of Requested Replacement: Same or similar 3/4 Ton Diesel 4WD Extended Cab w/ Service Body 6 Ft Bed			Estimated Cost of Replacement			\$75,000		
			If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2024	
				Requested Fiscal Year for Replacement			2024	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life. High mileage and reduced reliability.			If not replaced, what is alternative? It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.					



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

Dept/Div	1622	Asset Tag	5461	Purchase Price (if known)	\$45,846			
Make	John Deere	Model	310 SG Backhoe	Year	2004		Age	18
Current Mileage	877 hrs.	Life to Date Maintenance Cost	\$13,026					
Description	John Deere 2 WD Backhoe							
Recent Major Repairs to Extend Life: None	Known Problems: None at this time							
Description of Requested Replacement: 4 WD Backhoe	Estimated Cost of Replacement					\$70,000		
If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?								
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	2	Efficiency	2	Estimated End of Life Fiscal Year		2025		
				Requested Fiscal Year for Replacement		2025		
Provide explanation for requested fiscal year of replacement: Unit no longer meets division needs; end of service life.	If not replaced, what is alternative? It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.							

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

Dept/Div	1622	Asset Tag	4427	Purchase Price (if known)	\$50,822			
Make	Coleman	Model	Super Quiet Pac	Year	2000		Age	22
Current Mileage	4,159 hrs.	Life to Date Maintenance Cost	\$7,541					
Description	150 KW 2-Axle Generator							
Recent Major Repairs to Extend Life: None	Known Problems: None at this time							
Description of Requested Replacement: Same or similar 150 KW 2-Axle Generator	Estimated Cost of Replacement					\$85,500		
If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?								
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	2	Efficiency	2	Estimated End of Life Fiscal Year		2026		
				Requested Fiscal Year for Replacement		2026		
Provide explanation for requested fiscal year of replacement: Anticipated end of service life; age and reliability.	If not replaced, what is alternative? It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs. Possible sanitary sewer overflows.							

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
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 916 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 2.50 million gallons per day and resulted in 425 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.

Belt Press cover project completed, inspected and fully operational.

SCADA upgrade has been completed and is operational.

Master Pump station inside tank coating project has been completed.

Two Batwing mowers were purchased. One has been delivered and one is pending delivery.

Balzer 9500 (sludge vacuum spreader) was purchased and has been delivered. This equipment will be utilized in the sludge hauling and application process.

BUDGET NARRATIVE:

The proposed budget reflects the continued normal operation and maintenance of the Wastewater Treatment Plant, Master and Booster pump stations, as well as the 884 acre site.

Budgeted outlay reflects funding needed to maintain staffing and maintenance requirements as mandated by Florida Administrative Code 62-699.310 and 62-602.650, while providing a means to continue normal plant operations. An operator trainee position continues to be budgeted to prepare the division for anticipated staff turnover. This position is to be reviewed each time there is a vacancy for future needs. Operating increases include \$200,000 to treat and remove exotic plants under the new FWC lease, significant increases in electricity due to FPL rates increases, and chemical costs that have increased approximately 54% over the past year.

The FY 2023 budget includes the replacement of pumps, motors, and mixers for the plant and a new wireless access point.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
WASTEWATER TREATMENT DIVISION – DEPT/DIV 1625
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

- PRIORITY:** FINANCIAL/ECONOMIC SUSTAINABILITY
Goal: Continue best management practices in financial planning
- PRIORITY:** INFRASTRUCTURE SUSTAINABILITY
Goal: Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal
Goal: Apply best management practices and systems in infrastructure maintenance
Goal: Establish a five-year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis
- PRIORITY:** QUALITY OF LIFE
Goal: Meet all water quality standards (primary and secondary)

MISSION AND OBJECTIVES

To operate and maintain the City's Wastewater Treatment Facilities within the Florida Department of Environmental Protection and U. S. Environmental Protection Agency's operating permit requirements.

INITIATIVES AND ACTION ITEMS

To protect public health and enhance the environment, by ensuring the responsible treatment and beneficial disposal of domestic waste, through efficient and effective operation and maintenance of the City's Wastewater Treatment Facilities, and maintaining compliance with all permit requirements.

Indicator	Actuals FY 2020	Actuals FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
Million Gallons wastewater treated	938	978	985	1,015
Tons of Bio-Solids Treated	448	425	450	450
Efficiency:				
Cost per 1000 gallons of treated wastewater (Budget Basis)	\$2.97	\$3.21	\$3.77	\$3.77
Service Quality:				
Deviation from regulatory standards	None	None	None	None
Outcome:				
Wastewater ERUs	17,567	17,809	17,960	18,050

RESULTS

Treated wastewater met all required permit conditions. There were no operating permit violations. The cost per 1000 gallons of treated wastewater was increased in FY 2021 and FY 2022, due to higher equipment purchases in those years.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
WASTEWATER TREATMENT SUMMARY**

Operating Budget

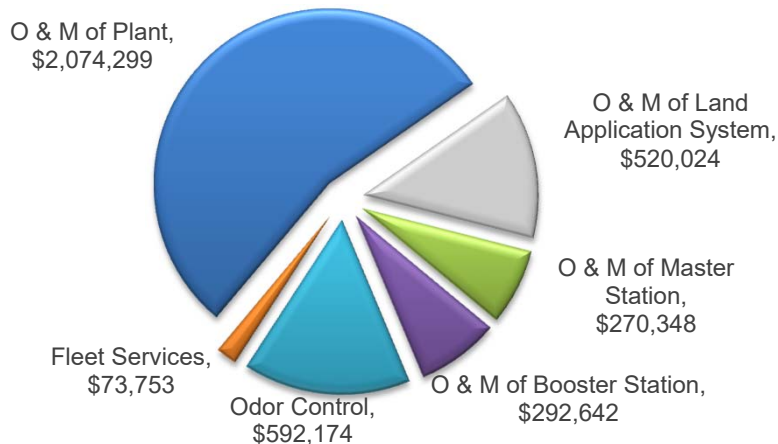
Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	1,192,285	1,094,726	1,277,245	1,180,835	1,337,915
Operating	1,604,273	1,737,278	1,948,680	2,103,925	2,379,325
Capital Outlay	0	0	353,000	431,670	106,000
Total	<u>2,796,558</u>	<u>2,832,004</u>	<u>3,578,925</u>	<u>3,716,430</u>	<u>3,823,240</u>

The Actual FY 2020 and Actual FY 2021 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
Utilities Supervisor	1	1	1	1	1
Treatment Plant Chief Op	1	1	1	1	1
Treatmnt Plant Mtce Chief	1	1	1	1	1
Operator A	4	4	4	4	4
Operator B	1	1	1	1	1
Operator C	1	1	1	1	1
Instrumentation Technician	1	1	1	1	1
Utilities Mntce Worker III	3	3	3	3	3
Utilities Mntce Worker II	1	1	1	1	1
Ttrmt Plant Oper Trainee	1	1	1	1	1
Part-Time Clerk	0.75	0.75	0.75	0.75	0.75
Total	15.75	15.75	15.75	15.75	15.75

Service Costs



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

Dept/Div	1625	Asset Tag	5478	Purchase Price (if known)			\$26,916	
Make	Ford	Model	Expedition	Year	2005	Age	16	
Current Mileage		106,000	Life to Date Maintenance Cost			\$19,092		
Description		Ford Expedition SUV						
Recent Major Repairs to Extend Life: None				Known Problems: Differential leak, transmission is going, electrical wiring problems				
Description of Requested Replacement: Same or similar SUV				Estimated Cost of Replacement			\$50,000	
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2024	
				Requested Fiscal Year for Replacement			2024	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life; purchased vehicle from PD at auction.				If not replaced, what is alternative? It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				



Dept/Div:	Wastewater Treatment
Contact:	Dave Brooks
Project Title:	Pumps, Motors, Mixers, Blowers, Effluent Pumps
Project Code:	N/A
Account #:	402-1625-535-6403
Description/Justification:	FY 2023 – FY 2027: Equipment to be replaced as needed. Annual program to replace equipment as needed if repair is not cost effective.
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of technology in applicable areas. Apply best management practices & systems in infrastructure maintenance.
Community Impact:	Replacement of parts for wastewater plant are needed to make sure that plant is capable of processing wastewater based on customer flows without violating any permit requirements.

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	\$500,000	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Total	\$500,000	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Funding Sources							
Local-UF	\$500,000	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
FLEET MAINTENANCE DIVISION – DEPT/DIV 1650**

FUNCTION:

The Fleet Maintenance Division operates and maintains all vehicles and equipment used in the Utilities department, as well as maintaining a fleet of cars, trucks, and other light equipment specifically for Public Works. To accomplish this they provide the following services: routine services on engines, driveline, tires, brakes, and electrical systems.

This is accomplished by maintaining a comprehensive preventative maintenance program, detailed record keeping, emergency response service, and coordination of repairs with outside vendors.

Besides maintaining the City's Utilities and Public Works fleet, this division also assists in preparation of vehicle specifications and assists Procurement with contract specifications for vehicles, parts, and repair services. Fleet makes a conscious effort to conserve and protect our environment by ensuring all local, state, and federal guidelines are followed.

ACCOMPLISHMENTS:

Accomplishments include maintaining serviceability, safety, and appearance and extending the life span of the existing Utilities and Public Works fleet. This was done by being conscious to minimize downtime of equipment through effective scheduling of preventative maintenance, and timely completion of unscheduled repairs.

BUDGET NARRATIVE:

Contracts have been established with outside vendors to provide many services at more competitive prices than previously experienced. Utility Maintenance employees assist the Fleet mechanic with in-house repairs.

Only one full-time mechanic remains in the Fleet division and an administrative assistant position is shared with Finance.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
FLEET MAINTENANCE DIVISION – DEPT/DIV 1650
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

Goal: Continue best management practices in financial planning

PRIORITY: INFRASTRUCTURE SUSTAINABILITY

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

Goal: Apply best management practices and systems in infrastructure maintenance

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

PRIORITY: QUALITY OF LIFE

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

MISSION AND OBJECTIVES

Complete projects managed by Fleet services effectively and efficiently.

INITIATIVES AND ACTION ITEMS

To maintain Utilities and Public Works vehicles and equipment, coordinate outside repairs to ensure that equipment operates properly in order for employees to perform their duties in completing projects throughout the City. Fleet is also responsible for cars, trucks, and other light equipment for several other City departments, including the review of technical specifications when ordering new equipment for the City.

Indicator	Actuals FY 2020	Actuals FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
Total # of job orders	1,175	1,246	1,321	1,400
Efficiency:				
Average cost per job order (Budget Basis)	\$147	\$140	\$148	\$140
Service Quality:				
Average time per job order (in hours)	2.0	3.5	3.8	4.0
Outcome:				
% of job orders completed	99%	99%	99%	99%

RESULTS

Fleet division completed all maintenance and repairs that were scheduled or needed during this fiscal year.

The increase/decrease in both total number of job orders and average cost per job order over the years are a reflection of either more frequent and more costly repairs being required as vehicles/equipment age, or less frequency/warranty repairs being performed on recently purchased vehicles/equipment.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
FLEET MAINTENANCE SUMMARY**

Operating Budget

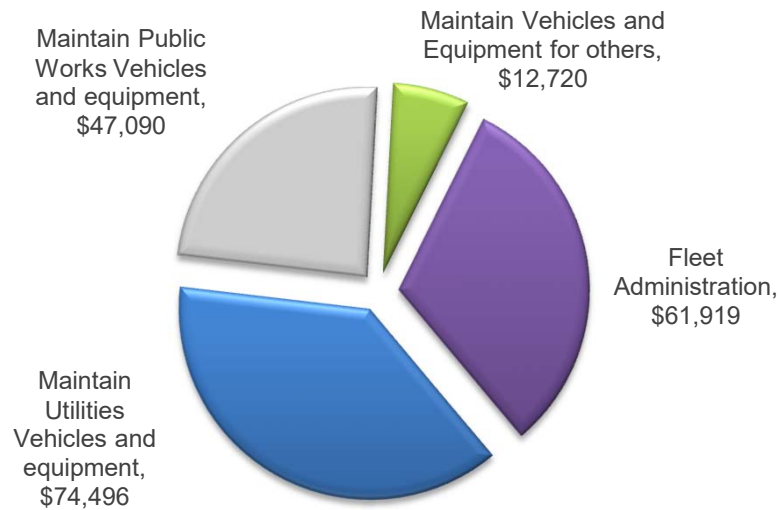
Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	159,232	106,361	144,730	144,105	147,975
Operating	35,589	37,409	51,850	51,790	48,250
Capital Outlay	0	0	0	0	0
Total	194,821	143,770	196,580	195,895	196,225

The Actual FY 2020 and Actual FY 2021 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
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 2023
NON DEPARTMENTAL SUMMARY**

Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	0	0	20,000	20,000	473,175
Operating	4,938,291	6,053,909	791,110	791,110	769,035
Capital Outlay	0	0	0	0	0
Debt Service	91,567	739,396	0	0	0
Contribution to Interconnect	1,500,000	0	0	0	0
Transfers for Debt Service (net)	225,001	(510,364)	1,499,595	999,595	2,499,595
Transfers for Capital	7,919,176	13,195,087	6,620,000	6,620,000	2,805,000
Projected Carryover-End	0	0	6,108,771	8,646,200	8,495,695
Total	<u>14,674,035</u>	<u>19,478,028</u>	<u>15,039,476</u>	<u>17,076,905</u>	<u>15,042,500</u>

DETAIL

ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
12-05 SICK ESCROW	0	0	20,000	20,000	473,175
* PERSONNEL SERVICES	<u>0</u>	<u>0</u>	<u>20,000</u>	<u>20,000</u>	<u>473,175</u>
31-00 PROFESSIONAL SERVICES	22,500	24,075	25,350	25,350	26,110
49-06 ADMINISTRATIVE CHARGES	392,445	696,145	765,760	765,760	742,925
59-00 DEPRECIATION EXPENSE	4,501,013	5,311,356	0	0	0
95-01 AMORTIZED RENT EXPENSE	22,333	22,333	0	0	0
* OPERATING EXPENSES	<u>4,938,291</u>	<u>6,053,909</u>	<u>791,110</u>	<u>791,110</u>	<u>769,035</u>
72-07 INT DEBT REDUCT-ST REVOLV	91,567	391,030	0	0	0
73-07 OTHER DEBT SVC COSTS-SRF	0	348,366	0	0	0
* DEBT SERVICE	<u>91,567</u>	<u>739,396</u>	<u>0</u>	<u>0</u>	<u>0</u>
81-02 CONTRIB-UTIL INTERCONNECT	1,500,000	0	0	0	0
* CONTRIB-UTIL INTERCONNECT	<u>1,500,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
91-31 UTILITIES CONSTRUCTION	7,919,176	13,195,087	6,620,000	6,620,000	2,805,000
91-39 STATE REVOLVING LOAN FUND	225,001	(510,364)	1,499,595	999,595	2,499,595
* TRANSFERS	<u>8,144,177</u>	<u>12,684,723</u>	<u>8,119,595</u>	<u>7,619,595</u>	<u>5,304,595</u>
99-03 PROJECTED CARRYOVER - END	0	0	6,108,771	8,646,200	8,495,695
* ENDING RESERVES	<u>0</u>	<u>0</u>	<u>6,108,771</u>	<u>8,646,200</u>	<u>8,495,695</u>
	14,674,035	19,478,028	15,039,476	17,076,905	15,042,500

The Actual FY 2020 and Actual FY 2021 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

City of Punta Gorda, FL
 Water Impact Fees
 Proforma Schedule of Revenues and Expenditures
 FY 2020 through FY 2027

**WATER SYSTEM IMPACT FEES
 and RELATED PROJECTS**

Revenues

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Residential	\$ 961,431	\$ 416,490	\$ 530,250	\$ 634,800	\$ 535,555	\$ 540,910	\$ 546,320	\$ 551,785	\$ 557,305
Commercial	50,832	20,844	20,200	11,975	20,400	20,605	20,810	21,020	21,230
Interest on Investments	31,887	5,082	11,000	8,550	10,000	6,625	2,925	3,300	3,690
Total Revenues	1,044,150	442,416	561,450	655,325	565,955	568,140	570,055	576,105	582,225

Projects

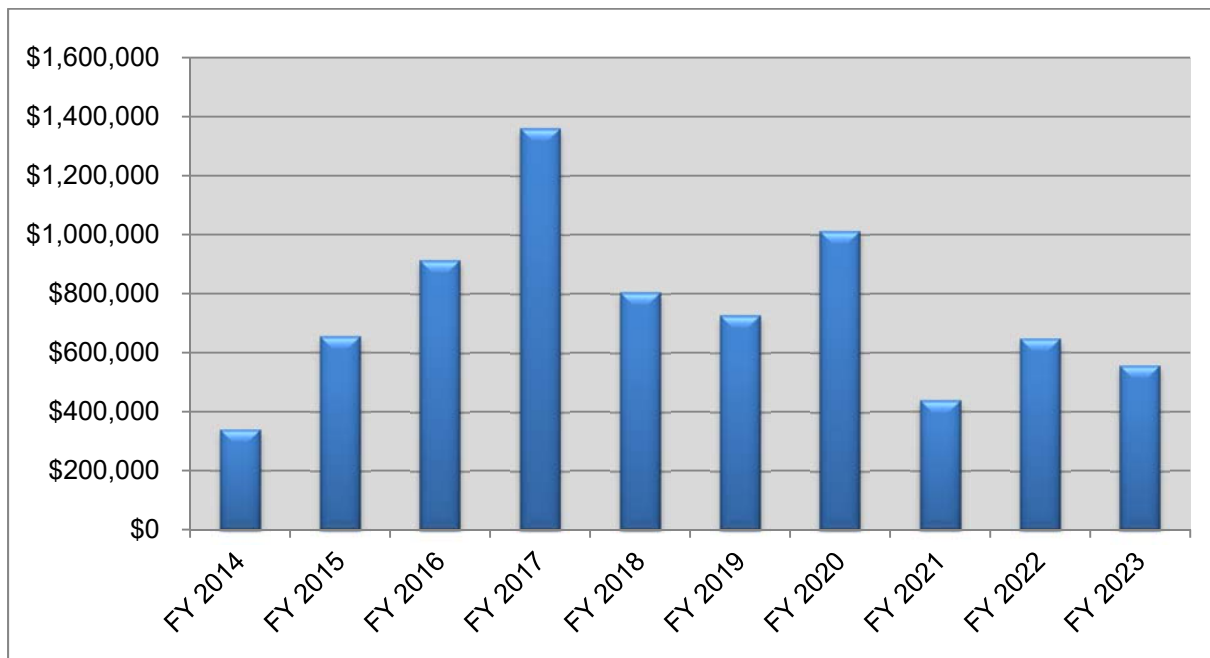
RO DIW & Plant Construction (1/2 debt svc)	0	592,500	499,800	499,800	499,800	499,800	499,800	499,800	499,800
Subtotal Transfers to Util. OM&R	0	592,500	499,800	499,800	499,800	499,800	499,800	499,800	499,800
Taylor Rd Watermain repl (incr. capacity up to 50%)	0	149,895	0	825,105	0	0	0	0	0
Tea & Grean Water Main (100% new)	0	28,068	250,000	421,932	0	0	0	0	0
WTP Booster Station - high svc pump station (50%)	0	0			0	1,650,000	0	0	0
Subtotal Transfers to Util. Construction	0	177,963	250,000	1,247,037	0	1,650,000	0	0	0
Total Expenditures	0	770,463	749,800	1,746,837	499,800	2,149,800	499,800	499,800	499,800
Revenues over (under) expenditures	1,044,150	(328,047)	(188,350)	(1,091,512)	66,155	(1,581,660)	70,255	76,305	82,425
Projected Carryover - Beginning	2,437,545	3,481,695	2,414,295	3,153,648	2,062,136	2,128,291	546,631	616,886	693,191
Projected Carryover - End	\$3,481,695	\$3,153,648	\$2,225,945	\$2,062,136	\$2,128,291	\$ 546,631	\$ 616,886	\$ 693,191	\$ 775,616

The actual FY 2020 and FY 2021 columns are based on comparison to budget (non-GAAP) and therefore includes projected carryovers.

City of Punta Gorda
Water System Capacity Escrow
Water System Capacity Fees-Permits, Fees, & Special Assessments
415-0000-324-2135

The water system capacity fee is a one-time payment to cover the cost of the water system production capacity for new water meter installations. These funds can only be employed as allowed by law. It is based on the meter size. The fees are detailed in Code of Ordinances section 17-6. The details can be viewed at www.ci.punta-gorda.fl.us under Codes/Ordinances. In 2020 the City undertook a comprehensive rate & impact fee study. The study results for water system capacity fees were based upon the cost of current infrastructure and five year capital improvement program. As a result of the completed 2020 Utility Rate & Impact Study, the water impact fee rate decreased 43% or \$1,497 in FY 2021. Impact fees can vary due to quantity of single family residential (sfr) units and inclusion of large development projects. FY 2023 estimates an average quantity of sfr units and excludes any large developments.

Fiscal Year	Revenue Amount	Percent Change
FY 2014	\$339,088	6.3%
FY 2015	\$654,416	93.0%
FY 2016	\$914,335	39.7%
FY 2017	\$1,361,272	48.9%
FY 2018	\$805,960	-40.8%
FY 2019	\$727,546	-9.7%
FY 2020	\$1,012,263	39.1%
FY 2021	\$437,334	-56.8%
FY 2022	\$646,775	47.9%
FY 2023	\$555,955	-14.0%



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
WATER SYSTEM CAPACITY ESCROW**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
21-35	WATER IMPACT FEES RESID	961,431	416,490	530,250	634,800	535,555
22-35	WATER IMPACT FEES COMM	50,832	20,844	20,200	11,795	20,400
*	PERMITS,FEES & SPEC ASSMT	1,012,263	437,334	550,450	646,595	555,955
10-00	INTEREST ON INVESTMENTS	31,887	5,082	11,000	8,550	10,000
*	MISCELLANEOUS REVENUE	31,887	5,082	11,000	8,550	10,000
90-01	PROJ CARRYOVER-BEGINNING	0	0	2,414,295	3,153,648	2,062,136
*	OTHER REVENUE SOURCES	0	0	2,414,295	3,153,648	2,062,136
		1,044,150	442,416	2,975,745	3,808,793	2,628,091

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
WATER SYSTEM CAPACITY ESCROW**

EXPENDITURES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
91-26	UTILITIES O M & R	0	592,500	499,800	499,800	499,800
91-31	UTILITIES CONSTRUCTION	0	177,963	250,000	1,247,037	0
*	TRANSFERS	0	770,463	749,800	1,746,837	499,800
99-03	PROJECTED CARRYOVER - END	0	0	2,225,945	2,062,136	2,128,291
*	ENDING RESERVES	0	0	2,225,945	2,062,136	2,128,291
		0	770,463	2,975,745	3,808,973	2,628,091

The Actual FY 2020 and Actual FY 2021 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

**City of Punta Gorda, FL
Wastewater Impact Fees
Proforma Schedule of Revenues and Expenditures
FY 2020 through FY 2027**

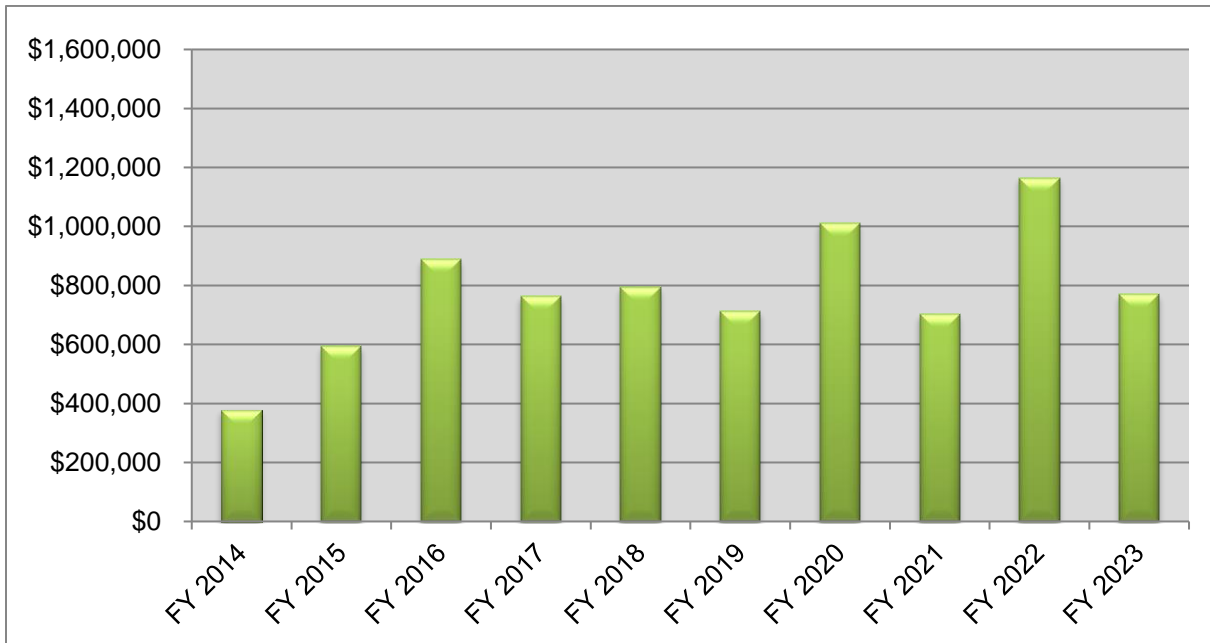
WASTEWATER SYSTEM IMPACT FEES and RELATED PROJECTS	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues									
Residential	\$ 969,074	\$ 690,832	\$ 690,000	\$ 1,142,900	\$ 760,000	\$ 763,800	\$ 767,620	\$ 771,460	\$ 775,315
Commercial	32,682	9,928	10,000	21,485	10,000	10,000	10,000	10,000	10,000
Interest on Investments	12,237	2,010	3,000	5,500	9,500	11,225	13,775	13,550	11,875
Total Revenues	1,013,993	702,770	703,000	1,169,885	779,500	785,025	791,395	795,010	797,190
Projects									
Jones Loop-Reimb for advance FY 17 & 18 For Debt Svc (WWTP Exp up to 50%)	350,000	350,000	0	0	0	0	0	0	0
Subtotal Transfer to Util OM&R	350,000	350,000	0	0	0	0	561,250	1,122,750	1,122,750
Jones Loop ForceMain 100%	0	0	350,000	350,000	350,000	0	0	0	0
WWTP Expansion Improvements up to 50%	100,000	100,000	500,000	500,000	500,000	0	0	0	0
Subtotal Transfer to Util Construction	100,000	100,000	850,000	850,000	850,000	0	0	0	0
State Revolving Loan Fund (Old SRF)	160,573	160,573	0	0	0	0	0	0	0
Subtotal Transfer SRF Loan Fund	160,573	160,573	0	0	0	0	0	0	0
Total Expenditures	610,573	610,573	850,000	850,000	850,000	0	561,250	1,122,750	1,122,750
Revenues over (under) expenditures	403,420	92,197	(147,000)	319,885	(70,500)	785,025	230,145	(327,740)	(325,560)
Projected Carryover - Beginning	1,112,630	1,516,050	1,606,032	1,608,247	1,928,132	1,857,632	2,642,657	2,872,802	2,545,062
Projected Carryover - End	<u>\$ 1,516,050</u>	<u>\$ 1,608,247</u>	<u>\$ 1,459,032</u>	<u>\$ 1,928,132</u>	<u>\$ 1,857,632</u>	<u>\$ 2,642,657</u>	<u>\$ 2,872,802</u>	<u>\$ 2,545,062</u>	<u>\$ 2,219,502</u>

The actual FY 2020 and FY 2021 columns are based on comparison to budget (non-GAAP) and therefore includes projected carryovers.

City of Punta Gorda
Wastewater System Capacity Escrow
Wastewater System Capacity Fees-Permits, Fees, & Special Assessments
416-0000-324-2136

The wastewater system capacity fee is a one-time payment to cover the cost of the wastewater system capacity for new wastewater connections. These funds can only be employed as allowed by law. The fees are based on the meter size. The fees are detailed in Code of Ordinances section 17-17. The details can be viewed at www.ci.punta-gorda.fl.us under Codes/Ordinances. In 2020 the City undertook a comprehensive rate & impact fee study. The study results for wastewater system capacity fees were based upon the cost of current infrastructure and five year capital improvement program. As a result of the completed 2020 Utility Rate & Impact Study, the wastewater impact fee rate was increased 4% or \$93 in FY 2021. Impact fees can vary due to quantity of single family residential (sfr) units and inclusion of large development projects. FY 2023 estimates an average quantity of sfr units and excludes any large developments.

Fiscal Year	Revenue Amount	Percent Change
FY 2014	\$377,934	23.9%
FY 2015	\$591,576	56.5%
FY 2016	\$888,680	50.2%
FY 2017	\$763,327	-14.1%
FY 2018	\$793,219	3.9%
FY 2019	\$711,438	-10.3%
FY 2020	\$1,001,756	42.2%
FY 2021	\$700,760	-30.0%
FY 2022	\$1,164,385	66.2%
FY 2023	\$770,000	-33.9%



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
WASTEWATER SYSTEM CAPACITY ESCROW**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
21-36	WASTEWATER IMPACTS RESID	969,074	690,832	690,000	1,142,900	760,000
22-36	WASTEWATER IMPACTS COMM	32,682	9,928	10,000	21,485	10,000
*	PERMITS,FEES & SPEC ASSMT	1,001,756	700,760	700,000	1,164,385	770,000
10-00	INTEREST ON INVESTMENTS	12,237	2,010	3,000	5,500	9,500
*	MISCELLANEOUS REVENUE	12,237	2,010	3,000	5,500	9,500
90-01	PROJ CARRYOVER-BEGINNING	0	0	1,606,032	1,608,247	1,928,132
*	OTHER REVENUE SOURCES	0	0	1,606,032	1,608,247	1,928,132
		1,013,993	702,770	2,309,032	2,778,132	2,707,632

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
WASTEWATER SYSTEM CAPACITY ESCROW**

EXPENDITURES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
91-26	UTILITIES O M & R	510,573	510,573	0	0	0
91-31	UTILITIES CONSTRUCTION	100,000	100,000	850,000	850,000	850,000
*	TRANSFERS	610,573	610,573	850,000	850,000	850,000
99-03	PROJECTED CARRYOVER - END	0	0	1,459,032	1,928,132	1,857,632
*	ENDING RESERVES	0	0	1,459,032	1,928,132	1,857,632
		610,573	610,573	2,309,032	2,778,132	2,707,632

The Actual FY 2020 and Actual FY 2021 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
UTILITIES R & R RESERVE**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
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 2023
UTILITIES R & R RESERVE**

EXPENDITURES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
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 2020 and Actual FY 2021 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
SPECIAL ASSESSMENT DISTRICT #4**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
10-00	INTEREST ON INVESTMENTS	547	66	100	165	260
*	MISCELLANEOUS REVENUE	547	66	100	165	260
90-01	PROJ CARRYOVER-BEGINNING	0	0	51,052	51,053	51,218
*	OTHER REVENUE SOURCES	0	0	51,052	51,053	51,218
		547	66	51,152	51,218	51,478

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
SPECIAL ASSESSMENT DISTRICT #4**

EXPENDITURES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
99-03	PROJECTED CARRYOVER - END	0	0	51,152	51,218	51,478
*	ENDING RESERVES	0	0	51,152	51,218	51,478
		0	0	51,152	51,218	51,478

The Actual FY 2020 and Actual FY 2021 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
STATE REVOLVING LOAN FUND**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
10-00	INTEREST ON INVESTMENTS	13,598	2,001	0	4,380	9,250
*	MISCELLANEOUS REVENUE	13,598	2,001	0	4,380	9,250
26-00	UTILITIES O M & R	225,001	-510,364	1,499,595	999,595	2,499,595
36-00	SEWER SYS CAPACITY ESCROW	0	0	0	0	0
*	TRANSFER FROM OTHER FUNDS	225,001	-510,364	1,499,595	999,595	2,499,595
90-01	PROJ CARRYOVER-BEGINNING	0	0	1,105,078	1,104,990	1,109,370
*	OTHER REVENUE SOURCES	0	0	1,105,078	1,104,990	1,109,370
		238,599	-508,363	2,604,673	2,108,965	3,618,215

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
STATE REVOLVING LOAN FUND**

EXPENDITURES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
71-07	STATE REVOLVING LOAN	0	0	787,918	787,918	797,977
72-07	STATE REVOLVING LOAN	0	0	211,677	211,677	201,618
*	DEBT SERVICE	0	0	999,595	999,595	999,595
99-03	PROJECTED CARRYOVER - END	0	0	1,605,078	1,109,370	2,618,620
*	ENDING RESERVES	0	0	1,605,078	1,109,370	2,618,620
		0	0	2,604,673	2,108,965	3,618,215

The Actual FY 2020 and Actual FY 2021 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

City of Punta Gorda
Utility Construction Fund
Revenue and Expense Comparison
Actual FY 2020 through Budget FY 2023

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Revenues:					
Transfer from Utility OM&R	\$ 2,320,000	\$ 11,323,000	\$ 6,620,000	\$ 6,620,000	\$ 2,805,000
Transfer from Water System Capacity Fees	0	177,963	250,000	1,247,037	0
Transfer from Sewer System Capacity Fees	100,000	100,000	850,000	850,000	850,000
SWFWMD Grant	4,975,046	0	0	0	0
Miscellaneous Revenue	109	802	0	0	0
Financing and/or SRF Loan/Grant	10,599,176	1,872,087	20,500,000	19,500,000	53,692,000
Project Carryover - Beginning	1,157,221	2,215,838	0	11,081,209	0
Prior Year Encumbrances/Reappropriation	302,051	1,748,278	0	4,129,128	0
Total Revenues	<u>\$ 19,453,603</u>	<u>\$ 17,437,968</u>	<u>\$ 28,220,000</u>	<u>\$ 43,427,374</u>	<u>\$ 57,347,000</u>
Expenses:					
Reserve for Contingencies/Project Carryovers	\$ 3,964,116	\$ 15,210,337	\$ 0	\$ 689,995	\$ 0
Transfer to Utility OM&R	5,000,000 *	0	0	0	0
Non-Departmental	(1,472)	164,159	0	315,281	0
Water Treatment Plant Improvements	9,914,555	520,204	4,600,000	7,591,635	450,000
Water Distribution System	67,208	356,270	520,000	4,409,702	420,000
Wastewater Collection System	197,685	386,574	1,900,000	5,085,490	2,200,000
Wastewater Treatment Plant Improvements	311,511	800,424	21,200,000	25,335,271	54,277,000
Total Expenses	<u>\$ 19,453,603</u>	<u>\$ 17,437,968</u>	<u>\$ 28,220,000</u>	<u>\$ 43,427,374</u>	<u>\$ 57,347,000</u>

* \$5 million temporary intrafund transfer between Utilities O M & R Fund and Utilities Construction Fund (FY 2019 to FY 2020); all utility funds are consolidated for annual financial reporting.

Projected FY 2022 column includes not only anticipated completed projects, but all current budgeted projects that may be carried over to FY 2023 for completion including possible use of contingency budget.

The Actual FY 2020 and Actual FY 2021 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 2020 through FY 2027

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues									
SWFWMD WATER GRANT	\$ 4,975,046	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
UTILITIES O M & R	2,320,000	11,323,000	6,620,000	6,620,000	2,805,000	7,490,000	1,970,000	3,605,000	1,920,000
WATER SYS CAPACITY ESCROW	0	177,963	250,000	1,247,037	0	1,650,000	0	0	0
SEWER SYS CAPACITY ESCROW	100,000	100,000	850,000	850,000	850,000	0	0	0	0
MISCELLANEOUS REVENUE	109	802	0	0	0	0	0	0	0
FINANCING- SRF LOAN/GRANT	10,599,176	1,872,087	0	0	0	0	0	0	0
ESTIMATED GRANTS FOR S2S (25%)	0	0	0	0	0	0	0	0	2,750,000
FINANCING S2S	0	0	1,000,000	0	0	0	0	1,000,000	10,286,400
FINANCING WWTP PLANT	0	0	19,500,000	19,500,000	53,692,000	0	0	0	0
FINANCING WTP FILTRATION	0	0	0	0	0	17,300,000	0	0	0
Subtotal	17,994,331	13,473,852	28,220,000	28,217,037	57,347,000	26,440,000	1,970,000	4,605,000	14,956,400
PROJ CARRYOVER-BEGINNING	1,157,221	2,215,838	0	11,081,209	0	0	0	0	0
PRIOR YEAR ENCUMBRANCES	302,051	1,748,278	0	4,129,128	0	0	0	0	0
Total Revenues	\$ 19,453,603	\$ 17,437,968	\$ 28,220,000	\$ 43,427,374	\$ 57,347,000	\$ 26,440,000	\$ 1,970,000	\$ 4,605,000	\$ 14,956,400
Expenses									
Utilities Construction									
RESERVE FOR CONTINGENCIES	\$ 3,964,116	\$ 15,210,337	\$ 0	\$ 689,995	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
PROFESSIONAL SERVICES	(1,472)	29,214	0	185,215	0	0	0	0	0
ENGINEER CONSULTING	0	0	0	0	0	0	300,000	0	0
BUILDING IMPROVEMENTS	0	134,945	0	130,066	0	0	0	0	0
TEMP. INTRAFUND CASH TRANSFER	5,000,000	0	0	0	0	0	0	0	0
Total Non-Departmental	8,962,644	15,374,496	0	1,005,276	0	0	300,000	0	0
Water Treatment Plant Improvements									
ENGINEER CONSULTING	47,701	168,603	0	40,819	0	0	250,000	85,000	0
HENDRICKSON DAM IMPROVEMT	0	0	0	90,186	0	0	0	0	0
WTP CARBON SILO	0	0	0	0	0	0	300,000	2,000,000	0
EQUIPMENT	59,262	0	0	114,600	0	0	0	0	0
WTP BELT PRESS	0	0	600,000	600,000	0	0	0	0	0
MOD/EXPAND WATER PLANT	533,651	351,601	4,000,000	6,746,030	200,000	17,300,000	0	200,000	0
REVERS OSMOSIS PLANT	9,273,941	0	0	0	0	0	0	0	0
ELEVATED TANK	0	0	0	0	250,000	3,300,000	0	0	0
Total WTP Improvements	9,914,555	520,204	4,600,000	7,591,635	450,000	20,600,000	550,000	2,285,000	0
Water Distribution System									
ENGINEER CONSULTING	22,130	46,143	100,000	195,848	0	0	0	0	0
EQUIPMENT (AMI)	6,360	0	0	17,398	0	0	0	0	0
MISC UTILITY RELOCATION	0	0	20,000	20,000	20,000	20,000	20,000	20,000	20,000
WATER MAIN UPGRADES	38,718	310,127	400,000	4,176,456	400,000	3,900,000	200,000	200,000	200,000
Total Water Distribution System	67,208	356,270	520,000	4,409,702	420,000	3,920,000	220,000	220,000	220,000
Wastewater Collection System									
GRAVITY SEWER REPLACEMENT	63,779	68,514	150,000	1,337,000	150,000	150,000	150,000	150,000	150,000
LIFT STATION PROJECTS	28,962	120,050	200,000	100,000	200,000	200,000	200,000	200,000	200,000
WW COLLECTION SYS IMPROVE	0	0	200,000	9,000	200,000	200,000	200,000	200,000	200,000
FORCE MAIN PROJECTS	104,944	0	350,000	3,537,500	1,650,000	350,000	350,000	350,000	350,000
SEPTIC TO SEWER PROJECTS	0	198,010	1,000,000	101,990	0	0	0	1,000,000	13,036,400
Total Wastewater Collection System	197,685	386,574	1,900,000	5,085,490	2,200,000	900,000	900,000	1,900,000	13,936,400
Wastewater Treatment Plant Improvements									
ENGINEER CONSULTING	0	0	0	0	0	0	0	200,000	0
BUILDING IMPROVEMENTS	0	0	0	75,000	0	0	0	0	0
WWTP IMPROVEMENTS	311,511	800,424	20,600,000	24,660,271	54,277,000	170,000	0	0	800,000
WWTP BOOSTER PUMP FACIL	0	0	0	0	0	350,000	0	0	0
MASTER PUMP STATION UPGRA	0	0	600,000	600,000	0	0	0	0	0
WW HOLDING POND REHABILITATION	0	0	0	0	0	500,000	0	0	0
Total WWTP Improvements	311,511	800,424	21,200,000	25,335,271	54,277,000	1,020,000	0	200,000	800,000
Total Expenses	\$ 19,453,603	\$ 17,437,968	\$ 28,220,000	\$ 43,427,374	\$ 57,347,000	\$ 26,440,000	\$ 1,970,000	\$ 4,605,000	\$ 14,956,400

(Temporary intrafund cash transfer to the Utilities Construction fund from other utility funds; all utility funds are consolidated for annual financial reporting.)

Footnotes in Utilities OM&R profoma are relevant to Utilities Construction fund

The Actual FY 2020 & FY 2021 columns are based on comparison to budget (non-GAAP) and therefore includes capital asset acquisitions and does not include asset transfers or transfers of financing proceeds

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
UTILITIES CONSTRUCTION**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
31-01	SW FL WATER MGMT DISTRICT	4,975,046	0	0	0	0
*	INTERGOVERNMENTAL REVENUE	4,975,046	0	0	0	0
90-00	MISCELLANEOUS REVENUE	109	802	0	0	0
*	MISCELLANEOUS REVENUE	109	802	0	0	0
26-00	UTILITIES O M & R	7,919,176	13,195,087	6,620,000	6,620,000	2,805,000
35-00	WATER SYS CAPACITY ESCROW	0	177,963	250,000	1,247,037	0
36-00	SEWER SYS CAPACITY ESCROW	100,000	100,000	850,000	850,000	850,000
*	TRANSFER FROM OTHER FUNDS	8,019,176	13,473,050	7,720,000	8,717,037	3,655,000
11-01	OTHER FINANCING	0	0	20,500,000	19,500,000	53,692,000
*	DEBT PROCEEDS	0	0	20,500,000	19,500,000	53,692,000
90-01	PROJ CARRYOVER-BEGINNING	0	0	0	11,081,209	0
90-02	PRIOR YEAR ENCUMBRANCES	0	0	0	4,129,128	0
*	BEGINNING RESERVES	0	0	0	15,210,337	0
		12,994,331	13,473,852	28,220,000	43,427,374	57,347,000

The Actual FY 2020 and Actual FY 2021 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, financing proceeds, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.


**UTILITIES
CAPITAL IMPROVEMENTS PROGRAM
FY 2023 - 2027**

(All figures in thousands of dollars)


PROJECT IDENTIFICATION	Page #	TOTAL PROJECT COST	Prior Years' Funding	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
FUNDING SOURCE: Utilities Fund current revenue of \$1.12M per policy for R&R Projects								
Water System Utility Relocation Misc. Projects	485	100	Annual	20	20	20	20	20
Watermain Renewal/Replacement Projects	486	500	Annual	100	100	100	100	100
Watermain Valve Projects	487	500	Annual	100	100	100	100	100
Wastewater Gravity Sewer Replacement Projects	488	750	Annual	150	150	150	150	150
Wastewater Lift Station Renewal/Replacement Projects	489	1,000	Annual	200	200	200	200	200
Wastewater Inflow Abatement - Rehabilitation Structures	490	1,000	Annual	200	200	200	200	200
Wastewater Force Main Renewal/Replacement Projects	491	1,750	Annual	350	350	350	350	350
R&R Projects Total		5,600	0	1,120	1,120	1,120	1,120	1,120
FUNDING SOURCE: Utilities Fund current revenues and Reserves, Grants, Impact Fees, and Financing Administration								
Septic to Sewer (Areas 1)	492	14,336	300	0	0	0	1,000	13,036
Utility Master Plan Water & Wastewater	493	300	0	0	0	300	0	0
Wastewater Projects								
Lift Station 30 Gravity Rehab	494	650	650	0	0	0	0	0
Henry St 14" Force Main Replacement	495	1,200	1,200	0	0	0	0	0
Riverside Dr Force Main Extension	496	1,100	1,100	0	0	0	0	0
Henry St 20" Force Main Replacement crossing at I-75	497	2,250	1,150	1,100	0	0	0	0
Piper Rd Force Main Relocation	498	200	0	200	0	0	0	0
Wastewater Nutrient Management Plan (Bio Solids)	499	300	100	0	0	0	200	0
Wastewater Treatment Plant Improvement	500	78,200	24,008	54,192	0	0	0	0
Wastewater Treatment Plant Tank Coating	501	1,400	600	0	0	0	0	800
Wastewater Treatment Plant Permit Renewal (FDEP)	502	85	0	85	0	0	0	0
Wastewater Deep Injection Well Mechanical Integrity Test (MIT)	503	85	0	0	85	0	0	0
Wastewater Deep Injection Well Permit Renewal	504	85	0	0	85	0	0	0
Wastewater Master Pump Facility Pumps Upgrade	505	600	600	0	0	0	0	0
Wastewater Generator Replacement @BPF	506	350	0	0	350	0	0	0
Wastewater Pond Liner Replacement	507	500	0	0	500	0	0	0
Wastewater Projects Total		101,641	29,708	55,577	1,020	300	1,200	13,836
Water Projects								
WTP - Water Hydrobiological Monitoring Plan (HBMP)	508	100	0	0	0	100	0	0
WTP - R.O Water Use Permit	509	200	0	0	0	0	200	0
WTP - Carbon Slurry System Replacement	510	2,300	0	0	0	300	2,000	0
WTP - Hendrickson Dam Inspection Program & Maintenance	511	90	90	0	0	0	0	0
WTP - Dewatering Sludge Press	512	600	600	0	0	0	0	0
WTP - 2 MG Storage Tank Baffle Curtain Replacement	513	500	500	0	0	0	0	0
WTP - Well Remediation	514	280	80	200	0	0	0	0
WTP - Evaluation/Rehabilitation (Filters, SCU & ALUM Tank)	515	23,123	5,823	0	17,300	0	0	0
WTP - Burnt Store Rd Booster Station Pipe Riser Repair & Pumps	516	3,550	0	250	3,300	0	0	0
WTP - RO Brine Disposal Well / Mechanical Integrity Test (MIT)	517	150	0	0	0	150	0	0
WTP - RO Brine Disposal Well (DIW) / Permit Renewal	518	85	0	0	0	0	85	0
Water - Taylor Rd Watermain Replacement Upgrade (10" to 12")	519	3,542	3,542	0	0	0	0	0
Water Tee and Green Water Main Extension	520	450	450	0	0	0	0	0
Water - Solona Watermain Replacement Upgrade	521	3,500	200	0	3,300	0	0	0
Water - Bal Harbor Water Main Replacement	522	600	0	200	400	0	0	0
Water Projects Total		39,070	11,285	650	24,300	550	2,285	0
UTILITIES CONSTRUCTION FUND TOTAL		146,311	40,993	57,347	26,440	1,970	4,605	14,956

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Utility Relocation Project To Be Determined	
Project Code:	TBD	
Account #:	411-8423-533-63-09	
Description/Justification:	<p>FY 2023 – 2027</p> <p>Annual funds programmed to relocate water and wastewater lines to accommodate no-programmed projects and/or work performed by FDOT, Charlotte County Public Works and Punta Gorda Public Works.</p> <p>FDOT programs roadway improvements in a 5 year CIP and also performs non-programmed projects. Charlotte County Public Works and Punta Gorda Public Works also perform non-programmed projects on an as needed basis. Funds in TBD are for non-programmed projects, once a project is identified a project code and cost will be identified.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.	
Community Impact:		


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$20,000	\$0	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
Land							
Construction	\$80,000	\$0	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000
Equipment							
Total	\$100,000	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Funding Sources							
Local-UF	\$100,000	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Water Main Renewal/Replacement Project To Be Determined	
Project Code:	TBD	
Account #:	411-8423-533-63-21	
Description/Justification:	<p>FY 2023 – 2027</p> <p>TBD funds provide renewal and replacement of existing water mains on an as needed basis. The end of life to water mains cannot be predicted with certainty. Replacement projects are based on water main breaks and Public Works projects. Annual projects are determined by operations staff to meet immediate needs. Funds unused are released at end of year. Major water main projects are programmed individually.</p> <p>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.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.	
Community Impact:		


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$200,000	\$0	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Land							
Construction	\$300,000	\$0	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
Equipment							
Total	\$500,000	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Funding Sources							
Local-UF	\$500,000	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Water Main Valve Installation	
Project Code:	WMVALV	
Account #:	411-8423-533-63-21	
Description/ Justification:	<p>FY 2023 – 2027</p> <p>Project will install EZ valves on existing water main to assist in isolation of shut off during a main break to limit amount of customers affected.</p> <p>During a water main break, water shut off is needed to make repairs. Installation of Insert-a-valve will limit the amount of customers affected by isolating only the area needed for repair. Valves installed will list location and size to identify.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.	
Community Impact:		

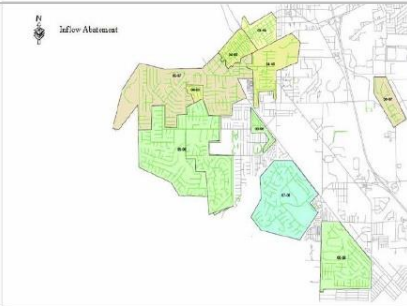
Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	\$500,000	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Total	\$500,000	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Funding Sources							
Local-UF	\$500,000	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Gravity Sewer Renewal/Replacement Project TBD	
Project Code:	TBD	
Account #:	411-8536-535-63-28	
Description/ Justification:	<p>FY 2023 – 2027</p> <p>Funds in TBD provide renewal and replacement of existing gravity sewer lines and restore asphalt pavement associated with sewer replacement. Old clay pipe gravity lines are candidate projects for replacement with PVC sewer pipe. Gravity Sewer relocation is coordinated with Public Works resurfacing and paving projects.</p> <p>Renewal and/or replacement of gravity sewer is performed to maintain system capacity by reducing storm water infiltration. Clay pipe gravity sewer lines commonly contribute to storm water infiltration. Public Works projects are typically related to street reconstructions. Once a project is identified a project code will be created and funds will be transferred from TBD to the identified project.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.	
Community Impact:		


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$150,000	\$0	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Land							
Construction	\$600,000	\$0	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000
Equipment							
Total	\$750,000	\$0	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
Funding Sources							
Local-UF	\$750,000	\$0	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Lift Station Renewal/Replacement Project To Be Determined	
Project Code:	TBD	
Account #:	411-8536-535-63-29	
Description/ Justification:	<p>FY 2023 – 2027 Annual project funds will design and construct wastewater lift station rehabilitation or improvements on an as needed basis to maintain left of service.</p> <p>The City operates 118 Lift Stations. Funds are programmed to provide improved wastewater transmission capacity identified by wastewater master plan or other studies. Project may result from immediate need to maintain level of service to customers or reduce cost responding to multiple repairs. Renewal/Replacement of equipment to lift stations is performed by staff on an as needed basis with available funding typically for components rather than complete rehabilitation/replacement of equipment of an individual lift station. Once a project is identified a project code will be created and funds will be transferred from TBD to the identified project.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.	
Community Impact:		

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$200,000	\$0	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Land							
Construction	\$800,000	\$0	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000
Equipment							
Total	\$1,000,000	\$0	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Funding Sources							
Local-UF	\$1,000,000	\$0	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

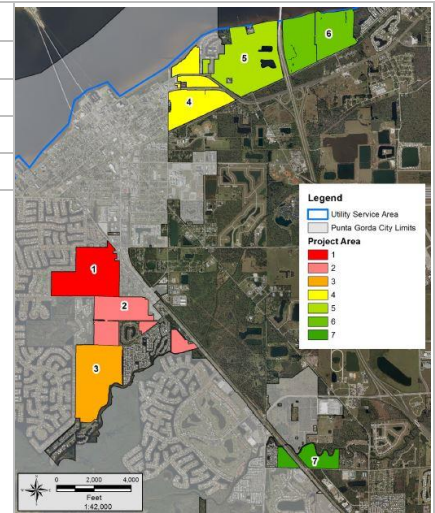
Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Inflow Abatement Rehab Structures - To Be Determined	
Project Code:	TBD	
Account #:	411-8536-535-63-56	
Description/Justification:	<p>FY 2023 – 2027</p> <p>Annual funds programmed for rehabilitation/replacement includes interior coating to manholes and wet wells, installation of manhole inflow protectors, smoke testing, grouting and lining sewer lines of the City’s wastewater collection system elements throughout the City’s service area. Project implements strategies for reducing storm water infiltration.</p> <p>Inspection, replacement and renewal of the City’s collection system will reduce infiltration and inflow, reduce collection system defects, maintain capacity, and reduce wet weather overflows. Rehabilitation work extends useful life which reduces replacement needs. Once a project is identified a project code will be created and funds will be transferred from TBD to the identified project.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.	
Community Impact:		

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$200,000	\$0	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Land							
Construction	\$800,000	\$0	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000
Equipment							
Total	\$1,000,000	\$0	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Funding Sources							
Local-UF	\$1,000,000	\$0	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							


Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Force Main Renewal/Replacement Project To Be Determined	
Project Code:	TBD	
Account #:	411-8536-535-63-67	
Description/ Justification:	<p>FY 2023 – 2027</p> <p>Annual projects may be determined by operating staff to meet immediate needs. Projects will replace existing Ductile Iron Pipe (DIP) with PVC pipe.</p> <p>Rehabilitation and improvements to existing facilities are needed as a result of end of service life and changes to the utilities system for growth or other capital projects. Force Main breaks cannot be predicted with certainty. Once a project is identified a project code will be created and funds will be transferred from TBD to the identified project.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.	
Community Impact:		

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$350,000	\$0	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000
Land							
Construction	\$1,400,000	\$0	\$280,000	\$280,000	\$280,000	\$280,000	\$280,000
Equipment							
Total	\$1,750,000	\$0	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000
Funding Sources							
Local-UF	\$1,750,000	\$0	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

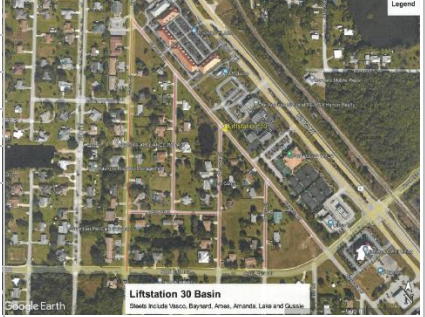
Dept/Div:	Utilities Administration
Contact:	Neil Peters
Project Title:	Septic to Sewer (Area 1)
Project Code:	S2SA1
Account #:	411-8536-535-65-03
Description/ Justification:	<p>Jones Edmunds completed Septic to Sewer Master Plan June 2018. Possible funding plan was developed for gravity sewer system. Preliminary Design Report for Area 1 to evaluate alternative sewer systems and complete PDR for preferred method was issued FY21.</p> <p>FY 2026-2027 Construction Breakdown of project cost: Collection System = \$11,028,00 Transmission System = \$3,308,400</p> <p>Project will need to be financed and estimates grant revenue of 25% of collection system.</p> <p>Funding Sources to be used to repay debt: Wastewater Impact Fees, Assessments of all lots in Area 1, Portion of wastewater revenues from Area 1 customers.</p> <p>Charlotte County BCC has adopted a 10 year plan to extend central sewer to properties utilizing on-site septic tanks for wastewater disposal. Punta Gorda is seeking to work in cooperation with BCC to study and construct central sewers.</p>
Priority:	Infrastructure Sustainability
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient service delivery and quality aesthetic appeal. Maximize use of new technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	



Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/ Engineering	\$2,867,280	\$300,000	\$0	\$0	\$0	\$1,000,000	\$1,567,280
Construction	\$11,469,120	\$0	\$0	\$0	\$0	\$0	\$11,469,120
Total	\$14,336,400	\$300,000	\$0	\$0	\$0	\$1,000,000	\$13,036,400
Funding Sources							
Grants (est.) - G	\$2,750,000	\$0	\$0	\$0	\$0	\$0	\$2,750,000
Finance (est.) -RF	\$11,286,400	\$0	\$0	\$0	\$0	\$1,000,000	\$10,286,400
Local (est.) - UF	\$300,000	\$300,000	\$0	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Electric, R&M, and Debt Service (to begin in FY 2028)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Impacts on Revenues (negative entry indicates revenue reduction)							
Assessments	\$268,000	\$0	\$0	\$0	\$0	\$0	\$268,000
WW Impacts	\$82,000	\$0	\$0	\$0	\$0	\$0	\$82,000
WW Revenue (begin in FY 2028)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Dept/Div:	Utilities Administration	 <p>Water & Wastewater Master Plan</p>
Contact:	Neil Peters	
Project Title:	Water and Wastewater Master Plan Update	
Project Code:	WWWMPU	
Account #:	411-0000-536-31-14	
Description/ Justification:	<p>FY 2025</p> <p>Revise water demands, identify water supply project scenarios, evaluate scenarios and recommend project(s) to meet future water and wastewater needs. Update hydraulic model and evaluate level of service standards for current year and 10 year planning.</p> <p>Water & Wastewater Master Plan was completed in 2006. Staff recommends new water and wastewater master plan to assist in identifying projects to meet future planning scenarios.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient service delivery and quality aesthetic appeal. Establish a 5 year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis.	
Community Impact:		

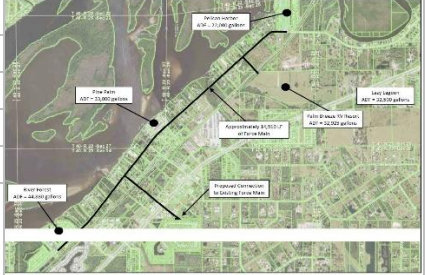
Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/ Engineering	\$300,000	\$0	\$0	\$0	\$300,000	\$0	\$0
Land							
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment							
Total	\$300,000	\$0	\$0	\$0	\$300,000	\$0	\$0
Funding Sources							
Local - UF	\$300,000	\$0	\$0	\$0	\$300,000	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Lift Station 30 Gravity Rehab	
Project Code:	LS30GS	
Account #:	411-8536-535-63-28	
Description/Justification:	<p>FY 2022 - Funds remaining from other annual to be determined renewal and replacement projects in order to fund this project.</p> <p>The gravity collection lines are allowing excessive stormwater into the sewer. LS 30 has excessive run times during wet weather. Inspection has determined the gravity lines, approximately 4,900 feet, should be replaced in the Lift Station 30 Basin area.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.	
Community Impact:		

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$130,000	\$130,000	\$0	\$0	\$0	\$0	\$0
Land							
Construction	\$520,000	\$520,000	\$0	\$0	\$0	\$0	\$0
Equipment/ Planning							
Total	\$650,000	\$650,000	\$0	\$0	\$0	\$0	\$0
Funding Sources							
Local-UF	\$650,000	\$650,000	\$0	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Henry Street 14" Force Main Replacement	
Project Code:	HS-FM	
Account #:	411-8536-535-63-67	
Description/Justification:	<p>FY 2021-2022</p> <p>Replace 1700 LF of 14" cast iron force main to PVC on Henry St and gravity manhole replacement at LS25 at Maud St.</p> <p>Existing 14" force main is cast iron and at the end of expected useful life. The manhole at LS25 is sinking and must be replaced as part of this project due to the alignment of the 14" force main. Replacement update to PVC will increase reliability of wastewater transmission in the Henry St alignment. All force main on Henry/Marion alignment between Bal Harbor and Bass Inlet has been upgraded to PVC.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.	
Community Impact:		

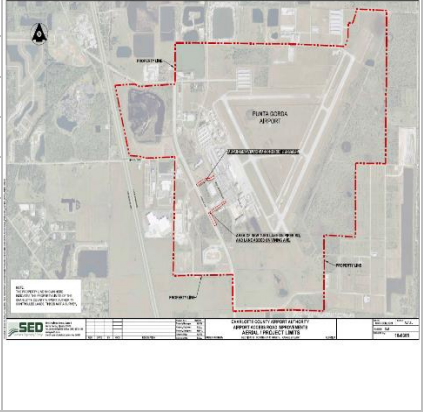
Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$500,000	\$500,000	\$0	\$0	\$0	\$0	\$0
Land							
Construction	\$700,000	\$700,000	\$0	\$0	\$0	\$0	\$0
Equipment							
Total	\$1,200,000	\$1,200,000	\$0	\$0	\$0	\$0	\$0
Funding Sources							
Local-UF	\$1,200,000	\$1,200,000	\$0	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Riverside Drive Force Main Extension	
Project Code:	RIVFM	
Account #:	411-8536-535-63-67	
Description/Justification:	<p>FY 2021-2023</p> <p>LP Promotions, LLC intends to develop property located within the Punta Gorda utility service area into a recreational vehicle park. The developer has proposed to design, permit, and construct a wastewater force main extension along Riverside Drive to serve the subject property as well as other developments within direct proximity. The City desires to participate in the project by providing a 75% reimbursement to the developer and to acquire, operate and maintain the force main. The City and LP Promotions, LLC have negotiated an agreement which sets the duties and responsibilities of each party with regard to the force main extension project along Riverside Drive.</p> <p>Extending a new wastewater force main along Riverside Drive will provide wastewater services to the proposed project and will facilitate wastewater services to 4 existing communities using on-site wastewater treatment and disposal facilities. The existing communities can hook up to the City sewer and decommission the on-site facilities, at a future date.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.	
Community Impact:		

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Construction	\$1,100,000	\$1,100,000	\$0	\$0	\$0	\$0	\$0
Total	\$1,100,000	\$1,100,000	\$0	\$0	\$0	\$0	\$0
Funding Sources							
Local-UF	\$1,100,000	\$1,100,000	\$0	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
R&M and processing costs	\$8,000	\$0	\$0	\$2,000	\$2,000	\$2,000	\$2,000
Impacts on Revenues (negative entry indicates revenue reduction)							
WW Impacts and monthly revenue TBD when communities are built or hook up	TBD			TBD	TBD	TBD	TBD

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Henry Street 20" Force Main Replacement Crossing at I-75	
Project Code:	I75RFM	
Account #:	411-8536-535-63-67	
Description/Justification:	<p>FY 2022-2023</p> <p>Replace approximately 400-500 feet 18" DIP wastewater force main which crosses under I-75 with 20" PVC force main. The facility was constructed in 1981 as part of I-75 initial construction. The existing condition of the pipe is unknown.</p> <p>Replacing the DIP pipe with PVC pipe will improve pipe reliability.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City's infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.	
Community Impact:		


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$450,000	\$450,000	\$0	\$0	\$0	\$0	\$0
Land							
Construction	\$1,800,000	\$700,000	\$1,100,000				
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$2,250,000	\$1,150,000	\$1,100,000	\$0	\$0	\$0	\$0
Funding Sources							
Local – UF	\$2,250,000	\$1,150,000	\$1,100,000	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
R&M and processing costs due to increased capacity	\$4,000	\$0	\$0	\$1,000	\$1,000	\$1,000	\$1,000

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Utility Relocation - Piper Rd	
Project Code:	PIPER	
Account #:	411-8423-533-63-09	
Description/Justification:	<p>FY 2023</p> <p>The City and Charlotte County Airport Authority (CCAA) are expected to discuss an interlocal agreement to provide funding for relocating the City’s 16” wastewater force main as part of the CCAA Piper Road Turn Lane project.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.	
Community Impact:		


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction	\$200,000	\$0	\$200,000	\$0	\$0	\$0	\$0
Equipment							
Total	\$200,000	\$0	\$200,000	\$0	\$0	\$0	\$0
Funding Sources							
Local-UF	\$200,000	\$0	\$200,000	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Wastewater Treatment Plant Nutrient Management Plan (Biosolids) Land Application	
Project Code:	LANDAP	
Account #:	411-8711-535-31-14	
Description/ Justification:	<p>FY 2026</p> <p>Funds are needed for engineering services to prepare DEP permit application materials to renew permit FLA804746 and authorize land application of biosolids at the City biosolids application site 30999 Bermont Rd. Renewal of permit is required in 5 year intervals.</p> <p>The City has a 447 acre Class B biosolids Land Application site, at 30999 Bermont Road, that has been operated as biosolids application site since 1984, authorized by DEP rules and permitting. DEP bio-solids regulations provided in FAC 62-640 were revised June 21, 2021. Under current rules the permit application must provide a numeric nutrient management plan (NMP) with the application materials. Application renewal is in progress for FY 2022 with a renewal due in 2027.</p>	
Priority:	Partnerships, Communication and Collaboration	
Goal:	Emphasize transparency in City operations, reporting and activities.	
Community Impact:		



Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$300,000	\$100,000	\$0	\$0	\$0	\$200,000	\$0
Land							
Construction							
Equipment							
Total	\$300,000	\$100,000	\$0	\$0	\$0	\$200,000	\$0
Funding Sources							
Local-UF	\$300,000	\$100,000	\$0	\$0	\$0	\$200,000	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Wastewater Treatment Plant Improvement/Expansion	
Project Code:	WWPEXP	
Account #:	411-8711-535-63-31	
Description/ Justification:	<p>The City completed an evaluation and recommendation for WWTP Improvements in 2020, negotiated FWC lease agreement extension, and engineering design and permitting in 2022.</p> <p>FY 2023 – 2027: Construction Improvements Funding sources will include wastewater impact fees and financing. Debt service will be repaid through wastewater impact fees and user fees.</p> <p>A planned approach for WWTP capacity and expansion is required by FDEP rule when the capacity of the WWTP reaches 75% of permitted capacity.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.	
Community Impact:		


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/ Engineering	\$7,200,000	\$7,200,000	\$0	\$0	\$0	\$0	\$0
Land							
Construction	\$71,000,000	\$16,808,000	\$54,192,000	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$78,200,000	\$24,008,000	\$54,192,000	\$0	\$0	\$0	\$0
Funding Sources							
Finance (est.) – RF	\$73,192,000	\$19,500,000	\$53,692,000	\$0	\$0	\$0	\$0
WW Impacts – UIF	\$1,200,000	\$700,000	\$500,000	\$0	\$0	\$0	\$0
Local – UF	\$3,808,000	\$3,808,000	\$0	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Debt Svc	\$11,150,800	\$0	\$0	\$0	\$2,230,000	\$4,460,400	\$4,460,400
Land Lease	(\$42,000)	\$0	\$0	\$0	(\$14,000)	(\$14,000)	(\$14,000)

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Wastewater Treatment Plant Tank Coating	
Project Code:	WWP-TC	
Account #:	411-8711-535-63-31	
Description/ Justification:	<p>Replace interior coating system in our wastewater equalization tank. There are two tanks at the Master Pumping Facility and two tanks at the Booster Pumping Facility. Coating replacement is on a rotational schedule based on need every 5 years.</p> <p>FY2027 Coating of 2 tanks at the MPF.</p> <p>Coating system is needed to protect concrete surfaces from wastewater. Interior tank coating system has a warranty of 5 years. Work on MPF was performed in 2022. Annual inspection will be performed. When a coating failure is detected outside of the warranty period, the coating system will be replaced.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Apply best management practices and systems in infrastructure maintenance.	
Community Impact:		


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	\$1,400,000	\$600,000	\$0	\$0	\$0	\$0	\$800,000
Total	\$1,400,000	\$600,000	\$0	\$0	\$0	\$0	\$800,000
Funding Sources							
Local-UF	\$1,400,000	\$600,000	\$0	\$0	\$0	\$0	\$800,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Wastewater Treatment Plant Operating Permit Renewal (FDEP)	
Project Code:	WWPERM	
Account #:	411-8711-535-31-14	
Description/ Justification:	<p>FY 2023 Funds are needed for engineering services to prepare permit application materials for the renewal of the WWTP. Operating Permit required and issued by Florida Department of Environmental Protection.</p> <p>Florida Department of Environmental Protection requires the WWTP to acquire an operating permit. Current operating permit (FLA118371) is valid from September 22, 2019 – September 21, 2024. Renewal of operating permit is required in 5 year intervals. Next permit renewal is due September 21, 2024. (Funding for next 5 year interval will be FY 2028)</p>	
Priority:	Partnerships, Communication and Collaboration	
Goal:	Emphasize transparency in City operations, reporting, and activities.	
Community Impact:		


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$85,000	\$0	\$85,000	\$0	\$0	\$0	\$0
Land							
Construction							
Equipment							
Total	\$85,000	\$0	\$85,000	\$0	\$0	\$0	\$0
Funding Sources							
Local-UF	\$85,000	\$0	\$85,000	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Wastewater Treatment Plant – Deep Injection Well Mechanical Integrity Testing (MIT)	
Project Code:	DWMIT	
Account #:	411-8711-535-31-14	
Description/ Justification:	<p>FY 2024</p> <p>The WWTP effluent disposal well is regulated by an Underground Injection Well (UIC) permit. Permit compliance requires Mechanical Integrity Testing (MIT) at 5 year intervals. Project will perform MIT for the required period. MIT must be performed by May 2025 prior to DIW permit renewal.</p> <p>MIT is required by UIC permit on or before May 27, 2025.</p>	
Priority:	Partnerships, Communication and Collaboration	
Goal:	Emphasize transparency in City operations, reporting and activities.	
Community Impact:		


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$85,000	\$0	\$0	\$85,000	\$0	\$0	\$0
Land							
Construction							
Equipment							
Total	\$85,000	\$0	\$0	\$85,000	\$0	\$0	\$0
Funding Sources							
Local-UF	\$85,000	\$0	\$0	\$85,000	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Wastewater Treatment Plant – Deep Injection Well Permit Renewal (FDEP)	
Project Code:	DWPERM	
Account #:	411-8711-535-31-14	
Description/ Justification:	<p>FY 2024</p> <p>Funds are needed for engineering services to prepare permit application materials for the renewal of the Wastewater Treatment Plant Deep Injection Well (DIW) regulated by Underground Injection Control (UIC) permit required and issued by Florida Department of Environmental Protection (FDEP). UIC/DIW permit was issued January 7, 2021 and is due to expire January 7, 2026.</p> <p>FDEP requires the Wastewater Treatment Plant to renew its' UIC permit for DIW; the next permit renewal is due prior to January 7, 2026.</p>	
Priority:	Partnerships, Communication and Collaboration	
Goal:	Emphasize transparency in City operations, reporting and activities.	
Community Impact:		


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$85,000	\$0	\$0	\$85,000	\$0	\$0	\$0
Land							
Construction							
Equipment							
Total	\$85,000	\$0	\$0	\$85,000	\$0	\$0	\$0
Funding Sources							
Local-UF	\$85,000	\$0	\$0	\$85,000	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Wastewater Treatment Plant – Master Pump Facility Upgrade	
Project Code:	MPFUPG	
Account #:	411-8711-535-63-33	
Description/ Justification:	<p>FY 2022</p> <p>Upgrade and replace three wastewater pumps, piping, and electrical VFD and motor controls at the Master Pump Facility (MPF) located at 900 Henry Street.</p> <p>The existing pumps and controls were installed in 2000 and have reached end of service life. Newer pump designs will provide improved reliability and performance.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.	
Community Impact:		

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$120,000	\$120,000	\$0	\$0	\$0	\$0	\$0
Land							
Construction	\$480,000	\$480,000	\$0	\$0	\$0	\$0	\$0
Equipment							
Total	\$600,000	\$600,000	\$0	\$0	\$0	\$0	\$0
Funding Sources							
Local-UF	\$600,000	\$600,000	\$0	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Wastewater Treatment Plant Generator Replacement at BPF	
Project Code:	WWGEN	
Account #:	411-8711-535-63-39	
Description/ Justification:	<p>FY 2024</p> <p>The wastewater transmission system uses a Booster Pump Station located at 4300 Henry Street. The pump station has (3) 250 HP pumps with capacity of 6,700 GPM. The facility requires an emergency generator. The existing generator is scheduled for replacement.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.	
Community Impact:		


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$350,000	\$0	\$0	\$350,000	\$0	\$0	\$0
Land							
Construction							
Equipment							
Total	\$350,000	\$0	\$0	\$350,000	\$0	\$0	\$0
Funding Sources							
Local-UF	\$350,000	\$0	\$0	\$350,000	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Wastewater Treatment Plant Pond Liner Replacement	
Project Code:	WWPOND	
Account #:	411-8711-535-63-43	
Description/ Justification:	<p>FY 2024</p> <p>The Wastewater Treatment Plant uses 3 lined ponds for temporary storage of wastewater effluent during peak flow periods. The interior pond liner should be repaired or replaced when inspections indicate excessive wear or damage.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.	
Community Impact:		


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction	\$500,000	\$0	\$0	\$500,000	\$0	\$0	\$0
Equipment							
Total	\$500,000	\$0	\$0	\$500,000	\$0	\$0	\$0
Funding Sources							
Local-UF	\$500,000	\$0	\$0	\$500,000	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	<p>Figure 2-2 Shell Creek HBMP monitoring site locations situated downstream of the reservoir</p>
Contact:	Neil Peters	
Project Title:	Water Treatment Plant – Hydro Biological Monitoring Plan (HBMP)	
Project Code:	WPHBMP	
Account #:	411-8422-533-31-14	
Description/ Justification:	<p>FY 2025</p> <p>SWFWMD water use permit requires a sampling and testing plan to document biological conditions of Shell Creek. Testing and sampling is required on a monthly basis each year and a summary report is required on a 5 year cycle. The cost of the summary report is budgeted on a 5 year recurring cycle. Last report was completed in 2020 and the next is due in FY 2025.</p> <p>The City Water Treatment Plant (WTP) obtains source water from Shell Creek authorized by a Water Use Permit (WUP) issued by SWFWMD. The WUP requires the City to perform water quality testing, complete data, and furnish a technical report to demonstrate permitted water use complies with the regulatory standards of SWFWMD’s WUP. The composite activities consists of water sampling, testing, data analysis and preparation of a 5 year technical summary report are assigned the term Hydro Biological Monitoring Plan (HBMP)</p>	
Priority:	Quality of Life	
Goal:	Meet all water quality standards (primary and secondary).	
Community Impact:		


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/ Engineering	\$100,000	\$0	\$0	\$0	\$100,000	\$0	\$0
Land							
Construction							
Equipment							
Total	\$100,000	\$0	\$0	\$0	\$100,000	\$0	\$0
Funding Sources							
Local - UF	\$100,000	\$0	\$0	\$0	\$100,000	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Water Treatment Plant Water Use Permit (SWFWMD)	
Project Code:	RO-WUP	
Account #:	411-8422-533-31-14	
Description/ Justification:	<p>FY 2026 Project will create a data review of permitting requirements and dates, close out the Aquifer Storage and Recover (ASR) Underground Injection Control (UIC), create a ground water model, develop a Well Field Management Plan, and implement a continuous well field data monitoring program.</p> <p>WUP application renewal will be 2026.</p> <p>The City obtained a Water Use Permit (WUP) from SWFWMD as a necessary part of the RO WTP project. Permit modification was issued January 2018. Special condition 6 of the WUP requires the City to implement a Wellfield Management Plan WMP). The WMP will require 2 years to implement. A monitoring plan will be implemented after the WMP adoption.</p>	
Priority:	Partnerships, Communication and Collaboration	
Goal:	Emphasize transparency in City operations, reporting and activities.	
Community Impact:		


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$200,000	\$0	\$0	\$0	\$0	\$200,000	\$0
Land							
Construction							
Equipment							
Total	\$200,000	\$0	\$0	\$0	\$0	\$200,000	\$0
Funding Sources							
Local-UF	\$200,000	\$0	\$0	\$0	\$0	\$200,000	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Water Treatment Plant – Carbon Slurry System Replacement	
Project Code:	CARBON	
Account #:	411-8422-533-63-04	
Description/Justification:	<p>FY 2025 Engineering services to evaluate the scope of improvements work necessary to restore Carbon Silo Tank.</p> <p>FY2026 Design and construct replacement for existing Carbon Silo Tank for Powder Activated Carbon (PAC). A new tank is proposed as an improved method of storing and feeding PAC.</p> <p>The existing Carbon Silo System is programmed for replacement with an improved system.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.	
Community Impact:		


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$300,000	\$0	\$0	\$0	\$300,000	\$0	\$0
Land							
Construction	\$2,000,000	\$0	\$0	\$0	\$0	\$2,000,000	\$0
Equipment							
Total	\$2,300,000	\$0	\$0	\$0	\$300,000	\$2,000,000	\$0
Funding Sources							
Local-UF	\$2,300,000	\$0	\$0	\$0	\$300,000	\$2,000,000	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	WTP Hendrickson Dam Inspection Program and Management	
Project Code:	DAMINS	
Account #:	411-8422-533-63-30	
Description/Justification:	<p>FY 2023 Engineering services from a specialized engineering firm to perform dam inspection and provide inspection report documenting the condition of the dam components and recommending maintenance and rehabilitation.</p> <p>Staff recommends inspection of the dam in 2023. Carry over funds programmed for dam inspections will be utilized.</p> <p>Hendrickson Dam impounds water from Shell Creek to provide a water supply reservoir for the WTP. The dam was constructed in 1965 and a major rehabilitation of the spillway was completed in 2010 and a Dam Inspection and repair of leaky joints was completed in 2017.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient and effective service delivery and quality aesthetic appeal. Apply best management practices and systems in infrastructure maintenance.	
Community Impact:		

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$90,186	\$90,186	\$0	\$0	\$0	\$0	\$0
Land							
Construction							
Equipment							
Total	\$90,186	\$90,186	\$0	\$0	\$0	\$0	\$0
Funding Sources							
Local – UF	\$90,186	\$90,186	\$0	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Water Treatment Plant – Dewatering Sludge Press Replacement	
Project Code:	WPSLPR	
Account #:	411-8422-533-64-30	
Description/ Justification:	<p>FY 2022-2023</p> <p>Project will consist of replacement of the existing sludge press.</p> <p>WTP purchased a refurbished 1989 Ashbrook 2.2 meter press back in September, 2003. The de-watering sludge press is at its life expectancy and is programmed to be replaced.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.	
Community Impact:		


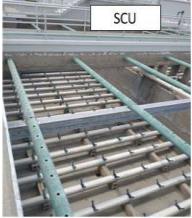

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	\$600,000	\$600,000	\$0	\$0	\$0	\$0	\$0
Total	\$600,000	\$600,000	\$0	\$0	\$0	\$0	\$0
Funding Sources							
Local-UF	\$600,000	\$600,000	\$0	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Water Treatment Plant – 2 mg Storage Tank Baffle Curtain Replacement	
Project Code:	WP2MGT	
Account #:	411-8422-533-65-02	
Description/ Justification:	<p>FY 2022-2023</p> <p>Replace 3 baffle curtains due to deterioration and age.</p> <p>The 2 MG storage tank was placed into service in January, 1996. Regulatory inspection of the tanks is performed every 5 years. Inspection of storage tank completed 8/5/20 identified 1 of the 3 baffle curtains to be in bad shape and the other 2 baffle curtains are approaching end of life.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.	
Community Impact:		


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering							
Land							
Construction							
Equipment	\$500,000	\$500,000	\$0	\$0	\$0	\$0	\$0
Total	\$500,000	\$500,000	\$0	\$0	\$0	\$0	\$0
Funding Sources							
Local-UF	\$500,000	\$500,000	\$0	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Water Treatment Plant Well Remediation	
Project Code:	RO-WELL	
Account #:	411-8422-533-65-02	
Description/ Justification:	<p>FY 2022 – 2023</p> <p>The WTP operates a brackish water well field for water supply to the RO treatment facilities. Well 4 has exhibited a steady increase in TDS concentrations over the past 12 months of monitoring. The TDS values exceed levels established in the City Water Use Permit. This project will investigate the well and design a well remediation plan, followed by a well remediation project. The intention will be to case-off elevated TDS zones, and enhance water production from more favorable water production zones.</p> <p>Engineering Services to perform well testing and evaluation of Well 4 is currently in progress in FY2022 with design plan to follow in FY2023.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient service delivery and quality aesthetic appeal. Establish a 5 year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis.	
Community Impact:		


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/ Engineering	\$80,000	\$80,000	\$0	\$0	\$0	\$0	\$0
Land							
Construction	\$200,000	\$0	\$200,000	\$0	\$0	\$0	\$0
Equipment							
Total	\$280,000	\$80,000	\$200,000	\$0	\$0	\$0	\$0
Funding Sources							
Local - UF	\$280,000	\$80,000	\$200,000	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	  
Contact:	Neil Peters	
Project Title:	Shell Creek Water Treatment Plant Evaluation & Rehabilitation (Filters, SCU, ALUM Tanks)	
Project Code:	WTP-EV	
Account #:	411-8422-533-65-02	
Description/Justification:	<p>Engineering services to evaluate the scope of improvements and rehabilitation work necessary to restore the WTP Granular Filters, Solid Contact Units (SCUs), and Alum Tank to design standards. Prepare a preliminary design report (PDR) to identify work and equipment required, the work sequencing, prepare design sheets, and provide a construction cost estimate. Take corrective action to resolve deficiencies to restore to proper operating condition, and provide a 20 year operating life. Planning estimate for total project is \$23,123,000.</p> <p>Previous projects combined into one: FY 2020-2021 Filter Evaluation and design \$1,823,000; FY2021 SCU Tank coating \$500,000; and FY 2022 Alum Tank \$800,000.</p> <p>The Shell Creek WTP treatment process requires filtration. Issues identified include: elevated filter effluent turbidity; elevated filter head loss; low filter run times; deteriorating concrete in filters, SCU and Alum Tank coatings. This is a critical process.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient service delivery and quality aesthetic appeal. Establish a 5 year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis.	
Community Impact:		


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$664,600	\$664,600	\$0	\$0	\$0	\$0	\$0
Land							
Construction	\$22,458,400	\$5,158,400	\$0	\$17,300,000	\$0	\$0	\$0
Equipment							
Total	\$23,123,000	\$5,823,000	\$0	\$17,300,000	\$0	\$0	\$0
Funding Sources							
Local - UF	\$5,823,000	\$5,823,000	\$0	\$0	\$0	\$0	\$0
Finance (est.) -RF	\$17,300,000	\$0	\$0	\$17,300,000	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contractual							
Equipment							
TBD from PDR	TBD	\$0	\$0	TBD	TBD	TBD	TBD

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Water Treatment Plant Booster Station (Burnt Store Rd)	
Project Code:	BOOST	
Account #:	411-8422-533-65-06	
Description/ Justification:	<p>FY 2023 Engineering services to evaluate the scope of improvements to repair riser pipe at Booster Station and high service pump(s) necessary for improvement to Burnt Store Rd Booster Station.</p> <p>FY 2024 Add high service pump station to Burnt Store Road elevated tank and repair pipe riser.</p> <p>Improve water storage and pressure to water distribution lines in Burnt Store zone.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient service delivery and quality aesthetic appeal. Establish a 5 year capital improvements program that ensures infrastructure is in place to meet projected growth demands and update the plan on an annual basis.	
Community Impact:		

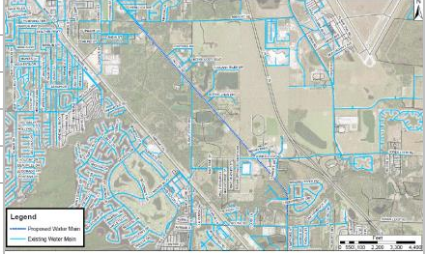
Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/ Engineering	\$850,000	\$0	\$250,000	\$600,000	\$0	\$0	\$0
Land							
Construction	\$2,700,000	\$0	\$0	\$2,700,000	\$0	\$0	\$0
Equipment							
Total	\$3,550,000	\$0	\$250,000	\$3,300,000	\$0	\$0	\$0
Funding Sources							
Local – UF	\$1,900,000	\$0	\$250,000	\$1,650,000	\$0	\$0	\$0
Local - UIF	\$1,650,000	\$0	\$0	\$1,650,000	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Electric and maintenance	\$9,000	\$0	\$0	\$0	\$3,000	\$3,000	\$3,000

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Water Treatment Plant – RO Brine Disposal Well Mechanical Integrity Testing (MIT)	
Project Code:	WP-MIT	
Account #:	411-8422-533-31-14	
Description/ Justification:	<p>FY 2025 Project will perform Mechanical Integrity Testing (MIT) for the required period regulated by an Underground Injection (UIC) permit.</p> <p>The WTP RO brine disposal well is regulated by an Underground Injection Control (UIC) permit. Permit compliance requires Mechanical Integrity Testing (MIT) at 5 year intervals.</p>	
Priority:	Partnerships, Communication and Collaboration	
Goal:	Emphasize transparency in City operations, reporting and activities	
Community Impact:		


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/ Engineering	\$150,000	\$0	\$0	\$0	\$150,000	\$0	\$0
Land							
Construction							
Equipment							
Total	\$150,000	\$0	\$0	\$0	\$150,000	\$0	\$0
Funding Sources							
Local - UF	\$150,000	\$0	\$0	\$0	\$150,000	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Water Treatment Plant RO – Brine Disposal Well (DIW) Permit Renewal	
Project Code:	WPDIWP	
Account #:	411-8422-533-31-14	
Description/ Justification:	<p>FY 2026</p> <p>Engineering services to prepare and submit permit application materials for the renewal of Water Treatment Plant RO Brine Disposal Well (DIW) Permit regulated by Underground Injection Control (UIC) permit required by Florida Department of Environmental Protection (FDEP) prior to expiration.</p> <p>FDEP requires the Water Treatment Plant to renew its Underground Injection Control (UIC) permit for Deep Injection Well (DIW) every 5 years. City applied for operating permit October 2021. Next permit renewal is due October 2026.</p>	
Priority:	Partnerships, Communication and Collaboration	
Goal:	Emphasize transparency in City operations, reporting, and activities.	
Community Impact:		


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$85,000	\$0	\$0	\$0	\$0	\$85,000	\$0
Land							
Construction							
Equipment							
Total	\$85,000	\$0	\$0	\$0	\$0	\$85,000	\$0
Funding Sources							
Local-UF	\$85,000	\$0	\$0	\$0	\$0	\$85,000	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Taylor Rd 10" Water Main Replacement Upgrade	
Project Code:	TAYWMU	
Account #:	411-8422-533-63-21	
Description/Justification:	<p>FY 2021 - 2022</p> <p>Replace approximately 13,000 feet of existing 10" cast iron water main with new 12" water main in Taylor Rd from Airport Rd to Alligator Creek Bridge.</p> <p>Wastewater impacts can be used for up to 50% of project.</p> <p>The existing water main is cast iron and is over 50 years old and functionally obsolete. This line could be subject to end of life pipe conditions resulting in repairs and interruption of service to customers.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.	
Community Impact:		

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$250,000	\$250,000	\$0	\$0	\$0	\$0	\$0
Land							
Construction							
Equipment	\$3,292,000	\$3,292,000	\$0	\$0	\$0	\$0	\$0
Total	\$3,542,000	\$3,542,000	\$0	\$0	\$0	\$0	\$0
Funding Sources							
Local-UIF	\$975,000	\$975,000	\$0	\$0	\$0	\$0	\$0
Local-UF	\$2,567,000	\$2,567,000	\$0	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Water Main Extension Tee & Green	
Project Code:	WMT&G	
Account #:	411-8422-533-63-21	
Description/Justification:	<p>FY 2022-2023</p> <p>Construct 6" water main in Tee and Green, Indian Creek Lane, Worchester Drive, and Burning Tree Lane.</p> <p>Funded with Water Impact Fees.</p> <p>Project constructed in 1994 by City forces omitted water lines on three streets in Tee and Green. Existing homes and new construction will be able to become water customers. New water main will provide loop to 3 existing dead end lines, providing growth and funding through impact fees.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City's infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.	
Community Impact:		

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$0
Land							
Construction	\$400,000	\$400,000	\$0	\$0	\$0	\$0	\$0
Equipment							
Total	\$450,000	\$450,000	\$0	\$0	\$0	\$0	\$0
Funding Sources							
Local-UIF	\$450,000	\$450,000	\$0	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Maintenance	\$4,000	\$0	\$0	\$1,000	\$1,000	\$1,000	\$1,000
Impacts on Revenues (negative entry indicates revenue reduction)							
Water revenue – TBD as area is developed	TBD	\$0	\$0	TBD	TBD	TBD	TBD

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Solona Water Main Replacement Upgrade	
Project Code:	SOLWMMU	
Account #:	411-8423-533-63-21	
Description/ Justification:	<p>FY 2024 Replace approximately 4,400 feet of existing 8” Cast Iron (CI) water main in Marion Avenue from Cooper Street to Florida Street.</p> <p>The existing water main is over 50 years old and is functionally obsolete. This could be subject to end of life pipe condition resulting in repairs and interruption of service to customers.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.	
Community Impact:		

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$0
Land							
Construction	\$3,300,000	\$0	\$0	\$3,300,000	\$0	\$0	\$0
Equipment							
Total	\$3,500,000	\$200,000	\$0	\$3,300,000	\$0	\$0	\$0
Funding Sources							
Local-UF	\$3,500,000	\$200,000	\$0	\$3,300,000	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	Utilities Administration	
Contact:	Neil Peters	
Project Title:	Bal Harbor Water Main Replacement	
Project Code:	BALHWM	
Account #:	411-8423-533-63-21	
Description/Justification:	<p>FY 2023 – 2024</p> <p>Water Distribution has investigated low pressure calls from PGI Section 12 and 14. The water main between Aquí Esta and Albatross is 10". This line segment is causing significant pressure drop. Install a larger pipe to correct low pressure events.</p> <p>This will improve operation of water distribution facilities.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maintain and enhance the City’s infrastructure to ensure efficient service delivery and quality aesthetic appeal. Apply best management practice and systems in infrastructure maintenance.	
Community Impact:		

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design/Engineering	\$200,000	\$0	\$200,000	\$0	\$0	\$0	\$0
Land							
Construction	\$400,000	\$0	\$0	\$400,000	\$0	\$0	\$0
Equipment							
Total	\$600,000	\$0	\$200,000	\$400,000	\$0	\$0	\$0
Funding Sources							
Local-UF	\$600,000	\$0	\$200,000	\$400,000	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

City of Punta Gorda
Sanitation Fund
Revenue and Expense Comparison
Actual FY 2020 through Budget FY 2023

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Revenues:					
Service Charges	\$ 3,718,266	\$ 3,836,704	\$ 3,945,500	\$ 4,001,250	\$ 4,281,275
Solid Waste Franchise Fee	28,224	37,559	32,225	37,000	37,000
Interest Income	17,091	2,201	2,385	1,800	2,400
Recycling	4,680	7,254	4,000	7,780	4,000
Miscellaneous	4,971	21,102	100	108,870	1,000
Subtotal Operating Revenue	<u>3,773,232</u>	<u>3,904,820</u>	<u>3,984,210</u>	<u>4,156,700</u>	<u>4,325,675</u>
Projected Carryover-Beginning	<u>1,726,232</u>	<u>1,791,651</u>	<u>837,881</u>	<u>964,986</u>	<u>1,123,186</u>
Total Revenues	<u><u>\$ 5,499,464</u></u>	<u><u>\$ 5,696,471</u></u>	<u><u>\$ 4,822,091</u></u>	<u><u>\$ 5,121,686</u></u>	<u><u>\$ 5,448,861</u></u>
Expenses:					
Personnel Services	\$ 1,353,561	\$ 1,381,300	\$ 1,512,145	\$ 1,445,775	\$ 1,641,910
Operating Expenses	2,196,613	2,345,025	2,354,375	2,542,255	2,695,830
Capital Outlay	157,639	1,005,160	0	10,470	361,000
Subtotal Operations	<u>3,707,813</u>	<u>4,731,485</u>	<u>3,866,520</u>	<u>3,998,500</u>	<u>4,698,740</u>
Reserve-Fleet/Equipment	250,000	250,000	280,000	280,000	0
Projected Carryover-End	<u>1,541,651</u>	<u>714,986</u>	<u>675,571</u>	<u>843,186</u>	<u>750,121</u>
Total Expenses	<u><u>\$ 5,499,464</u></u>	<u><u>\$ 5,696,471</u></u>	<u><u>\$ 4,822,091</u></u>	<u><u>\$ 5,121,686</u></u>	<u><u>\$ 5,448,861</u></u>

The Actual FY 2020 and Actual FY 2021 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

**City of Punta Gorda, FL
Sanitation Fund
Proforma Schedule of Revenues and Expenses
FY 2020 through FY 2027**

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues:									
Solid Waste Franchise Fee	\$ 28,224	\$ 37,559	\$ 32,225	\$ 37,000	\$ 37,000	\$ 37,000	\$ 37,000	\$ 37,000	\$ 37,000
Commercial Refuse	570,276	566,543	535,800	581,050	581,050	581,050	581,050	581,050	581,050
Multi Family Refuse	638,802	648,903	652,000	672,000	688,560	692,000	695,460	698,935	702,430
Single Family Refuse	2,143,691	2,227,675	2,243,000	2,328,000	2,353,700	2,377,235	2,401,005	2,425,015	2,449,265
Refuse/YW rate increase(Cumulative)	0	0	72,480	0	147,540	295,080	442,620	590,160	737,700
Yardwaste Collection	67,981	68,329	68,160	73,700	79,800	80,200	80,600	81,005	81,410
Recycling Collection	297,516	325,254	326,220	346,500	355,380	357,155	358,940	360,735	362,540
Recycling Rate Increase (Cumulative)	0	0	47,840	0	75,245	137,520	202,770	272,465	346,610
Miscellaneous	26,742	30,557	6,485	118,450	7,400	5,600	5,600	5,600	5,600
Total Funds Available	3,773,232	3,904,820	3,984,210	4,156,700	4,325,675	4,562,840	4,805,045	5,051,965	5,303,605
Expenses:									
Personnel Expenses	1,353,561	1,381,300	1,512,145	1,445,775	1,641,910	1,717,310	1,803,615	1,894,335	1,989,725
Operating Expenses	1,754,598	1,883,640	1,902,250	2,090,130	2,233,630	2,243,575	2,344,370	2,450,660	2,562,775
Administrative Charges	442,015	461,385	452,125	452,125	462,200	475,260	488,715	502,575	516,845
Capital	157,639	1,005,160	0	10,470	361,000	341,250	183,750	0	395,040
Total Sanitation Expenses	3,707,813	4,731,485	3,866,520	3,998,500	4,698,740	4,777,395	4,820,450	4,847,570	5,464,385
Revenue over(under) expenses	65,419	(826,665)	117,690	158,200	(373,065)	(214,555)	(15,405)	204,395	(160,780)
Operating Reserves - Beginning	1,024,822	1,541,651	587,881	714,986	843,186	750,121	535,566	520,161	474,556
Capital Outlay Reserve Beginning	701,410	250,000	250,000	250,000	280,000	0	0	0	250,000
Capital Outlay Reserve Ending	\$ 250,000	\$ 250,000	\$ 280,000	\$ 280,000	\$ 0	\$ 0	\$ 250,000	\$ 250,000	\$ 250,000
Operating Reserves - Ending	\$ 1,541,651	\$ 714,986	\$ 675,571	\$ 843,186	\$ 750,121	\$ 535,566	\$ 520,161	\$ 474,556	\$ 313,776

Capital Outlay Reserve-End as a % of Total Exp					0.00%	0.00%	0.00%	5.16%	4.58%
Operating Reserves-End as a % of Total Exp					15.96%	11.21%	10.79%	9.79%	5.74%

Assumptions:

Revenues:

FY 2023 - revenues per schedule; \$1.00 refuse/yardwaste rate increase and \$0.51 rate increase for recycling to cover increased recycling contract costs.
FY 2024-2027 - Solid Waste Franchise fee and commercial refuse flat
Single-family refuse and yardwaste projected with growth of 0.5% each year; multi-family refuse project 0.5% growth
Recycling rate increase estimated 6% increases; Refuse/yardwaste increase estimated \$1.00 per year

Personnel Expense:

FY 2023 - est. 4% merit increase; defined benefit pension per schedule; defined contribution plan 10% of pensionable wages; Health insurance 6% increase; workers comp 10% est. increase; overtime per department request; estimated amount for pending results of pay and classification study.
FY 2024-2027 - 4% merit pool, defined benefit pension est 5%, defined contribution pension 10% of pensionable wages, health ins increase est 6% & workers comp increase est 10%

Operating Expense:

FY 2023 - Per Departmental Request; Fire & Gen Liab Ins est. increase 20%
FY 2024-2027 - 3% est. increase, except for: Fire & Gen Liab Ins 5% and Recycling estimated at 6% and diesel fuel estimated at \$4 per gallon

Capital:

FY 2023-2027 - Capital as per CIP forms
FY 2023-2027 - Capital Outlay Reserve increased or decreased based on specific year's capital outlay needs

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**City of Punta Gorda, FL
Sanitation Rate Comparison with Neighboring Communities
Budget FY 2023**

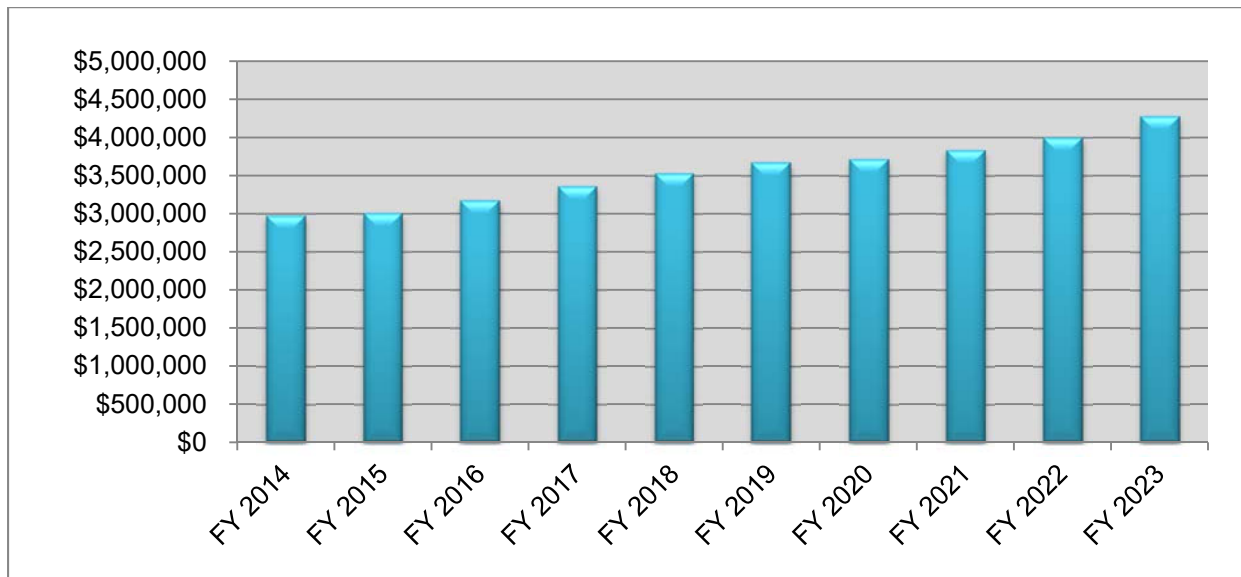
Jurisdiction	Proposed FY 2023 Cost/Year	Frequency of Service per week	Outsourced
Naples	\$377.88	2	No
Punta Gorda	\$306.72	2	No
City of Sarasota	\$294.60	1	No
Charlotte County	\$292.28	1	Yes
Cape Coral	\$285.86	1	Yes
Fort Myers	\$267.86	1	No
Venice	\$253.08	2	No
North Port	\$250.00	1	No
Lee County (Avg 6 districts)	\$237.55	1	Yes
Sarasota County	\$233.59	1	Yes
Collier County	\$226.29	2	Yes
Manatee County	\$171.96	2	Yes

All of the above rates include once per week service for yard waste and recycling.

**City of Punta Gorda
Sanitation Fund
Sanitation-Charges for Services
430-0000-343-4100**

The user fee for solid waste collection and disposal are charged to provide full revenue for the purpose of paying the costs for twice weekly collection and disposal of trash, garbage and yard waste. The rates for residential, multi-family units and non-residential customers are determined by the schedule in section 10-9 of the code of ordinances. Prior to FY 2016, the last rate increase had been in FY 2006. Rate increases FY 2016 through FY 2020 have been for recycling only. Beginning in FY 2021 rate increases were also needed in in refuse/yardwaste rates due to increasing costs of labor and landfill fees. FY 2023 includes a \$0.51 monthly rate increase for recycling and \$1.00 for single family refuse/yardwaste rates and corresponding increases to recycling and refuse/yardwaste rates for multi-family and commercial customers. This equates to a total monthly rate increase of \$1.51 (6.3%). Estimated growth is 0.5%. Future rate increases are anticipated due to continued increases in recycling costs and for normal refuse/yardwaste operations due to increases in labor, fuel, and landfill fees.

Fiscal Year	Monthly Recycling Rate Change	Monthly Refuse/Yardwaste Rate Change	Revenue Amount	Percent Change
FY 2014	\$0.00	\$0.00	\$2,975,695	1.82%
FY 2015	\$0.00	\$0.00	\$3,007,195	1.06%
FY 2016	\$0.75	\$0.00	\$3,169,987	5.41%
FY 2017	\$0.75	\$0.00	\$3,357,064	5.90%
FY 2018	\$0.90	\$0.00	\$3,532,148	5.22%
FY 2019	\$0.60	\$0.00	\$3,673,753	4.01%
FY 2020	\$0.42	\$0.00	\$3,718,266	1.21%
FY 2021	\$0.50	\$0.10	\$3,836,704	3.19%
FY 2022	\$0.33	\$0.50	\$4,001,250	4.29%
FY 2023	\$0.51	\$1.00	\$4,281,275	7.00%



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
SANITATION FUND**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
70-00	SOLID WASTE FRANCHISE FEE	28,224	37,559	32,225	37,000	37,000
**	PERMITS,FEES & SPEC ASSMT	28,224	37,559	32,225	37,000	37,000
10-01	CARES ACT GRANT	3,914	1,614	0	0	0
**	INTERGOVERNMENTAL REVENUE	3,914	1,614	0	0	0
41-01	COMMERCIAL REFUSE	570,276	566,543	535,800	581,050	581,050
41-02	MULTI FAMILY REFUSE	638,802	648,903	652,000	672,000	688,560
41-03	SINGLE FAMILY REFUSE	2,143,691	2,227,675	2,315,480	2,328,000	2,501,240
41-04	YARDWASTE	67,981	68,329	68,160	73,700	79,800
41-05	RECYCLING	297,516	325,254	374,060	346,500	430,625
**	CHARGES FOR SERVICES	3,718,266	3,836,704	3,945,500	4,001,250	4,281,275
10-00	INTEREST ON INVESTMENTS	17,091	2,201	2,385	1,800	2,400
41-00	SURPLUS FURN, FIXT, EQPT	0	0	0	108,700	0
91-03	RECYCLING	4,680	7,254	4,000	7,780	4,000
70-50	DEFINED CONTRIB REFUNDS	0	14,732	0	0	0
90-00	MISCELLANEOUS REVENUE	1,057	4,756	100	170	1,000
**	MISCELLANEOUS REVENUE	22,828	28,943	6,485	118,450	7,400
90-01	PROJ CARRYOVER-BEGINNING	0	0	587,881	692,516	843,186
90-02	PRIOR YR ENCUMBRANCES	0	0	0	10,329	0
90-05	PRIOR YR RE-APPROPRIATION	0	0	0	12,141	0
90-13	BEG RESERVE-FLEET/EQPT	0	0	250,000	250,000	280,000
*	BEGINNING RESERVES	0	0	837,881	964,986	1,123,186
		3,773,232	3,904,820	4,822,091	5,121,686	5,448,861

The Actual FY 2020 and Actual FY 2021 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
SANITATION DIVISION – DEPT/DIV 0930**

FUNCTION:

The Sanitation/Refuse Collection Division collects refuse and yard waste from approximately 12,150 residential accounts and performs approximately 895 services on commercial accounts. The yard waste is currently hauled to a private operation (SLD Landfill) in Punta Gorda, and the refuse is hauled to Charlotte County Landfill. A 48-gallon cart “single stream” curbside recycling program has been implemented for all residential units.

ACCOMPLISHMENTS:

Accomplishments include the diversion of approximately 7,085 tons of recyclables from the waste stream annually. These reductions enable the City to work towards the State Solid Waste Management guidelines. Approximately 12,988 tons of refuse was transported to the Charlotte County Landfill.

The recycling contract is currently with Waste Management. The City curbside recycling program for residential units continues to be a “single stream” recycling program, doing away with the separation of the materials and using a 48-gallon cart for each residence. The carts are serviced by automated vehicles. Other materials have been added to the collection list. Electronics such as TVs, computers, VCRs, monitors, etc. are collected. In addition the collection of tires, oil, and car batteries are also included.

Efforts are being made to increase recycling among the City’s commercial customers. Information has been provided to both the major recycling companies in the area, stressing the objective of increasing commercial recycling.

BUDGET NARRATIVE:

All trash and recycling collections are provided at curb side. Accommodations have been made to those residents needing assistance by providing a notice from their physician. The residential curbside recycling program is an automated service providing one 48-gallon cart for each residential unit. The additional rate of \$0.51 per month is proposed to cover the cost of the increased recycling contract. The recycling rate fee will be charged at \$6.96 per household, effective October 1.

The FY 2023 budget projects increases in land fill and yardwaste disposal fees, in addition to increased tonnages as the City continues to experience growth and annexations. Charlotte County Landfill disposal fee is charged at \$39.28 per ton for both residential and commercial refuse with an anticipated 3% increase in FY 2023. Yard waste disposal at SLD Landfill is charged at \$26.28 per ton. Other operating costs experience higher than normal increases are fuel and commodities, such as tires, due to inflation and material shortages. Contractual services are increased \$25,000 for temporary labor needs to cover vacations, sick, FMLA, injuries or employee turnover. The personnel budget includes an estimated amount for the pending results of a pay and classification study.

Capital outlay includes the replacement of one 2014 packer truck and replacement one pick-up truck in FY 2023.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
SANITATION DIVISION – DEPT/DIV 0930
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

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

Goal: Emphasize transparency in City operations, reporting and activities

PRIORITY: QUALITY OF LIFE

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

Goal: Achieve status as a waterfront destination for land and water visitors through implementing selected recommendations in the 2019 PLAN Punta Gorda Citywide Master Plan over the next five years.

MISSION AND OBJECTIVES

The Sanitation/Refuse Collection Division collects refuse and yardwaste from approximately 12,150 residential units. A “single stream” curbside recycling program has been implemented for all single family and multi-family units. Residents have one 48-gallon cart for recycling materials. In FY 2021 diversion of approximately 7,085 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 2023 efforts to increase the percentage of diverted materials will focus on commercial recycling.

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
# of tons of recycled material diverted from landfill	6,072	7,085	7,298	7,517
Efficiency:				
# of tons to landfill	12,650	12,988	13,378	13,779
# of tons recycled	6,072	7,085	7,298	7,517
Service Quality:				
Accomplishment of greater than 30% diverted tonnage from landfill	Yes	Yes	Yes	Yes
Outcome:				
% of tons diverted from landfill	32%	35%	35%	35%

RESULTS

The Sanitation Division has again met its goal of diverting more than 30% of its waste stream from the landfill. Approximately 7,085 tons were diverted from the landfill and recycled in FY 2021. This resulted in a 35% projected recycling rate for FY 2022, meeting our 30% goal. Our projection for 2023 is to continue this recycling rate by our residents.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
SANITATION SUMMARY**

Operating Budget

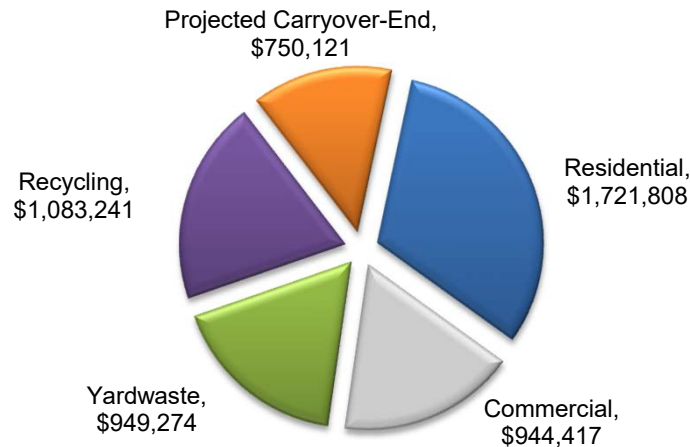
Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	1,451,112	1,322,110	1,512,145	1,445,775	1,641,910
Operating	2,520,461	2,719,690	2,354,375	2,542,255	2,695,830
Capital Outlay	0	0	0	10,470	361,000
Reserve-Fleet/Equip	0	0	280,000	280,000	0
Projected Carryover	0	0	675,571	843,186	750,121
Total	3,971,573	4,041,800	4,822,091	5,121,686	5,448,861

The Actual FY 2020 and Actual FY 2021 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
PW Supervisor	1	1	1	1	1
PW Sr San Crew Chief	1	1	1	1	1
PW San Crew Chief	3	3	3	3	3
Sanitation Worker II	12	12	13	13	13
Sanitation Worker I	2	2	2	2	2
Total	19	19	20	20	20


Service Costs




**SANITATION FUND
 VEHICLE AND EQUIPMENT REPLACEMENT PROGRAM
 FY 2023 - FY 2027
 (All figures in thousands of dollars)**

PROJECT IDENTIFICATION	TOTAL PROJECT COST	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
EQUIPMENT:						
2014 Packer replacement	325	325	0	0	0	0
2008 Flat bed dump truck replace with pickup	36	36	0	0	0	0
2014 Packer replacement	341	0	341	0	0	0
2012 Clamshell loader replacement	184	0	0	184	0	0
2018 Packer replacement	395	0	0	0	0	395
TOTAL		361	341	184	0	395


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

Dept/Div	0930	Asset Tag	6937	Purchase Price (if known)				\$229,162		
Make	Crane Carrier	Model	Packmaster truck		Year	2014	Age	8		
Current Mileage		89,580	Life to Date Maintenance Cost				\$154,640			
Description		Truck Refuse Compactor Rear Loader Low Entry Cab								
Recent Major Repairs to Extend Life: Rebuilt ejector blade cylinder, replaced wheel studs and nuts on left front tire, fixed hydraulic fluid leak				Known Problems: Packer body receives more wear due to commercial route use						
Description of Requested Replacement: Same or similar 25 Yard Rear Loader with Tippers and Low Entry Cab				Estimated Cost of Replacement				\$325,000		
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate										
Safety	2	Efficiency	2	Estimated End of Life Fiscal Year				2023		
				Requested Fiscal Year for Replacement				2023		
Provide explanation for requested fiscal year of replacement: High mileage, older vehicle with repair costs approaching original cost of vehicle; costlier repairs anticipated.				If not replaced, what is alternative? It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.						


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

Dept/Div	0930	Asset Tag	6825	Purchase Price (if known)				\$31,335		
Make	Ford	Model	F350XL		Year	2008	Age	14		
Current Mileage		75,953	Life to Date Maintenance Cost				\$12,040			
Description		1 Ton Super Duty Conventional Cab 2 Door Flat Bed Dump Truck								
Recent Major Repairs to Extend Life: Normal Maintenance				Known Problems: Lift gate is broken; can't use as dump truck						
Description of Requested Replacement: ½ Ton Regular cab Pickup Truck instead of dump truck				Estimated Cost of Replacement				\$36,000		
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?						
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate										
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year				2023		
				Requested Fiscal Year for Replacement				2023		
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.						


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

Dept/Div	0930	Asset Tag	6938	Purchase Price (if known)			\$229,162		
Make	Crane Carrier	Model	Packmaster Truck		Year	2014	Age	8	
Current Mileage		75,278	Life to Date Maintenance Cost			\$127,657			
Description		Truck Refuse Compactor Rear Loader Low Entry Cab							
Recent Major Repairs to Extend Life: Breakdown failure, replaced tail gate cylinder, brake chamber and weld grab handle, repaired carrier bearing				Known Problems: No known problems					
Description of Requested Replacement: Same or similar 25 Yard Rear Loader with Tippers and Low Entry Cab				Estimated Cost of Replacement			\$341,250		
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	2	Efficiency	2	Estimated End of Life Fiscal Year			2023		
				Requested Fiscal Year for Replacement			2024		
Provide explanation for requested fiscal year of replacement: High mileage, older vehicle with repair costs approaching original cost of vehicle; costlier repairs anticipated.				If not replaced, what is alternative? It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.					

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

Dept/Div	0930	Asset Tag	6891	Purchase Price (if known)			\$106,214		
Make	Freightliner	Model	M2		Year	2012	Age	10	
Current Mileage		93,832	Life to Date Maintenance Cost			\$60,182			
Description		Freightliner Clamshell Loader M2 Truck Crane 2 Axle							
Recent Major Repairs to Extend Life: Replaced low press line, transmission pan gasket, PTO Pump and reprogram, starting issues, hydraulics issues				Known Problems: No Known problems					
Description of Requested Replacement: Same or similar Clamshell Loader Truck 2 Axle				Estimated Cost of Replacement			\$183,750		
				If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?					
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate									
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2023		
				Requested Fiscal Year for Replacement			2025		
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.					

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

Dept/Div	0930	Asset Tag	7013	Purchase Price (if known)	\$243,431			
Make	McNeilus	Model	LR613/2816	Year	2018	Age	3	
Current Mileage	46,341	Life to Date Maintenance Cost	\$50,991					
Description	McNeilus LR613/2816 Truck Refuse Compactor Rear Loader 25 Yard							
Recent Major Repairs to Extend Life: Normal Maintenance/Replaced Ignition Switch				Known Problems: No Known Problems				
Description of Requested Replacement: Same or similar Truck Refuse Compactor Rear Loader 25 Yard				Estimated Cost of Replacement			\$395,040	
If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?								
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate								
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2026	
				Requested Fiscal Year for Replacement			2027	
Provide explanation for requested fiscal year of replacement: Anticipated end of service life				If not replaced, what is alternative? It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				

City of Punta Gorda
 Building Fund
 Revenue and Expense Comparison
 Actual FY 2020 through Budget FY 2023

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 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
<u>Revenues:</u>					
Permits, Fees & Spec Assmt	\$ 901,009	\$ 1,429,796	\$ 1,313,850	\$ 1,548,850	\$ 1,463,850
Charges for Services	38,077	52,004	50,000	68,500	50,000
Miscellaneous Revenues	49,443	22,918	14,900	17,400	20,250
	<u>988,529</u>	<u>1,504,718</u>	<u>1,378,750</u>	<u>1,634,750</u>	<u>1,534,100</u>
Projected Carryover-Beginning	<u>1,704,029</u>	<u>1,553,944</u>	<u>1,495,774</u>	<u>1,757,736</u>	<u>1,839,266</u>
Total Revenues	<u>\$ 2,692,558</u>	<u>\$ 3,058,662</u>	<u>\$ 2,874,524</u>	<u>\$ 3,392,486</u>	<u>\$ 3,373,366</u>
<u>Expenses:</u>					
Personnel Services	\$ 868,605	\$ 922,964	\$ 1,031,380	\$ 936,080	\$ 1,159,545
Operating Expenses	248,485	316,346	367,875	535,370	503,035
Capital Outlay	21,524	61,616	0	81,770	138,000
	<u>1,138,614</u>	<u>1,300,926</u>	<u>1,399,255</u>	<u>1,553,220</u>	<u>1,800,580</u>
Projected Carryover-End	<u>1,553,944</u>	<u>1,757,736</u>	<u>1,475,269</u>	<u>1,839,266</u>	<u>1,572,786</u>
Total Expenses	<u>\$ 2,692,558</u>	<u>\$ 3,058,662</u>	<u>\$ 2,874,524</u>	<u>\$ 3,392,486</u>	<u>\$ 3,373,366</u>

The Actual FY 2020 and Actual FY 2021 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

**City of Punta Gorda, FL
Building Fund
Proforma Schedule of Revenues and Expenses
FY 2020 through FY 2027**

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues:									
Permits, Fees, & Spec Assmt	\$ 901,009	\$ 1,429,796	\$ 1,313,850	\$ 1,548,850	\$ 1,463,850	\$ 1,491,850	\$ 1,520,410	\$ 1,549,540	\$ 1,579,255
Charges for Services	38,077	52,004	50,000	68,500	50,000	50,000	50,000	50,000	50,000
Miscellaneous Revenues	37,967	19,728	14,900	17,400	20,250	20,250	20,250	20,250	20,250
CARES ACT grant	11,476	3,190	0	0	0	0	0	0	0
Total Revenues	988,529	1,504,718	1,378,750	1,634,750	1,534,100	1,562,100	1,590,660	1,619,790	1,649,505
Expenses:									
Personnel Services	868,605	922,964	1,031,380	936,080	1,159,545	1,211,295	1,265,445	1,322,110	1,381,415
Operating Expenses	248,485	316,346	367,875	535,370	503,035	517,830	533,080	548,800	564,995
Capital Outlay	21,524	61,616	0	81,770	138,000	0	0	0	0
Total Expenses	1,138,614	1,300,926	1,399,255	1,553,220	1,800,580	1,729,125	1,798,525	1,870,910	1,946,410
Revenues less Expenses	(150,085)	203,792	(20,505)	81,530	(266,480)	(167,025)	(207,865)	(251,120)	(296,905)
Operating Reserves - Beg	1,704,029	1,553,944	1,495,774	1,757,736	1,839,266	1,572,786	1,405,761	1,197,896	946,776
Operating Reserves - End	\$ 1,553,944	\$ 1,757,736	\$ 1,475,269	\$ 1,839,266	\$ 1,572,786	\$ 1,405,761	\$ 1,197,896	\$ 946,776	\$ 649,871

Assumptions:

Revenues:

FY 2023-2027 - Permit revenues FY 2023 \$1,415,000 FY 2024-2027 Est 2% increase per year; Certificate of Competencies \$48,850 per year; Charges for Services \$50,000 per year; Miscellaneous revenue \$20,250 per year

Personnel Expense:

FY 2023 - 4% merit increase; 1 f.t.e increase for permit technician position; estimated amount for pending results of pay and classification study
Defined benefit pension per schedule; Defined contribution plan new rate up to 10% of pensionable wages
Health Insurance - 6% increase in rates
Workers comp per schedule, 10% est. increase

FY 2024-2027 - 4% merit increase, defined benefit pension 5% increase, defined contribution pension 10% of pensionable wages, health ins increase est 6% & workers comp increase est 10%

Operating Expense:

FY 2022 - Per Departmental request, includes \$59,000 for contractual services of specific discipline needs; Fire & Gen Liab insurance est. 5% increase
FY 2024-2027 - 3% est. increase, except for Fire/General Liab insurance 5% est increase.

Capital Outlay:

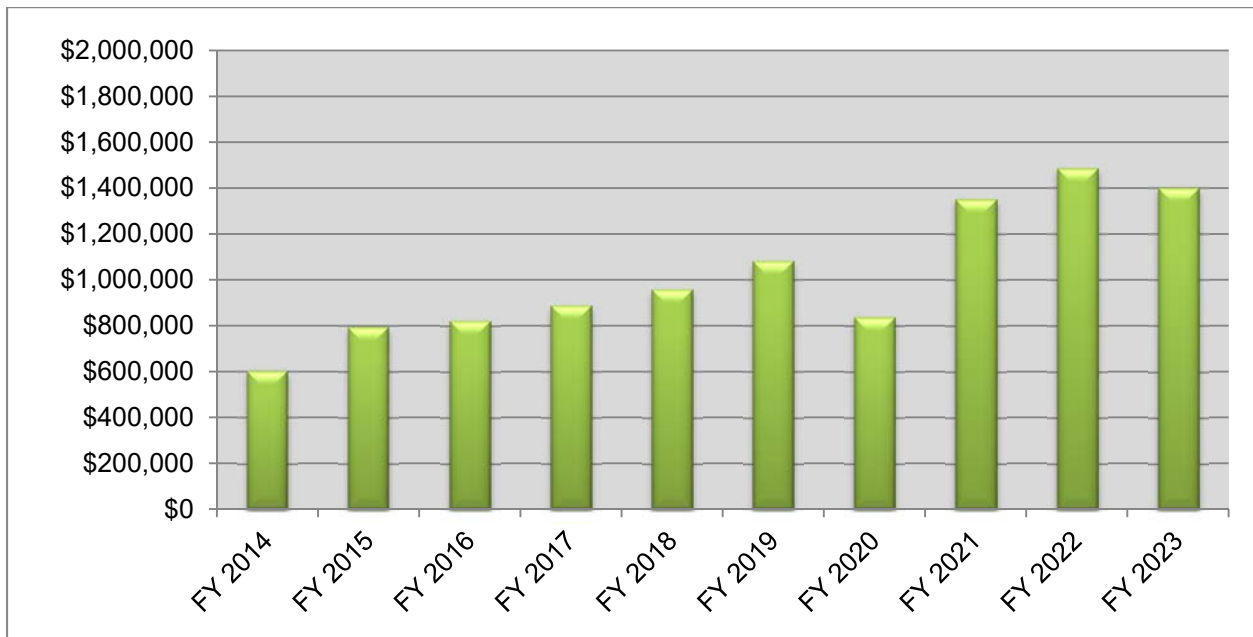
FY 2023-2027 Per Departmental request, including 1 add to fleet for a pool vehicle in FY 2023

The Actual FY 2020 and Actual FY 2021 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, 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. Under a directive from the City Manager during a declaration of emergency concerning the COVID pandemic, all building permit fees were temporarily reduced 25% during FY 2020. Fees returned to normal in FY 2021. The chart below provides a ten-year schedule of actual building permit fees received and the actual value of new construction including FY 2022 projected and FY 2023 budgeted permit revenue.

Fiscal Year	Revenue	Percentage Change	Value of Building Permits	Percentage Change
FY 2014	\$ 601,492	2.73%	\$48,939,259	-3.85%
FY 2015	\$ 793,436	31.91%	\$66,565,328	36.02%
FY 2016	\$ 822,081	3.61%	\$77,594,172	16.57%
FY 2017	\$ 887,037	7.90%	\$82,269,441	6.03%
FY 2018	\$ 956,410	7.82%	\$87,972,273	6.93%
FY 2019	\$1,081,360	13.06%	\$99,409,341	13.00%
FY 2020	\$ 837,534	-22.55%	\$75,753,504	-23.80%
FY 2021	\$1,351,071	61.31%	\$97,802,750	29.11%
FY 2022	\$1,485,000	9.91%		
FY 2023	\$1,400,000	-5.72%		



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
BUILDING FUND**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
00-00	BUILDING PERMITS	837,534	1,351,071	1,250,000	1,485,000	1,400,000
02-00	RIGHTS OF WAY PERMITS	17,600	29,700	15,000	15,000	15,000
09-00	CERTIFICATE OF COMPETENCY	45,875	49,025	48,850	48,850	48,850
*	PERMITS,FEES & SPEC ASSMT	901,009	1,429,796	1,313,850	1,548,850	1,463,850
10-01	CARES ACT GRANT	11,476	3,190	0	0	0
*	INTERGOVERNMENTAL REVENUE	11,476	3,190	0	0	0
50-01	REINSP,REVV & CHANGE FEES	38,077	52,004	50,000	68,500	50,000
*	CHARGES FOR SERVICES	38,077	52,004	50,000	68,500	50,000
10-00	INTEREST ON INVESTMENTS	18,468	2,243	2,900	5,400	8,250
41-00	SURPLUS FURN, FIXT, EQPT	2,825	0	0	0	0
70-18	INSURANCE RECOVERY	1,595	0	0	0	0
70-50	DEFINED CONTRIB REFUNDS	0	1,190	0	0	0
90-00	MISCELLANEOUS REVENUE	15,079	16,295	12,000	12,000	12,000
*	MISCELLANEOUS REVENUE	37,967	19,728	14,900	17,400	20,250
90-01	PROJ CARRYOVER-BEGINNING	0	0	1,495,774	1,689,096	1,839,266
90-02	PRIOR YEAR ENCUMBRANCES	0	0	0	43,958	0
90-05	PRIOR YEAR RE-APPROPRIATION	0	0	0	24,682	0
*	BEGINNING RESERVES	0	0	1,495,774	1,757,736	1,839,266
		988,529	1,504,718	2,874,524	3,392,486	3,373,366

The Actual FY 2020 and Actual FY 2021 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
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:

Permitting staff was relocated back to second floor redesigned customer service area.

Temporary staff was used for scanning of documents.

It is estimated that 10,775 inspections will be completed and approximately 5,300 permits will be issued in the fiscal year. Estimated residential permits for new construction is 140.

BUDGET NARRATIVE:

The Building Division is an enterprise fund, and as such is required to keep a close eye on fiscal management. To ensure fiscal prudence the division has continued to monitor expenditures in all areas while maintaining required education, licenses and certifications. Demand for services continues to grow requiring additions to staff.

The Chief Building Official will continue to perform plan review and inspections as needed.

The Division is also responsible for canal permits for docks and boatlift, structural fire inspections and fire plans review, as well as Right-of Way permitting.

The FY 2023 budget authorizes an additional permit technician position due to the high-volume level of building permits requiring additional support for permit intake and issuance, record requests, filing, scanning, inspection scheduling, and general phone inquiries.

The operating budget includes increases in contractual services for use contracted review of certain disciplines in the permitting process due to the retirement of the Chief Building Official and another long-term employee during FY 2022. Training funds were also increased for staff to obtain additional licenses and certifications. Fuel also saw an increase based on current pricing.

The capital budget includes the replacement of a 2005 pickup truck and a new pool vehicle for other staff needs. Digital plan review and electronic permitting software is budgeted to help streamline the current process.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
BUILDING FUND – DEPT. 1514
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

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

PRIORITY: QUALITY OF LIFE

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

MISSION AND OBJECTIVES

Enforce all adopted State and City Ordinances pertaining to building and contractor licenses, including associated field inspections, to conduct plan reviews, permitting and inspections for residential and commercial structures, as well as processing all contractors licensing, in an efficient and service-oriented manner. Maintain a proactive approach to Public Safety.

INITIATIVES AND ACTION ITEMS

To perform inspections on same day and permitting services within 5 days of residential and commercial requests.

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
# Inspections	8,799	9,924	10,775	11,500
# Residential new const. permits issued	102	152	140	125
# Commercial new const. permits issued (*includes new business build-outs)	35	5	4	8
# Other building permits issued	2,740	2,952	3,053	3,200
# Elect/Plumb/A-C permits issued	2,004	2,187	2,173	2,300
# Contractor Licenses	1,704	1,323	1,885	2,100
Efficiency:				
% inspections performed by next working day	99.9%	99.9%	99.9%	99%
# days permitting turnout time: Residential	2	2	2	1
# days permitting turnout time: Commercial	2	2	2	1
Service Quality:				
% Residential Permits within 15 days	99%	99%	92%	90%
% Commercial Permits within 15 days	99%	99%	95%	90%
Outcome:				
% Residential permits meeting service quality target. (90%)	99%	99%	97%	97%
% Commercial permits meeting service quality target. (90%)	99%	99%	97%	97%

RESULTS

The Division’s Performance Measures continue to reflect an upward trending of the market during 2022. 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 2023
BUILDING SUMMARY**

Operating Budget

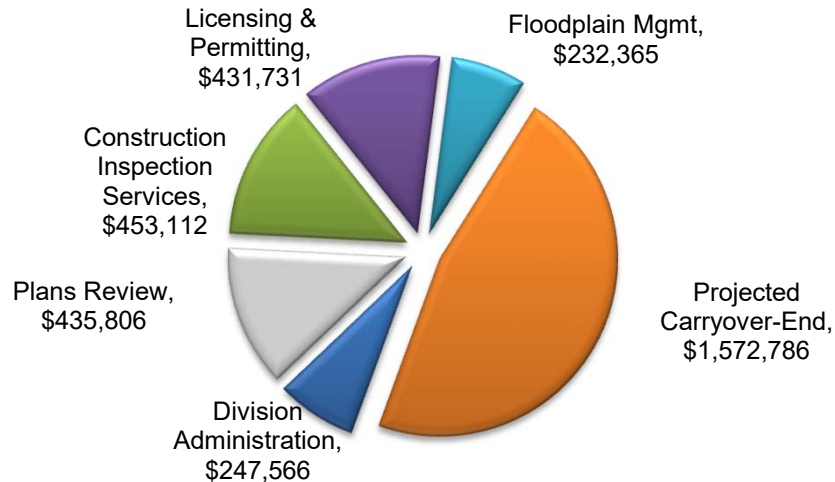
Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	998,088	787,057	1,031,380	936,080	1,159,545
Operating	271,604	338,048	367,875	535,370	503,035
Capital Outlay	0	0	0	81,770	138,000
Projected Carryover	0	0	1,475,269	1,839,266	1,572,786
Total	1,269,692	1,125,105	2,874,524	3,392,486	3,373,366

The Actual FY 2020 and Actual FY 2021 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
Chief Building Official	1	1	1	1	1
Senior Building Inspector	1	1	1	1	1
Plans Examiner/Inspector	1	1	2	2	2
Building Insp Multi Lic	2	2	2	2	2
Building Insp Single Lic	1	2	1	1	1
License/Permit Supervisor	1	1	1	1	1
Engineering Tech II (line & grades)	0.5	0.5	1	1	1
Permit Technician	2	2	2	2	3
Total	9.5	10.5	11	11	12


Service Costs



**BUILDING FUND
VEHICLE AND EQUIPMENT REPLACEMENT PROGRAM
FY 2023 - FY 2027
(All figures in thousands of dollars)**

PROJECT IDENTIFICATION	TOTAL PROJECT COST	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
EQUIPMENT:						
2005 Pickup Truck, 1/4 ton (Replacement)	25	25	0	0	0	0
Pickup Truck, 1/4 ton - new pool vehicle	25	25	0	0	0	0
TOTAL		50	0	0	0	0

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

Dept/Div	1514	Asset Tag	5485	Purchase Price (if known)	\$12,173		
Make	Ford	Model	Ranger XLT ¼ Ton Pick-Up	Year	2005	Age	16
Current Mileage	105,955	Life to Date Maintenance Cost			\$3,002		
Description	Ford Ranger XLT ¼ Ton Pick-Up with Topper						
Recent Major Repairs to Extend Life: None			Known Problems: Drivers door seal leaking and saturating carpet at edge, paint peeling on hood, and paint peeled and rusting at top of cab.				
Description of Requested Replacement: Same or similar ¼ Ton Pick-Up with Topper			Estimated Cost of Replacement			\$25,000	
			If vehicle or equipment is replaced will it be auctioned? <u>Yes</u> If no, requested use?				
Scoring Criteria - Safety 1= highest concern, 5= lowest concern; Efficiency 1=most costly, 5 = least costly to operate							
Safety	3	Efficiency	3	Estimated End of Life Fiscal Year			2023
				Requested Fiscal Year for Replacement			2023
Provide explanation for requested fiscal year of replacement: Anticipated end of service life			If not replaced, what is alternative? It would become necessary to increase the equipment repair and maintenance budget to cover anticipated higher repair costs.				

City of Punta Gorda
 Laishley Park Marina
 Revenue and Expense Comparison
 Actual FY 2020 through Budget FY 2023

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 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
<u>Revenues:</u>					
Slip & Mooring Rentals and Pump Out Svcs	\$ 463,467	\$ 438,786	\$ 451,495	\$ 445,895	\$ 451,795
Intergovernmental Revenue	13,807	11,188	11,000	12,000	12,000
Miscellaneous Revenue	33,062	23,726	27,640	26,945	25,720
	<u>510,336</u>	<u>473,700</u>	<u>490,135</u>	<u>484,840</u>	<u>489,515</u>
Projected Carryover - Beg.	417,474	518,621	419,719	461,650	380,630
Prior Yr Encumbrances/Re-Appropriations	154,000	119,998	0	260,220	0
Total Revenues	<u>\$ 1,081,810</u>	<u>\$ 1,112,319</u>	<u>\$ 909,854</u>	<u>\$ 1,206,710</u>	<u>\$ 870,145</u>
<u>Expenses:</u>					
Operating Expenses-Marina	\$ 172,886	\$ 167,884	\$ 289,500	\$ 400,655	\$ 273,995
Operating Expenses-Marina Park Contract	223,998	215,751	233,185	303,425	251,005
Capital Outlay	46,307	6,814	22,000	122,000	6,000
	<u>443,191</u>	<u>390,449</u>	<u>544,685</u>	<u>826,080</u>	<u>531,000</u>
Projected Carryover-End	638,619	721,870	365,169	380,630	339,145
Total Expenses	<u>\$ 1,081,810</u>	<u>\$ 1,112,319</u>	<u>\$ 909,854</u>	<u>\$ 1,206,710</u>	<u>\$ 870,145</u>

The Actual FY 2020 and Actual FY 2021 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

**City of Punta Gorda, FL
Laishley Park Marina
Proforma Schedule of Revenues and Expenditures
FY 2020 through FY 2027**

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues:									
Slip Rentals	\$ 450,911	\$ 415,393	\$ 435,495	\$ 419,895	\$ 435,795	\$ 435,795	\$ 435,795	\$ 435,795	\$ 435,795
Mooring Field Revenue	12,556	23,393	16,000	26,000	16,000	16,000	16,000	16,000	16,000
Intergovernmental Revenues	13,807	11,188	11,000	12,000	12,000	12,000	12,000	12,000	12,000
Miscellaneous Revenue	33,062	23,726	27,640	26,945	25,720	25,945	26,175	26,405	26,640
Total Revenues	510,336	473,700	490,135	484,840	489,515	489,740	489,970	490,200	490,435
Expenses:									
Laishley Park Marina Expenses	172,886	167,884	289,500	400,655	273,995	280,415	286,385	292,545	298,900
Marina Park Contract Expenses	223,998	215,751	233,185	303,425	251,005	258,385	265,990	273,815	281,880
Capital Outlay	46,307	6,814	22,000	122,000	6,000	6,000	6,000	6,000	6,000
Total Expenses	443,191	390,449	544,685	826,080	531,000	544,800	558,375	572,360	586,780
Revenues less Expenses	67,145	83,251	(54,550)	(341,240)	(41,485)	(55,060)	(68,405)	(82,160)	(96,345)
Operating Reserves - Beg	571,474	638,619	419,719	721,870	380,630	339,145	284,085	215,680	133,520
Operating Reserves - End	\$ 638,619	\$ 721,870	\$ 365,169	\$ 380,630	\$ 339,145	\$ 284,085	\$ 215,680	\$ 133,520	\$ 37,175

Assumptions:

Revenue:

FY 2023 - Slip and Mooring Field rentals per schedule

Intergovernmental revenue - Grant revenues estimated to cover 100% of pump out boat operating costs

FY 2024-2027 - All revenues est. 0-1% increase. Grant revenues estimated to cover a portion of pump out boat operating costs

Operating Expenses:

FY 2023 - Operating expenses per department

Additional funds budgeted annually for dredging and annual maintenance of floating docks and mooring fields.

FY 2024-2027 - Est. 0-3% increases

Capital Outlay:

FY 2022 - Replacement of concrete sidewalk and small equipment

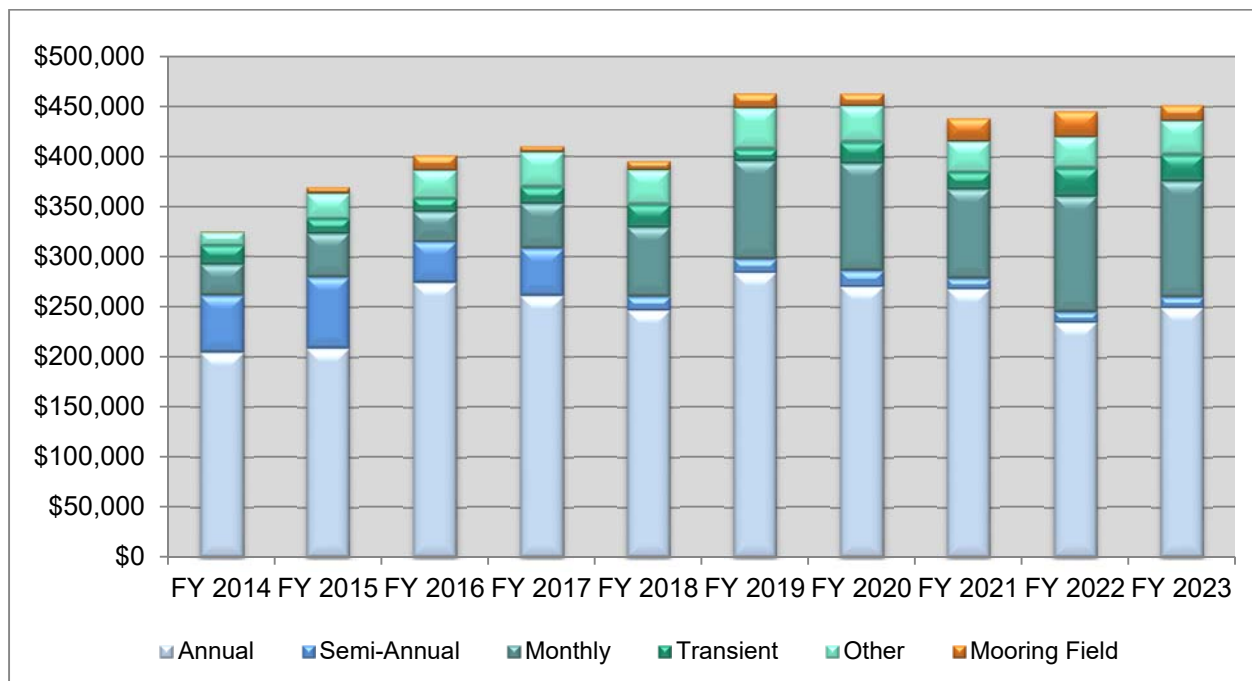
FY 2023-2027 - General marina upgrades

The Actual FY 2020 and Actual FY 2021 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined pension plan and other post employment benefit accruals, 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 2022 projected and FY 2023 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 2014	\$203,986	\$56,726	\$31,327	\$18,876	\$12,948	\$867	\$324,730	38.6%
FY 2015	\$208,619	\$70,986	\$44,033	\$14,511	\$25,136	\$6,351	\$369,636	13.8%
FY 2016	\$274,165	\$41,218	\$29,992	\$13,207	\$27,961	\$15,212	\$401,755	8.7%
FY 2017	\$260,581	\$47,180	\$45,188	\$16,113	\$34,840	\$6,100	\$410,002	2.1%
FY 2018	\$246,662	\$13,538	\$69,397	\$22,388	\$34,479	\$9,050	\$395,514	-3.5%
FY 2019	\$284,223	\$13,403	\$98,150	\$11,516	\$40,897	\$14,821	\$463,010	17.07%
FY 2020	\$270,386	\$15,845	\$107,483	\$20,903	\$36,294	\$12,556	\$463,467	0.10%
FY 2021	\$268,243	\$10,281	\$89,421	\$16,915	\$30,534	\$23,392	\$438,786	-5.33%
FY 2022	\$234,495	\$10,300	\$116,000	\$28,000	\$31,100	\$26,000	\$445,895	1.62%
FY 2023	\$249,495	\$10,300	\$116,000	\$26,000	\$34,000	\$16,000	\$451,795	1.32%



**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
LAISHLEY PARK MARINA FUND**

REVENUES

	ACCOUNT DESCRIPTION	ACTUAL FY 2020	ACTUAL FY 2021	BUDGET FY 2022	PROJECTED FY 2022	BUDGET FY 2023
49-06	FISH & WILDLIFE SVC	10,208	6,188	7,000	7,000	7,000
22-00	MARINA ADV BD BOATER IMPR	3,599	5,000	4,000	5,000	5,000
*	INTERGOVERNMENTAL REVENUE	13,807	11,188	11,000	12,000	12,000
10-10	SLIP RENTAL ELECTR REIMB	23,594	21,243	26,000	23,600	26,000
95-00	LIVE ABOARD MARINA FEE	12,700	9,291	10,000	7,500	8,000
04-09	SLIP RENTAL COMMERCIAL	74,496	74,496	74,495	74,495	74,495
04-10	SLIP RENTAL ANNUAL	195,890	193,747	200,000	160,000	175,000
04-11	SLIP RENTAL SEMI-ANNUAL	15,845	10,281	12,000	10,300	10,300
04-12	SLIP RENTAL MONTHLY	107,483	89,421	95,000	116,000	116,000
04-13	SLIP RENTAL TRANSIENT	20,903	16,915	18,000	28,000	26,000
04-21	MOORING FLD EAST	12,556	23,392	16,000	26,000	16,000
*	CHARGES FOR SERVICES	463,467	438,786	451,495	445,895	451,795
10-00	INTEREST ON INVESTMENTS	6,486	864	720	1,800	800
04-15	MARINA SHIP STORE RENT	12,558	12,780	12,720	12,720	12,720
04-50	MARINA COMMUNITY ROOM RNT	9,975	8,050	12,000	9,625	10,000
41-00	SURPLUS FURN, FIXT, EQPT	2,130	0	0	0	0
90-00	MISCELLANEOUS REVENUE	1,913	2,032	2,200	2,800	2,200
*	MISCELLANEOUS REVENUE	33,062	23,726	27,640	26,945	25,720
90-01	PROJ CARRYOVER-BEGINNING	0	0	419,719	461,650	380,630
90-02	PRIOR YR ENCUMBRANCES	0	0	0	72,915	0
90-05	PRIOR YR RE-APPROPRIATION	0	0	0	187,305	0
*	BEGINNING RESERVES	0	0	419,719	721,870	380,630
		510,336	473,700	909,854	1,206,710	870,145

The Actual FY 2020 and Actual FY 2021 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
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. The East Mooring Field provides 42 mooring balls which are available for rent. The Marina generally hosts several events throughout the course of the year, which boost transient slip rental income. Some of the events are Smuggler's Chili & Beer Fest, SW Florida Honor Flight Car Show, Punta Gorda Chamber Wine & Jazz Festival, American Heart Association Heart Walk, Peace River Seafood Festival, Peace River National Art Show, Team Punta Gorda Pedal & Play in Paradise, Punta Gorda Rotary 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. Events are returning as pandemic restrictions have lifted. In addition, the Community Room rentals were returning to normal.

Repairs to the bathrooms in the Marina building were completed. Three dock repairs are still in process. Work continues on the engineering of the concrete sidewalk repairs and fishing pier.

BUDGET NARRATIVE:

Laishley Park Marina is operated as an enterprise fund to include the Marina and park amenities. The City continues to outsource management of the Marina to Marina Park Management Group, but retains the authority to set boat slip, community room and pavilion rental rates. Staffing coverage is provided seven days per week, 365 days per year.

There is no change to rates currently projected in FY 2023. Current rates are \$12.00 per ft for annual rate, \$12.50 per ft for semi-annual rate, and \$13.00 per ft. for monthly rate. The live aboard flat fee is \$50.00 per month. These rates enable the Marina to keep pace with the rates of our local competitors.

There are a limited number of slips available at any one point in time, and the vacancies that become available are quickly filled.

FY 2022 budgeted items not complete will carry over for repairs to docks, dredging, and concrete sidewalk repairs.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
LAISHLEY PARK MARINA – DEPT/DIV 0945**

BUDGET NARRATIVE (continued):

The FY 2023 budget includes \$25,000 for dredging; \$60,000 for repair and maintenance of docks and mooring fields; and \$6,000 for replacements of small equipment as needed.

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. Events have continued to increase to more normal levels after the pandemic. The interactive fountain continues to provide an opportunity for families, with young children, to gather for recreation, and to enjoy the Marina and the surrounding area. The Marina offers free bicycle usage and maps of pathways to other areas of town.

The City added mobile pump-out services in FY 2014. Through state and marine advisory grants, the City purchased a pump-out boat and provides services in the harbor as well as in the City's mooring field. The FY 2023 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 2023
LAISHLEY PARK MARINA DIVISION – DEPT/DIV 0945
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

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

PRIORITY: STRATEGIC COMMUNICATIONS POSITIONING

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

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

PRIORITY: QUALITY OF LIFE

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

MISSION AND OBJECTIVES

The Laishley Park Marina Division is responsible to see that the marina is maintained to the highest degree of integrity by servicing those boaters that use the facility in an efficient and customer-oriented manner.

INITIATIVES AND ACTION ITEMS

Provide mobile pump-out services; coordinate marketing the marina with downtown businesses as a boaters’ destination and increase transient slip usage.

Indicator	Actuals FY 2020	Actuals FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
# of slips available for rent	80	80	80	80
Efficiency:				
Revenue from slip & mooring rentals	\$463,467	\$438,787	\$445,895	\$451,795
Service Quality:				
Profitably managed by contract	Yes	Yes	Yes	Yes
Outcome:				
% of occupancy-long term of rentable slips	86%	81%	81%	85%
% of occupancy-transient of rentable slips	1.5%	4.7%	6.0%	4.0%

RESULTS

FY 2022 continues to see a decline in rentals due to several slips that are out of service and scheduled for repairs. The events utilizing the Marina seem to be successful in adding value to the quality of life for both residents and visitors and have almost returned to normal since the pandemic.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
LAISHLEY PARK MARINA SUMMARY**

Operating Budget

Expenditure Category Summary	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services	*	*	*	*	*
Operating	403,125	394,438	522,685	704,080	525,000
Capital Outlay	0	0	22,000	122,000	6,000
Projected Carryover	0	0	365,169	380,630	339,145
Total	<u>403,125</u>	<u>394,438</u>	<u>909,854</u>	<u>1,206,710</u>	<u>870,145</u>

The Actual FY 2020 and Actual FY 2021 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

Position Summary

Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Budget FY 2022	Amended Authorized FY 2022	Budget FY 2023
Under Contract Management	yes	yes	yes	yes	yes

* The City privatized the operations of the Marina.

INTERNAL SERVICE FUNDS

Internal Service Funds are operated on a cost-reimbursement basis used to account for financing of services provided by one department or agency to other departments of the City. The City's only internal service fund is Information Technology.

- The Information Technology Fund provides a central computer system, telecommunications, and Geographic Information Systems (GIS) for the benefit of all City Departments.

City of Punta Gorda, FL
Information Technology Fund
Revenue and Expense Comparison
Actual FY 2020 through Budget FY 2023

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 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Revenues:					
Charges for Services	\$ 1,756,055	\$ 1,832,710	\$ 2,081,850	\$ 2,115,935	\$ 2,199,505
Miscellaneous Revenue	18,781	1,460	500	580	500
	<u>1,774,836</u>	<u>1,834,170</u>	<u>2,082,350</u>	<u>2,116,515</u>	<u>2,200,005</u>
Projected Carryover-Beg	164,393	122,191	42,146	280,009	372,768
Prior Year Encumbrances	37,274	45,642	0	48,279	0
Prior Yr Re-Appropriation	96,430	276,570	0	233,910	0
Total Revenues	<u>\$ 2,072,933</u>	<u>\$ 2,278,573</u>	<u>\$ 2,124,496</u>	<u>\$ 2,678,713</u>	<u>\$ 2,572,773</u>
Expenses:					
Personnel Services	\$ 610,684	\$ 641,900	\$ 759,150	\$ 696,715	\$ 908,265
Operating Expenses	771,159	1,052,376	1,119,325	1,199,735	1,238,490
Capital Outlay	246,687	22,099	243,315	409,495	407,515
	<u>1,628,530</u>	<u>1,716,375</u>	<u>2,121,790</u>	<u>2,305,945</u>	<u>2,554,270</u>
Projected Carryover-End	444,403	562,198	2,706	372,768	18,503
Total Expenses	<u>\$ 2,072,933</u>	<u>\$ 2,278,573</u>	<u>\$ 2,124,496</u>	<u>\$ 2,678,713</u>	<u>\$ 2,572,773</u>

The Actual FY 2020 and Actual FY 2021 columns are based on comparison to budget (non-GAAP) and therefore include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and do not include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
INFORMATION TECHNOLOGY**

REVENUES

		ACTUAL	ACTUAL	BUDGET	PROJECTE	BUDGET
ACCOUNT DESCRIPTION		FY 2020	FY 2021	FY 2022	D FY	FY 2023
					2022	
10-01	CARES ACT GRANT	18,525	-133	0	0	0
*	INTERGOVERNMENTAL	18,525	-133	0	0	0
20-01	GENERAL FUND	1,257,290	1,308,615	1,445,990	1,458,520	1,511,655
20-04	PUNTA GORDA ISL CANAL DST	14,900	18,805	20,710	20,710	28,980
20-16	COSTL HRTL D NATL EST PRG	20,715	21,750	28,760	28,760	0
20-26	UTILITIES O M & R	351,770	364,865	450,915	472,470	521,490
20-50	SANITATION/REFUSE COLLECT	24,165	25,275	29,415	29,415	26,640
20-51	BUILDING FUND	84,070	91,400	102,060	102,060	106,740
20-53	LAISHLEY PARK MARINA	3,145	2,000	4,000	4,000	4,000
*	GENERAL GOVERNMENT	1,756,055	1,832,710	2,081,850	2,115,935	2,199,505
41-00	SURPLUS FURN, FIXT, EQPT	15	153	0	15	0
90-03	COMPUTER EQUIPMENT	43	152	0	65	0
90-00	MISCELLANEOUS REVENUE	198	1,288	500	500	500
	MISCELLANEOUS REVENUE	256	1,593	500	580	500
90-01	PROJ CARRYOVER-BEGINNING	0	0	42,146	280,009	372,768
90-02	PRIOR YEAR ENCUMBRANCES	0	0	0	48,279	0
90-05	PRIOR YR RE-APPROPRIATION	0	0	0	233,910	0
*	BEGINNING RESERVES	0	0	42,146	562,198	372,768
		1,774,836	1,834,170	2,124,496	2,678,713	2,572,773

The Actual FY 2020 and Actual FY 2021 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
INFORMATION TECHNOLOGY – DEPT. 0251**

FUNCTION:

Information Technology (IT) supports the use of technology in all City Departments to streamline processes improving the efficiency and timeliness of the various needs of the City. This involves support in 6 major areas: business systems, network administration, telecommunications, hardware/software support, data analysis, and Geospatial Information Systems (GIS). This division of the City Manager's Office is responsible for the integrity, security, and accessibility of the data stored within the City's technology and is consistently working to ensure continuous improvement in making data easier to retrieve and use, facilitating the decision-making process.

ACCOMPLISHMENTS: (FY 2022 Planned: 12 defined projects)

- Projects currently in progress from FY 2021:
 - Citywide ADA/Security Upgrades
 - Adobe Acrobat True Up
 - Police OSSI Business Analysis of CAD and RMS
 - Filebound/Upland migration (OptiView replacement - Data Conversion in final review)
- Upgrade to increase capacity of Rubrik Backup Appliance
- Replacement of Aged Out VMWare Host Server (one each year)
- Network Switch
- Centralize Security Camera Systems
- Enterprise Vault Large Email Extraction Accelerator
- ESO/Firehouse Activities Module
- IA Pro/BlueTeam internal investigation/audit software
- AuditProof Audit Tracking Software
- Runecast VMWare Virtual Systems Management Tools
- Control Up Platinum VMWare Virtual Device Management Tool
- Provided GIS tools and equipment to continue our enterprise GIS systems rollout and improve the ability to present the captured data
- Continue City Computer Replacement program

A Computer Support Specialist position was added in FY 2022 beginning April 2022.

BUDGET NARRATIVE:

On average, IT received 224 helpdesk requests per month.

Goals for the coming year include:

- Refresh outdated computer monitors (anything older than 6 years)
- Replace aged out VMWare Host Server
- Install Cradlepoint remote access switches in Fire Apparatus (9)
- Security Camera systems centralization, repair and upgrades
- Move Email/MS Office to the cloud

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
INFORMATION TECHNOLOGY – DEPT. 0251**

BUDGET NARRATIVE (continued):

- Implement PowerBI Analytic reporting tool
- Upgrade Server Operating Systems from MS Server 2012 to 2022
- Install Digital Plans Review hardware for Fire and Urban Design
- Update GovQA PRR Tracking tool with Email/Attachments to PDF module
- Contract Template Builder
- Move city codes online to Municode
- Implement Park Rental Management software to automate processes

Continue to improve city services in the following areas:

- Continue work with other community agencies enhancing the City's Internet presence
- Improve data sharing with the public
- Continue to automate City workflows
- Ensure efficient response to user technical issues and requests
- Provide project management services for IT project implementation and development
- Maintain high availability of application, internet, network and telecommunication services

For FY 2023, a new Network Security/Cloud Systems Administrator position is authorized. This position will be responsible for physical access control and security cameras, focus on cloud systems for proper security, backups and disaster recovery, and would also be a backup for the current Network Administration position. An estimated amount for the pending results of a pay and classification study was also included in the budget.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
INFORMATION TECHNOLOGY – DEPT. 0251
Key Performance Measures**

STRATEGIC PRIORITIES AND GOALS

PRIORITY: FINANCIAL/ECONOMIC SUSTAINABILITY

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

PRIORITY: INFRASTRUCTURE SUSTAINABILITY

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

Goal: Apply best management practices and systems in infrastructure maintenance

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

PRIORITY: PARTNERSHIPS, COMMUNICATION & COLLABORATION

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

PRIORITY: STRATEGIC COMMUNICATIONS POSITIONING

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

MISSION AND OBJECTIVES

Lead the City of Punta Gorda by facilitating creative technological solutions, enabling City staff to perform their day-to-day tasks more efficiently; by promoting electronic (green) initiatives and mobile computing; and by supporting transparency in government through providing the citizens of Punta Gorda opportunities to access City services and information via the Internet.

INITIATIVES AND ACTION ITEMS

Initiatives to pursue:

- Continue work with other community agencies enhancing the City's Internet presence
- Improve data sharing with the public
- Continue to automate City workflows
- Ensure efficient response to user technical issues and requests
- Provide project management services for IT project implementation and development
- Maintain high availability of application, internet, network and telecommunication services

Action Items:

- Refresh outdated computer monitors (anything older than 6 years)
- Replace aged out VMWare Host Server
- Install Cradlepoint remote access switches in Fire Apparatus (9)
- Security Camera systems centralization, repair and upgrades
- Move Email/MS Office to the cloud
- Implement PowerBI Analytic reporting tool
- Upgrade Server Operating Systems from MS Server 2012 to 2022
- Install Digital Plans Review hardware for Fire and Urban Design
- Update GovQA PRR Tracking tool with Email/Attachments to PDF module
- Implement Contract Template Builder software

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
INFORMATION TECHNOLOGY – DEPT. 0251
Key Performance Measures**

INITIATIVES AND ACTION ITEMS (continued)

- Move city codes online to Municode
- Implement Park Rental Management software to automate processes

Indicator	Actual FY 2020	Actual FY 2021	Projected FY 2022	Proposed FY 2023
Output:				
# of Users	288	280	290	300
# of Applications	192	194	198	200
# of Projects	8	10	12	12
# of Work Orders Open per month (avg)	224	248	250	260
Efficiency:				
% System Availability				
AS400	99.9%	99.9%	N/A	N/A
Network	99.9%	99.9%	99.9%	99.9%
Telecommunications	99.9%	99.9%	99.9%	99.9%
Service Quality:				
% Work Orders Closed	88%	92%	95%	96%
Avg days response to Urgent Requests	.5	.5	.5	.5
Outcome:				
% projects completed	88%	89%	93%	95%
Improve use of training credits available through our enterprise license	YES	YES	YES	YES
Establish regular meetings of internal GIS user group to guide City's use of GIS	YES	YES	YES	YES
Formation of regional GIS users group with members from several area jurisdictions that meets at least annually (number of meetings)	YES	YES	YES	YES
Improved presence of interactive GIS mapping on the new City website (Number of maps)	YES	YES	YES	YES

RESULTS

IT has a total of 12 projects; 10 are complete, 2 are in progress. It is anticipated that all will be completed by the end of the year. The total number of Work Orders opened from October 1, 2020 – September 30, 2021, was 3,221; total number of Work Orders Closed was 2,965. Thus far in this year, 2,449 work orders have been opened, and 2,311 have been closed. IT continues to build out its enterprise GIS and has performed major upgrades to several systems this year including Naviline, OSSI CAD/RMS and several security systems. Security continues to be an area of focus due to increased cyber activity against local governments. We have also focused efforts on improvements to the ADA accessibility of the City website and other citizen facing applications.

**CITY OF PUNTA GORDA, FLORIDA
BUDGET FY 2023
INFORMATION TECHNOLOGY SUMMARY**

Operating Budget

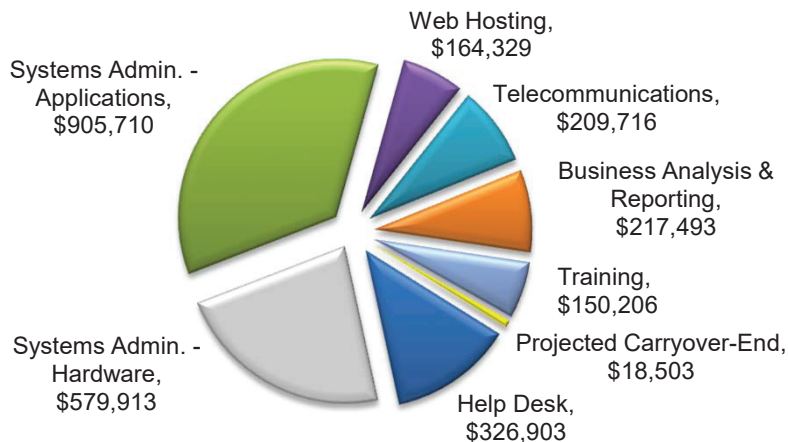
Expenditure Summary	Category	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023
Personnel Services		699,669	658,567	759,150	696,715	908,265
Operating		986,545	1,249,685	1,119,325	1,199,735	1,238,490
Capital Outlay		0	0	243,315	409,495	407,515
Debt Service		0	0	0	0	0
Transfers		0	0	0	0	0
Other		8,792	2,386	0	0	0
Projected Carryover		0	0	2,706	372,768	18,503
Total		1,695,006	1,910,638	2,124,496	2,678,713	2,572,773

The Actual FY 2020 and Actual FY 2021 columns are based on GAAP and therefore do not include principal payments on debt, capital asset acquisitions, cash received from the sale of fixed assets, and projected carryovers and does include depreciation, gain or loss on sale of fixed assets, contributed capital, asset transfers, defined benefit pension plan and other post employment benefit accruals, and insurance recovery for assets.

Position Summary


Job Title	Amended Authorized FY 2020	Amended Authorized FY 2021	Authorized FY 2022	Amended Authorized FY 2022	Budget FY 2023
IT Manager	1	1	1	1	1
Systems Analyst	1	1	1	1	1
Network Analyst	1	1	1	1	1
Network Security/Cloud					
Systems Admin	0	0	0	0	1
GIS Analyst	1	1	1	1	1
IT Analyst II	1	1	1	1	1
Operations Analyst	1	1	1	1	1
Computer Support Specialist	1	1	2	2	2
Total	7	7	8	8	9

Service Costs




**INFORMATION TECHNOLOGY FUND
NEW PROJECTS AND EQUIPMENT DETAIL
FY 2023 - FY 2027
(All figures in thousands of dollars)**


Capital Outlay Replacement Plan	Project Code	TOTAL PROJECT COST	Prior Years	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Computer Desktops, laptops, tablets replacements	ITCOMP	550	0	110	110	110	110	110
Monitor Upgrade	ITMONI	50	0	10	10	10	10	10
Backup and Recovery Appliance (financed over 3 years)	ITRUBK	290	93	47	0	50	50	50
Virtual Host Server replacements	ITVIRT	124	24	25	0	25	25	25
GIS Tools and Equipment	ITGIS	120	30	30	15	15	15	15
Enterprise Security Camera Network (initial funding)	ITSECC	75	25	50	0	0	0	0
Digital Plans Review Hardware	ITDPRH	30	0	10	10	0	0	10
Cradlepoint Wireless Routers for Fire/Building	ITCRPT	5	0	5	0	0	0	0
Server Operating System Upgrade & Client Access Licenses	ITSVOS	32	0	32	0	0	0	0
New Projects - Annual Subscriptions								
Office 365 Migration to Cloud	ITO365	455	0	103	88	88	88	88
GovQA Email/Attachments to PDF Module	ITPRRT	40	0	8	8	8	8	8
Contract Template Builder Software	ITCONT	25	0	5	5	5	5	5
TOTAL				172	435	246	311	321

Dept/Div:	City Manager/Information Technology	
Contact:	Brad Schuette	
Project Title:	Computer/Laptop Replacements	
Project Code:	ITCOMP	
Account #:	502-0251-590-6420	
Description/Justification:	Replace all desktops, laptops, or tablets that are over four years old. As computer equipment ages it becomes less reliable, more prone to catastrophic failure and less able to perform the level of work required of it. Due to this as computers age past 4 years they are scheduled for replacement.	
Priority:	Infrastructure Sustainability	
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.	
Community Impact:	Technology is available to support the community and customers of the City.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design							
Land							
Construction							
Equipment	\$550,000	\$0	\$110,000	\$110,000	\$110,000	\$110,000	\$110,000
Total	\$550,000	\$0	\$110,000	\$110,000	\$110,000	\$110,000	\$110,000
Funding Sources							
Local-OF	\$550,000	\$0	\$110,000	\$110,000	\$110,000	\$110,000	\$110,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology	
Contact:	Brad Schuette	
Project Title:	Replace monitors older than 6 years old	
Project Code:	ITMONI	
Account #:	502-0251-590-6420	
Description/Justification:	Replace City monitors that were purchased prior to 2016. Over 170 of the monitors in use in the city will be over 6 years old in FY 2022. Their connections are obsolete, and they are starting to fail at increasing rates. Being proactive and replacing a portion of them each year will help replace them as they can fail and leave City workstations unusable.	
Priority:	Infrastructure Sustainability	
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.	
Community Impact:	Technology is available to support the community and customers of the City.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design							
Land							
Construction							
Equipment	\$50,000	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Total	\$50,000	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Funding Sources							
Local-OF	\$50,000	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology	
Contact:	Brad Schuette	
Project Title:	Upgrade Rubrik Backup and Recovery Appliance	
Project Code:	ITRUBK	
Account #:	502-0251-590-6420	
Description/Justification:	<p>Upgrade Rubrik backup appliance to larger capacity to accommodate storage growth of 20% per year.</p> <p>Replaced original appliance with a new larger appliance which will be upgraded as part of maintenance every 3 years to protect the City's data for many years to come.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.	
Community Impact:	Technology is available to support the community and customers of the City.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design							
Land							
Construction							
Equipment	\$286,548	\$90,032	\$46,516	\$0	\$50,000	\$50,000	\$50,000
Total	\$286,548	\$90,032	\$46,516	\$0	\$50,000	\$50,000	\$50,000
Funding Sources							
Local-OF	\$286,548	\$90,032	\$46,516	\$0	\$50,000	\$50,000	\$50,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology	
Contact:	Brad Schuette	
Project Title:	Virtual Host Server	
Project Code:	ITVIRT	
Account #:	502-0251-590-6420	
Description/Justification:	Replace one aged out virtual host server. Will replace one per year. As servers reach 5 years old we need to replace the old aged out server with a new one to maintain the performance of our virtual servers.	
Priority:	Infrastructure Sustainability	
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.	
Community Impact:	Technology is available to support the community and customers of the City.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design							
Land							
Construction							
Equipment	\$124,000	\$24,000	\$25,000	\$0	\$25,000	\$25,000	\$25,000
Total	\$124,000	\$24,000	\$25,000	\$0	\$25,000	\$25,000	\$25,000
Funding Sources							
Local-OF	\$124,000	\$24,000	\$25,000	\$0	\$25,000	\$25,000	\$25,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	GIS Tools and Equipment
Project Code:	ITGIS
Account #:	502-0251-590-6420
Description/Justification:	<p>Purchase of equipment such as digital receivers, cameras, antennas, drones, etc. that will further our goals for use of GIS throughout the City.</p> <p>The expansion of the use of GIS throughout the City has led to the need for additional equipment to support multiple projects at one time. This is currently limited by existing tools (or lack thereof).</p>
Priority:	Infrastructure Sustainability
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design							
Land							
Construction							
Equipment	\$120,000	\$30,000	\$30,000	\$15,000	\$15,000	\$15,000	\$15,000
Total	\$120,000	\$30,000	\$30,000	\$15,000	\$15,000	\$15,000	\$15,000
Funding Sources							
Local-OF	\$120,000	\$30,000	\$30,000	\$15,000	\$15,000	\$15,000	\$15,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology	
Contact:	Brad Schuette	
Project Title:	Upgrade Herald Court Parking Garage and Public Safety Security Camera Systems	
Project Code:	ITSECC	
Account #:	502-0251-590-6420	
Description/Justification:	<p>Replace aging security camera system at the Herald Court parking garage with one compatible with the new system installed at the City Hall Annex. Also update and add newly requested cameras at the Public Safety building.</p> <p>Project would establish an enterprise standard.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.	
Community Impact:	Technology is available to support the community and customers of the City.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design							
Land							
Construction							
Equipment	\$75,000	\$25,000	\$50,000	\$0	\$0	\$0	\$0
Total	\$75,000	\$25,000	\$50,000	\$0	\$0	\$0	\$0
Funding Sources							
Local-OF	\$75,000	\$25,000	\$50,000	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual	\$12,000	\$0	\$0	\$3,000	\$3,000	\$3,000	\$3,000
Equipment							
Other							

Dept/Div:	City Manager/Information Technology	
Contact:	Brad Schuette	
Project Title:	Digital Plans Review Hardware-Fire/Urban Design Planning	
Project Code:	ITDPRH	
Account #:	502-0251-590-6420	
Description/ Justification:	<p>Performance Tower computers with two larger monitors and graphics card, Adobe Acrobat software for use in reviewing and marking up plans electronically. One for Fire Inspectors, one for Urban Design Planner.</p> <p>Providing review of plans electronically will improve workflow processes.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.	
Community Impact:	Technology is available to support the community and customers of the City.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design							
Land							
Construction							
Equipment	\$30,000	\$0	\$10,000	\$10,000	0	0	\$10,000
Total	\$30,000	\$0	\$10,000	\$10,000	0	0	\$10,000
Funding Sources							
Local-OF	\$30,000	\$0	\$10,000	\$10,000	0	0	\$10,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology	
Contact:	Brad Schuette	
Project Title:	Cradlepoint Wireless Routers for Fire Apparatus (9) and Building Inspector vehicles (6)	
Project Code:	ITCRPT	
Account #:	502-0251-590-6420	
Description/Justification:	Equipment to improve 4G/5G cellular connectivity to manage multiple devices inside Fire apparatus and Building Inspector vehicles to allow City network connectivity from anywhere in the City.	
Priority:	Infrastructure Sustainability	
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.	
Community Impact:	Technology is available to support the community and customers of the City.	


Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design							
Land							
Construction							
Equipment	\$4,500	\$0	\$4,500	\$0	\$0	\$0	\$0
Total	\$4,500	\$0	\$4,500	\$0	\$0	\$0	\$0
Funding Sources							
Local-OF	\$4,500	\$0	\$4,500	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology	
Contact:	Brad Schuette	
Project Title:	Upgrade Server 2012 Operating System to Server 2022 Operating System	
Project Code:	ITSVOS	
Account #:	502-0251-590-6421	
Description/Justification:	Microsoft Server 2012 operating system (OS) is being sunsetted at the end of 2022. This means that it will not be secure after that time. We have several servers running this OS that will need to be upgraded to the latest MS Server OS. Along with the Server OS we will need to purchase Client Access Licenses (CALs) that allow users to access and use programs and data on these servers. It is not an annual cost.	
Priority:	Infrastructure Sustainability	
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.	
Community Impact:	Technology is available to support the community and customers of the City.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design							
Land							
Construction							
Equipment-SW	\$32,000	\$0	\$32,000	\$0	\$0	\$0	\$0
Total	\$32,000	\$0	\$32,000	\$0	\$0	\$0	\$0
Funding Sources							
Local-OF	\$32,000	\$0	\$32,000	\$0	\$0	\$0	\$0
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology	
Contact:	Brad Schuette	
Project Title:	O365 migration for Office/Email/Analytics/Communications	
Project Code:	ITO365	
Account #:	502-0251-590-6421	
Description/Justification:	<p>Move to Office 365 in the cloud for productivity suite software. Government E3 license provides subscription to a number of Microsoft tools, among them the Office Suite, Teams, Cloud storage, Outlook Email, etc.</p> <p>It makes multiple productivity, collaboration and analytics tools available to staff.</p>	
Priority:	Infrastructure Sustainability	
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.	
Community Impact:	Technology is available to support the community and customers of the City.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design							
Contractual	\$455,000	\$0	\$103,000	\$88,000	\$88,000	\$88,000	\$88,000
Construction							
Equipment							
Total	\$455,000	\$0	\$103,000	\$88,000	\$88,000	\$88,000	\$88,000
Funding Sources							
Local-OF	\$455,000	\$0	\$103,000	\$88,000	\$88,000	\$88,000	\$88,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology	
Contact:	Brad Schuette	
Project Title:	Add email/attachment to PDF converter to our existing GovQA Public Records Request Management software	
Project Code:	ITPRRT	
Account #:	502-0251-590-6421	
Description/Justification:	Currently emails and attachments that are added to the response to a Public Records Request are sent out to the requestor in their original, sometimes editable, form. This module would allow us to convert all attachments and emails to un-editable PDF files prior to sending them out.	
Priority:	Infrastructure Sustainability	
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.	
Community Impact:	Technology is available to support the community and customers of the City.	

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design							
Contractual	\$40,000	\$0	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
Construction							
Equipment							
Total	\$40,000	\$0	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
Funding Sources							
Local-OF	\$40,000	\$0	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

Dept/Div:	City Manager/Information Technology
Contact:	Brad Schuette
Project Title:	Contract management and generation software
Project Code:	ITCONT
Account #:	502-0251-590-6421
Description/Justification:	Software that allows easier creation of long detailed contracts from section templates based upon the type of contract, jurisdictions, specific terms and conditions, etc. that contracts contain. Rather than cutting and pasting together from disparate files and old sources it will allow Procurement to build a library of detailed contract sections and store and manage them in one place to use whenever a contract needs to be built.
Priority:	Infrastructure Sustainability
Goal:	Maximize use of technology in applicable areas through capital budgeting procedures and investment in learning opportunities for staff.
Community Impact:	Technology is available to support the community and customers of the City.

Financial Information							
5 Year Plan	Total	Prior	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Project Costs							
Design							
Contractual	\$25,000	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Construction							
Equipment							
Total	\$25,000	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Funding Sources							
Local-OF	\$25,000	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Impacts on Operations (negative entry indicates operating reduction)							
Personnel							
Contractual							
Equipment							
Other							

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, 2021 Outstanding Debt
As of September 30, 2022

The City is not subject to state debt limits, nor is there a limit set by the City Charter. The City's financial policy on debt management stresses ensuring adequacy of infrastructure and capacity to support growth as reasons to incur debt. It also addresses not allowing debt terms to extend beyond the useful life, and not using debt for operations. Projected as of September 30, 2022 the City will have \$25.7 million in revenue notes. The detail of projected current outstanding debt is provided below. New financing pending in FY 2022 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 2022 Pending Financing
Debt Service Fund	
Note 16 2020 \$12,261,000 Revenue Note for refinancing the 2012 Herald Court Parking Garage and various public works projects within the CRA district	\$ 9,605,000
Note 15 2018 \$24,000,000 Line of Credit Note for financing the costs of repairs and replacements to the PGI Canal Maintenance District seawalls as a result of Hurricane Irma, no principal currently outstanding	0
Total Debt Service Fund Principal Outstanding	9,605,000
Utilites Fund	
Note 14 2017 \$17,588,970 State Revolving Fund Note for Injection Wells and RO Water Treatment Plant	16,034,201
Total Utility Funds Principal Outstanding	16,034,201
Grand Total All Funds	\$ 25,639,201

Principal and Interest Payment Schedule of Oct.1, 2021 Outstanding Debt

Fiscal Yr Ending September 30	Debt Service Fund		Utilities Fund		Total
	Principal	Interest	Principal	Interest	
2023	1,426,000	158,280	797,977	201,618	2,583,875
2024	1,494,000	132,290	808,165	191,430	2,625,885
2025	1,561,000	105,100	818,484	181,111	2,665,695
2026	1,632,000	76,682	828,934	170,661	2,708,277
2027	1,707,000	46,965	839,518	160,077	2,753,560
2028-2040	1,785,000	15,885	11,941,123	1,053,571	14,795,579
Total	\$ 9,605,000	\$ 535,202	\$ 16,034,201	\$ 1,958,468	\$ 28,132,871

City of Punta Gorda, FL
Summary Schedule of October 1, 2021 Outstanding and FY 2022 Pending Debt
Projected as of September 30, 2022

	Principal Outstanding ACFR 9/30/2021	Principal Paid FY 2022	Additional or Pending Financing FY 2022	Principal Outstanding Est. 9/30/22
Debt Service Fund				
Note 16 2020 Revenue Note	10,966,000	1,361,000	0	9,605,000
Note 15* 2018 Line of Credit Note	0	7,825,150	7,825,150	0
Total Debt Service Fund	10,966,000	9,186,150	7,825,150	9,605,000
Utilites I				
Note 14 2017 SRF Revenue Note	16,822,118	787,917	0	16,034,201
Total Utility Funds	16,822,118	787,917	0	16,034,201
Grand Total All Funds	\$ 27,788,118	\$ 9,974,067	\$ 7,825,150	\$ 25,639,201

* Note 15 includes FY 2022 estimated/projected draws and payments for Hurricane Irma Rip Rap hazard mitigation and will be reappropriated to FY 2023 if continued delays in permitting

**City of Punta Gorda, FL
Debt Service Fund
FY 2023 through FY 2027**

The debt service fund estimated current outstanding principal at 9/30/22 is \$9.6 million. The Community Redevelopment Agency (CRA) through a lease agreement with the City, provides the funds for the debt service requirements on the 2020 revenue note (refinanced 2012 note). The refinanced principal of \$12.3 million was funding related to the Herald Court Centre parking structure including ground floor retail/office space and previous CRA capital projects. In 2012, the life of the CRA district was extended until 2030 to cover the full funding of the debt service on these projects. In 2020, the debt was refinanced for a lower interest rate with all other terms remaining the same. The 2018 line of credit note for \$24 million was obtained for the Hurricane Irma seawall repairs and hazard mitigation project. The PGI Canal Maintenance Assessment Fund provides the debt service requirements as per the loan agreement from FEMA and State reimbursements and Fund assessments. Seawall repairs are complete; hazard mitigation project is pending.

Debt Service Fund	Account Number	Principal Outstanding 9/30/2022	FY 2023 DUE	FY 2024 DUE	FY 2025 DUE	FY 2026 DUE	FY 2027 DUE
2020 Note 16 Revenue Note	201-0000-583-71-17	\$ 9,605,000	\$ 1,426,000	\$ 1,494,000	\$ 1,561,000	\$ 1,632,000	\$ 1,707,000
	201-0000-583-72-17	Herald Ct Centre & CRA projects	\$ 158,280	\$ 132,290	\$ 105,100	\$ 76,682	\$ 46,965
Subtotal Revenue Note Principal		\$ 9,605,000	\$ 1,426,000	\$ 1,494,000	\$ 1,561,000	\$ 1,632,000	\$ 1,707,000
Subtotal Revenue Note Interest			\$ 158,280	\$ 132,290	\$ 105,100	\$ 76,682	\$ 46,965

Estimated FY 2022 draws for Hurricane Irma hazard mitigation with expected repayment in FY 2022. Will be reappropriated to FY 2023 if permitting continues to be delayed

2018 Note 15 Line of Credit	Est. \$7,825,150 draw in FY 2021, 2% interest, 1 year	Hurricane Irma hazard mitigation project	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Subtotal Line of Credit Principal			\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Subtotal Line of Credit Interest			\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Debt Service Requirement			\$ 1,584,280	\$ 1,626,290	\$ 1,666,100	\$ 1,708,682	\$ 1,753,965	

City of Punta Gorda, FL
Debt Service Fund
Proforma Schedule of Revenues and Expenditures
FY 2020 through FY 2027

	Actual FY 2020	Actual FY 2021	Budget FY 2022	Projected FY 2022	Budget FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026	Proforma FY 2027
Revenues:									
Transfer from PGI Canal Maintenance	\$ 0	\$ 0	\$7,981,660	\$7,981,660	\$ 0	\$ 0	\$ 0	\$ 0	0
Lease Payment from CRA - Div 0949	1,538,767	1,501,720	1,544,082	1,544,082	1,584,280	1,626,290	1,666,100	1,708,682	1,753,965
Prior Years Carryover	3	0	0	0	0	0	0	0	0
Total Revenues	1,538,770	1,501,720	9,525,742	9,525,742	1,584,280	1,626,290	1,666,100	1,708,682	1,753,965
Expenditures:									
CRA Revenue Note-Series 2012 Principal	1,185,094	0	0	0	0	0	0	0	0
CRA Revenue Note-Series 2012 Interest	315,483	0	0	0	0	0	0	0	0
CRA Revenue Note-Series 2020 Principal	0	1,295,000	1,361,000	1,361,000	1,426,000	1,494,000	1,561,000	1,632,000	1,707,000
CRA Revenue Note-Series 2020 Interest	38,193	206,720	183,082	183,082	158,280	132,290	105,100	76,682	46,965
PGI CMAD Non-Revolving LOC 2018 Princ	0	0	7,825,150	7,825,150	0	0	0	0	0
PGI CMAD Non-Revolving LOC 2018 Int	0	0	156,510	156,510	0	0	0	0	0
Subtotal Debt Service	1,538,770	1,501,720	9,525,742	9,525,742	1,584,280	1,626,290	1,666,100	1,708,682	1,753,965
Total Expenditures	1,538,770	1,501,720	9,525,742	9,525,742	1,584,280	1,626,290	1,666,100	1,708,682	1,753,965
Projected Carryover - Ending	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

April 2020 - Note of November 2012 (Herald Court Parking Garage and CRA projects) was refinanced at a lower interest rate using remaining length (through 2028) and terms. This change resulted in interest savings over the life of the loan of \$615,000. The CRA will make lease payments until debt is retired.

The 2018 Non-Revolving Line of Credit was obtained for the financing of the PGI Canal Maintenance District seawall repairs/replacements and hazard mitigation projects as a result of Hurricane Irma. The repayments will be provided by the PGI Canal Maintenance Fund that are estimated based on the timing of FEMA and State reimbursements and district assessments. Rip Rap hazard mitigation is still pending permitting. Debt may be reappropriated in FY 2023 if needed.

**City of Punta Gorda, FL
Utilities Fund Debt Service
FY 2023 through FY 2027**

The Utilities fund currently has outstanding debt at 9/30/2022 of \$16.0 million. Multi-year construction projects beginning in FY 2022 with scheduled draws until completion of projects are identified below under new financing. Identification of debt impact on increased user rates is shown in the Utilities proforma in section 9.

Utility Funds	Account Number	Principal Outstanding 9/30/2022	FY 2023 DUE	FY 2024 DUE	FY 2025 DUE	FY 2026 DUE	FY 2027 DUE
2017-Note 14	419-0000-535.71-07	\$ 16,034,201	\$ 797,977	\$ 808,165	\$ 818,484	\$ 828,934	\$ 839,518
State Revolving	419-0000-535.72-07	RO Plant	\$ 201,618	\$ 191,430	\$ 181,111	\$ 170,661	\$ 160,077
Subtotal Existing Principal		\$ 16,034,201	\$ 797,977	\$ 808,165	\$ 818,484	\$ 828,934	\$ 839,518
Subtotal Existing Interest			\$ 201,618	\$ 191,430	\$ 181,111	\$ 170,661	\$ 160,077

FY 2022-FY 2025 Proposed New Financing WW Treatment Plant Expansion (payments beginning late in FY 2025)

2022-2025 Financing, WWTP expansion project & financing costs. Estimated \$73,192,000 draws FY 2023-FY 2025, 1.02% interest, 20 year amortization, semi-annual payments
Estimated principal and interest payments \$ 0 \$ 0 \$ 2,230,000 \$ 4,460,400 \$ 4,460,400

FY 2024 Proposed New Financing Water Plant Filtration project (payments beginning late in FY 2025)

2024-2025 Financing, Water Plant Filtration project & financing costs. Estimated \$17,300,000 draws FY 2024-FY 2025, 4% interest, 15 year amortization, semi-annual
Estimated principal and interest payments \$ 0 \$ 0 \$ 778,000 \$ 1,556,000 \$ 1,556,000

FY 2026-FY 2028 Proposed New Financing Septic to Sewer Area 1 (payments beginning late in FY 2028)

2026-2028 Financing, Septic to Sewer project & financing costs. Estimated \$11,286,400 draws FY 2026-FY 2028, 2% interest, 20 year amortization, semi-annual payments
Estimated principal and interest payments \$ 0 \$ 0 \$ 0 \$ 0 \$ 0

Subtotal Estimated New Debt Service	\$ 0	\$ 0	\$ 3,008,000	\$ 6,016,400	\$ 6,016,400
Total Debt Service Requirement	\$ 999,595	\$ 999,595	\$ 4,007,595	\$ 7,015,995	\$ 7,015,995

APPENDIX

- Long Range Financial Plan
Fiscal Years 2022-2026
- Operating Indicators
- Capital Asset Statistics
- Demographic and Economic Statistics
- Principal Property Taxpayers



City of Punta Gorda

LONG RANGE FINANCIAL PLAN

Fiscal Years 2022-2026



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 2022-2026 Long Range Financial Plan presents multi-year fiscal forecasts for the City's major fund groups. In addition, the Plan discusses an examination of current policies for enhanced efficiencies, any changes proposed to financial policies, and budget issues or items currently known for the upcoming budget year. The current strategic planning process results in a current year management plan, and also strategically on a longer-term vision for the upcoming needs of the City. This sets the stage for a starting point of discussion and direction in developing the FY 2022 budget while providing a context of how it might affect the future years' forecasts. The Plan is shown in the following format:

Section 1: Major Fund Five-Year Fiscal Forecasts

Section 2: Strategic Planning Process Update

Section 3: Budget Issues

Section 1: Major Fund Five-Year Fiscal Forecasts

Core Level of Service Comparative Analysis

In order to set the stage for review of the City’s major fund five-year fiscal forecasts, staff undertook an analysis how Punta Gorda compares with surrounding jurisdictions in delivering core services in January 2022. The charts below provide a benchmarking analysis of costs to deliver core level of services for eight Southwest Florida municipalities. Services compared include those paid for by property taxes, fees/assessments (sanitation, fire, roads/drainage/stormwater, debt service) and average annual water/sewer bill at estimated 7 thousand gallons per month usage.

The fact that the order may be different is due to service costs being based on flat rate or taxable assessed value which may change the total. Punta Gorda remains competitive with surrounding Southwest Florida municipalities for delivery of its core services.

Basic Tax Fee Comparison Single Family Residential

	Naples	Mills	Bonita Springs	Mills	Punta Gorda	Mills	Sarasota*	Mills	North Port	Mills	Venice	Mills	Cape Coral	Mills	Fort Myers	Mills
Based on taxable value of \$250,000																
Property Taxes	\$ 287.50	1.1500	\$ 204.33	0.8173	\$ 987.50	3.9500	\$ 784.30	3.1372	\$ 941.68	3.7667	\$ 1,090.00	4.3600	\$ 1,562.50	6.2500	\$ 1,896.88	7.5875
Water & Sewer (Avg Monthly annualized)	\$ 855.72		\$ 1,115.40		\$ 977.04		\$ 1,539.00		\$ 1,641.72		\$ 1,895.28		\$ 1,563.24		\$ 1,954.80	
Sanitation (Solid Waste)	\$ 377.88		\$ 232.84		\$ 288.60		\$ 294.60		\$ 250.00		\$ 253.08		\$ 265.50	0.1791	\$ 267.86	
Fire Service	\$ 0		\$ 545.00	2.1800	\$ 0		\$ 118.24		\$ 281.23		\$ 0		\$ 242.80		\$ 185.00	
Roads/Drainage/Stormwater	\$ 174.00		\$ 50.00		\$ 0		\$ 151.94		\$ 219.28		\$ 0		\$ 182.00		\$ 138.24	
Debt Service	\$ 0		\$ 0		\$ 0		\$ 52.50	0.2100	\$ 0		\$ 139.25	0.5570	\$ 11.78	0.0471	\$ 0	
TOTAL	\$ 1,695.10		\$ 2,147.57		\$ 2,253.14		\$ 2,940.58		\$ 3,333.91		\$ 3,377.61		\$ 3,827.82		\$ 4,442.78	
Based on taxable value of \$500,000																
Property Taxes	\$ 575.00	1.1500	\$ 408.65	0.8173	\$ 1,975.00	3.9500	\$ 1,568.60	3.1372	\$ 1,883.35	3.7667	\$ 2,180.00	4.3600	\$ 3,125.00	6.2500	\$ 3,793.75	7.5875
Water & Sewer (Avg Monthly annualized)	\$ 855.72		\$ 1,115.40		\$ 977.04		\$ 1,539.00		\$ 1,641.72		\$ 1,895.28		\$ 1,563.24		\$ 1,954.80	
Sanitation (Solid Waste)	\$ 377.88		\$ 232.84		\$ 288.60		\$ 294.60		\$ 250.00		\$ 253.08		\$ 310.27	0.1791	\$ 267.86	
Fire Service	\$ 0		\$ 1,090.00	2.1800	\$ 0		\$ 260.73		\$ 444.31		\$ 0		\$ 301.94		\$ 185.00	
Roads/Drainage/Stormwater	\$ 174.00		\$ 50.00		\$ 0		\$ 151.94		\$ 219.28		\$ 0		\$ 162.50		\$ 276.48	
Debt Service	\$ 0		\$ 0		\$ 0		\$ 105.00	0.2100	\$ 0		\$ 278.50	0.5570	\$ 23.55	0.0471	\$ 0	
TOTAL	\$ 1,982.60		\$ 2,896.89		\$ 3,240.64		\$ 3,919.87		\$ 4,438.66		\$ 4,606.86		\$ 5,486.50		\$ 6,477.89	

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

General Fund

Some of the additional expenditures approved by City Council for FY 2022 included the following:

- Human Resources – pay plan study and increased training
- Public Works – 3.5 FTE positions added April 1, 2022 with associated equipment to support engineering, facilities, right-of-way, and parks and grounds. Increases were approved for landscaping, mowing, pest control services, land fill costs, holiday decorations, fencing repairs, and building repairs.
- Public Safety – 2 patrol officers and 2 firefighter/EMTs added April 1, 2022 with associated equipment. Police department increased number of vehicle replacements from five to six and added patrol rifle program, SWAT night vision equipment, and audio recording system upgrade to the capital outlay program. Fire operating increases included personal protective supplies, medical supplies, and maintenance contract for EMS equipment. A replacement of existing firewall with high availability pair of firewalls at the public safety building was also budgeted.
- Information Technology – overall increase of 11.3% for city-wide projects (includes addition of 1 computer support specialist April 1, 2022).

The FY 2022 budget five year fiscal forecast includes the following assumptions: a millage of 3.9500 through FY 2026, modest anticipated increases of 5% in taxable property valuations, 1% to 2% increases in shared state revenues and other general fund revenues, 4% merit wage increases, 6% increases for health

insurance, 10% increases for workers compensation, 5% increases for pensions and general liability insurance, 3% increases in all other operating expenditures, capital outlay \$840,000 per year, and transfers per five year capital improvements plan. The financial plan also includes anticipated personnel/service level enhancements and capital outlay plan. The fiscal forecast projects deficits in the range of approximately \$0.6 million to \$1.9 million per year from FY 2023 through FY 2026. With the current millage rate and planned use of reserves, the fund meets the reserve objective through FY 2025. In most fiscal years, due to conservative estimating by the City, some additional funds are added at the end of the fiscal year either due to additional revenues collected or divisions not fully expending their budget. It is also anticipated that with the current millage rate, that the City would be able to retire the Community Redevelopment Agency debt early which would sunset the Tax Increment Financing in FY 2025. These factors would allow the City to meet its goal by FY 2026 if no economic downturns are experienced in this five year planning period. Economic and budgetary challenges will need to be addressed as we move forward with the budget. City Council approved raising the minimum requirement 2.7% more than the 0.5% specified in the financial policy for FY 2023 to more quickly reach the national standard.

**General Fund
Proforma Schedule of Revenues and Expenditures
Budget FY 2022 through Proforma FY 2026**

	Budget FY 2022	Proforma FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026
Change in Taxable Value of Property	5.2%	5%	5%	5%	5%
Revenues:					
Ad Valorem Tax	\$13,898,620	\$14,593,555	\$15,323,230	\$16,089,390	\$16,893,860
Other Revenue	12,276,175	12,608,915	12,779,860	12,716,210	12,685,160
Use of Prior Year's Reserve	(797,350)	635,280	924,710	1,293,865	1,950,180
Use of Capital Outlay Reserve	0	0	0	45,000	0
Total Revenues	25,377,445	27,837,750	29,027,800	30,144,465	31,529,200
Expenditures:					
Personnel Expenditures	16,669,385	18,811,650	19,978,465	21,048,410	22,280,175
Operating Expenditures	5,435,985	5,659,015	5,825,965	5,953,700	6,055,490
Capital Outlay	1,083,010	1,135,735	903,000	882,000	1,004,000
Transfers for Tax Increment Financing	1,038,065	1,100,350	1,166,370	1,236,355	1,310,535
Transfers for Capital Projects	477,000	457,000	480,000	350,000	205,000
Transfers for Roads	459,000	459,000	459,000	459,000	459,000
Transfers for Drainage	200,000	200,000	200,000	200,000	200,000
Contingency	15,000	15,000	15,000	15,000	15,000
Total General Expenditures	25,377,445	27,837,750	29,027,800	30,144,465	31,529,200
Expenditures in Excess of Revenue	\$0	\$0	\$0	\$0	\$0
Minimum Reserve (FY 2022 10% plus additional \$120,460 to FY 2026 14.7%)	\$2,667,000	\$3,686,225	\$3,976,810	\$4,280,515	\$4,634,795

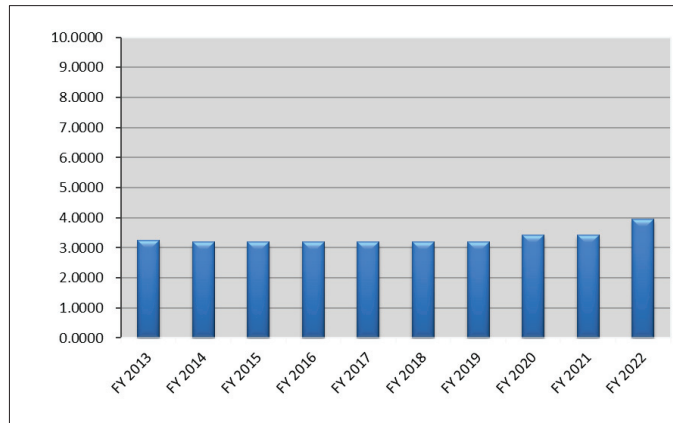
Millage and Taxable Assessed Value

The FY 2022 millage rate is 3.9500 mills. Included in the millage rate is \$459,000 earmarked for the road resurfacing program and \$200,000 for the city-wide drainage improvement program. The current millage rate is necessitated by the need to enhance current service levels while still continuing to work towards the City's policy of on-going revenues covering on-going expenditures and that available reserves only be used for one-time expenditures. The goal of increased dedicated reserves continues to be of paramount importance.

**Property Tax Millage Rates
Fiscal Years 2013 - Budget 2022**

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

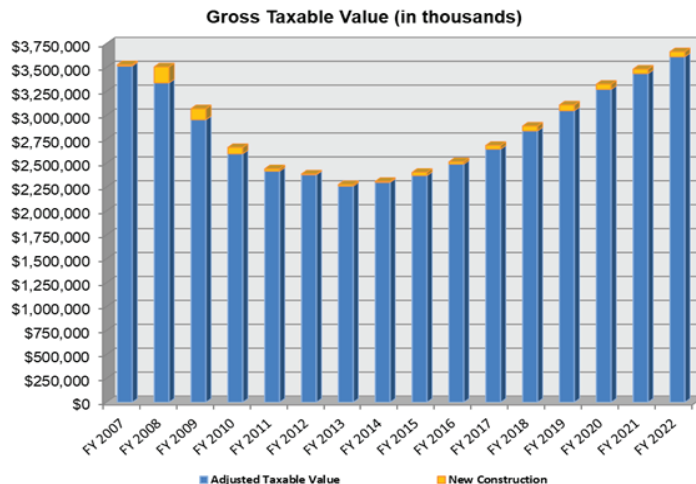
Fiscal Year	Millage Rate
2013	3.2462
2014	3.1969
2015	3.1969
2016	3.1969
2017	3.1969
2018	3.1969
2019	3.1969
2020	3.4337
2021	3.4337
2022	3.9500



History of Taxable Property Values

Fiscal Year	Final Gross Taxable Value*	\$ Change from Previous Year	% Change from Previous Year	New Construction	% of Previous Year Gross Taxable Value
2007	\$3,515,560,986			\$13,851,000	
2008	\$3,496,182,626	-\$19,378,360	-0.6%	\$168,546,000	4.8%
2009	\$3,062,265,808	-\$433,916,818	-12.4%	\$115,280,000	3.3%
2010	\$2,646,132,752	-\$416,133,056	-13.6%	\$65,914,000	2.2%
2011	\$2,447,711,910	-\$198,420,842	-7.5%	\$24,317,000	0.9%
2012	\$2,367,768,124	-\$79,943,786	-3.3%	\$7,854,000	0.3%
2013	\$2,270,096,296	-\$97,671,828	-4.1%	\$16,856,000	0.7%
2014	\$2,308,224,076	\$38,127,780	1.7%	\$9,890,893	0.4%
2015	\$2,398,248,062	\$90,023,986	3.9%	\$32,800,312	1.4%
2016	\$2,513,363,249	\$115,115,187	4.8%	\$23,895,443	1.0%
2017	\$2,685,303,159	\$171,939,910	6.8%	\$38,357,930	1.5%
2018	\$2,887,855,644	\$202,552,485	7.5%	\$50,549,762	1.9%
2019	\$3,108,678,379	\$220,822,735	7.6%	\$60,086,894	2.1%
2020	\$3,325,350,916	\$216,672,537	7.0%	\$54,169,154	1.7%
2021	\$3,483,430,722	\$158,079,806	4.8%	\$46,759,746	1.4%
2022	\$3,665,247,247	\$181,816,525	5.2%	\$52,590,453	1.5%

*Includes New Construction



The Charlotte County Appraiser's July 1st certification showed a 3.7% overall increase for properties on the books from the prior year, and an additional 1.5% provided by new construction, annexations and changes in exemption for calendar year 2020. This was the ninth 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 fifteen years is a cumulative 4.3% increase in taxable values. In previous years, the protection of Save Our Homes resulted in a majority of homestead property taxable values being below just values. Due to increasing property values, the number of homestead properties at parity (market or just value equaling assessed value) decreased significantly since FY 2013.

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. The policy change established for FY 2023 as approved January 19, 2022 is highlighted in italics.

- An adequate level of unrestricted fund balance will be maintained so credit rating agencies will recognize the City is in sound financial condition when they evaluate the City's credit worthiness.
- The City will strive to follow the Government Finance Officers Association's (GFOA) recommendation for a minimum level of unrestricted fund balance for the General Fund. The GFOA states the unrestricted fund balance for the General Fund should be a minimum of 2 months of operating expenditures, or 16.7%.
- *For the General Fund and all other operating funds, except the Utilities Fund, the City will establish an unassigned fund balance minimum of 13.2% of total fund expenditures. Additionally, health insurance savings of \$120,460 from FY 2020 are added to the General Fund unassigned fund balance minimum.* (Note: It is intended that this percentage increase each year and eventually attain the GFOA best practice standard of a 16.7% dedicated reserve.)
- 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.

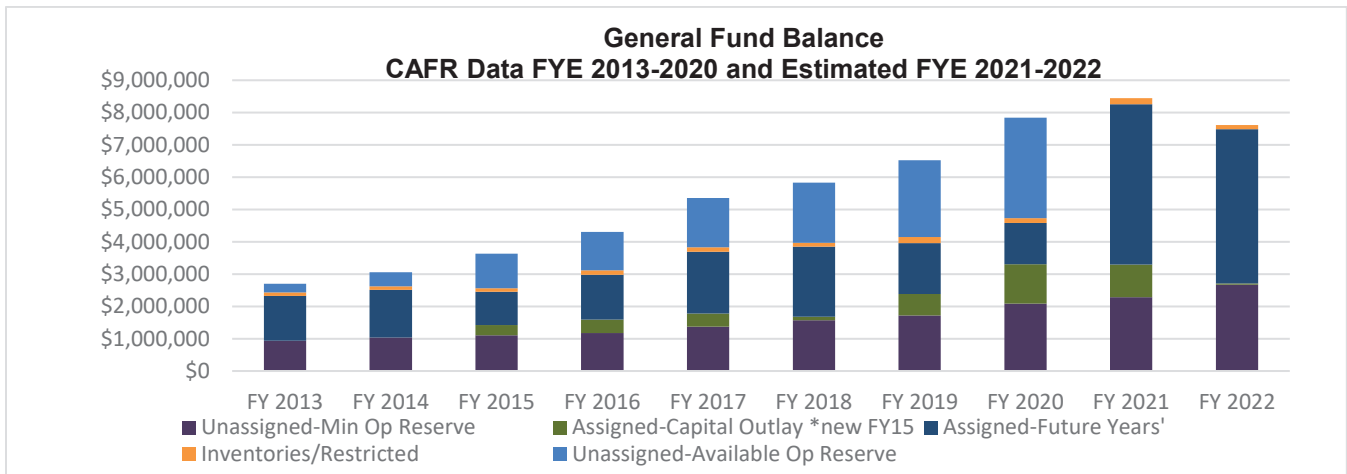
Also as approved in the prior year, Council will consider use of net year end surplus from either extra revenues or unexpended budget to increase the percentage allocated to the minimum requirement earlier than planned. Once that minimum amount is achieved, it is recommended that the City work towards setting remaining funds for use only in one-time expenditures and/or adding capital outlay reserves.

Beginning in FY 2007, the City earmarked a portion of reserves over the minimum policy to assist in paying for ongoing levels of service until such time as the economy fully rebounds. FY 2022 continues this practice. The Graphs below have been updated for 9/30/2021 actual balances (unaudited at this time) and Projected FY 2022 as of 1/19/2022.

Fund Balance Category	FY 2019 Amount	% of Exp.	FY 2020 Amount	% of Exp.	Est. Actual FY 2021 Amount	% of Exp.	Projected FY 2022 Amount	% of Exp.
Inventories/Restricted	\$ 182,025	0.8%	\$ 147,087	0.6%	\$ 191,985	0.8%	\$ 125,000	0.5%
Assigned-Future Years' Use of Op. Reserve	1,573,254	7.3%	1,285,098	5.6%	4,965,961	20.7%	4,772,402	18.8%
Assigned-Capital Outlay Reserve	662,000	3.1%	1,213,000	5.3%	1,010,740	4.2%	45,000	0.2%
Unassigned-Minimum Op. Reserve (Orig)	1,725,000	8.0%	2,089,460	9.0%	2,280,000	9.5%	2,667,000	10.5%
Unassigned-Available Op. Reserve	2,384,774	11.1%	3,109,092	13.5%	0	0.0%	0	0.0%
Total Fund Balance	\$ 6,527,053	30.3%	\$ 7,843,737	34.0%	\$ 8,448,686	35.2%	\$ 7,609,402	30.0%
General Fund Orig Budgeted Expenditures	\$ 21,556,198		\$ 23,038,594 *		\$ 23,994,850 *		\$ 25,377,445	

*FY 2020 and FY 2021 Budgeted Expenditures excludes transfer of loan draw to PGI Canal Maintenance Fund

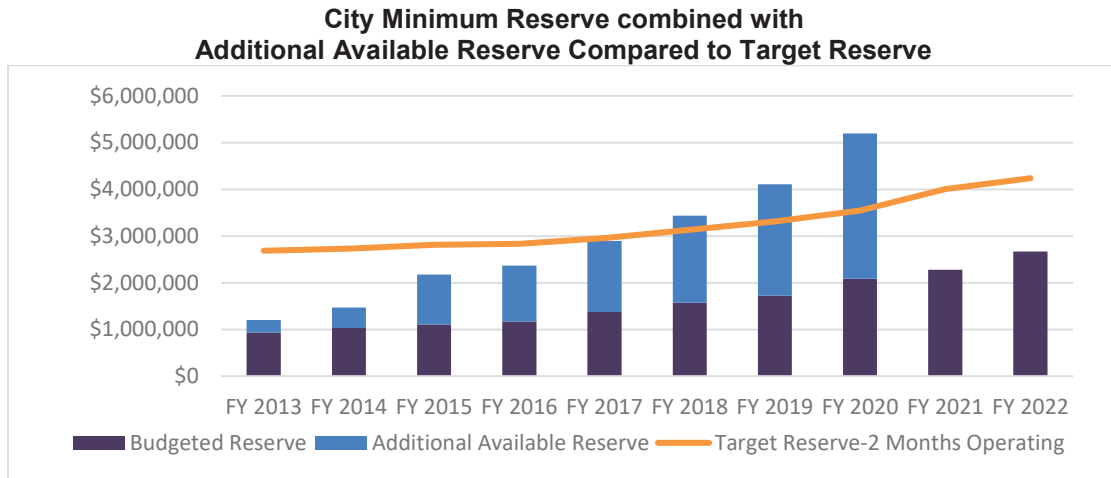
The following graph presents the general fund balance trend information. The minimum operating reserve is regulated by the City's financial policy. For fiscal year 2022, it is set at 10.0% of the total expenditure appropriations plus \$120,460 for the general fund, which calculates to \$2,667,000. It is the City Council's policy to continue to take steps each year to increase the minimum reserve, and for FY 2023 Council has set it at 13.2% of the total expenditure appropriations. The base block of reserves has grown steadily each year. If the economy continues to improve FY 2023-2026, the proforma indicates that at end of FY 2026, the minimum reserve will be at 14.7%.



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 \$840,000. Those amounts unused will be carried in the reserve until the year scheduled for use. In the FY 2021 reserve, the amount of \$965,740 is reserved for capital outlay purchases that were not complete at 9/30/2021. The third block of the reserves is the amount identified as needed to balance the subsequent years' budget in the proforma. Because of the five-year plan to increase personnel/service levels, all funds would be needed in the five year proforma. The fourth block is the small amount of funds identified in the Annual Comprehensive Financial Report as inventories or restricted. The final and fifth block is the remaining amount of reserves that are available for use. The City has not appropriated them or assigned them for expenditures, and as such, are considered as part of the current operating reserve for purposes of stabilizing the general fund. For FY 2022, all funds are currently assigned to balance future years' budgets so this segment is \$0.

The Governmental Finance Officers Association of the U.S. and Canada has a best practice recommendation of a reserve of two months operating expenditures. The following graph shows the best practice level as a line that was reached in FY 2017 and was achieved through FY 2020 with additional operating reserves. Due to assignment of additional available reserves to future years' budgets for

increased personnel/service level during the FY 2022 budget development, only the minimum budgeted reserve is showing in FY 2021-2022.



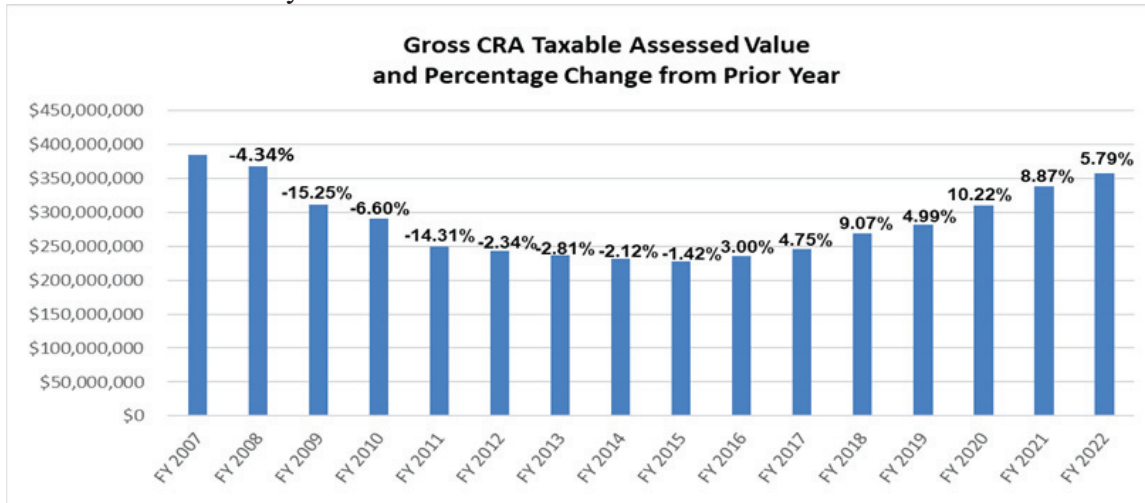
Community Redevelopment Agency

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

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

Fiscal Year	Gross CRA Taxable Assessed Value	City TIF Contribution	County TIF Contribution	Total TIF Contribution
FY 2007	\$383,774,587	\$627,124	\$1,394,380	\$2,021,504
FY 2008	\$367,113,862	\$591,466	\$1,236,559	\$1,828,025
FY 2009	\$311,130,098	\$562,664	\$1,250,570	\$1,813,234
FY 2010	\$290,592,852	\$538,621	\$1,139,173	\$1,677,794
FY 2011	\$249,005,996	\$436,047	\$974,342	\$1,410,389
FY 2012	\$243,188,559	\$424,246	\$970,103	\$1,394,349
FY 2013	\$236,361,169	\$480,644	\$929,373	\$1,410,017
FY 2014	\$231,340,961	\$458,101	\$902,447	\$1,360,548
FY 2015	\$228,049,842	\$448,578	\$884,092	\$1,332,670
FY 2016	\$234,899,693	\$470,728	\$927,748	\$1,398,476
FY 2017	\$246,050,943	\$502,566	\$988,358	\$1,490,924
FY 2018	\$268,367,069	\$570,342	\$1,124,073	\$1,694,415
FY 2019	\$281,762,265	\$611,027	\$1,204,258	\$1,815,285
FY 2020	\$310,556,021	\$750,208	\$1,376,602	\$2,126,810
FY 2021	\$337,662,011	\$838,628	\$1,538,849	\$2,377,477
FY 2022	\$357,205,729	\$1,038,065	\$1,655,830	\$2,693,895

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



In July 2012, the CRA Board and City Council, in partnership with Charlotte County, recognized that declining taxable values could not support the repayment schedule of existing debt. In doing so, the three governing bodies approved the extension of the life of the CRA until December 31, 2030. Subsequently, the City completed refinancing CRA debt to better match income flow and to eliminate projected deficits. Due to the passed Tax Cuts and Jobs Act, the corporate tax rate was reduced to 21% from a maximum rate of 35% as of January 1, 2018. This change increased the City’s interest cost over the remaining life of the loan by \$454,000. In April 2020, in a market of declining interest rates, the City was able to refinance the debt, thereby saving approximately \$565 thousand in net interest costs over the remaining term. The FY 2022 TIF revenue is based on 5.79% increase in taxable value in the district, no change in the County millage rate, and City millage rate of 3.9500. The proforma continues to anticipate conservative assessed property value increases of 2% in FY 2023 through FY 2026. The resulting estimated debt service reserve grows from \$3,578,000 at end of FY 2022 to \$8,317,900 at end of FY 2026, providing a buffer for economic downturns thereby ensuring that annual debt service can be met. If no downturn is experienced, these projections would allow debt to be retired by FY 2026 allowing the CRA District to sunset prior to 2030.

The proforma for the district has been divided into three divisions to better identify the funding sources for the three responsibilities of the district: 1) retirement of the CRA debt through the County and City TIF; 2) operations of Herald Court Centre (HCC); and 3) maintenance of the infrastructure contributed by the district, such as the marina, interactive fountain, restrooms and pavilions adjacent to the marina, mooring field, HCC parking structure and numerous gateway enhancements, intersection treatments, pocket parks and Martin Luther King Boulevard. As the infrastructure ages, the need for repair and maintenance will increase. Projected expenditures reflect this trend. If funds are not needed in the current fiscal year, they will 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 \$212,000 at end of FY 2022 and is reduced to \$68,200 by FY 2026.

The Herald Court lease revenue for FY 2022 through FY 2026 projects one vacant unit as leases are coming up for renewal so as not to over project revenues. The City will be using the units previously occupied by Florida Gulf Coast University for FY 2022-2024 to house staff from City Hall as the rehabilitation of that building is scheduled. Although this will reduce lease revenues, the City will continue to cover the common area maintenance costs that would be contributed by those units. Based on these projections, the reserve for the Herald Court Centre shows a balance of \$304,000 in FY 2022 and reduced

slightly to \$281,800 at end of FY 2026. 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
Budget FY 2022 through Proforma FY 2026**

	Budget FY 2022	Proforma FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026
Debt Service Division					
Assessed Property Valuation change	5.8%	2%	2%	2%	2%
Tax Increment Financing (TIF) Revenue	\$2,693,895	\$2,747,770	\$2,802,725	\$2,858,780	\$2,915,955
CRA Lease Payments (Debt Service)	1,544,082	1,584,278	1,626,290	1,666,100	1,708,682
Revenues in Excess of Debt Svc	1,149,813	1,163,492	1,176,435	1,192,680	1,207,273
Reserve - TIF for Debt Svc (Beg)	2,428,214	3,578,027	4,741,519	5,917,954	7,110,634
Reserve - TIF for Debt Svc (End)	\$3,578,027	\$4,741,519	\$5,917,954	\$7,110,634	\$8,317,907
Herald Court Operations Division					
Herald Court Revenues	\$228,790	\$237,760	\$244,565	\$276,470	\$282,285
Herald Court Operating Expenditures	201,235	408,715	216,490	224,570	213,920
Revenues in Excess of Herald Ct Operations	27,555	(170,955)	28,075	51,900	68,265
Reserve - Herald Ct (Beg)	276,851	304,406	133,451	161,526	213,426
Reserve - Herald Ct (End)	\$304,406	\$133,451	\$161,526	\$213,426	\$281,791
CRA Operations Division					
Other CRA Revenues	\$122,355	\$123,370	\$124,395	\$125,430	\$126,480
Other CRA Operating Expenditures	160,000	326,500	111,000	94,000	112,000
Revenues in Excess (Shortfall) of Other Operations	(37,645)	(203,130)	13,395	31,430	14,480
Reserve - Other Operations (Beg)	249,692	212,047	8,917	22,312	53,742
Reserve - Other Operations (End)	\$212,047	\$8,917	\$22,312	\$53,742	\$68,222

Utilities

The current five-year financial forecast is based on 2-day per week watering; average rainfall; 2% rate increases annually; and new financing based on the FY 2022-2026 capital improvement plan. The City Council adopted a financial policy in March 2014 to fund \$1,120,000 with current revenues those expenses for recurring line and lift station repairs and replacements. A 2020 Rate Sufficiency Study by Stantec was presented to City Council toward the end of FY 2020. Recommendations included a decrease in water impact fees, a slight increase in wastewater impact fees, rate adjustments to various miscellaneous charges (such as meter sets, shutoffs, etc.) and annual water and wastewater rate increases of 3.75%. City Council adopted the new rates beginning January 2021, and a modification that water and wastewater rates not have automatic increases and be reviewed as part of the budget process each year. For FY 2022, a 2% rate increase was adopted and used for the annual increase in the proforma. The Septic to Sewer financial plan for properties in the Utilities service area that are outside the City limits has been developed and incorporated into the capital improvement plan. Wastewater improvements/expansion and a water project for the rehabilitation of the filters, solid contact units and alum tanks have also been incorporated into the five-year plan.

Utilities OM&R Fund
Proforma Schedule of Revenues and Expenses
Budget FY 2022 through Proforma FY 2026

	Budget FY 2022	Proforma FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026
Revenues:					
Chg for Serv - Water	\$11,244,890	\$11,526,010	\$11,813,040	\$12,106,090	\$12,405,285
Chg for Serv - Sewer	8,347,680	8,556,370	8,769,445	9,138,690	9,360,795
Other Revenue	957,090	1,135,645	1,664,735	2,188,855	2,340,010
Total Revenues	20,549,660	21,218,025	22,247,220	23,433,635	24,106,090
Expenses:					
Operations	14,605,575	15,123,315	15,662,220	16,223,240	16,807,390
Renewal & Replacement of Infrastructure	1,120,000	1,120,000	1,120,000	1,120,000	1,120,000
Transfer for Capital Improvement Projects	5,500,000	935,000	4,835,000	1,620,000	1,700,000
Existing Debt Service-RO SRF loan	999,595	999,595	999,595	999,595	999,595
Transfer to SRF Fund-reserve incr(decr)	500,000	800,000	832,000	0	0
Est. new debt service WWTP	0	0	1,066,000	2,132,000	2,132,000
Est. new debt service Septic to Sewer-Area 1	0	0	171,500	343,000	343,000
Est. new debt service WTP Filtration Rehab	0	0	773,000	1,545,000	1,545,000
Total Expenses	22,725,170	18,977,910	25,459,315	23,982,835	24,646,985
Revenues in Excess (Shortfall) of Expenses	(2,175,510)	2,240,115	(3,212,095)	(549,200)	(540,895)
Operating Reserves-Beg	8,284,281	6,108,771	8,348,886	5,136,791	4,587,591
Operating Reserves-End	\$6,108,771	\$8,348,886	\$5,136,791	\$4,587,591	\$4,046,696

Utilities Reserves

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

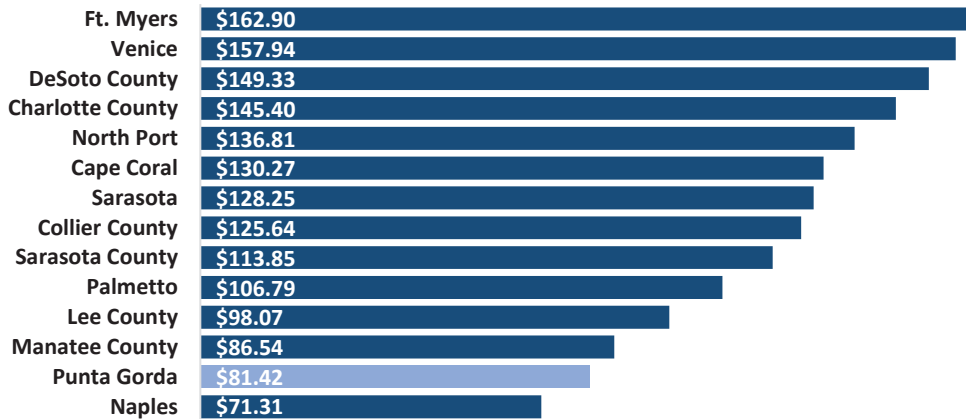
- Maintain an unassigned fund balance minimum of \$3.1 million; protection against unforeseen revenue declines and extraordinary operating expenses due to economic or weather disasters, and contract bids or equipment failures.
- Provide an emergency fund for existing infrastructure by retaining the Renewal and Replacement fund of \$1.5 million, which until January 2014 was required by bond covenants;
- Utilize a Capital Outlay reserve to provide level funding, City Council has approved the \$700,000 funding level for FY 2022 through FY 2026. If the funds are not spent in the budgeted fiscal year, they will be placed in the Capital Outlay reserves. This will ensure that current and future aging issues of mechanical parts in both plants can be addressed in an adequate manner.
- Existing State Revolving Loan Fund (SRF) reserve fund maintains one year of debt service payments and proforma shows an increase of \$500,000 projected in FY 2022 in anticipation of SRF loan funding requirements for the wastewater treatment plant improvement/expansion.
- The water and sewer impacts have restricted use and are kept in a reserve for growth related capital projects, such as Taylor Rd water main upgrade, new water main at Tee & Green, debt service on the Groundwater Reverse Osmosis (RO) Water Treatment Plant, wastewater force mains on Jones Loop

Road and Riverside Drive, septic to sewer project areas and planned expansion of the wastewater plant.

Utilities Rate Comparison

The City’s utility rates are the 2nd lowest among the Southwest Florida utilities surveyed at the FY 2022 rates.

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



Sanitation

The City operates its sanitation services as an enterprise fund and collects refuse two days per week and horticulture one day per week for 12,080 residential units. For the 660 commercial units, collection is available 6 days per week. The City implemented semi-automatic pickup system with carts which is expected to reduce injuries and yet allow the full-service that Punta Gorda residents appreciate. The City 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 33%, which exceeds the 30% mandate. The program continues in FY 2022 with a rate increase of \$0.33 per month or \$3.96 per year, due to a contract increase. Due to the continued annual increases in recycling costs, the City will be exploring alternatives for this service. In addition, a \$0.50 per month or \$6.00 per year increase in refuse/yardwaste rates was adopted and represents only the second increase in refuse rates since 2005 after last year’s \$0.10 per month increase.

The FY 2022 budget includes the addition of one sanitation worker, the first addition since 2006 despite growth that has occurred since then. Landfill costs also reflect increased rates under operating. The five year plan reflects a slight change to the packer replacement program in the later years by working to purchase one or two in a year in an effort to avoid heavy repair costs towards the end of service life on groups of packers that were purchased in the same year. As with the general and utility fund, City Council approved funding of a capital outlay reserve in order to stabilize the funding source. The increased expenses have necessitated projected rate increases in FY 2023 through FY 2026. These increases will be reviewed each budget cycle.

Sanitation Fund
Proforma Schedule of Revenues and Expenses
Budget FY 2022 through Proforma FY 2026

	Budget FY 2022	Proforma FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026
Revenues:					
Chg for Serv - Refuse Collection	\$3,945,500	\$4,134,600	\$4,360,215	\$4,622,355	\$4,884,780
Other Revenue	38,710	39,825	38,950	37,825	37,825
Total Revenues	3,984,210	4,174,425	4,399,165	4,660,180	4,922,605
Expenses:					
Operations	3,866,520	4,057,470	4,221,940	4,432,350	4,610,160
Capital	0	280,000	294,000	256,000	324,000
Total Expenses	3,866,520	4,337,470	4,515,940	4,688,350	4,934,160
Revenues in Excess (Shortfall) of Expenses	117,690	(163,045)	(116,775)	(28,170)	(11,555)
Operating Reserves-Beg	587,881	675,571	792,526	675,751	647,581
Capital Outlay Reserves-Beg	250,000	280,000	0	0	0
Capital Outlay Reserves-End	\$280,000	\$0	\$0	\$0	\$0
Operating Reserves-End	\$675,571	\$792,526	\$675,751	\$647,581	\$636,026

To compare the City's rates with surrounding jurisdictions, a survey was taken during January 2022. All rates include once per week service for yardwaste and recycling, and either once or twice per week refuse pickup, as noted below.

Jurisdiction	Proposed FY 2022 Cost/Year	Frequency of Service per Week	Outsourced
Naples	\$377.88	2	No
City of Sarasota	\$294.60	1	No
Punta Gorda	\$288.60	2	No
Charlotte County	\$281.68	1	Yes
Fort Myers	\$267.86	1	No
Cape Coral	\$265.50	1	Yes
Venice	\$253.08	2	No
North Port	\$250.00	1	No
Lee Co. (Avg 6 districts)	\$237.55	1	Yes
Sarasota County	\$233.59	1	Yes
Collier County	\$226.29	2	Yes
Manatee County	\$171.96	2	Yes

Canal Maintenance Districts Funds

Punta Gorda Isles Canal Maintenance District

The FY 2022 budget for the Punta Gorda Isles (PGI) canal maintenance assessment district reflects City Council approval to increase the seawall replacement program by an additional 1,600 lineal feet. This increases the annual operating assessment from \$550 to \$650. This was a reduction from the Advisory Committee recommendation to increase the program 2,400 lineal feet with an operating assessment of \$700. Results from a study showed that 56% of seawalls will be reaching the 50-year mark in approximately nine years and had recommended an increase of 7,727 lineal feet per year to replace those over the next 20 years. Other modifications that were recommended and approved were: using a curing compound, lowering the weep hole, and increasing tie back/deadmen replacement 20-30% annually.

The City continues to work closely with FEMA and the State regarding the rip rap mitigation portion of the Hurricane Irma project. Both the budget for expenditures and loan draws were moved to FY 2021 with expected FEMA and State reimbursements and loan repayments to occur in FY 2022. Permitting is still pending and these two items may be moved out an additional year.

The five-year proforma proposes the \$650 assessment through FY 2026. A reserve for contingencies has been added in each year for emergency repairs not scheduled and can be authorized for use by the City Manager. Channel construction to access spoil site project is scheduled in the five-year program. The Ponce de Leon Inlet widening and dredging project is on hold and not included in the budget or five-year program. Although it is a priority project, prior studies need to be reviewed to provide justification as a maintenance project, Chapter 6 would need to be amended, or creation of additional assessment area may be required.

**PGI Canal Maintenance Fund
Proforma Schedule of Revenues and Expenditures
Budget FY 2022 through Proforma FY 2026**

	Budget FY 2022	Proforma FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026
Assessment Rate	\$650	\$650	\$650	\$650	\$650
Revenues:					
Operating Assessment	\$3,382,210	\$3,382,210	\$3,382,210	\$3,382,210	\$3,382,210
FEMA & State-Hurr. Irma Reimb.	7,825,150	0	0	0	0
Other Revenue	8,000	9,250	8,500	7,250	5,750
Total Revenues	11,215,360	3,391,460	3,390,710	3,389,460	3,387,960
Expenditures:					
Operations	1,030,540	1,070,755	1,112,810	1,156,805	1,202,840
Inlet Dredging	75,000	75,000	75,000	75,000	75,000
Seawalls and Stabilization	2,386,065	2,457,645	2,531,375	2,607,315	2,685,535
Capital/Projects	0	100,000	225,000	225,000	225,000
Trsfr to Debt Svc Fd-Repay Seawall Ln	7,981,650	0	0	0	0
Reserve for Contingencies	50,000	50,000	50,000	50,000	50,000
Total Expenditures	11,523,265	3,753,400	3,994,185	4,114,120	4,238,375
Revenues in Excess (Shortfall) of Expenditures	(307,905)	(361,940)	(603,475)	(724,660)	(850,415)
Operating Reserves-Beg	3,094,696	2,611,791	2,349,851	1,974,376	1,471,716
Reserve Seawall Replacement-Beg	600,000	775,000	675,000	450,000	225,000
Reserve Seawall Replacement-End	\$775,000	\$675,000	\$450,000	\$225,000	\$0
Operating Reserves-End	\$2,611,791	\$2,349,851	\$1,971,376	\$1,471,716	\$846,301

Burnt Store Isles Canal Maintenance District

The FY 2022 budget for the Burnt Store Isles (BSI) canal maintenance assessment district reflects the Advisory Committee recommendation and City Council approval to increase the seawall replacement program 320 lineal feet. This increases the annual operating assessment from \$460 to \$560. Results from a study showed that 82% of seawalls will be reaching the 50-year mark in approximately sixteen years and had recommended an increase of 2,978 lineal feet per year to replace those over the next 20 years. Other modifications that were recommended and approved were: using a curing compound, lowering the weep hole, and increasing tie back/deadmen replacement 20-30% annually.

The City continues to work closely with FEMA and the State regarding the rip rap mitigation portion of the Hurricane Irma project. The budget for expenditures were moved to FY 2021 with expected FEMA

and State reimbursements to occur in FY 2022. Permitting is still pending and these items may be moved out an additional year. The District’s assessments are sufficient to fund the City’s share of the project.

The five-year proforma proposes the \$560 assessment through FY 2026. A reserve for contingencies has been added in each year to be used for any emergency repairs not scheduled in the program and can be authorized for use by the City Manager. Funds of the seawall replacement/special project reserve will be used for the construction of barge access/inlet widening project. Engineering and construction of channel corner widening project and accumulation of funds for purchase of staging site are under consideration and are not budgeted in FY 2022 or beyond. If projects are approved at a later date funding sources would need to be determined. Proforma includes a separate section that shows the effects on reserves if projects were to move forward without additional funding/assessments.

**BSI Canal Maintenance Fund
Proforma Schedule of Revenues and Expenditures
Budget FY 2022 through Proforma FY 2026**

	Budget FY 2022	Proforma FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026
Operating Rate	\$560	\$560	\$560	\$560	\$560
Revenues:					
Operating Assessment	\$577,905	\$577,905	\$577,905	\$577,905	\$577,905
Interest	1,500	1,790	1,570	1,250	1,150
FEMA & State-Hurr, Irma Reimb	294,500	0	0	0	0
Total Revenues	873,905	579,695	579,475	579,155	579,055
Expenditures:					
Operations	101,450	106,245	109,155	112,170	115,310
Inlet Dredging	25,000	30,000	30,000	30,000	30,000
Seawalls and Stabilization	460,630	474,455	488,690	503,355	518,455
Barge Access-Inlet Widening Construction	500,000	0	0	0	0
Reserve for Contingencies	50,000	50,000	50,000	50,000	50,000
Total Expenditures	1,137,080	660,700	677,845	695,525	713,765
Revenues in Excess (Shortfall) of Expenditures	(263,175)	(81,005)	(98,370)	(116,370)	(134,710)
Operating Reserves-Beg	496,309	458,134	377,129	278,759	162,389
Reserve Seawall Repl & Spec.Proj-Beg	225,000	0	0	0	0
Reserve Seawall Repl & Spec.Proj-End	\$0	\$0	\$0	\$0	\$0
Operating Reserves-End	\$458,134	\$377,129	\$278,759	\$162,389	\$27,679
Projects Requiring Approval & Funding:					
Channel Corner Widening Proj	0	100,000	100,000	200,000	325,000
BSI Land Acquisition for Staging	0	100,000	100,000	100,000	100,000
Est. Beg. Reserves with projects	721,309	458,134	177,129	(121,241)	(537,611)
Est. End. Reserves with projects	\$458,134	\$177,129	(\$121,241)	(\$537,611)	(\$1,097,321)

Laishley Park Marina

Laishley Park is operated as an enterprise fund to include the marina and park grounds. The City outsources management of the marina to Marina Park LLC, however retains 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 contracted personnel and operating costs associated with management of the marina area. The marina is operated and open year round.

The FY 2022 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 continues to apply for a Department of Environmental Protection Clean Vessel Act (CVA) Grant and a Charlotte County Marine Advisory Committee (MAC) Grant each year to offset costs of maintenance and repairs of the Laishley Park Municipal Marina Pumpout Boat. Funding for dredging and for repair and maintenance of the mooring field and docks continues to be budgeted but were increased. FY 2022 includes maintenance projects for painting of marina building. Engineering for the replacement of concrete sidewalk by storage building has not been completed. If cost for the project exceeds the \$100,000 budget, a supplemental appropriation will be required. The five-year proforma maintains the July 2016 rate schedules. Based on current usage the fund is self-sustaining for operations.

**Laishley Park Marina Fund
Proforma Schedule of Revenues and Expenses
Budget FY 2022 through Proforma FY 2026**

	Budget FY 2022	Proforma FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026
Revenues:					
Slip & Mooring Rentals	\$451,495	\$451,495	\$451,495	\$451,495	\$451,495
Intergovernmental Revenue	11,000	11,000	11,000	11,000	11,000
Other Revenue	27,640	27,885	28,135	28,390	28,640
Total Revenues	490,135	490,380	490,630	490,885	491,135
Expenses:					
Laishley Park Marina Expenses	289,500	254,805	260,275	265,920	271,740
Marina Park Contract Expenses	233,185	240,030	247,080	254,345	261,825
Capital Outlay	22,000	6,000	6,000	6,000	6,000
Total Expenses	544,685	500,835	513,355	526,265	539,565
Revenues in Excess (Shortfall) of Expenses	(54,550)	(10,455)	(22,725)	(35,380)	(48,430)
Operating Reserves-Beg	419,719	365,169	354,714	331,989	296,609
Operating Reserves-End	\$365,169	\$354,714	\$331,989	\$296,609	\$248,179

Building

The Building fund is operated as an enterprise fund and includes all aspects of permitting, inspections, plans review and licensing of contractors to support the State and City building codes. The City has established various permit fees to pay for services provided. Staffing had been reduced from thirteen positions in FY 2006 to five in FY 2013 with furloughs due to a decline in permit applications, inspections and stagnant growth trends. Since the turnaround that began in FY 2013, staff was reinstated to full 40 hour work weeks and the following positions were added through FY 2022: three building inspectors, a permit clerk, a plans/examiner position and two engineering technicians that are utilized 50% in the building division to complete line and grade inspections and 50% in the engineering division in the general fund.

In the latter half of FY 2020, to assist residents and business owners experiencing financial hardship during the COVID pandemic, the City chose to lower building permit fees by 25% for the period May 26th through September 30th. This was extended through June of 2021. All fees have returned to normal.

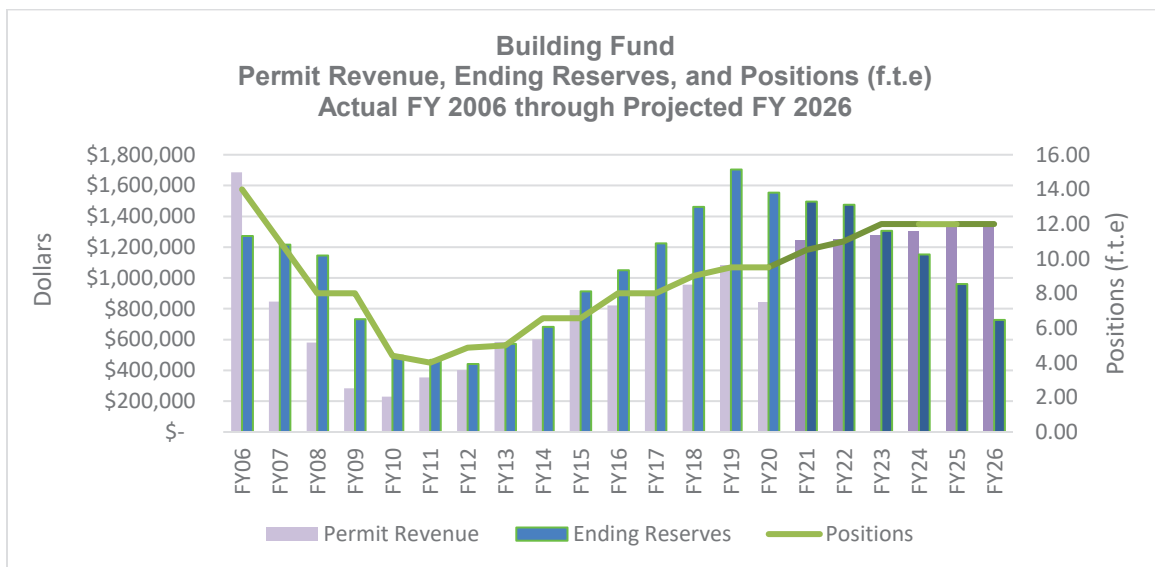
The five-year proforma projects permit revenues increasing 2% each year FY 2023 through FY 2026. FY 2023 projects an additional inspector position due to increased permit activity of a more complex nature and current employees not being licensed in all disciplines requiring more depth (especially in electrical).

Capital outlay is projected for a new vehicle in FY 2023 for the new position as well as one replacement vehicle.

**Building Fund
Proforma Schedule of Revenues and Expenses
Budget FY 2022 through Proforma FY 2026**

	Budget FY 2022	Proforma FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026
Revenues:					
Permits, Fees & Spec.Assessments	\$1,313,850	\$1,338,850	\$1,364,350	\$1,390,360	\$1,416,890
Other Revenue	64,900	64,700	64,600	65,300	65,850
Total Revenues	1,378,750	1,403,550	1,428,950	1,455,660	1,482,740
Expenses:					
Operations	1,399,255	1,519,845	1,582,355	1,647,625	1,715,775
Capital	0	53,000	0	0	0
Total Expenses	1,399,255	1,572,845	1,582,355	1,647,625	1,715,775
Revenues in Excess (Shortfall) of Expenses	(20,505)	(169,295)	(153,405)	(191,965)	(233,035)
Operating Reserves-Beg	1,495,774	1,475,269	1,305,974	1,152,569	960,604
Operating Reserves-End	\$1,475,269	\$1,305,974	\$1,152,569	\$960,604	\$727,569

As experienced in the previous economic downturn (FY 2008-2013), the level of reserves projected is necessary to continue expected levels of service even during downturns in new construction starts. The chart below shows actual permit revenue, ending reserves and staffing from actual FY 2006 through FY 2020 and projected FY 2021 through FY 2026. It is clear that the permit revenues have not reached the same levels as before the last economic downturn and that if another downturn were to occur, there are fewer positions that could be reduced than before.



Gas Tax

Based on state statutes providing restrictions on use of gas tax revenue, the City has established local option fuel taxes in two funds. The first six cents is used for transportation expenditures such as roadway and right of way maintenance, drainage, street sweeping, street lights, traffic sign and signals, bridge

maintenance, railroad crossings and sidewalk repairs. The second five cents is used only for road capital improvement such as paving rejuvenation and resurfacing.

Proceeds from fuel taxes are distributed by the State to Charlotte County and the City. The City’s share for the first six cents distribution was increased from 10.34% to 10.98% beginning in FY 2021, 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 2021. A history of revenue received since FY 2013 is displayed in the following chart.

Fiscal Year	6 Cents	5 Cents	Total
2013	\$ 526,830	\$ 243,570	\$ 770,400
2014	\$ 548,900	\$ 259,200	\$ 808,100
2015	\$ 573,000	\$ 266,700	\$ 839,700
2016	\$ 588,200	\$ 274,500	\$ 862,700
2017	\$ 593,900	\$ 277,500	\$ 871,400
2018	\$ 607,200	\$ 279,200	\$ 877,300
2019	\$ 598,700	\$ 272,800	\$ 871,500
2020	\$ 564,900	\$ 259,600	\$ 824,500
2021	\$ 585,000	\$ 265,000	\$ 850,000
2022	\$ 596,700	\$ 270,300	\$ 867,000

The effect of elasticity of gas consumption (the tax is charged on gallons not dollars) can be seen in years of increased gas prices resulting in a decline of revenue and in years of decreased gas prices resulting in an increase of revenue. During FY 2020 the City experienced a decrease in revenues as compared to FY 2019 due to the COVID pandemic that resulted in statewide and local shutdowns and reduced travel. Projections for FY 2021 and FY 2022 were projected with an increase but took into account the increase in gas prices during FY 2021.

The Six Cent Gas Tax Fund five-year proforma projects the improving gas tax revenue in FY 2022 with slow growth of 2% per year through FY 2026. The use of reserves covers shortfalls through FY 2026.

**Six Cent Gas Tax Fund
Proforma Schedule of Revenues and Expenditures
Budget FY 2022 through Proforma FY 2026**

	Budget FY 2022	Proforma FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026
Revenues:					
Local Option Gas Tax	\$596,700	\$608,635	\$620,810	\$633,225	\$645,890
Other Revenue	308,120	316,090	322,700	329,485	336,430
Total Revenues	904,820	924,725	943,510	962,710	982,320
Expenditures:					
Operating Expenditures	1,007,460	1,031,115	1,055,475	1,080,565	1,106,420
Capital	45,000	0	0	0	0
Total Expenditures	1,052,460	1,031,115	1,055,475	1,080,565	1,106,420
Revenues in Excess (Shortfall) of Expenditures	(147,640)	(106,390)	(111,965)	(117,855)	(124,100)
Operating Reserves-Beg	618,189	470,549	364,159	252,194	134,339
Operating Reserves-End	\$470,549	\$364,159	\$252,194	\$134,339	\$10,239

The Additional Five Cent Gas Tax Fund five-year proforma projects improving gas tax revenue in FY 2022 with 2% increases through FY 2026, 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 2022 through Proforma FY 2026**

	Budget FY 2022	Proforma FY 2023	Proforma FY 2024	Proforma FY 2025	Proforma FY 2026
Revenues:					
Local Option Gas Tax	\$270,300	\$275,705	\$281,220	\$286,845	\$292,580
Transfer from General Fund Ad Valorem	459,000	459,000	459,000	459,000	459,000
Other Revenues	130	130	135	135	140
Total Revenues	729,430	734,835	740,355	745,980	751,720
Expenditures:					
Paving	730,000	735,000	740,000	745,000	750,000
Total Expenditures	730,000	735,000	740,000	745,000	750,000
Revenues in Excess (Shortfall) of Expenditures	(570)	(165)	355	980	1,720
Operating Reserves-Beg	26,672	26,102	25,937	26,292	27,272
Operating Reserves-End	\$26,102	\$25,937	\$26,292	\$27,272	\$28,992

Section 2: Strategic Planning Process Update

The Strategic Plan is used to set the overall goals for the City, provide direction to City departments, and create the basis for each year's annual budget. The plan 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.

During FY 2021, City Council spent considerable time developing and approving a framework that reflected a shift to an outcomes based annual plan. The framework continues to serve as the operational strategic plan annually. The missions, vision and value reflect the learning that was acquired as a result of the Charrettes and presentations during the PLAN Punta Gorda 2019 Citywide Master Plan process. Components of the master planning efforts, such as the rewrite of the Comprehensive Plan, rewrite of the Land Development Regulations, and developing Form Based Codes are a part of the near-term planning that will guide the overall look and feel of the City.

The City Manager challenges each of the department and division leaders to forecast their needs to meet the goals and objectives of long-term plans. This includes developing a clear understanding of operating impact for each Capital Improvement Project, staffing needs, and equipment needs. The internal strategic planning process positions the City to better understand the revenue needs over time to maintain the assets of the City and enhance programming provided to the community. The results are used to create a business plan that communicates to the City Council how Council's vision for the City will be pushed forward over the next three years. It provides residents with a clear picture of how City services will be enhanced over the course of time.

The Capital Improvement Projects program delineates the projects that are worked on in a given fiscal year. It includes strategic objectives, periodic status reports that highlight progress to date, funding and timelines for completion. The 1 % Sales Tax projects are prioritized by City Council and scheduled over a six-year plan. Studies such as those focusing on Septic to Sewer, Seawall Methods, and the Wastewater Treatment Plant are also key drivers of planning.

In FY 2022 as part of the planning process each of the departments and divisions will undertake a comprehensive look at the internal policy that governs the work within each of the areas. This will aid in the identification of areas that the City can increase efficiencies and value to the residents.

Section 3: Budget Issues

General Fund

One of the City's financial management policies continues to recommend recurring revenues be aligned with recurring expenditures. However, the fiscal forecast with the enhanced personnel/service levels is predicated on retention of the current millage rate and the use of reserves. If the Community Redevelopment Agency debt is paid off early in FY 2025-2026, that will help to reduce the amount of reserves being used in those years.

The estimated value of a mill for FY 2023 is \$3,684,660. In order to address the above policy and/or millage rate assumption, revenues and expenditures should be examined in order to reduce or eliminate the gap.

Items that are currently not in the projected budget but will need to be considered as the FY 2022 budget is developed are:

Pay and Classification Study – The current proforma estimates an annual merit wage adjustment of 4% for general employees. However a pay plan study as approved for FY 2022 is scheduled. It will address various issues: wages and benefits to remain competitive in the current job market; a plan to address the minimum wage adjustments on the City's pay grades; a comprehensive review of personnel policies, as well as employee training and Citywide courses related to legal and operational policies for supervisors and staff. This study will help determine recommendations that will be brought back to City Council during the budget process.

Departmental Restructuring, Service Level Enhancements, and/or Staffing increases (Citywide) – A five year plan was developed as part of the FY 2022 budget. These positions will continue to be evaluated and any changes or additional requests will be brought to Council as each fund is presented through July.

Information Technology – Costs in this area continue to rise for several reasons. Additional security enhancements are a necessity in the public sector due to increased cyber attacks on governmental entities and safety of staff and visitors to government buildings. Increased storage capacity needs and use of cloud technology have increased operating costs. Upgrade of technology and conversion of documents posted to website for emergency management, legal requirements, transparency to the public, and other general information for accessibility continues to be a priority. Additionally, technology that could improve the City operations as well as prepare for future needs of remote working need to be considered. The need to balance costs with security and operational efficiencies will need to be analyzed in the decision making process.

Punta Gorda Isles Canal Maintenance Fund

The rip rap mitigation permitting is underway. Although it could be a lengthy process, it is hoped that it may be completed within this fiscal year and that project could be bid.

Results of a study that reviewed seawall panel technologies and/or installation methods while maintaining the character of the district were presented to the Advisory Board and City Council. Council approved a lower assessment increase than the Advisory Board recommended. Proposed rate assessment changes will be reviewed and presented during the budget process.

Burnt Store Isles Canal Maintenance Fund

The rip rap mitigation permitting is underway. Although it could be a lengthy process, it is hoped that it may be completed within this fiscal year and that project could be bid.

Results of a study that reviewed seawall panel technologies and/or installation methods while maintaining the character of the district were presented to the Advisory Board and City Council. Council approved an assessment increase as recommended by the Advisory Board. Proposed rate assessment changes will be reviewed and presented during the budget process.

Additionally, the projects (channel corner widening and staging lot purchase) that have not been approved should also be reviewed to determine if they will move forward and the impact that may have on the assessment rate.

Utilities Fund

Septic to Sewer – Previously, the County has indicated they would support the septic to sewer plan for Charlotte Park. An updated preliminary design report from Giffels-Webster was presented recommending vacuum and some gravity sewer in this area. Included in the report were updated costs estimates. The project is currently on hold as the City looks to find grant funding to make the funding plan work. Additional steps would include community meetings with the affected properties, assessment process, grant applications and/or loan applications.

Wastewater Treatment Plant Expansion – The City’s consultant provided alternatives and projected costs for the wastewater treatment plant expansion based on current capacity and future growth demands to the utilities advisory board and City Council in January 2020. Alternative 2 for a new 4MGD secondary treatment process was selected with a capital cost estimate of \$38.8 million. Utilities had set aside \$4.0 million in the five year capital improvement plan utilizing impact fees and current user revenue for this project for the evaluation, negotiation of the land lease with Fish and Wildlife and to complete the engineering design and permitting. Land lease renewal has been completed. Construction Manager at Risk solicitation was released. Funding sources were developed that included user rate increases, impact fees, and financing as part of the 2020 rate study. Grant opportunities are still being explored. User rates will be evaluated each year based upon actual expenditures and/or delays that may be occurring in the project schedules.

Sanitation Fund

Recycling costs and land fill fees continue to increase. Projections show rates are not adequate to fund the future needs of replacement of equipment and currently show the need for continued rate increases. During the budget process this will be reviewed and options presented.

Capital Projects

Due to labor shortages, supply chain issues causing material shortages, and high demand for infrastructure projects caused by funding provided by the American Rescue Plan, many agencies are experiencing bid responses that are higher than their budgets and also reduced number of responses to bid solicitations.

City of Punta Gorda, Florida
Operating Indicators by Function/Program
Last Ten Fiscal Years

Function/Program	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012
Police										
Calls for Service	18,053	17,012	15,513	14,229	12,597	12,894	13,151	11,858	12,333	13,289
Citations Issued	3,523	5,197	5,839	7,007	4,435	7,194	7,901	10,567	9,842	8,562
Traffic crashes	707	633	710	676	604	595	582	493	441	444
Narcotics arrests	64	44	210	293	160	200	244	190	113	187
Fire Department										
Fires	71	57	63	61	70	58	78	68	50	80
EMS and Police assistance calls	2,539	2,362	2,658	2,762	2,688	2,640	2,573	2,323	2,248	2,202
Building										
Building permits issued	3,104	2,740	2,820	2,473	2,001	1,932	1,804	1,580	1,553	812
Building inspections conducted	5,376	4,850	6,288	5,885	5,969	6,316	5,279	4,139	3,806	2,575
Dwelling units permitted	312	113	142	164	128	246	120	100	99	57
Streets and Highways										
Streets resurfaced (miles)	6.0	4.5	4.5	4.0	4.6	5.0	5.0	1.5	5.0	7.3
New sidewalks (linear feet)	0	2,670	220	425	0	0	1,090	350	2,084	6,020
Water										
New connections	312	344	283	227	227	316	278	148	111	62
Average daily consumption (thousands of gallons)	5,480	5,365	4,842	5,085	5,165	4,687	4,442	4,364	4,352	4,261
Peak daily consumption (thousands of gallons)	8,386	9,904	8,002	7,328	7,072	6,969	6,481	5,318	6,067	6,216
Water equivalent residential units (ERU)	23,374	23,062	22,706	22,426	22,114	21,511	21,103	20,870	20,790	20,656
Wastewater										
Average daily sewage treatment (thousands of gallons)	2,680	2,522	2,523	2,540	2,451	2,618	2,409	2,507	2,281	2,178
Sewer equivalent residential units (ERU)	17,809	17,567	17,242	16,935	16,602	16,228	15,904	15,694	15,557	15,422
Solid waste collector										
Solid waste collected (tons per day)	30.4	33.8	30.5	32.0	28.5	27.8	24.8	23.9	23.5	24.7
Recyclables collected (tons per day) includes yardwaste	16.4	18.8	19.3	26.6	17.3	16.9	13.5	13.3	13.4	13.2
Punta Gorda Isles Canal										
Seawall replacement (feet)	5,057	4,916	24,965	28,445	8,173	7,164	6,984	7,398	6,414	6,609
Seawall cap replacement (feet)	0	0	0	404	916	1,062	559	929	6,126	5,304
Total miles of seawal	92.0	91.0	91.0	91.0	91.0	91.0	91.0	91.0	91.0	91.0
Total miles of canals	46.0	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)	1,026	987	2,161	0	1,114	1,206	1,284	1,484	1,788	1,740
Seawall cap replacement (feet)	0	0	0	103	331	118	51	0	699	556
Total miles of seawal	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	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012
Police										
Stations	1	1	1	1	1	1	1	1	1	1
Sub-Stations	2	2	2	2	2	2	2	2	2	2
Number of Police Officers Authorized	38	38	37	37	34	34	34	34	34	34
Fire										
Stations	3	3	3	3	3	3	3	3	3	3
Number of Firefighters Authorized	27	27	26	26	26	26	26	26	26	26
Streets and Highways										
Streets (<i>miles</i>)	120	120	116	116	116	116	116	116	116	116
Unpaved streets (<i>miles</i>)	1	1	2	2	2	2	2	2	2	2
¹ Streetlights	1,850	1,850	800	800	720	720	720	720	720	720
Traffic signal intersections	19	19	19	19	19	19	19	19	19	19
Water										
Water mains (<i>miles</i>)	269	267	240	240	238	238	238	237	237	237
Storage capacity (<i>thousands of gallons</i>)	8,870	8,870	6,870	6,870	6,870	6,870	6,870	6,870	6,870	6,870
Fire hydrants	1,304	1,319	1,243	1,242	1,230	1,230	1,230	1,253	1,234	1,234
Wastewater										
Sanitary sewers (<i>miles</i>)	138	138	129	129	129	130	130	130	130	130
Treatment capacity (<i>millions</i>)	4	4	4	4	4	4	4	4	4	4
Solid waste collection										
Collection trucks	10	10	10	10	10	10	10	10	10	10
Parks and recreation										
Acreage	120.0	120.0	120.0	120.0	120.0	120.0	110.8	104.0	104.0	104.0
Number of Parks	22	22	22	22	22	22	20	19	19	19

¹ Fiscal Year 2020 includes Streetlights and Highmast lights and excludes decorator light

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)
2021	19,637	190,570	\$ 46,684	\$ 916,734	4.3%
2020*	19,471	186,847	47,303	921,037	5.4%
2019	19,961	181,770	45,839	914,992	3.5%
2018	18,811	177,987	41,310	777,082	3.9%
2017	18,588	178,465	38,473	715,136	4.0%
2016	17,835	173,115	37,745	673,182	5.6%
2015	17,632	173,115	39,997	705,227	5.5%
2014	17,556	164,739	39,457	692,707	6.2%
2013	17,349	162,449	36,694	636,604	6.6%
2012	17,177	160,511	37,424	642,832	9.1%

Note: Information presented is the most current available.

^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 2011 through FY 2012, the source used for Per Capita Income and Total Personal Income of Punta Gorda was the Florida Statistical Abstract or U.S. Department of Labor, Bureau of Statistics.

FY 2013 through FY 2015 Federal Reserve Bank of St. Louis

FY 2016 through FY 2018, U.S. Department of Labor, Bureau of Statistics.

FY 2019 U.S. Census Bureau Quick Facts.

^c **Source:** U.S. Department of Labor, Bureau of Statistics

*Fiscal year 2020 population data have been updated to reflect the 2020 US Census.

City of Punta Gorda, Florida
Principal Property Taxpayers
Last Ten Fiscal Years
(in millions)

Rank Taxpayer/Type of Business	Taxable Assessed Value (in millions)									
	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012
1 Florida Power & Light Co. Electric Utility	\$ 88.2	\$ 68.0	\$ 67.3	\$ 59.8	\$ 59.8	\$ 49.2	\$ 43.4	\$ 43.0	\$ 45.1	\$ 40.7
2 Punta Gorda Medical Center, Inc./Bayfront Health Punta Gorda Hospital	23.7	24.7	23.6	23.2	23.2	25.4	26.1	26.4	29.6	30.0
3 Wal-Mart Stores East LP	16.2	15.8	15.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0
4 Smartstop Self Storage REIT Inc	14.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
5 JB Fishville Retail Land LLC?/TA Fishville, LL Shopping Center Fishermen's Village	11.1	11.3	8.3	7.5	7.5	8.9	8.4	7.2	12.5	11.3
6 NM Imperial LLC Leasing	8.7	7.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
7 Punta Gorda Resl Est Invest LLC/ Life Care Center	8.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
8 Gettel PG Dealership	8.5	10.0	8.0	6.2	6.2	5.4	5.3	0.0	0.0	0.0
9 AAA Innovation LLC	7.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
10 Branch Burnt Store Associates LP	7.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Punta Gorda Hotel Partners LLC/ Springhill Suites	0.0	8.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Punta Gorda AA Hotel, LLC PG Waterfront Hotel	0.0	7.6	7.2	7.0	7.0	7.0	7.6	8.2	9.5	11.0
Embarq Sprint-United Telephone Co. of FL Telephone Utility	0.0	7.6	8.6	9.4	9.5	10.3	10.6	11.4	13.3	12.8
Punta Gorda Leased Housing Assoc. Seven Palms Apartments	0.0	7.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Wyvern Hospitality, LLC	0.0	0.0	6.8	7.2	7.2	7.4	7.3	6.8	7.8	7.9
Home Depot USA, Inc	0.0	0.0	6.1	6.1	6.2	6.5	6.5	6.9	7.1	7.2
Isles Yacht Club Inc.	0.0	0.0	6.0	5.9	5.9	5.7	5.7	5.7	5.2	5.7
Harbor Resort Hotel, LLC Four Points by Sheraton	0.0	0.0	5.8	5.9	5.0	0.0	0.0	7.6	5.3	5.8
Colonial Realty, Limited-shopping center Shopping Center Burnt Store	0.0	0.0	0.0	0.0	0.0	5.9	6.0	6.1	6.0	6.3
Total	\$ 193.9	\$ 168.0	\$ 163.2	\$ 138.2	\$ 137.5	\$ 131.7	\$ 126.9	\$ 129.3	\$ 141.4	\$ 138.7
City Total Taxable Assessed Value	\$ 3,326.4	\$ 3,326.4	\$ 3,108.7	\$ 2,890.0	\$ 2,685.3	\$ 2,513.8	\$ 2,398.2	\$ 2,308.2	\$ 2,258.8	\$ 2,367.6
Principal Taxpayer's Percentage of total	5.83%	5.05%	5.25%	4.78%	5.12%	5.24%	5.29%	5.60%	6.26%	5.86%

Source: Charlotte County Property Appraiser