



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

**To:** City Council Members  
**Through:** Howard Kunik, City Manager  
**From:** Macalle Finkle, Paralegal & Executive Assistant  
**Date:** May 30, 2018  
**Subject:** Monthly Departmental Reports

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Attached are the monthly departmental reports for April 2018.

**CC:** City Clerk  
Finance Department

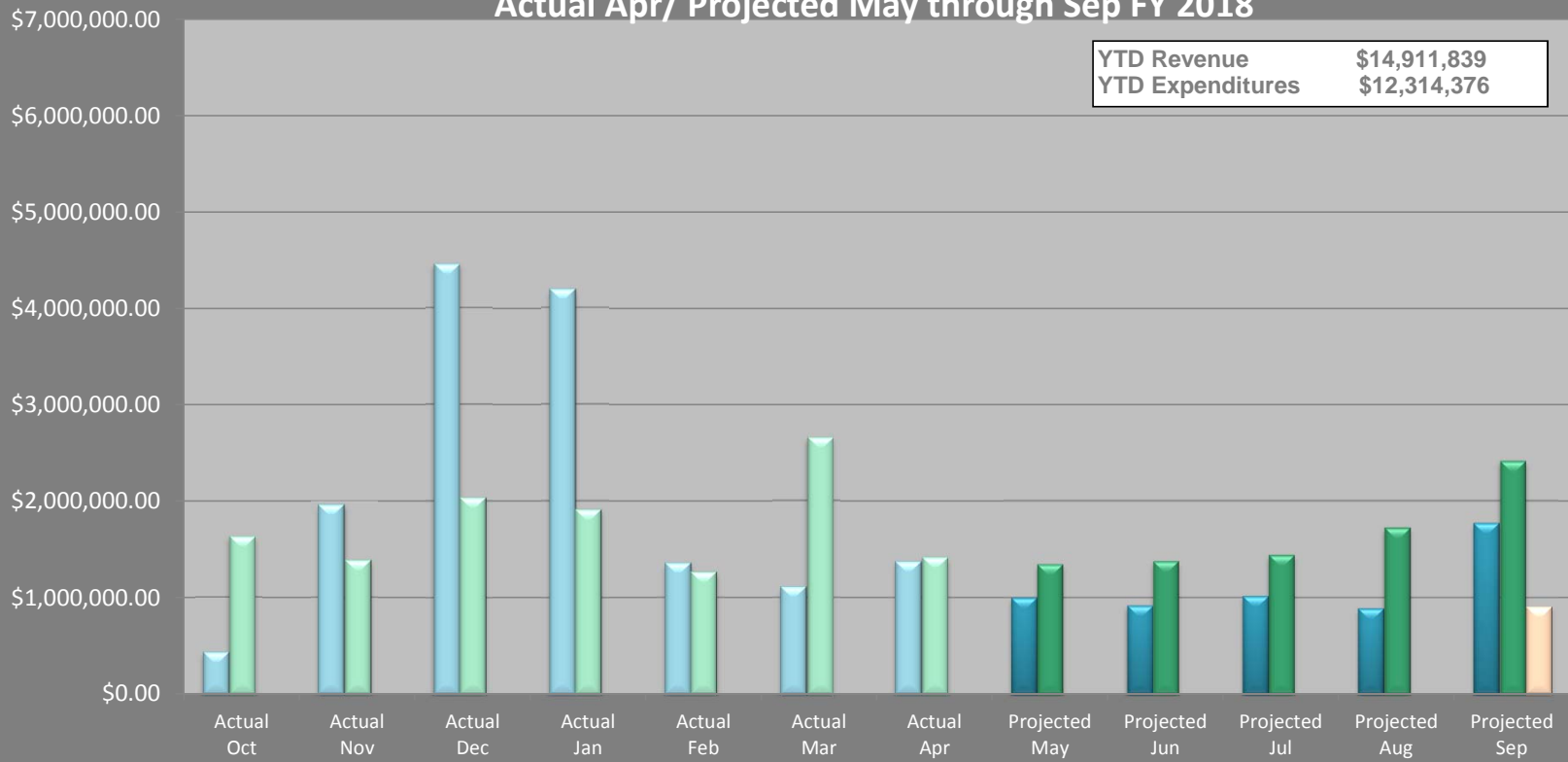
**CITY OF PUNTA GORDA  
GENERAL FUND  
Revenue & Expenditures  
As of April 30, 2018  
Percentage of Fiscal Year Elapsed 58.3%  
SUMMARY**

	<b>FY 2018 Annual Budget</b>	<b>Current Annual Projection</b>	<b>Increase (Decrease)</b>	<b>%</b>	<b>Year to Date Actual w/o Encumb</b>	<b>YTD % of Annual Proj w/o Encumb</b>	<b>Year to Date Actual with Encumb</b>	<b>YTD % of Annual Proj with Encumb</b>
<b>REVENUES</b>								
Taxes	\$ 12,239,450	\$ 12,239,450	\$ -	0.00%	\$ 10,470,245	85.5%	\$ 10,470,245	85.5%
Licenses & Permits	1,383,790	1,383,790	-	0.00%	636,865	46.0%	636,865	46.0%
Intergovernmental	2,195,520	2,324,020	128,500	5.85%	1,212,852	52.2%	1,212,852	52.2%
Charges for Services	394,500	394,500	-	0.00%	344,217	87.3%	344,217	87.3%
Fines & Forfeitures	61,120	61,120	-	0.00%	23,768	38.9%	23,768	38.9%
Administrative Charges	3,095,150	3,095,150	-	0.00%	1,805,510	58.3%	1,805,510	58.3%
Miscellaneous	399,507	449,463	49,956	12.50%	308,382	68.6%	308,382	68.6%
Operating Transfers	309,335	329,335	20,000	6.47%	110,000	33.4%	110,000	33.4%
Total Revenue	<u>20,078,372</u>	<u>20,276,828</u>	<u>198,456</u>	<u>0.99%</u>	<u>14,911,839</u>	<u>73.5%</u>	<u>14,911,839</u>	<u>73.5%</u>
<b>EXPENDITURES</b>								
Departmental Operating Expenses	17,581,333	18,018,542	437,209	2.49%	9,636,902	53.5%	10,290,427	57.1%
Non-Departmental	89,994	156,965	66,971	74.42%	98,606	62.8%	107,981	68.8%
Lot Mowing	274,000	348,400	74,400	27.15%	97,923	28.1%	273,109	78.4%
Capital Outlay	820,500	1,265,493	444,993	54.23%	261,603	20.7%	616,282	48.7%
Transfers	2,224,000	2,224,000	-	0.00%	2,219,342	99.8%	2,219,342	99.8%
Total Expenditures	<u>20,989,827</u>	<u>22,013,400</u>	<u>1,023,573</u>	<u>4.88%</u>	<u>12,314,376</u>	<u>55.9%</u>	<u>13,507,141</u>	<u>61.4%</u>
Revenues in Excess(Shortfall) of Expenditures	<u>\$ (911,455)</u>	<u>\$ (1,736,572)</u>	<u>\$ (825,117)</u>		<u>\$ 2,597,463</u>		<u>\$ 1,404,698</u>	
Prior Year Purchase Order Encumbrances		\$ 214,561						
Re-Appropriations/Appropriations		520,484						
FY 2018 Operating Reserves (Beg)	<u>4,025,018</u>	<u>4,616,289</u>						
FY 2018 Operating Reserves (End):								
Reserve for future years' budget	671,695	671,695						
7.5% Budgeted Operating Reserve	<u>\$ 2,441,868</u>	<u>\$ 2,943,067</u>						

**SIGNIFICANT CURRENT INFORMATION TO BE TAKEN INTO CONSIDERATION:**

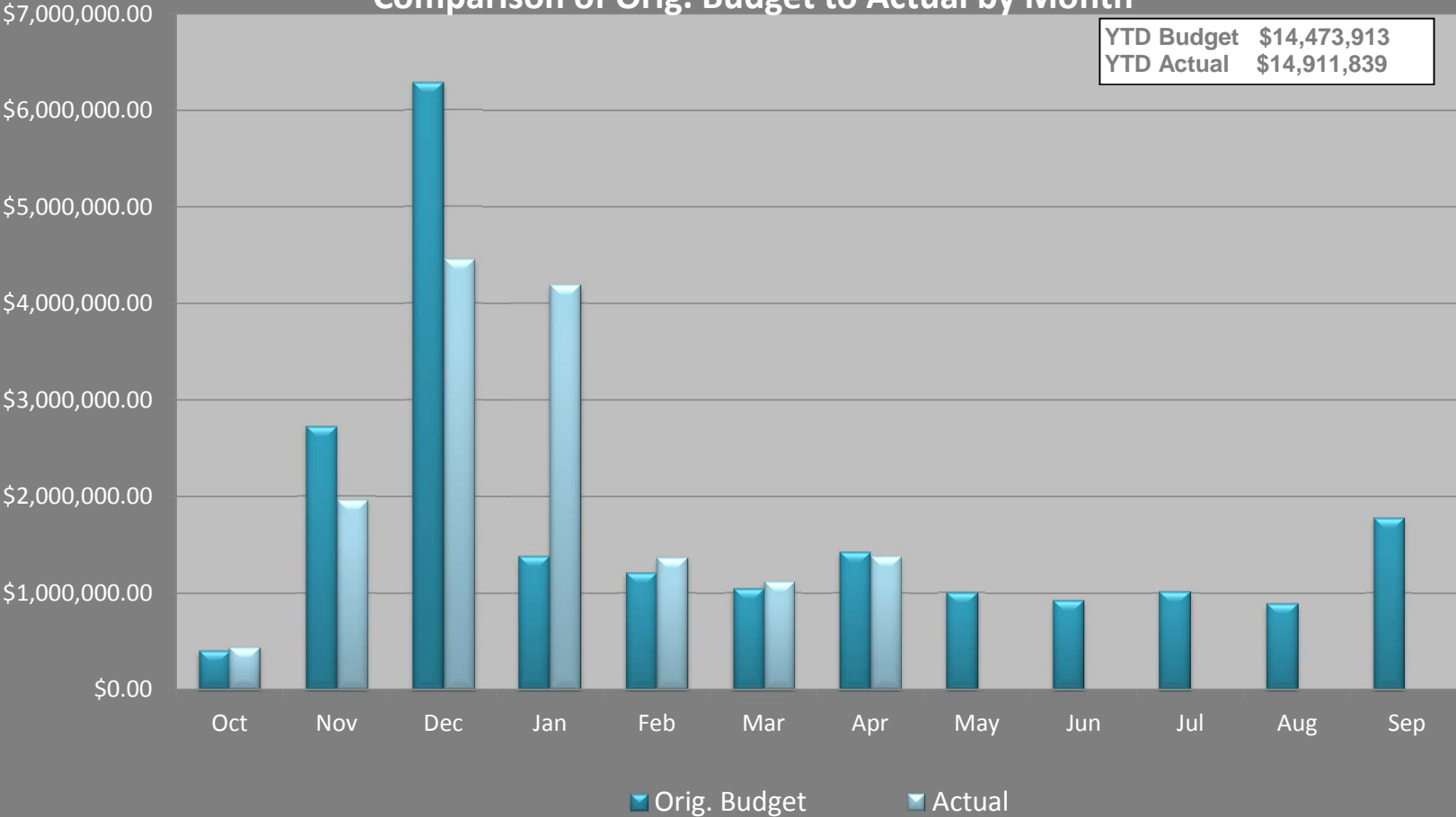
- Taxes - 97% of ad valorem revenues are collected during the first half of the fiscal year. April 2018  
Assessment collections collected through 3/31/18 and received by the City in April totals \$8,673,974 which represents 98% of the Annual Budgeted amount. April 2018  
Licenses & Permits - Franchise Fees are Collected 60 days after activity. Year-to-Date revenues are running 16.1% higher than projected. April 2018  
Intergovernmental Revenues - State Shared Revenues are collected 30 days after activity. Year-to-Date revenues are 0.4% higher than projected. April 2018  
Charges for Services - 97% of lot mowing assessments are collected during the first half of the fiscal year. April 2018  
Fines & Forfeitures - Fines from the Code Board vary greatly in timing and amounts. April 2018
- Actual YTD operating expenditures compared to current YTD projections are 92.2%. April 2018
- New revenue & expenditure of \$128,500 from grant for PD boat. New expenditure of \$90,072 for comprehensive plan studies. January 2018  
New revenue & expenditure of \$86 from insurance claim. March 2018  
New revenue & expenditure of \$45,000 from insurance claim for building repairs. April 2018
- The Year to Date column above includes \$1,192,765 of encumbrances. April 2018
- Prior year purchase orders for incomplete deliveries of \$214,561 were rolled over to FY 2018. October 2017  
Prior year re-appropriations from FY 2017 are \$477,439 and appropriations are \$67,915 from: \$43,045 fund balance and \$24,870 from donations & transfers. January 2018
- Capital Outlay - Police vehicles, vessel refurbishment, and equip., public works vehicles & equip., and fire apparatus, vehicle, and equip. October 2017
- The FY 2018 Operating Reserves (Beg) has been increased to reflect 9/30/17 audited year end operating reserves. April 2018

## General Fund Revenue and Expenditures Actual Apr/ Projected May through Sep FY 2018

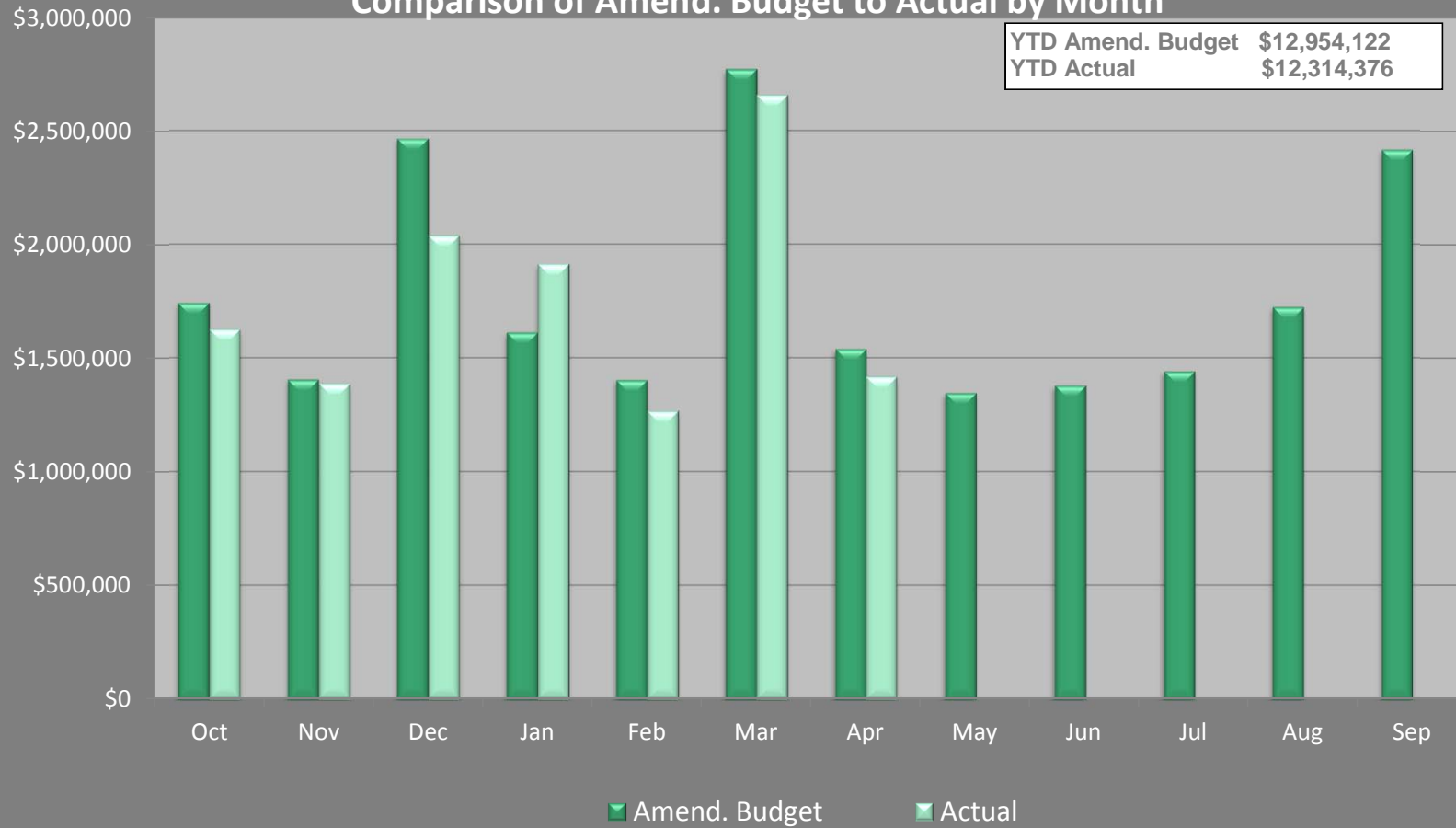


**General Fund  
FY 2018 Revenues  
Comparison of Orig. Budget to Actual by Month**

YTD Budget \$14,473,913  
YTD Actual \$14,911,839



### General Fund FY 2018 Expenditures Comparison of Amend. Budget to Actual by Month



**CITY OF PUNTA GORDA  
GENERAL FUND  
Expenditures by Division  
As of April 30, 2018  
Percentage of Fiscal Year Elapsed 58.3%**

	<b>FY 2018 Annual Budget</b>	<b>Current Annual Projection</b>	<b>Increase (Decrease)</b>	<b>%</b>	<b>Year to Date Actual w/o Encumb</b>	<b>YTD % of Annual Proj w/o Encumb</b>	<b>Year to Date Actual with Encumb</b>	<b>YTD % of Annual Proj with Encumb</b>
<b><u>Expenditures</u></b>								
City Council	\$ 129,311	\$ 129,311	-	0.00%	\$ 71,793	55.5%	\$ 71,935	55.6%
City Manager	474,808	461,808	(13,000)	-2.74%	216,640	46.9%	257,197	55.7%
Human Resources	346,560	346,960	400	0.12%	158,829	45.8%	186,544	53.8%
City Clerk	514,803	514,803	-	0.00%	277,307	53.9%	296,597	57.6%
Finance	925,959	938,187	12,228	1.32%	513,542	54.7%	524,347	55.9%
Procurement	571,939	571,939	-	0.00%	325,799	57.0%	326,461	57.1%
Legal Counsel	371,032	371,032	-	0.00%	153,513	41.4%	215,399	58.1%
Public Works Admin	202,065	201,148	(917)	-0.45%	116,869	58.1%	118,973	59.1%
Engineering	435,099	435,099	-	0.00%	251,146	57.7%	251,174	57.7%
Right of Way Maint.	1,041,078	1,041,078	-	0.00%	631,588	60.7%	632,119	60.7%
Parks & Grounds Maint.	1,447,069	1,609,954	162,885	11.26%	772,822	48.0%	944,385	58.7%
Police Department	5,637,363	5,666,699	29,336	0.52%	3,110,462	54.9%	3,160,709	55.8%
Fire Department	3,565,532	3,615,642	50,110	1.41%	2,037,298	56.3%	2,083,739	57.6%
Urban Design	619,990	732,996	113,006	18.23%	312,570	42.6%	394,953	53.9%
Zoning & Code Compliance	500,272	500,272	-	0.00%	283,456	56.7%	290,277	58.0%
Facilities Maintenance	798,453	881,614	83,161	10.42%	403,268	45.7%	535,618	60.8%
Capital Outlay	820,500	1,265,493	444,993	54.23%	261,603	20.7%	616,282	48.7%
Lot Mowing	274,000	348,400	74,400	27.15%	97,923	28.1%	273,109	78.4%
Transfers	2,224,000	2,224,000	-	0.00%	2,219,342	99.8%	2,219,342	99.8%
Non-Departmental	89,994	156,965	66,971	74.42%	98,606	62.8%	107,981	68.8%
Total Expenditures	<u>\$ 20,989,827</u>	<u>\$ 22,013,400</u>	<u>\$ 1,023,573</u>	4.88%	<u>\$ 12,314,376</u>	55.9%	<u>\$ 13,507,141</u>	61.4%

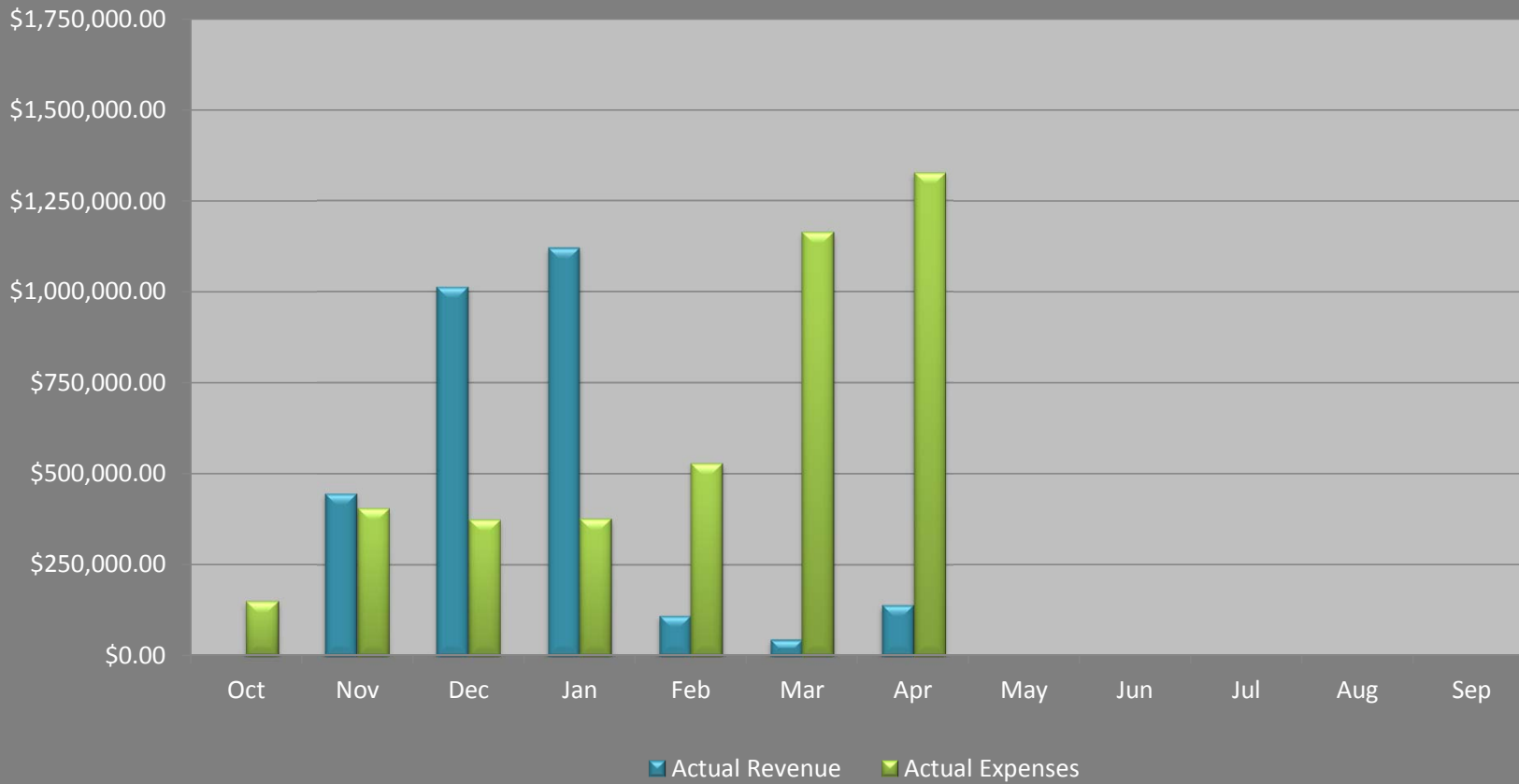
**CITY OF PUNTA GORDA**  
**PUNTA GORDA ISLES CANAL MAINTENANCE**  
**Revenue & Expenses**  
**As of April 30, 2018**  
**Percentage of Fiscal Year Elapsed 58.3%**  
**SUMMARY**

	<b>FY 2018 Annual Budget</b>	<b>Current Annual Projection</b>	<b>Increase (Decrease)</b>	<b>%</b>	<b>Year to Date Actual w/o Encumb</b>	<b>YTD % of Annual Proj w/o Encumb</b>	<b>Year to Date Actual with Encumb</b>	<b>YTD % of Annual Proj with Encumb</b>
<b>REVENUES</b>								
PGI Canal Assessments	\$ 2,861,750	\$ 2,861,750	\$ -	0.0%	\$ 2,806,989	98.1%	\$ 2,806,989	98.1%
Federal Disaster Relief	-	24,620,321	24,620,321	0.0%	-	0.0%	-	0.0%
State Disaster Relief	-	4,103,387	4,103,387	0.0%	-	0.0%	-	0.0%
Financing	-	4,103,387	4,103,387	0.0%	-	0.0%	-	0.0%
Miscellaneous Revenue	10,400	68,765	58,365	561.2%	70,668	102.8%	70,668	102.8%
<b>Total Revenues</b>	<b>2,872,150</b>	<b>35,757,610</b>	<b>32,885,460</b>	<b>1145.0%</b>	<b>2,877,657</b>	<b>8.0%</b>	<b>2,877,657</b>	<b>8.0%</b>
<b>EXPENSES</b>								
Personnel	633,150	633,150	-	0.0%	401,650	63.4%	401,650	63.4%
Mangrove Trimming	40,000	40,000	-	0.0%	1,318	3.3%	20,000	50.0%
Dredging & Channel Markers	53,000	53,000	-	0.0%	35,421	66.8%	39,171	73.9%
Seawall Replacement, incl. panels	1,670,000	2,122,835	452,835	27.1%	304,366	14.3%	532,753	25.1%
Seawall Cap Replacement	25,000	25,000	-	0.0%	10,771	43.1%	12,000	48.0%
Seawall Stabilization	10,000	10,000	-	0.0%	-	0.0%	-	0.0%
Other Operating Expenditures	292,825	292,825	-	0.0%	166,930	57.0%	174,942	59.7%
Capital Outlay	2,500	110,405	107,905	4316.2%	107,905	97.7%	107,905	97.7%
Capital Projects - IRMA	-	32,888,583	32,888,583	0.0%	3,298,677	10.0%	31,236,165	95.0%
<b>Total Expenditures</b>	<b>2,726,475</b>	<b>36,175,798</b>	<b>33,449,323</b>	<b>1226.8%</b>	<b>4,327,038</b>	<b>12.0%</b>	<b>32,524,586</b>	<b>89.9%</b>
Revenues in Excess(Shortfall) of Expenditures	145,675	(418,188)	\$ (563,863)		\$ (1,449,381)		\$ (29,646,929)	
Prior Year Purchase Order Encumbrances		309,863						
Prior Year Reappropriations		254,000						
FY 2018 Operating Reserves (Beg)	919,682	935,219						
FY 2018 Operating Reserves (End):								
Reserve-Seawall Replacement	280,000	280,000						
Operating Reserves	<b>\$ 785,357</b>	<b>\$ 800,894</b>						

**SIGNIFICANT CURRENT INFORMATION TO BE TAKEN INTO CONSIDERATION:**

1. 97% of PGI Canal Assessments are collected between November and April. April 2018  
Assessment collections collected through 3/31/18 and received by the City in April totals \$2,806,989 which represents 98% of the Annual Budgeted amount. April 2018
2. Actual YTD departmental operating expenditures compared to original YTD projections are 57%. April 2018
3. Prior year purchase orders of \$368,228 were rolled over to FY 2018 of which \$58,365 is funded by a grant for channel markers. October 2017  
Prior year reappropriation to FY 2018 for seawall replacements of \$254,000. January 2018
4. New revenue & expenditures of \$32,827,095 from federal and state assistance and financing for seawall replacements due to Hurr.Irma. January 2018
5. The Year to Date column, with encumbrances, includes \$27,197,548 of encumbrances. April 2018
6. FY 2018 - Seawall replacement reserve for special projects as approved in five year plan. October 2017
7. The FY 2018 Operating Reserves (Beg) has been increased to reflect 9/30/17 audited year end operating reserves. April 2018

### PGI Canal Maintenance Fund Actual Revenues and Actual Expenses by Month FY 2018





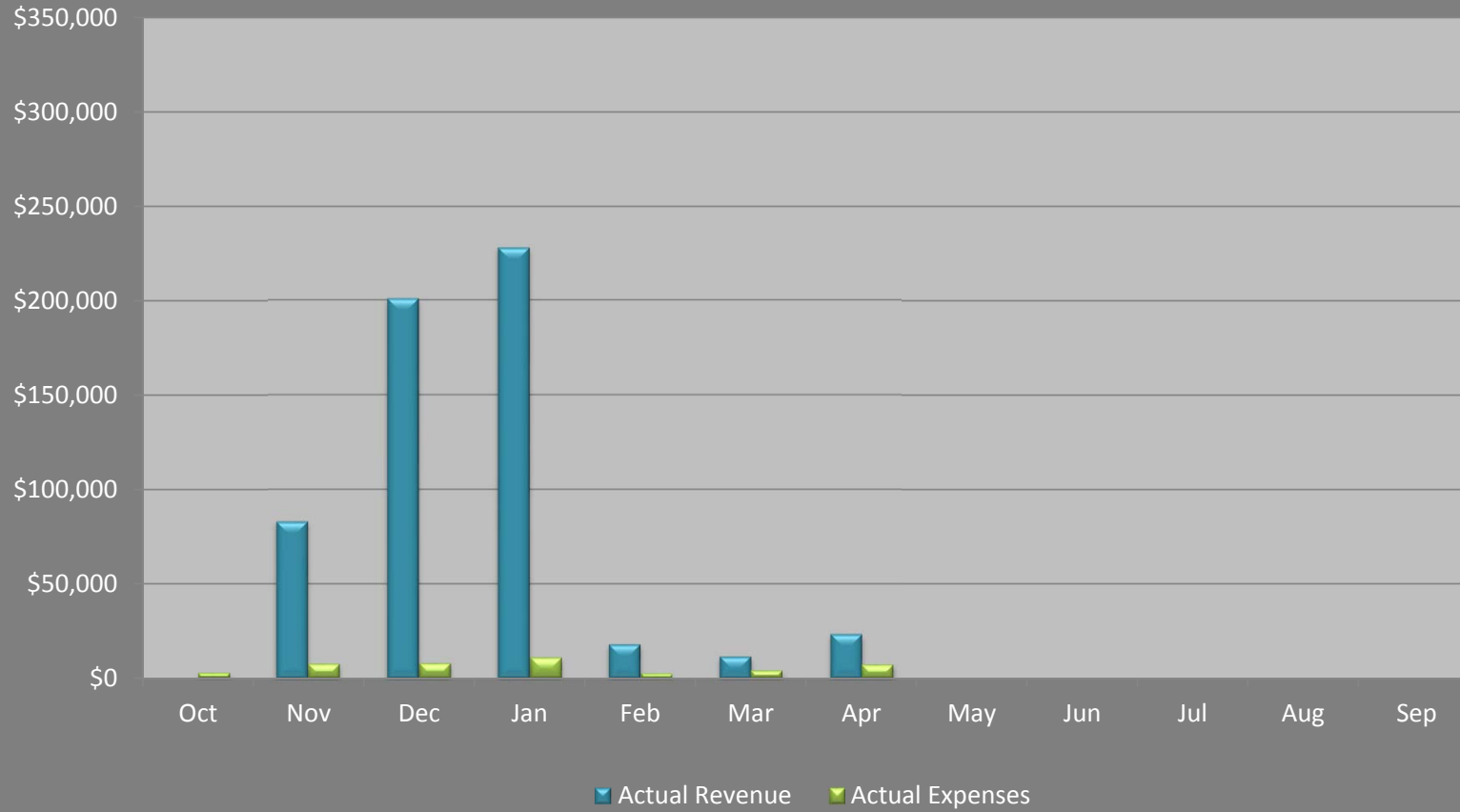
**CITY OF PUNTA GORDA**  
**BURNT STORE ISLES CANAL MAINTENANCE**  
**Revenue & Expenses**  
**As of April 30, 2018**  
**Percentage of Fiscal Year Elapsed 58.3%**  
**SUMMARY**

	<b>FY 2018 Annual Budget</b>	<b>Current Annual Projection</b>	<b>Increase (Decrease)</b>	<b>%</b>	<b>Year to Date Actual w/o Encumb</b>	<b>YTD % of Annual Proj w/o Encumb</b>	<b>Year to Date Actual with Encumb</b>	<b>YTD % of Annual Proj with Encumb</b>
<b>REVENUES</b>								
BSI Canal Assessments	\$ 572,750	\$ 572,750	\$ -	0.0%	\$ 563,637	98.4%	\$ 563,637	98.4%
Federal Disaster Relief	-	\$ 639,213	639,213	0.0%	-	0.0%	-	0.0%
State Disaster Relief	-	\$ 106,535	106,535	0.0%	-	0.0%	-	0.0%
Miscellaneous Revenue	2,500	2,500	-	0.0%	2,343	93.7%	2,343	93.7%
Financing Revenue	-	106,535	106,535	0.0%	-	0.0%	-	0.0%
Total Revenues	<u>575,250</u>	<u>1,427,533</u>	<u>852,283</u>	148.2%	<u>565,980</u>	39.6%	<u>565,980</u>	39.6%
<b>EXPENSES</b>								
Personnel	35,837	35,837	-	0.0%	11,969	33.4%	11,969	33.4%
Mangrove Trimming	26,000	26,000	-	0.0%	-	0.0%	-	0.0%
Seawall Replacement, incl. panels	254,100	336,839	82,739	32.6%	2,782	0.8%	12,738	3.8%
Seawall Cap Replacement	10,000	10,000	-	0.0%	5,731	57.3%	8,000	80.0%
Other Operating Expenditures	62,705	62,705	-	0.0%	23,953	38.2%	24,846	39.6%
Debt Service	86,700	86,700	-	0.0%	-	0.0%	-	0.0%
Capital Projects - IRMA	-	852,283	852,283		169	0.0%	852,452	100.0%
Total Expenditures	<u>475,342</u>	<u>1,410,364</u>	<u>935,022</u>	196.7%	<u>44,604</u>	3.2%	<u>910,005</u>	64.5%
Revenues in Excess(Shortfall) of Expenditures	<u>99,908</u>	<u>17,169</u>	<u>\$ (82,739)</u>		<u>\$ 521,376</u>		<u>\$ (344,025)</u>	
Prior Year Purchase Order Encumbrances		12,739						
Prior Year Reappropriations		70,000						
FY 2018 Operating Reserves (Beg)	191,591	225,265						
FY 2018 Operating Reserves (End):								
Reserve-Seawall Replacement	100,000	100,000						
Operating Reserves	<u>\$ 191,499</u>	<u>\$ 225,173</u>						

**SIGNIFICANT CURRENT INFORMATION TO BE TAKEN INTO CONSIDERATION:**

- 97% of BSI Canal Assessments are collected between November and April. April 2018  
Assessment collections collected through 3/31/18 and received by the City in April totals \$563,637 which represents 98% of the Annual Budgeted amount. April 2018
- Actual YTD departmental operating expenditures compared to original YTD projections are 49%. April 2018
- Prior year purchase orders of \$12,739 were rolled over to FY 2018. October 2017  
Prior year reappropriation to FY 2018 for seawall replacements of \$70,000. January 2018
- New revenue & expenditures of \$852,283 from federal and state assistance and financing for seawall replacements due to Hurricane Irma. March 2018
- The Year to Date column, with encumbrances, includes \$865,401 of encumbrances. April 2018
- FY 2018 - Continued funding of \$45,000 annually for seawall replacement reserve from assessments. Special projects utilizes this funding. October 2017
- The FY 2018 Operating Reserves (Beg) has been increased to reflect 9/30/17 audited year end operating reserves. April 2018

### BSI Canal Maintenance Fund Actual Revenues and Actual Expenses by Month FY 2018



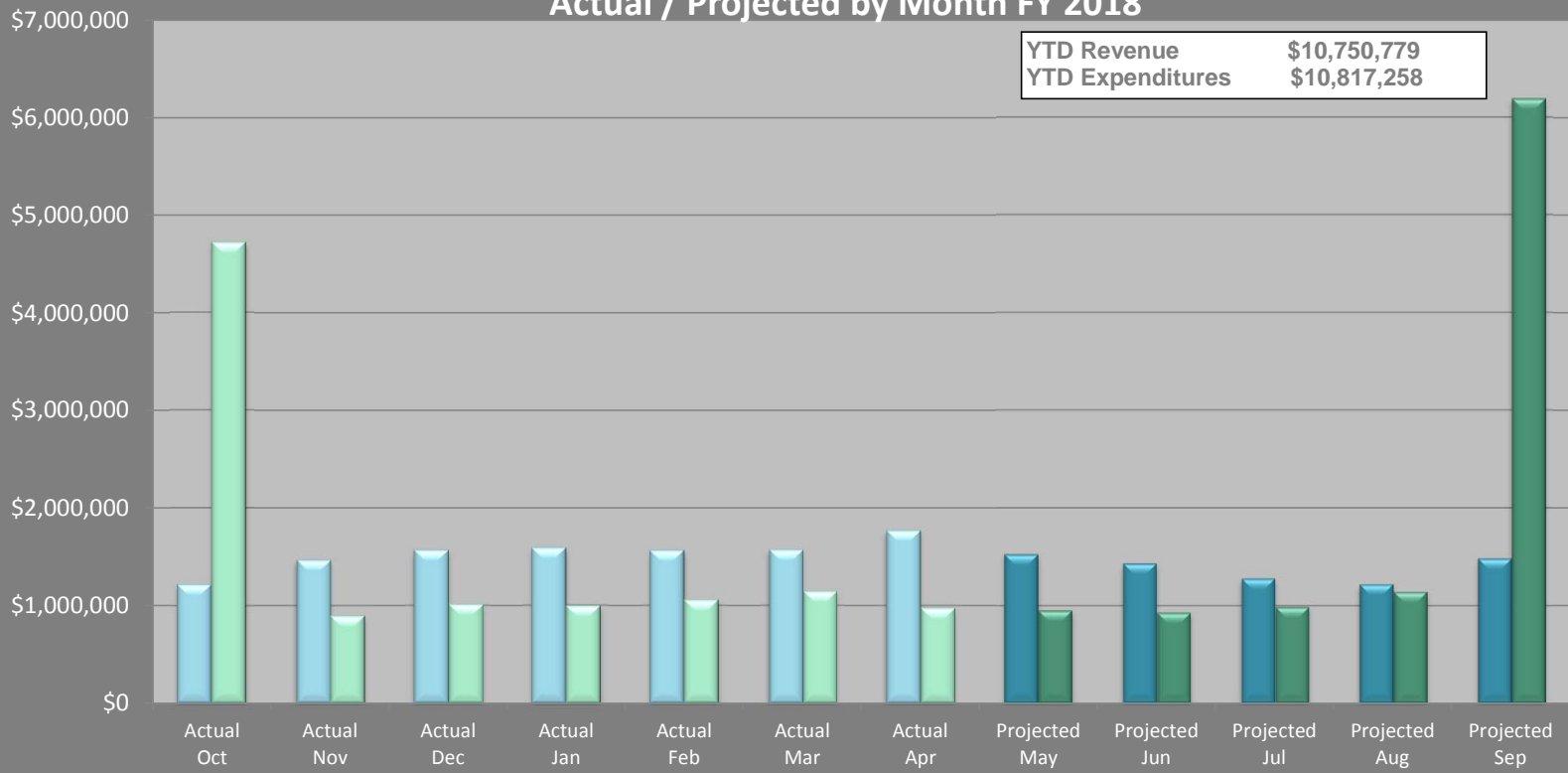
**CITY OF PUNTA GORDA  
UTILITIES OM&R FUND  
Revenue & Expenses  
As of April 30, 2018  
Percentage of Fiscal Year Elapsed 58.3%  
SUMMARY**

	<b>FY 2018 Annual Budget</b>	<b>Current Annual Projection</b>	<b>Increase (Decrease)</b>	<b>%</b>	<b>Year to Date Actual w/o Encumb</b>	<b>YTD % of Annual Proj w/o Encumb</b>	<b>Year to Date Actual with Encumb</b>	<b>YTD % of Annual Proj with Encumb</b>
<b>REVENUES</b>								
Water Billings	\$ 9,385,070	\$ 9,385,070	\$ -	0.0%	\$ 6,086,611	64.9%	\$ 6,086,611	64.9%
Wastewater Billings	7,100,140	7,100,140	-	0.0%	4,352,081	61.3%	4,352,081	61.3%
Other Revenues	243,515	262,620	19,105	7.8%	312,087	118.8%	312,087	118.8%
Transfer from Water and WW Impacts	208,000	208,000	-	0.0%	-	0.0%	-	0.0%
Total Revenues	<u>16,936,725</u>	<u>16,955,830</u>	<u>19,105</u>	0.1%	<u>10,750,779</u>	63.4%	<u>10,750,779</u>	63.4%
<b>EXPENSES</b>								
Departmental Operating Expenses	12,378,083	12,488,840	110,757	0.9%	6,653,362	53.3%	7,228,362	57.9%
Capital Outlay	600,000	717,517	117,517	19.6%	138,096	19.2%	434,627	60.6%
Debt Service	1,031,600	1,031,600	-	0.0%	615,800	59.7%	615,800	59.7%
Transfer to Utilities Construction Fund	7,310,000	7,310,000	-	0.0%	3,410,000	46.6%	3,410,000	46.6%
Total Expenses	<u>21,319,683</u>	<u>21,547,957</u>	<u>228,274</u>	1.1%	<u>10,817,258</u>	50.2%	<u>11,688,789</u>	54.2%
Revenues in Excess(Shortfall) of Expenses	<u>(4,382,958)</u>	<u>(4,592,127)</u>	<u>(\$209,169)</u>		<u>\$ (66,479)</u>		<u>\$ (938,010)</u>	
Prior Year Reappropriation/Appropriation		19,500						
Prior Year Purchase Order Encumbrances		189,669						
FY 2018 Operating Reserves (Beg)	<u>7,963,749</u>	<u>8,873,916</u>						
FY 2018 Operating Reserves (End)	<u>\$ 3,580,791</u>	<u>\$ 4,490,958</u>						

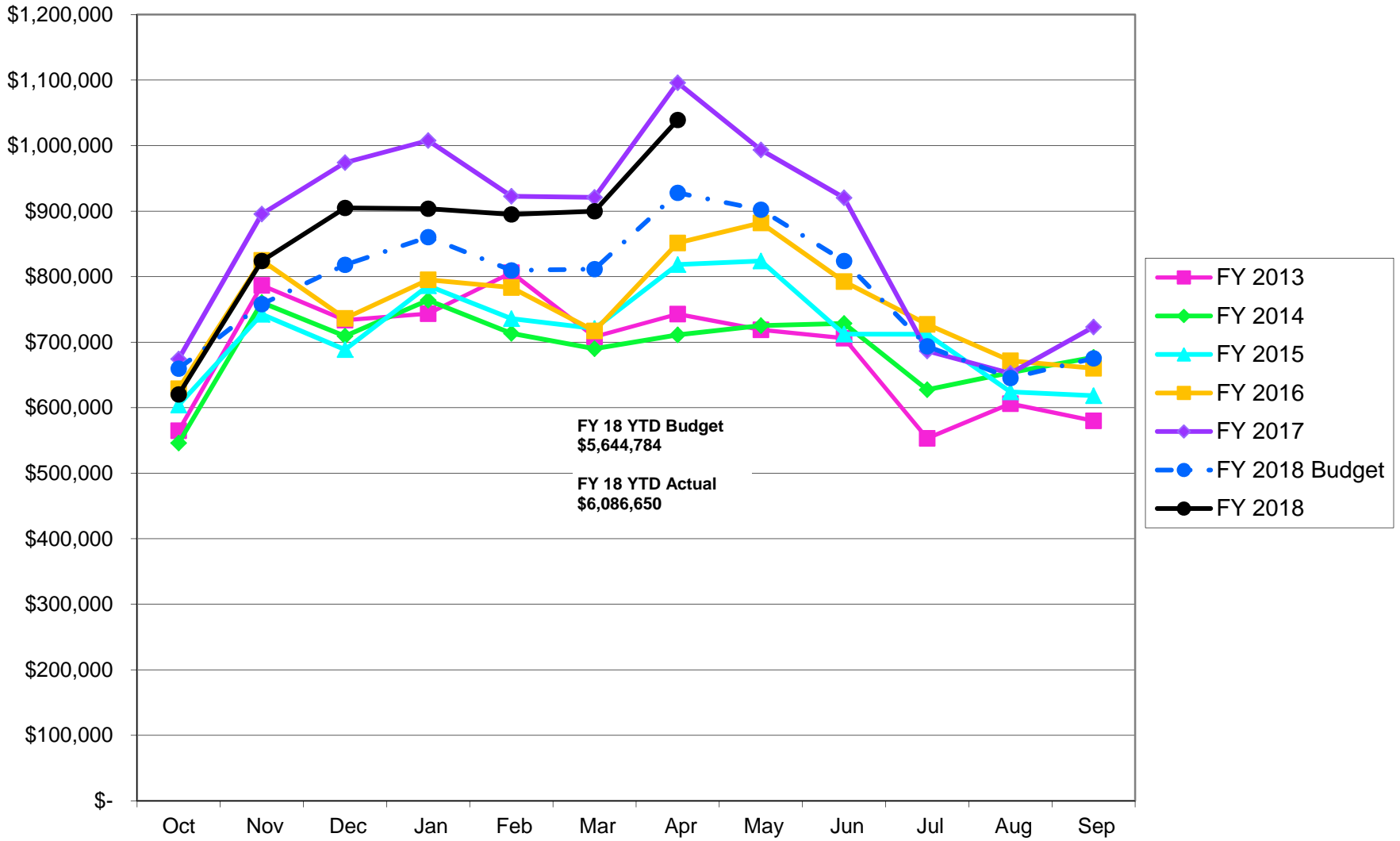
**SIGNIFICANT CURRENT INFORMATION TO BE TAKEN INTO CONSIDERATION:**

- Actual YTD revenues compared to original YTD budget projection are 108% for Water billings and 103% for Wastewater billings. April 2018  
Water billings thru April FY 2018 were \$404,545 less than Water billings thru April FY 2017.
- Actual YTD departmental operating expenses compared to original YTD budget projection are 94%. April 2018
- New revenue & expenses of \$4,159 from insurance recovery for repairs to instrumentation at WWTP. January 2018  
New revenue & expenses of \$14,946 from sale of assets for repairs to fleet/equipment at WTP. February 2018
- Prior year purchase orders of \$189,669 were rolled over to FY 2018. October 2017  
Prior year reappropriation to FY 2018 of \$19,500 for delayed bond counsel/financial advisor. January 2018
- The current encumbrance balance is \$871,531. April 2018
- The FY 2018 Operating Reserves (Beg) has been increased to reflect 9/30/2017 audited operating reserves. April 2018

### Utilities OM&R Fund Revenue and Expenditures Actual / Projected by Month FY 2018



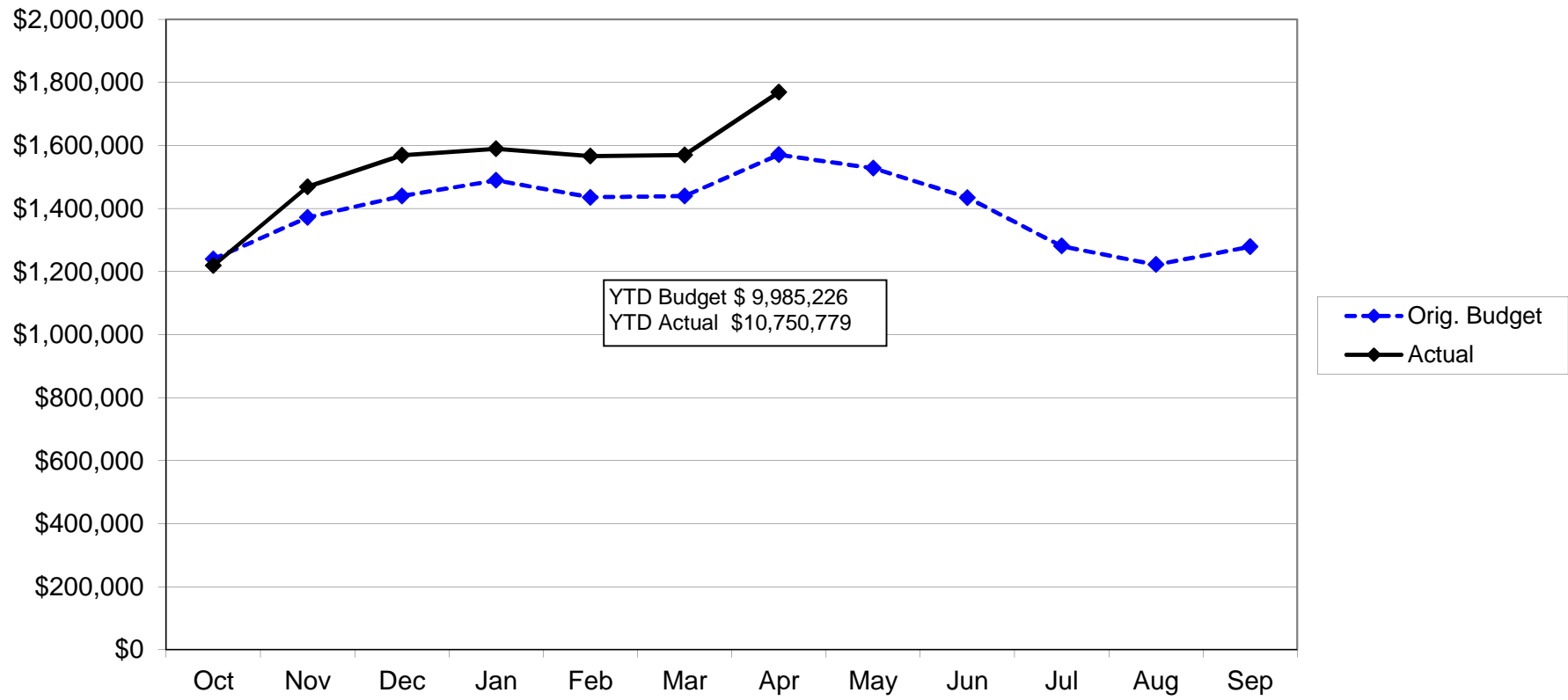
### Monthly Comparison of Water Revenues FY13 to FY18



**CITY OF PUNTA GORDA  
UTILITIES OM&R FUND  
Major Water and Wastewater User Fee Revenues  
FY 2018 Year-to-Date through April 2018**

Account Number	Description	Original Projection YTD FY 2018	Revised Projection YTD FY 2018	Actual YTD FY 2018	Over/(Under) Original Projection YTD FY 2018	Actual as % of Original Projection YTD FY 2018	Over/(Under) Revised Projection YTD FY 2018	Actual as % of Revised Projection YTD FY 2018
Summary	WATER - BASE CHARGES INSIDE	1,400,000.00	1,400,000.00	1,422,911.01	22,911.01	101.64%	22,911.01	101.64%
Summary	WATER - BASE CHARGES OUTSIDE	779,800.00	779,800.00	803,983.12	24,183.12	103.10%	24,183.12	103.10%
Summary	WATER USAGE INSIDE	2,716,080.00	2,716,080.00	2,958,468.96	242,388.96	108.92%	242,388.96	108.92%
Summary	WATER USAGE OUTSIDE	748,908.00	748,908.00	901,287.53	152,379.53	120.35%	152,379.53	120.35%
402-0000-343.51-62	WASTEWATER USAGE INSIDE	775,472.00	775,472.00	830,879.22	55,407.22	107.14%	55,407.22	107.14%
402-0000-343.51-63	WASTEWATER USAGE OUTSIDE	135,954.00	135,954.00	184,069.97	48,115.97	135.39%	48,115.97	135.39%
402-0000-343.51-64	WASTEWATER ERU INSIDE	2,611,000.00	2,611,000.00	2,639,037.68	28,037.68	101.07%	28,037.68	101.07%
402-0000-343.51-65	WASTEWATER ERU OUTSIDE	686,000.00	686,000.00	698,094.32	12,094.32	101.76%	12,094.32	101.76%
		<u>9,853,214.00</u>	<u>9,853,214.00</u>	<u>10,438,731.81</u>	<u>585,517.81</u>	<u>105.94%</u>	<u>585,517.81</u>	<u>105.94%</u>
<b>Subtotals by Category</b>								
	Water - Inside	4,116,080.00	4,116,080.00	4,381,379.97	265,299.97	106.45%	265,299.97	106.45%
	Water - Outside	1,528,708.00	1,528,708.00	1,705,270.65	176,562.65	111.55%	176,562.65	111.55%
	Wastewater - Inside	3,386,472.00	3,386,472.00	3,469,916.90	83,444.90	102.46%	83,444.90	102.46%
	Wastewater - Outside	821,954.00	821,954.00	882,164.29	60,210.29	107.33%	60,210.29	107.33%
<b>Water Revenue Accounts</b>								
402-0000-343.31-36	WATER 1-5 RATE INSIDE	883,941.00	883,941.00	986,329.84	102,388.84	111.58%	102,388.84	111.58%
402-0000-343.31-37	WATER 1-5 RATE OUTSIDE	351,680.00	351,680.00	436,324.48	84,644.48	124.07%	84,644.48	124.07%
402-0000-343.31-38	FACILITY CHG/ERU WATER IN	1,109,500.00	1,109,500.00	1,130,221.28	20,721.28	101.87%	20,721.28	101.87%
402-0000-343.31-39	FACILITY CHG/ERU WATR OUT	630,000.00	630,000.00	652,255.87	22,255.87	103.53%	22,255.87	103.53%
402-0000-343.31-40	WATER 6-10 RATE INSIDE	507,997.00	507,997.00	526,527.99	18,530.99	103.65%	18,530.99	103.65%
402-0000-343.31-41	WATER 6-10 RATE OUTSIDE	69,887.00	69,887.00	75,631.61	5,744.61	108.22%	5,744.61	108.22%
402-0000-343.31-42	WATER 11-20 RATE INSIDE	501,009.00	501,009.00	579,590.32	78,581.32	115.68%	78,581.32	115.68%
402-0000-343.31-43	WATER 11-20 RATE OUTSIDE	44,929.00	44,929.00	45,694.96	765.96	101.70%	765.96	101.70%
402-0000-343.31-44	WATER 21-40 RATE INSIDE	229,660.00	229,660.00	253,186.17	23,526.17	110.24%	23,526.17	110.24%
402-0000-343.31-45	WATER 21-40 RATE OUTSIDE	20,619.00	20,619.00	17,934.75	-2,684.25	86.98%	-2,684.25	86.98%
402-0000-343.31-46	WATER >40 RATE INSIDE	65,296.00	65,296.00	56,371.31	-8,924.69	86.33%	-8,924.69	86.33%
402-0000-343.31-47	WATER >40 RATE OUTSIDE	13,638.00	13,638.00	14,337.36	699.36	105.13%	699.36	105.13%
402-0000-343.31-50	CUSTOMER BILLING CHG IN	290,500.00	290,500.00	292,689.73	2,189.73	100.75%	2,189.73	100.75%
402-0000-343.31-51	CUSTOMER BILLING CHG OUT	149,800.00	149,800.00	151,727.25	1,927.25	101.29%	1,927.25	101.29%
402-0000-343.31-62	IRRIGATION 1-10 INSIDE	85,988.00	85,988.00	89,789.13	3,801.13	104.42%	3,801.13	104.42%
402-0000-343.31-63	IRRIGATION 1-10 OUTSIDE	1,378.00	1,378.00	6,393.61	5,015.61	463.98%	5,015.61	463.98%
402-0000-343.31-64	IRRIGATION 11-30 INSIDE	91,191.00	91,191.00	92,618.25	1,427.25	101.57%	1,427.25	101.57%
402-0000-343.31-65	IRRIGATION 11-30 OUTSIDE	0.00	0.00	1,918.20	1,918.20	0.00%	1,918.20	0.00%
402-0000-343.31-68	IRRIGATION >30 INSIDE	85,281.00	85,281.00	82,283.11	-2,997.89	96.48%	-2,997.89	96.48%
402-0000-343.31-69	IRRIGATION >30 OUTSIDE	0.00	0.00	0.00	0.00	0.00%	0.00	0.00%
402-0000-343.31-74	COMMERCIAL USAGE INSIDE	265,717.00	265,717.00	291,772.84	26,055.84	109.81%	26,055.84	109.81%
402-0000-343.31-75	COMMERCIAL USAGE OUTSIDE	246,777.00	246,777.00	303,052.56	56,275.56	122.80%	56,275.56	122.80%
		<u>5,644,788.00</u>	<u>5,644,788.00</u>	<u>6,086,650.62</u>	<u>441,862.62</u>	<u>107.83%</u>	<u>441,862.62</u>	<u>107.83%</u>

### Total Revenues by Month FY 2018 (excluding Transfers from Impact Fees)



**CITY OF PUNTA GORDA  
UTILITIES OM&R FUND  
Expenses by Division  
As of April 30, 2018  
Percentage of Fiscal Year Elapsed 58.3%**

<u>Expense</u>	<u>FY 2018 Annual Budget</u>	<u>Current Annual Projection</u>	<u>Increase (Decrease)</u>	<u>%</u>	<u>Year to Date Actual w/o Encumb</u>	<u>YTD % of Annual Proj w/o Encumb</u>	<u>Year to Date Actual with Encumb</u>	<u>YTD % of Annual Proj with Encumb</u>
Billing and Collections	\$ 749,575	\$ 749,575	\$ -	0.0%	\$ 398,495	53.2%	\$ 479,581	64.0%
Utilities Administration	814,708	814,708	-	0.0%	439,138	53.9%	441,932	54.2%
Water Treatment	3,179,639	3,271,990	92,351	2.9%	1,745,547	53.3%	1,960,967	59.9%
Wastewater Collection	1,764,071	1,764,071	-	0.0%	1,015,951	57.6%	1,076,740	61.0%
Wastewater Treatment	2,873,495	2,877,654	4,159	0.1%	1,470,219	51.1%	1,590,908	55.3%
Water Distribution	1,975,638	1,970,385	(5,253)	-0.3%	1,065,156	54.1%	1,145,628	58.1%
Fleet Maintenance	188,976	188,976	-	0.0%	103,793	54.9%	108,168	57.2%
Non-Departmental Operating	831,981	851,481	19,500	2.3%	415,063	48.7%	424,438	49.8%
Capital Outlay	600,000	717,517	117,517	19.6%	138,096	19.2%	434,627	60.6%
Transfer to Debt Services Funds	1,031,600	1,031,600	-	0.0%	615,800	59.7%	615,800	59.7%
Transfer to Utilities Construction Fund	7,310,000	7,310,000	-	0.0%	3,410,000	46.6%	3,410,000	46.6%
<b>Total Expense</b>	<u>\$ 21,319,683</u>	<u>\$ 21,547,957</u>	<u>\$ 228,274</u>	1.1%	<u>\$ 10,817,258</u>	50.2%	<u>\$ 11,688,789</u>	54.2%



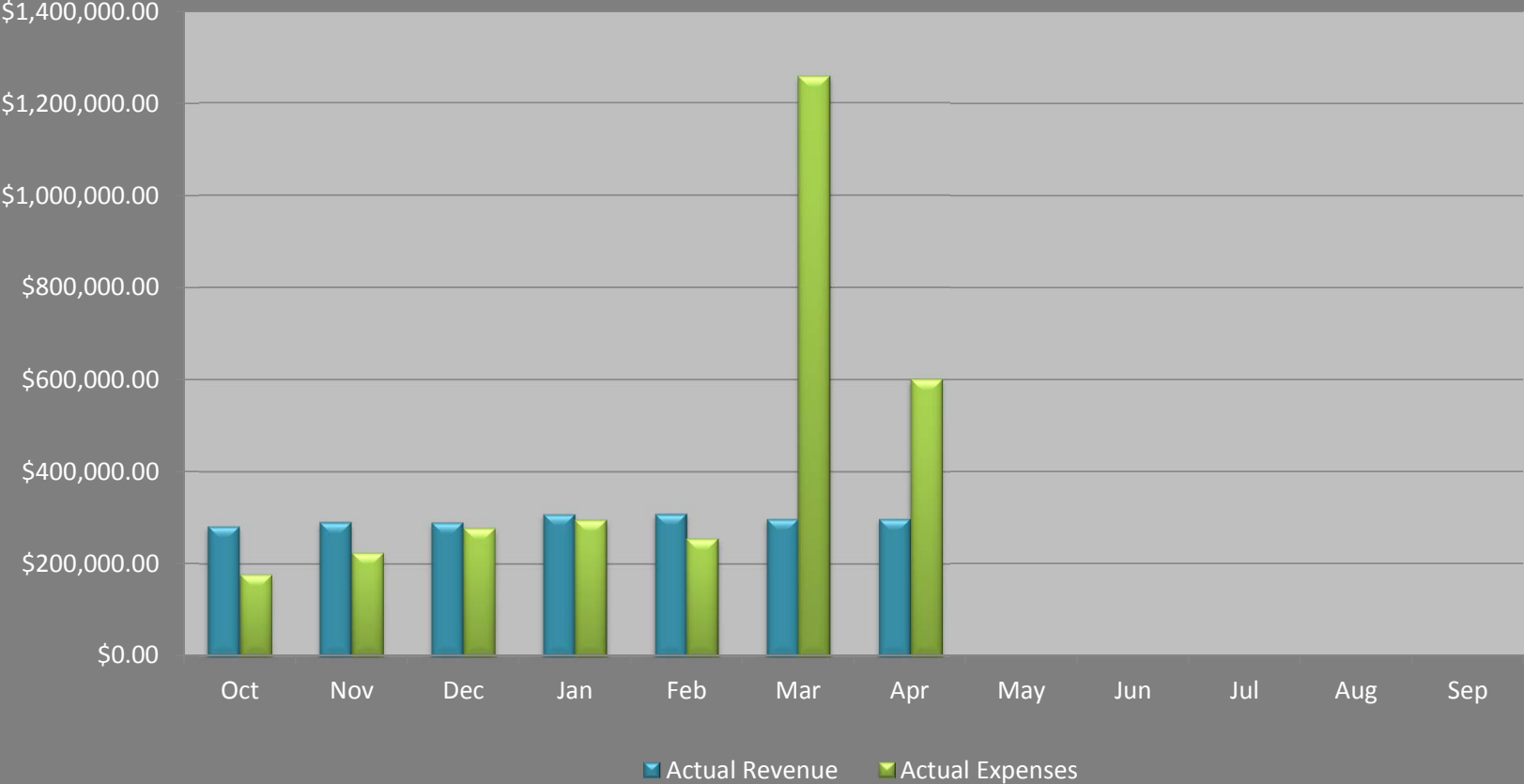
**CITY OF PUNTA GORDA  
SANITATION FUND  
Revenue & Expenses  
As of April 30, 2018  
Percentage of Fiscal Year Elapsed 58.3%  
SUMMARY**

	<b>FY 2018 Annual Budget</b>	<b>Current Annual Projection</b>	<b>Increase (Decrease)</b>	<b>%</b>	<b>Year to Date Actual w/o Encumb</b>	<b>YTD % of Annual Proj w/o Encumb</b>	<b>Year to Date Actual with Encumb</b>	<b>YTD % of Annual Proj with Encumb</b>
<b>REVENUES</b>								
Refuse Billings	\$ 3,488,160	\$ 3,488,160	\$ -	0.0%	\$ 2,047,417	58.7%	\$ 2,047,417	58.7%
Other Revenue	24,375	24,375	-	0.0%	31,884	130.8%	31,884	130.8%
Total Revenues	<u>3,512,535</u>	<u>3,512,535</u>	<u>-</u>	0.0%	<u>2,079,301</u>	59.2%	<u>2,079,301</u>	59.2%
<b>EXPENSES</b>								
Departmental Operating Expenses	3,278,752	3,281,752	3,000	0.1%	1,755,523	53.5%	2,398,590	73.1%
Capital Outlay	609,000	1,665,906	1,056,906	173.5%	1,337,054	80.3%	1,465,516	88.0%
Total Expenses	<u>3,887,752</u>	<u>4,947,658</u>	<u>1,059,906</u>	27.3%	<u>3,092,577</u>	62.5%	<u>3,864,106</u>	78.1%
Revenues in Excess(Shortfall) of Expenses	<u>(375,217)</u>	<u>(1,435,123)</u>	<u>\$ (1,059,906)</u>		<u>\$ (1,013,276)</u>		<u>\$ (1,784,805)</u>	
Prior Year Encumbrances		973,726						
Prior Year Reappropriations		86,180						
FY 2018 Operating Reserves (Beg)	<u>1,240,322</u>	<u>1,318,983</u>						
FY 2018 Operating Reserves (End):								
Reserve-Fleet/Equipment	400,000	400,000						
Operating Reserves	\$ 465,105	\$ 543,766						

**SIGNIFICANT CURRENT INFORMATION TO BE TAKEN INTO CONSIDERATION:**

- Actual YTD revenues compared to original YTD budget projections for refuse, yardwaste, and recycling billings is 101%. April 2018
- Actual YTD departmental operating expenses compared to original YTD budget projection are 95%. April 2018
- Prior year purchase orders of \$973,726 for packers were rolled over to FY 2018. October 2017  
Prior year reappropriation to FY 2018 for equipment of \$86,180. January 2018
- The current encumbrance balance is \$771,529. Many of the encumbrances are for P.O.s authorizing 12 months of expenditures or capital outlay. April 2018
- Capital Outlay - Pickup Truck; Carts for new semi-automated service delivery method. April 2018
- The FY 2018 Operating Reserves (Beg) has been increased to reflect 9/30/17 audited year end operating reserves. April 2018

### Sanitation Fund Actual Revenues and Actual Expenses by Month FY 2018



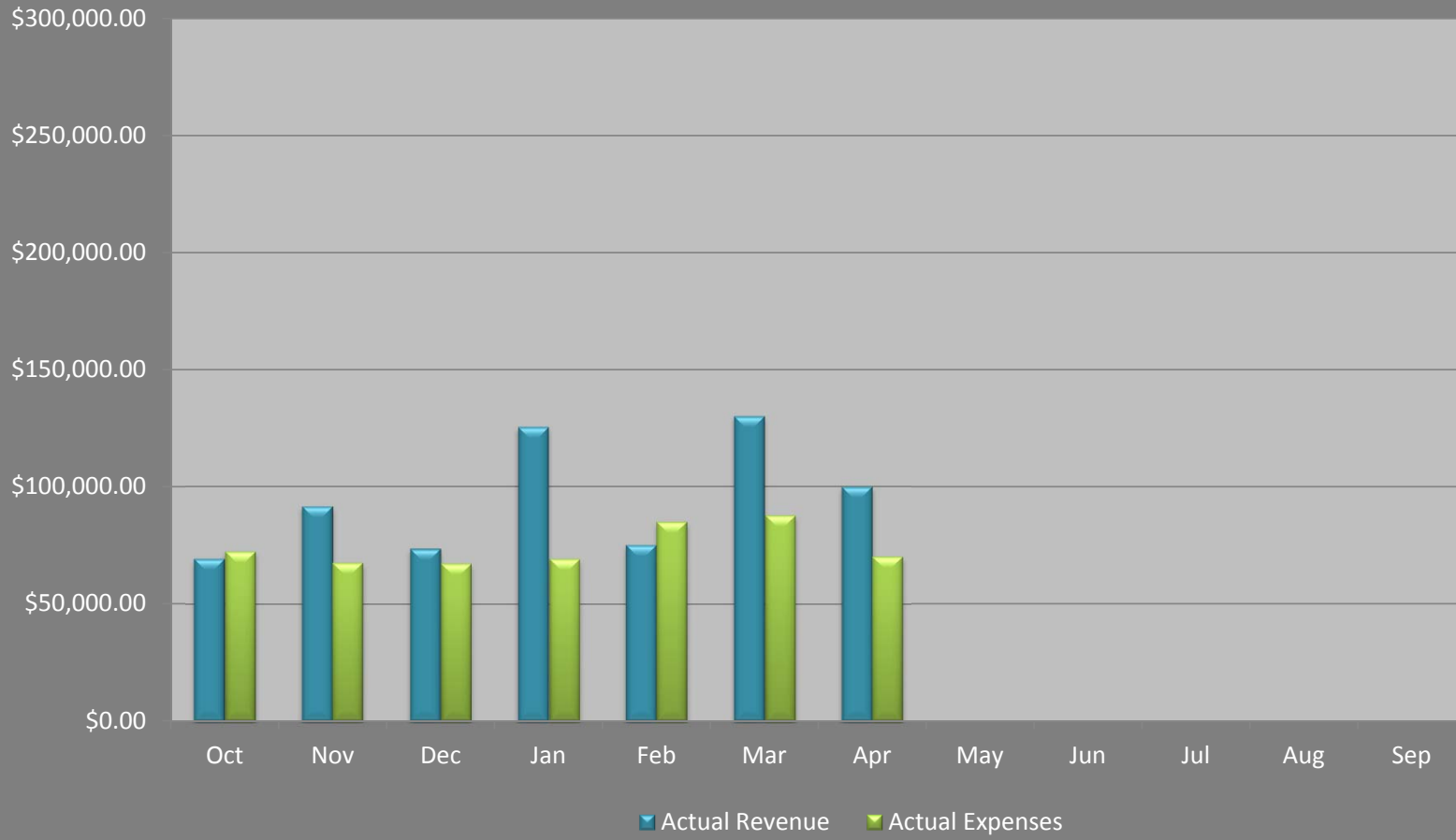
**CITY OF PUNTA GORDA  
BUILDING FUND  
Revenue & Expenses  
As of April 30, 2018  
Percentage of Fiscal Year Elapsed 58.3%  
SUMMARY**

	<u>FY 2018 Annual Budget</u>	<u>Current Annual Projection</u>	<u>Increase (Decrease)</u>	<u>%</u>	<u>Year to Date Actual w/o Encumb</u>	<u>YTD % of Annual Proj w/o Encumb</u>	<u>Year to Date Actual with Encumb</u>	<u>YTD % of Annual Proj with Encumb</u>
<b>REVENUES</b>								
Building Permits	\$ 830,000	\$ 830,000	\$ -	0.0%	\$ 583,079	70.3%	\$ 583,079	70.3%
Other Revenues	126,250	126,250	-	0.0%	82,537	65.4%	82,537	65.4%
Total Revenues	<u>956,250</u>	<u>956,250</u>	<u>-</u>	<u>0.0%</u>	<u>665,616</u>	<u>69.6%</u>	<u>665,616</u>	<u>69.6%</u>
<b>EXPENSES</b>								
Departmental Operating Expenses	878,081	878,081	-	0.0%	501,520	57.1%	504,496	57.5%
Capital Outlay	26,500	26,500	-	0.0%	18,579	70.1%	18,579	70.1%
Total Expenses	<u>904,581</u>	<u>904,581</u>	<u>-</u>	<u>0.0%</u>	<u>520,099</u>	<u>57.5%</u>	<u>523,075</u>	<u>57.8%</u>
Revenues in Excess(Shortfall) of Expenses	<u>51,669</u>	<u>51,669</u>	<u>\$ -</u>		<u>\$ 145,517</u>		<u>\$ 142,541</u>	
FY 2018 Operating Reserves (Beg)	<u>1,147,724</u>	<u>1,224,884</u>						
FY 2018 Operating Reserves (End)	<u>\$ 1,199,393</u>	<u>\$ 1,276,553</u>						

**SIGNIFICANT CURRENT INFORMATION TO BE TAKEN INTO CONSIDERATION:**

1. Actual YTD revenues compared to original YTD budget projections is 130%. April 2018
2. Actual YTD departmental operating expenses compared to current YTD budget projection are 98%. April 2018
3. The current encumbrance balance is \$2,976. April 2018
4. Capital Outlay - Replacement of an inspector vehicle and replacement of inspectors equipment. October 2017
5. The FY 2018 Operating Reserves (Beg) has been increased to reflect 9/30/17 audited year end operating reserves. April 2018

**Building Fund  
Actual Revenues and Actual Expenses  
by Month FY 2018**



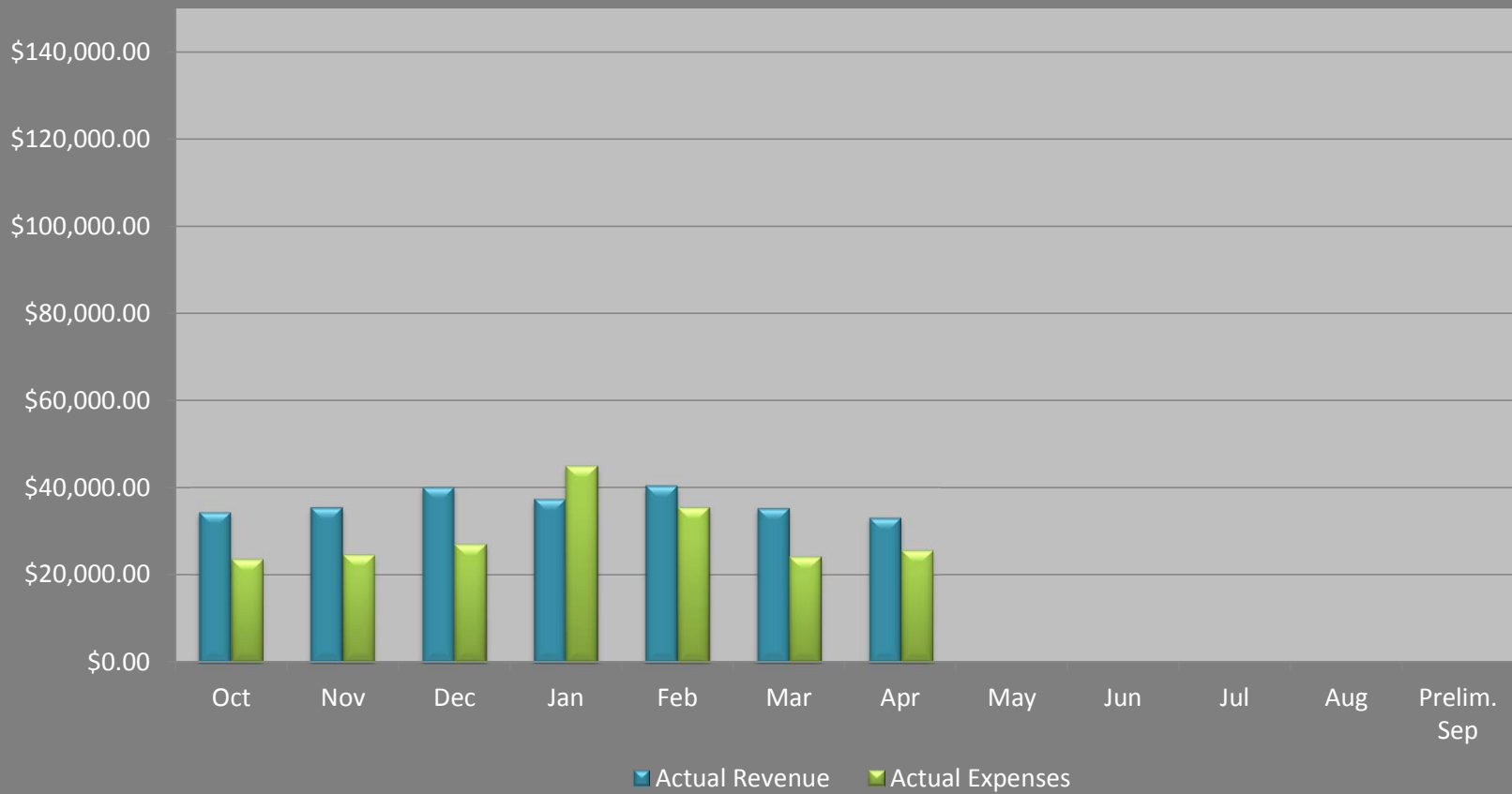
**CITY OF PUNTA GORDA  
LAISHLEY PARK MARINA  
Revenue & Expenses  
As of April 30, 2018  
Percentage of Fiscal Year Elapsed 58.3%  
SUMMARY**

	<b>FY 2018 Annual Budget</b>	<b>Current Annual Projection</b>	<b>Increase (Decrease)</b>	<b>%</b>	<b>Year to Date Actual w/o Encumb</b>	<b>YTD % of Annual Proj w/o Encumb</b>	<b>Year to Date Actual with Encumb</b>	<b>YTD % of Annual Proj with Encumb</b>
<b>REVENUES</b>								
Slip and Mooring Field Rentals	\$ 429,500	\$ 429,500	\$ -	0.0%	\$ 239,193	55.7%	\$ 239,193	55.7%
Building Lease & Rentals	22,300	22,300	-	0.0%	16,330	73.2%	16,330	73.2%
Pump Out Boat Grant Revenues	11,000	11,000	-	0.0%	-	0.0%	-	0.0%
Miscellaneous Revenue	1,850	1,850	-	0.0%	785	42.4%	785	42.4%
Total Revenues	<u>464,650</u>	<u>464,650</u>	<u>-</u>	<u>0.0%</u>	<u>256,308</u>	<u>55.2%</u>	<u>256,308</u>	<u>55.2%</u>
<b>EXPENSES</b>								
Marina Operations	417,625	478,425	60,800	14.6%	195,978	41.0%	292,107	61.1%
Pump Out Boat Operations	15,505	15,505	-	0.0%	9,716	62.7%	9,716	62.7%
Capital Outlay	6,000	6,000	-	0.0%	-	0.0%	-	0.0%
Total Expenses	<u>439,130</u>	<u>499,930</u>	<u>60,800</u>	<u>13.8%</u>	<u>205,695</u>	<u>41.1%</u>	<u>301,824</u>	<u>60.4%</u>
Revenues in Excess(Shortfall) of Expenses	<u>25,520</u>	<u>(35,280)</u>	<u>\$ (60,800)</u>		<u>\$ 50,613</u>		<u>\$ (45,516)</u>	
Prior Year Purchase Order Encumbrances		10,000						
Prior Year Re-appropriations		50,800						
FY 2018 Operating Reserves (Beg)	286,994	317,653						
FY 2018 Operating Reserves (End)	<u>\$ 312,514</u>	<u>\$ 343,173</u>						

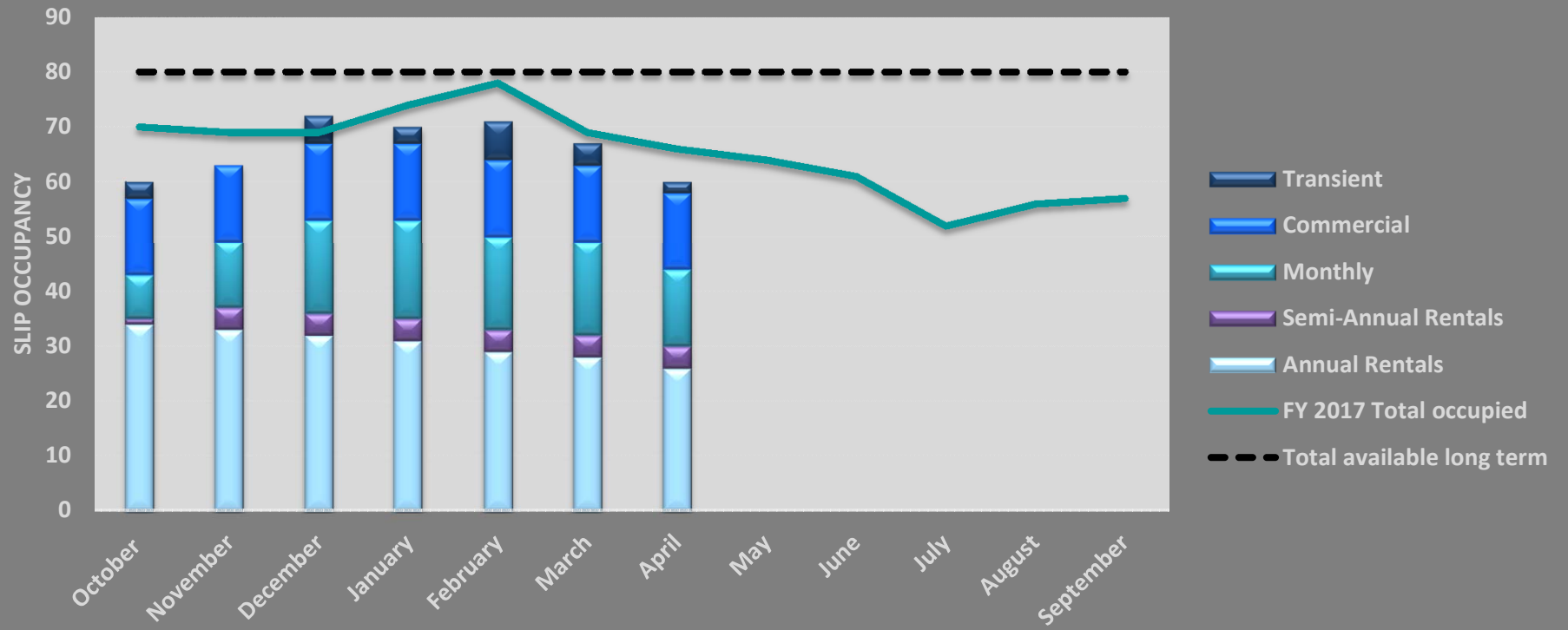
**SIGNIFICANT CURRENT INFORMATION TO BE TAKEN INTO CONSIDERATION:**

1. Actual YTD revenues compared to original YTD projections are 90%. Slip rental actual YTD revenues compared to original YTD projections are 90%. April 2018
2. Actual YTD departmental operating expenses compared to original YTD projections are 88%. April 2018
3. Prior year purchase orders of \$10,000 were rolled over to FY 2018. October 2017  
Prior year re-appropriations from FY 2017 are \$50,800 for network connectivity and dredging, docks and/or mooring field needs. January 2018
4. The Year to Date column, with encumbrances, includes \$96,129 of encumbrances. April 2018
5. The FY 2018 Operating Reserves (Beg) has been increased to reflect 9/30/17 audited year end operating reserves. April 2018

### Lashley Park Marina Fund Actual Revenues and Actual Expenses by Month FY 2018

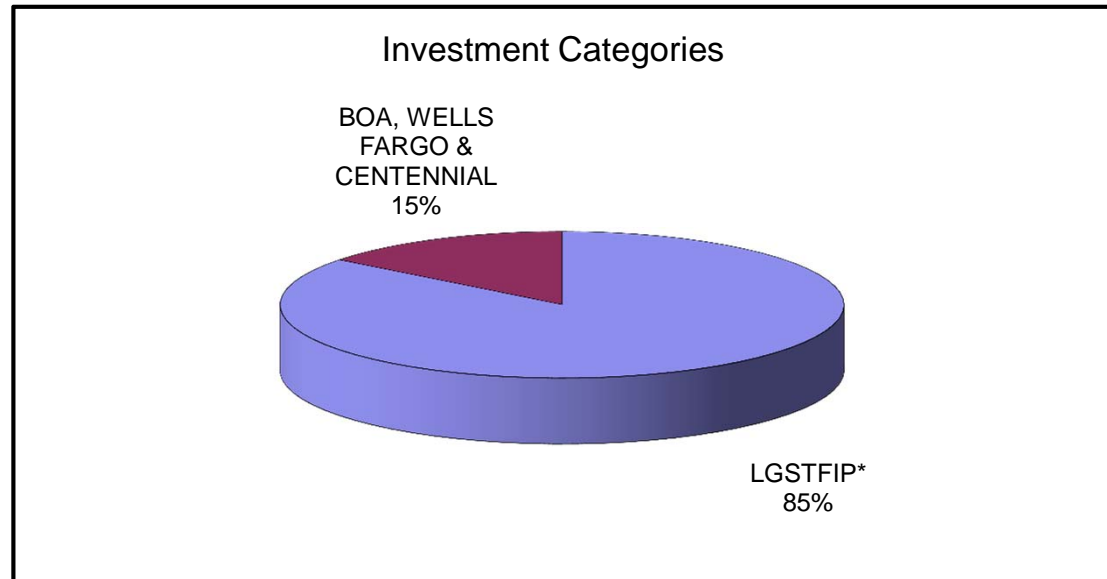


## FY 2018 Monthly Slip Occupancy by Category Compared to FY 2017 Monthly Total Occupancy



**CITY OF PUNTA GORDA  
Schedule of Investments  
April 2018**

<u>Type</u>	<u>Principal Balance</u>	<u>Interest Rate</u>	<u>Market Value</u>
LGSTFIP*	35,665,886.67	1.85%	35,665,886.67
B of A, Wells Fargo, & Centennial	<u>6,048,891.08</u>	1.73%	<u>6,048,891.08</u>
<b>Total Investments</b>	<u><u>\$41,714,777.75</u></u>		<u><u>\$41,714,777.75</u></u>



\*Local Government Surplus Trust Funds Investment Pool



CITY OF PUNTA GORDA  
 MONTHLY REPORT TO CITY MANAGER  
 BUILDING DEPARTMENT

APRIL 2018

Number of Inspections

	This Month	Last Month	Same Month Last Year	This Fiscal Year To Date	Last Fiscal Year To Date	Calendar Year To Date
<b>Building</b>	534	551	514	3,524	3,615	2,149
<b>Electrical</b>	140	122	151	877	954	485
<b>Plumbing</b>	101	100	121	710	765	409
<b>A/C</b>	119	111	88	757	785	440
<b>Fire</b>	2	3	7	26	44	14
<b>Total</b>	896	887	881	5,894	6,163	3,497
<b>Daily Avg</b>	42.67	40.32	44.05	--	--	--

Permits Issued

<b>Building</b>						
Number	173	231	191	906	1,196	875
Value	7,090,163	13,345,946	7,496,679	55,714,659	45,051,625	34,943,645
Permit Fees	69,190	108,191	68,589	497,076	410,289	310,591
<b>Electrical</b>						
Number	67	57	44	354	317	220
Permit Fees	3,675	2,775	2,575	17,140	17,255	11,000
<b>Plumbing</b>						
Number	35	35	38	219	245	129
Permit Fees	2,000	2,150	2,150	13,650	15,500	7,750
<b>A/C</b>						
Number	72	73	65	460	394	257
Permit Fees	7,600	7,600	6,681	47,546	49,321	29,200
<b>Total All Fees</b>	82,465	120,716	79,995	575,412	492,365	358,541

Nature of Building Permits

Number of Permits	Types	Dwelling Units	Units Last Month	Units Last Year	Miscellaneous Fees	Permit Fees	Valuation
9	Single Family	9	10	16		24,859	3,487,000
	Modular Home						
2	2 Family	4			L & G 1,100	3,803	529,000
	Multi-Family						
	Mixed Use (Comm./Res.)				NBP 600		
1	Commercial Buildings					1,219	167,000
1	Mobile Homes/Const Trl	1			C/C 1,000	200	5,000
	Relocation						
9	Swimming Pools				Reinsp 1,400	1,800	365,660
1	Demolish					100	0
89	Other-Miscellaneous				Misc 5,460	26,159	1,554,712
20	Alteration/Additions to Dwellings					5,890	487,612
4	Alteration/Additions Commercial Bldgs					1,560	150,589
37	Canal Permits					3,600	343,590
173	<b>Total</b>	14	10	16	9,560	69,190	7,090,163

Building Valuation

<b>This Fiscal Year To Date</b>	<b>This Calendar Year To Date</b>
55,714,659	34,943,645
<b>Last Fiscal Year To Date</b>	<b>Last Calendar Year To Date</b>
45,051,625	28,747,759



# PUNTA GORDA FIRE DEPARTMENT

1410 TAMiami TRAIL \* PUNTA GORDA, FLORIDA 33950  
 PHONE (941) 575-5529 \* FAX (941) 575-5565

*"Serving our community with pride, honor, and respect"*

## Monthly Activity Report

Fiscal Year 2018

April 2018

Classification	This month APRIL 2018	This month APRIL 2017	FY 2018 YTD	FY 2017 TOTAL	% PRIOR FY
<b>FIRE</b>					
Structure	3	2	14	9	155.6
Vehicle	0	0	4	9	44.4
Brush	4	7	8	22	36.4
Other	2	1	13	18	72.2
Mutual aid responses	9	11	66	67	98.5
False alarm - Fire	7	13	70	154	45.5
Hazardous conditions	11	9	45	83	54.2
Good intent	21	26	188	215	87.4
Severe weather/disaster	0	0	0	1	0.0

<b>EMS/RESCUE</b>					
EMS	236	217	1701	2590	65.7
False alarm - Medical	3	10	51	45	113.3

<b>PUBLIC SERVICE</b>					
Smoke detector -residences	27	21	232	253	91.7
Smoke detectors - serviced	86	98	886	933	95.0
Agency assist	3	3	28	50	56.0
Lift assist	43	32	283	290	97.6
Service call (other)	10	4	58	66	87.9
Car seat install	0	0	0	25	0.0
Sharps containers	37	32	288	472	61.0
Medicine take-back (lbs)	165	170	999	1359	73.5

<b>FIRE PREVENTION</b>					
Fire permits issued	10	22	82	204	40.2
Fire permit inspections	31	26	142	287	49.5
Annual inspections	0	2	35	28	125.0
In-Service inspections	110	71	647	1411	45.9
Business Tax inspections	2	0	3	12	25.0



# PUNTA GORDA FIRE DEPARTMENT

1410 TAMiami TRAIL \* PUNTA GORDA, FLORIDA 33950  
 PHONE (941) 575-5529 \* FAX (941) 575-5565

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Classification	This month APRIL 2018	This month APRIL 2017	FY 2018 YTD	FY 2017 TOTAL	% PRIOR FY
<b>PUBLIC EDUCATION</b>					
Adults	46	0	202	462	43.7
Children	7	0	415	774	53.6
<b>VOLUNTEER HOURS</b>					
	288.5	245.5	2081	4708.8	44.2



CITY OF PUNTA GORDA

**POLICE**

A Florida Accredited **EXCELSIOR AGENCY**

1410 Tamiami Trail  
 Punta Gorda, FL 33950  
 941-639-4111  
 www.puntagordapolice.com

**Monthly Activity Report**

Fiscal Year 2017/2018

APRIL 2018

Classification	This Month APRIL 2018	This Month APRIL 2017	FY 2018 Year to Date	FY 2017 Year to Date
<b>EVENTS</b>				
Events <sup>1</sup>	3643	2841	25083	21579
Community Foot Patrols	611	396	4035	3479
Business Checks	204	134	1402	1080
Directed Patrols	1078	917	7784	7401
Directed Patrols – Traffic Related	73	120	579	695
Traffic Stops	457	319	3126	1876

<b>TRAFFIC CRASHES</b>				
Traffic Crashes – No Injuries	58	51	405	373
Traffic Crashes – With Injuries	4	1	37	25
Traffic Crashes – Fatalities	0	0	1	0
<b>Total Traffic Crashes</b>	<b>62</b>	<b>52</b>	<b>443</b>	<b>398</b>

<b>CITATIONS AND WARNINGS</b>				
Uniform Traffic Citations	96	67	592	474
Written Warnings	478	285	3252	1762
Parking Citations	13	3	113	67
Parking Warnings	15	19	156	213
<b>Total Traffic/Parking Contacts</b>	<b>602</b>	<b>374</b>	<b>4113</b>	<b>2516</b>
Code Citations	0	2	3	3
Code Warnings	12	5	68	26
<b>Total Code Violations</b>	<b>12</b>	<b>7</b>	<b>71</b>	<b>29</b>

<b>ARRESTS</b>				
Physical Arrests – Adult	48	32	301	279
Physical Arrests – Juvenile	3	4	29	32
<b>Total Physical Arrests</b>	<b>51</b>	<b>36</b>	<b>330</b>	<b>311</b>
Notice To Appear – Adult	5	0	46	0
Notice To Appear - Juvenile	0	0	1	0
<b>Total Notice To Appear</b>	<b>5</b>	<b>0</b>	<b>47</b>	<b>0</b>
<b>Total Arrests</b>	<b>56</b>	<b>36</b>	<b>377</b>	<b>311</b>

<sup>1</sup> Events are inclusive of Community Foot Patrols (walking and/or talking with citizens), Business Checks (checks of a closed business), Directed Patrols (conducting extra patrol in a specific location or area based upon a citizen or department request), Directed Patrols – Traffic Related (conducting extra patrol in a specific location or area specifically related to traffic enforcement which was based upon a citizen or department request) and Traffic Stops. Excludes Test and Pulled in Error Nature Codes.

**PGPD Monthly Activity Report**

Fiscal Year 2018

April 2018

	This Month APRIL 2018	This Month APRIL 2017	FY 2018 Year to Date	FY 2017 Year to Date
<b>DUI AND NARCOTIC ARRESTS<sup>2</sup></b>				
DUI Arrests	8	3	34	31
Narcotics Arrests <sup>3</sup>	25	13	152	102

<b>CALLS FOR SERVICE AND RESPONSE TIMES</b>				
Calls Answered – Administrative	2630	2432	17442	18671
Calls Answered – 9-1-1	670	642	4579	4361
<b>Total Calls Answered by Dispatch<sup>4</sup></b>	<b>3300</b>	<b>3074</b>	<b>22021</b>	<b>23032</b>
<b>Calls for Service Dispatched to Patrol</b>	<b>907</b>	<b>758</b>	<b>6014</b>	<b>5755</b>
<b>Dispatch Calls for Service Handling Time Average<sup>5</sup></b>	<b>1:30</b>	<b>1:42</b>	<b>1:40</b>	<b>1:46</b>
<b>Patrol Response Time Average</b>	<b>3:59</b>	<b>3:52</b>	<b>4:10</b>	<b>3:58</b>
<b>Total Response Time Average<sup>6</sup></b>	<b>5:29</b>	<b>5:34</b>	<b>5:50</b>	<b>5:44</b>

<b>RESERVE OFFICERS</b>				
Reserve Officer Hours Non-Paid	162	210	1849.5	582

<b>VOLUNTEERS</b>				
Vacant House Checks	22	44	178	307
Marine Volunteer Hours	190.5	232	1440.5	1413.5
Volunteers on Patrol Hours	181	196	1613.5	1919.5
Records and Fingerprinting Hours	296.5	278.5	1956	2034
All Other Volunteer Hours	303.5	163	15100.5	1355
<b>Total Volunteer in Policing Hours</b>	<b>971.5</b>	<b>869.5</b>	<b>20110.5</b>	<b>6722</b>

<b>QUALITY ASSURANCE REVIEWS</b>	<b>Yes</b>	<b>No</b>
Was the call-taker courteous and professional?	56	0
Was the phone answered in a timely manner?	55	0
Did the responding officer arrive promptly?	46	2
Did the officer present a professional appearance?	43	0
Was the officer courteous and professional?	43	1
Did the officer carefully listen to your complaint?	43	0
Did the officer provide you with all the information you needed?	41	1
Were you satisfied with the overall level of service provided by the officer?	46	3
<b>Total Quality Assurance Reviews</b>	<b>57</b>	

<sup>2</sup> DUI and Narcotic Arrests are inclusive of total physical arrests

<sup>3</sup> These include Notice To Appear Citations

<sup>4</sup> These are inclusive of administrative calls and calls for service

<sup>5</sup> These averages only include calls actually dispatched to patrol and do not include calls held during Hurricane Irma

<sup>6</sup> Total Response Time Average including calls held during Hurricane Irma was 67:35

**Procurement Division Monthly Report  
Month Ending April 2018**

Pcard Transactions	# of Transactions Processed	Total Amount of Transactions	Cumulative # of transactions Processed	Cumulative FY Total
April 2017	467	\$ 322,439.96	3231	\$ 2,007,704.81
April 2018	494	\$ 312,450.75	3349	\$ 2,514,539.83

Pcard Spend Summary	Projected
Avg Mthly Spend	\$ 359,219.98
Est Annual Spend	\$ 4,310,639.71
Projected Rebate	1.51%

NOTE: The data is estimated and will be confirmed upon receipt of Bank of America monthly report identifying large ticket purchases.

Purchase Orders	# of PO Issued	Total PO Amount
April 2017	45	\$ 1,637,638.12
April 2018	52	\$ 1,297,092.69

Field Purchase Orders	# of FPO Issued	Total FPO Amount
April 2017	46	\$ 12,093.94
April 2018	47	\$ 37,909.24

Procurement Efficiencies*	Std-Competed	Negotiated	Audit Recovery	Shopped
April 2018	\$ 134,955.71	\$ 7,518.50	\$ 317.50	\$ -

Procurement Efficiencies*	Projects	Rejected Purchase	Admin Fee	# of Efficiencies
April 2018	\$ -	\$ -	\$ -	19

Procurement Efficiencies*	ODP Purchases
April 2018	\$ -

Total Efficiencies	Month	FY To Date
April 2017	\$ 299,467.05	\$ 687,478.43
April 2018	\$ 142,791.71	\$ 5,043,208.20

**\*Efficiency Definitions:**

Std-Competed - Savings derived from competed solicitations

Negotiated - Negotiated cost avoidance efficiencies as allowed by policy

Audit Recovery - Results from Procurement's auditing of invoices

Shopped - Results from Procurement open market shopping of contract and department request

Projects - Projects identified by Procurement to find additional savings or cost avoidance opportunities

Rejected Purchase - Department requests deemed by Procurement as unnecessary

Admin Fee - Administration fee for Punta Gorda led cooperative contracts

ODP Purchases - Purchases process for contracts as Owner Direct Purchases (ODP) saving sales tax

Projects > \$5,000	New Projects	Completed Projects	Open Projects
April 2017	15	14	34
April 2018	12	20	37

Summary of Projects Awarded = / > \$25,000			
Service/Commodity	Awarded Vendor	Amount	Solicitation Method
Construction repair of the Utility Administration Building	Norman Alexander Punta Gorda, FL	\$ 44,950.00	Formal Bid
Term contract for service and maintenance of the interactive fountain	Dart Pool Solutions North Port, FL	\$ 57,085.50	Formal Bid
Seawall Replacement for BSI and Harborwalk	Marine Contracting Group Punta Gorda, FL	\$ 1,008,013.00	Formal Bid Council Award
Term contract for purchase of Chorine for WTP/WWTP	Allied Universal Miami, FL	\$ 69,500.00	Formal Bid
Term contract for purchase of Copper Sulfate for WTP	Chemrite Buford, GA	\$ 27,090.48	Formal Quote
Term contract for pump/motor repairs and misc pump purchases	Mader Motors N. Fort Myers, FL; and Xylem Fort Myers, FL	\$ 50,000.00	Formal Bid
Term contract for boring services	Sylvester Excavating Englewood, FL	\$ 44,900.00	Formal Bid

Procurement originally competed cooperative contacts and purchased the 4 police vehicles from Don Reid Ford off of State Contract. In March, the State advised the City that Don Reid was sold to Peacock Ford, who decided not to accept the awarded contract through the State of Florida. Hub City Ford was the 2nd lowest contracted vendor and offered the same prices as what was originally awarded.