



OFFICE OF THE CITY MANAGER
INTEROFFICE MEMORANDUM

To: City Council Members
Through: Howard Kunik, City Manager
From: Macalle Finkle, Paralegal & Executive Assistant
Date: July 3, 2018
Subject: Monthly Departmental Reports

Attached are the monthly departmental reports for May 2018.

CC: City Clerk
Finance Department

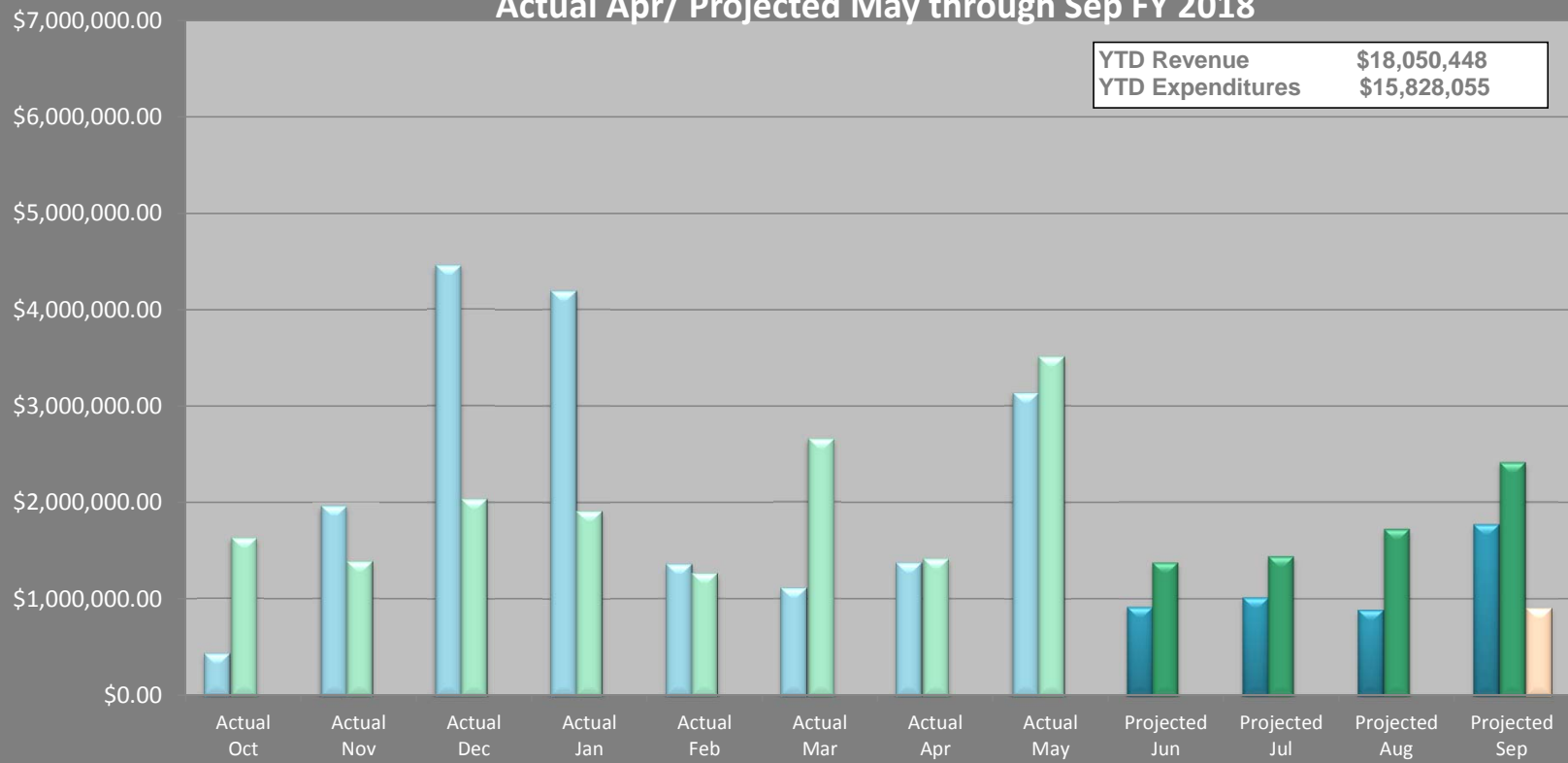
**CITY OF PUNTA GORDA
GENERAL FUND
Revenue & Expenditures
As of May 31, 2018
Percentage of Fiscal Year Elapsed 66.7%
SUMMARY**

	FY 2018 Annual Budget	Current Annual Projection	Increase (Decrease)	%	Year to Date Actual w/o Encumb	YTD % of Annual Proj w/o Encumb	Year to Date Actual with Encumb	YTD % of Annual Proj with Encumb
REVENUES								
Taxes	\$ 12,239,450	\$ 12,278,610	\$ 39,160	0.32%	\$ 10,849,053	88.4%	\$ 10,849,053	88.4%
Licenses & Permits	1,383,790	1,383,790	-	0.00%	747,987	54.1%	747,987	54.1%
Intergovernmental	2,195,520	2,324,020	128,500	5.85%	1,445,657	62.2%	1,445,657	62.2%
Charges for Services	394,500	394,500	-	0.00%	356,462	90.4%	356,462	90.4%
Fines & Forfeitures	61,120	61,120	-	0.00%	36,207	59.2%	36,207	59.2%
Administrative Charges	3,095,150	3,095,150	-	0.00%	2,063,440	66.7%	2,063,440	66.7%
Miscellaneous	399,507	462,649	63,142	15.80%	341,642	73.8%	341,642	73.8%
Financing-for Canal Maintenance Funds	-	-	-	0.00%	2,100,000	0.0%	2,100,000	0.0%
Operating Transfers	309,335	329,335	20,000	6.47%	110,000	33.4%	110,000	33.4%
Total Revenue	20,078,372	20,329,174	250,802	1.25%	18,050,448	88.8%	18,050,448	88.8%
EXPENDITURES								
Departmental Operating Expenses	17,581,333	18,034,636	453,303	2.58%	10,982,388	60.9%	11,567,449	64.1%
Non-Departmental	89,994	196,125	106,131	117.93%	168,042	85.7%	222,302	113.3%
Lot Mowing	274,000	348,400	74,400	27.15%	109,611	31.5%	274,642	78.8%
Capital Outlay	820,500	1,262,585	442,085	53.88%	317,772	25.2%	732,067	58.0%
Transfers	2,224,000	2,224,000	-	0.00%	4,250,242	191.1%	4,250,242	191.1%
Total Expenditures	20,989,827	22,065,746	1,075,919	5.13%	15,828,055	71.7%	17,046,702	77.3%
Revenues in Excess(Shortfall) of Expenditures	<u>\$ (911,455)</u>	<u>\$ (1,736,572)</u>	<u>\$ (825,117)</u>		<u>\$ 2,222,393</u>		<u>\$ 1,003,746</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 4/30/18 and received by the City in May totals \$8,762,008 which represents 99% of the Annual Budgeted amount. May 2018
Licenses & Permits - Franchise Fees are Collected 60 days after activity. Year-to-Date revenues are running 14.3% higher than projected. May 2018
Intergovernmental Revenues - State Shared Revenues are collected 30 days after activity. Year-to-Date revenues are 0.7% higher than projected. May 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. May 2018
Financing - Line of Credit for Hurricane Irma seawall repairs. Draws transferred to Canal Maintenance Funds; Canal Maint. Funds will make debt service payments. May 2018
- Actual YTD operating expenditures compared to current YTD projections are 92.8%. May 2018
- Financing - Line of Credit for Hurricane Irma seawall repairs. Draws transferred to Canal Maintenance Funds; Canal Maint. Funds will make debt service payments. May 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
New revenues & expenditures of \$52,346 from utility tax and insurance for impact fee study and PD vehicle repairs. May 2018
- The Year to Date column above includes \$1,218,647 of encumbrances. May 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

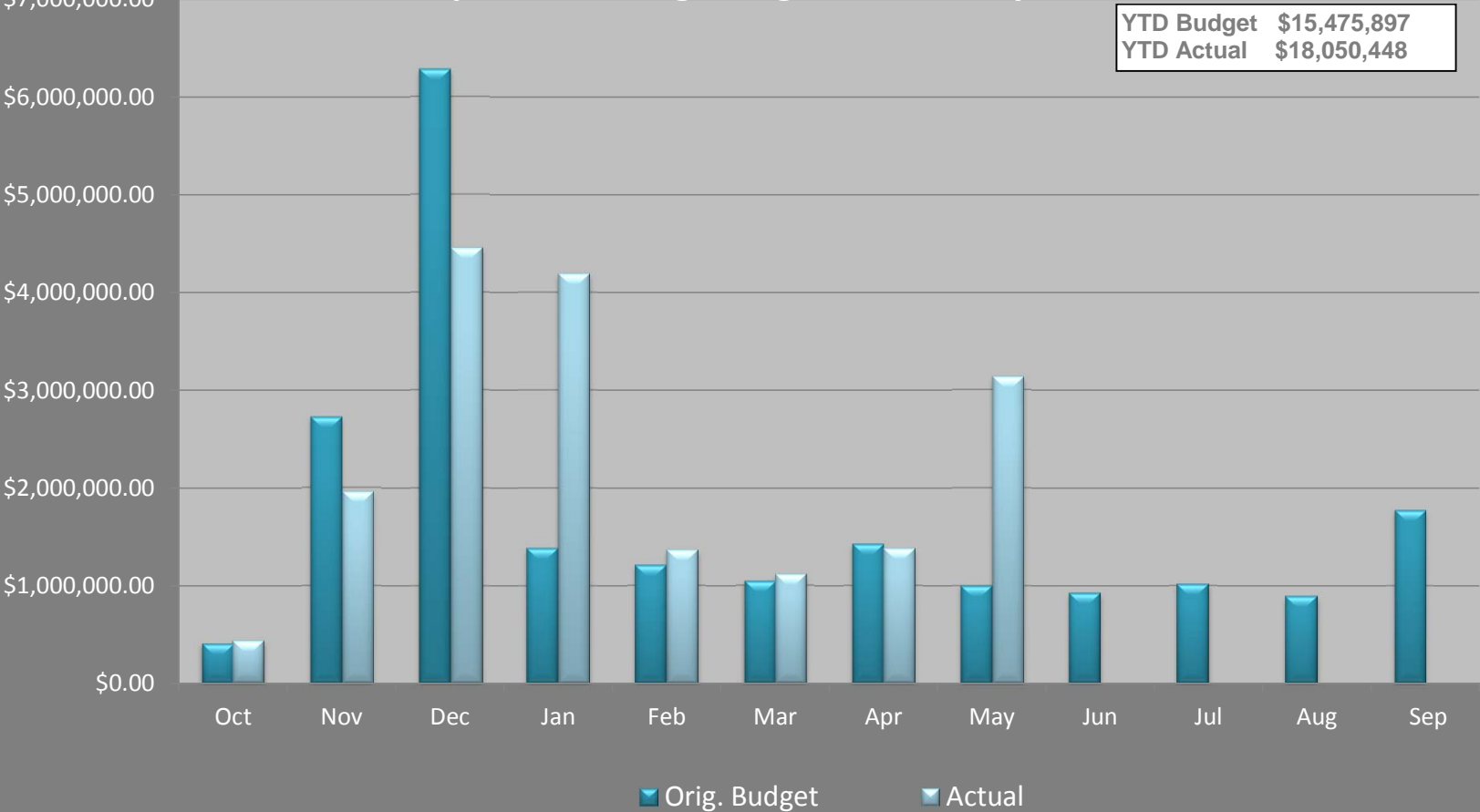
General Fund Revenue and Expenditures Actual Apr/ Projected May through Sep FY 2018



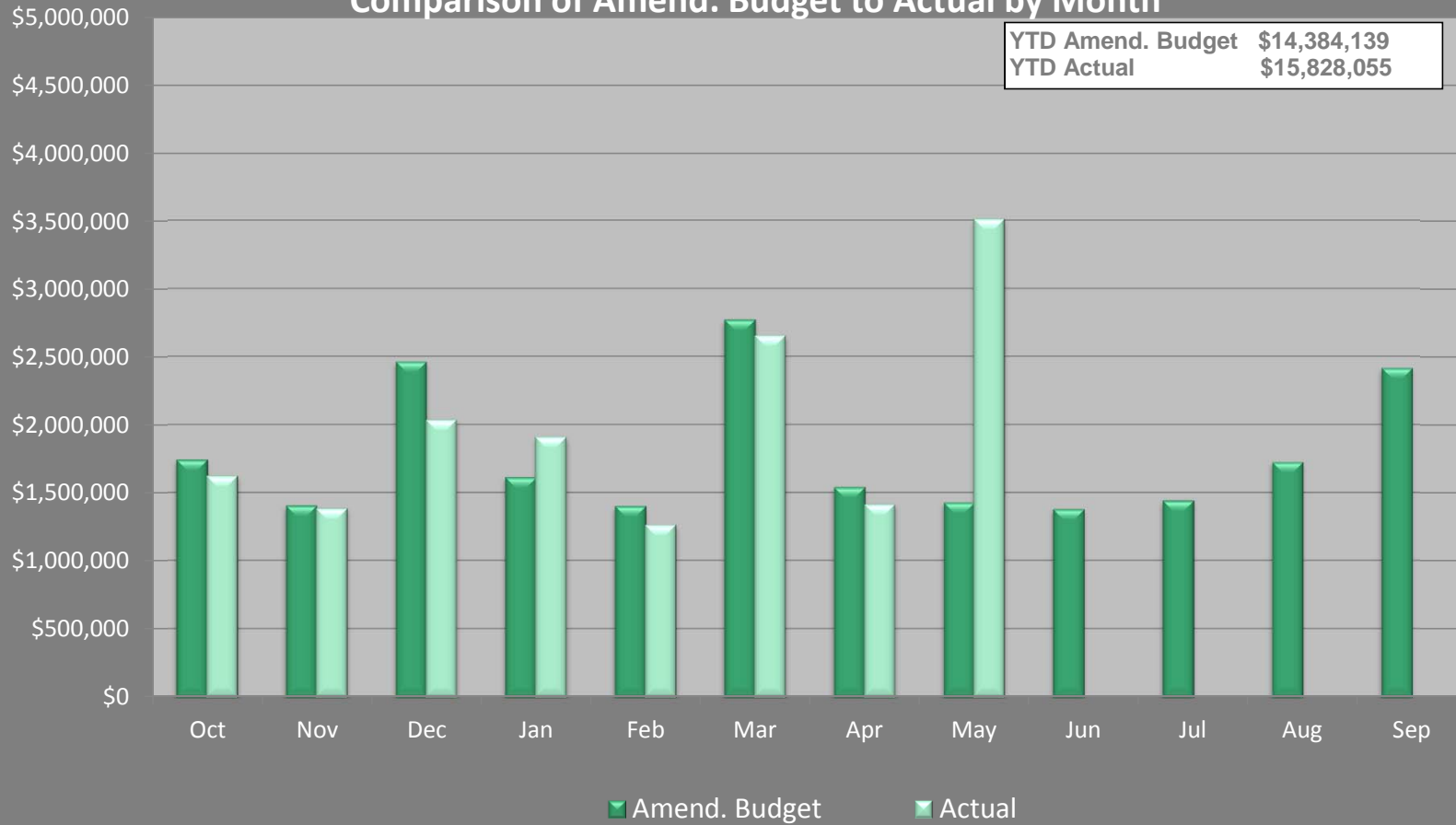
YTD Revenue	\$18,050,448
YTD Expenditures	\$15,828,055

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

YTD Budget \$15,475,897
YTD Actual \$18,050,448



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



**CITY OF PUNTA GORDA
GENERAL FUND
Expenditures by Division
As of May 31, 2018
Percentage of Fiscal Year Elapsed 66.7%**

	FY 2018 Annual Budget	Current Annual Projection	Increase (Decrease)	%	Year to Date Actual w/o Encumb	YTD % of Annual Proj w/o Encumb	Year to Date Actual with Encumb	YTD % of Annual Proj with Encumb
<u>Expenditures</u>								
City Council	\$ 129,311	\$ 129,311	-	0.00%	\$ 83,070	64.2%	\$ 83,070	64.2%
City Manager	474,808	461,808	(13,000)	-2.74%	281,756	61.0%	315,506	68.3%
Human Resources	346,560	346,960	400	0.12%	180,252	52.0%	207,749	59.9%
City Clerk	514,803	514,803	-	0.00%	313,958	61.0%	331,049	64.3%
Finance	925,959	938,187	12,228	1.32%	627,917	66.9%	638,722	68.1%
Procurement	571,939	571,939	-	0.00%	368,574	64.4%	368,908	64.5%
Legal Counsel	371,032	371,032	-	0.00%	190,815	51.4%	228,065	61.5%
Public Works Admin	202,065	201,148	(917)	-0.45%	133,122	66.2%	134,438	66.8%
Engineering	435,099	435,099	-	0.00%	285,568	65.6%	285,568	65.6%
Right of Way Maint.	1,041,078	1,041,078	-	0.00%	706,826	67.9%	707,258	67.9%
Parks & Grounds Maint.	1,447,069	1,609,954	162,885	11.26%	867,989	53.9%	1,025,621	63.7%
Police Department	5,637,363	5,667,586	30,223	0.54%	3,523,148	62.2%	3,552,946	62.7%
Fire Department	3,565,532	3,615,642	50,110	1.41%	2,285,164	63.2%	2,327,998	64.4%
Urban Design	619,990	732,996	113,006	18.23%	360,715	49.2%	438,879	59.9%
Zoning & Code Compliance	500,272	500,272	-	0.00%	320,818	64.1%	328,939	65.8%
Facilities Maintenance	798,453	896,821	98,368	12.32%	452,696	50.5%	592,733	66.1%
Capital Outlay	820,500	1,262,585	442,085	53.88%	317,772	25.2%	732,067	58.0%
Lot Mowing	274,000	348,400	74,400	27.15%	109,611	31.5%	274,642	78.8%
Transfers	2,224,000	2,224,000	-	0.00%	4,250,242	191.1%	4,250,242	191.1%
Non-Departmental	89,994	196,125	106,131	117.93%	168,042	85.7%	222,302	113.3%
Total Expenditures	<u>\$ 20,989,827</u>	<u>\$ 22,065,746</u>	<u>\$ 1,075,919</u>	5.13%	<u>\$ 15,828,055</u>	71.7%	<u>\$ 17,046,702</u>	77.3%

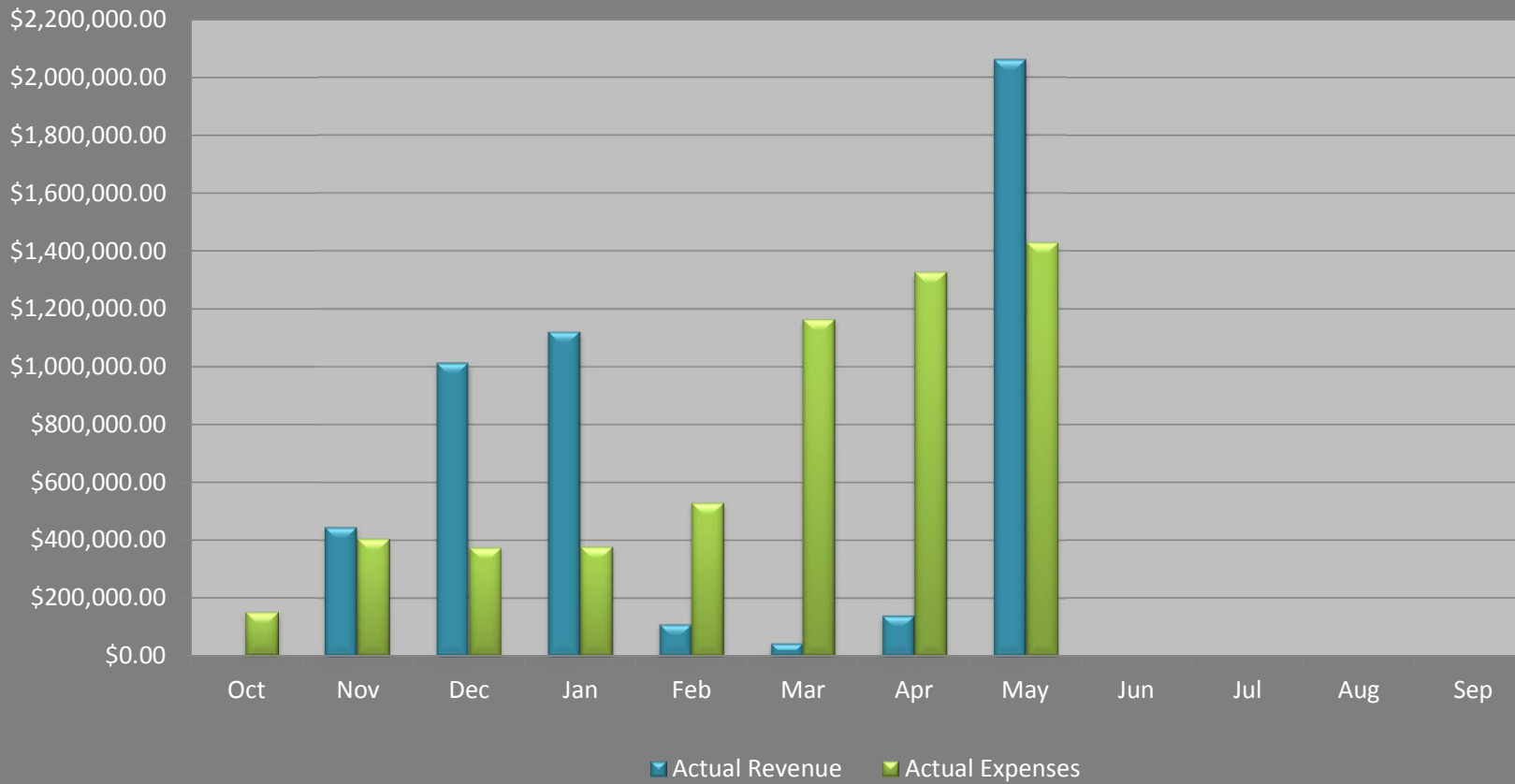
CITY OF PUNTA GORDA
PUNTA GORDA ISLES CANAL MAINTENANCE
Revenue & Expenses
As of May 31, 2018
Percentage of Fiscal Year Elapsed 66.7%
SUMMARY

	FY 2018 Annual Budget	Current Annual Projection	Increase (Decrease)	%	Year to Date Actual w/o Encumb	YTD % of Annual Proj w/o Encumb	Year to Date Actual with Encumb	YTD % of Annual Proj with Encumb
REVENUES								
PGI Canal Assessments	\$ 2,861,750	\$ 2,861,750	\$ -	0.0%	\$ 2,839,116	99.2%	\$ 2,839,116	99.2%
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%
Transfer from General Fund/Loan Draw	-	-	-	0.0%	2,030,900	0.0%	2,030,900	0.0%
Miscellaneous Revenue	10,400	68,765	58,365	561.2%	71,774	104.4%	71,774	104.4%
Total Revenues	<u>2,872,150</u>	<u>35,757,610</u>	<u>32,885,460</u>	<u>1145.0%</u>	<u>4,941,790</u>	<u>13.8%</u>	<u>4,941,790</u>	<u>13.8%</u>
EXPENSES								
Personnel	633,150	633,150	-	0.0%	456,051	72.0%	456,051	72.0%
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%	35,470	66.9%	39,220	74.0%
Seawall Replacement, incl. panels	1,670,000	2,122,835	452,835	27.1%	304,366	14.3%	326,153	15.4%
Seawall Cap Replacement	25,000	25,000	-	0.0%	10,771	43.1%	12,000	48.0%
Seawall Stabilization	10,000	8,653	(1,347)	-13.5%	-	0.0%	-	0.0%
Other Operating Expenditures	292,825	292,825	-	0.0%	229,867	78.5%	398,176	136.0%
Capital Outlay	2,500	111,752	109,252	4370.1%	108,187	96.8%	112,033	100.3%
Capital Projects - IRMA	-	32,888,583	32,888,583	0.0%	4,612,123	14.0%	31,588,632	96.0%
Total Expenditures	<u>2,726,475</u>	<u>36,175,798</u>	<u>33,449,323</u>	<u>1226.8%</u>	<u>5,758,153</u>	<u>15.9%</u>	<u>32,952,265</u>	<u>91.1%</u>
Revenues in Excess(Shortfall) of Expenditures	<u>145,675</u>	<u>(418,188)</u>	<u>\$ (563,863)</u>		<u>\$ (816,363)</u>		<u>\$ (28,010,475)</u>	
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	<u>\$ 785,357</u>	<u>\$ 800,894</u>						

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 4/30/18 and received by the City in May totals \$2,839,116 which represents 99% of the Annual Budgeted amount. May 2018
2. Actual YTD departmental operating expenditures compared to original YTD projections are 57%. May 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 \$27,194,112 of encumbrances. May 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



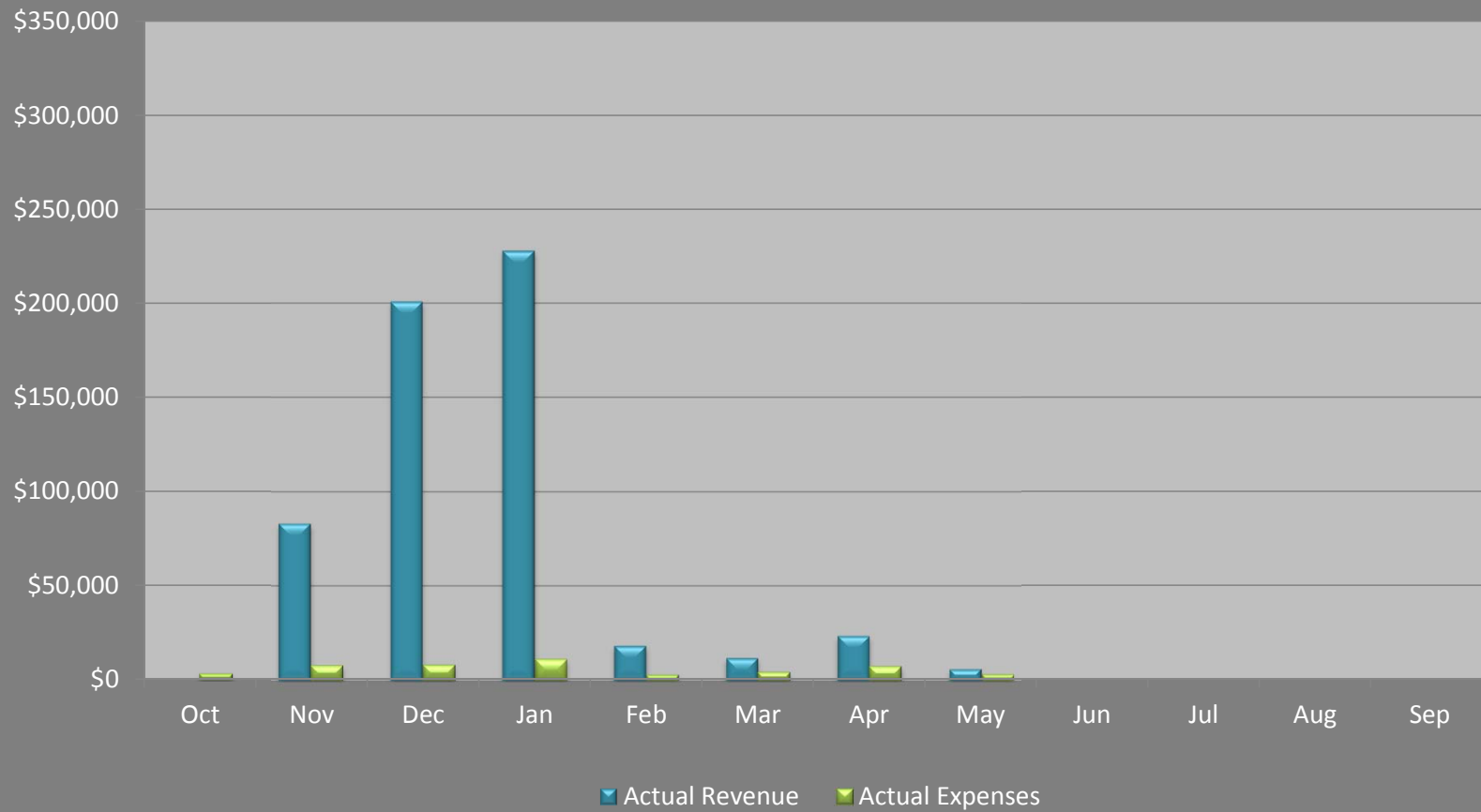
CITY OF PUNTA GORDA
BURNT STORE ISLES CANAL MAINTENANCE
Revenue & Expenses
As of May 31, 2018
Percentage of Fiscal Year Elapsed 66.7%
SUMMARY

	<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>
REVENUES								
BSI Canal Assessments	\$ 572,750	\$ 572,750	\$ -	0.0%	\$ 568,488	99.3%	\$ 568,488	99.3%
Federal Diaster 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%	3,418	136.7%	3,418	136.7%
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>571,906</u>	40.1%	<u>571,906</u>	40.1%
EXPENSES								
Personnel	35,837	35,837	-	0.0%	13,905	38.8%	13,905	38.8%
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%	25,087	40.0%	25,885	41.3%
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>47,674</u>	3.4%	<u>912,980</u>	64.7%
Revenues in Excess(Shortfall) of Expenditures	<u>99,908</u>	<u>17,169</u>	<u>\$ (82,739)</u>		<u>\$ 524,232</u>		<u>\$ (341,074)</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 4/30/18 and received by the City in May totals \$568,488 which represents 99% of the Annual Budgeted amount. May 2018
- Actual YTD departmental operating expenditures compared to original YTD projections are 44%. May 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 \$865,306 of encumbrances. May 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
Utility Operations, Maintenance and Repair Fund
Revenue and Expense Report
As of May 31, 2018 (66.7% of the fiscal year lapsed)

<u>Revenue Report</u>	Year to Date Estimated	Year to Date Actual	Revenue Percent	Annual Budget	Original Budget	Unrealized (Exceeds) Balance
Charges for Services	\$11,989,075	\$12,035,923	100.4%	\$17,241,335	\$16,485,210	\$5,205,412
Miscellaneous Revenue	284,698	352,909	124.0%	463,220	243,515	\$110,311
Transfer-Water & Wastewater Impacts	0	0	0.0%	0	208,000	\$0
Carry Over Beginning	0	0	0.0%	8,873,916	7,963,749	\$8,873,916
Prior Year Encumb/Reappropriations	0	0	0.0%	209,169	0	\$209,169
Total Revenue	\$12,273,773	\$12,388,832	100.9%	\$26,787,640	\$24,900,474	\$14,398,808

<u>Expense Report</u>	Year to Date Estimated	Year to Date Actual	Expense Percent	Encum- bered	Annual Budget	Original Budget	Unencum- bered Balance	Actual Exp & Encumb. as % Budget
Billing and Collections	\$496,563	\$448,351	90.3%	\$71,481	\$749,575	\$749,575	229,743	69%
Utilities Administration	505,501	497,144	98.3%	2,033	764,708	814,708	265,531	65%
Water Treatment	2,109,449	2,007,055	95.1%	164,066	3,271,990	3,179,639	1,100,869	66%
Wastewater Collection	1,173,971	1,156,506	98.5%	56,470	1,764,071	1,764,071	551,095	69%
Wastewater Treatment	1,854,811	1,671,995	90.1%	119,311	2,877,654	2,873,495	1,086,348	62%
Water Distribution	1,301,446	1,201,023	92.3%	73,886	1,970,385	1,975,638	695,476	65%
Fleet Maintenance	126,297	117,582	93.1%	4,363	188,976	188,976	67,031	65%
Non Departmental	533,235	472,473	88.6%	9,375	851,481	831,981	369,633	57%
Capital Outlay	449,503	150,359	33.5%	334,163	767,517	600,000	282,995	63%
Transfer to Construction Fund	3,410,000	3,410,000	100.0%	0	7,310,000	7,310,000	3,900,000	47%
Transfer to Debt Service Funds	615,800	615,800	100.0%	0	615,800	1,031,600	0	100%
Projected Carryover Ending	0	0	0.0%	0	5,655,483	3,580,791	5,655,483	0%
Total Expense	\$12,576,576	\$11,748,288	93.4%	\$835,148	\$26,787,640	\$24,900,474	\$14,204,204	47%

Charges for services includes water billings, wastewater billings, water service installations, service charges, wastewater tap fees, lein interest and fleet charges. The miscellaneous income includes permits, fees, interest earnings, rental income, sale of assets or scrap, and other miscellaneous revenue.

The year to date budget estimates for personnel services are based on the biweekly payroll schedule. The encumbered amounts are contracts and purchase order commitments for the balance of the fiscal year.

The difference between estimated and actual expenditures and estimated and actual revenues is attributable to the planned use of beginning carryover balance for construction of capital improvements.

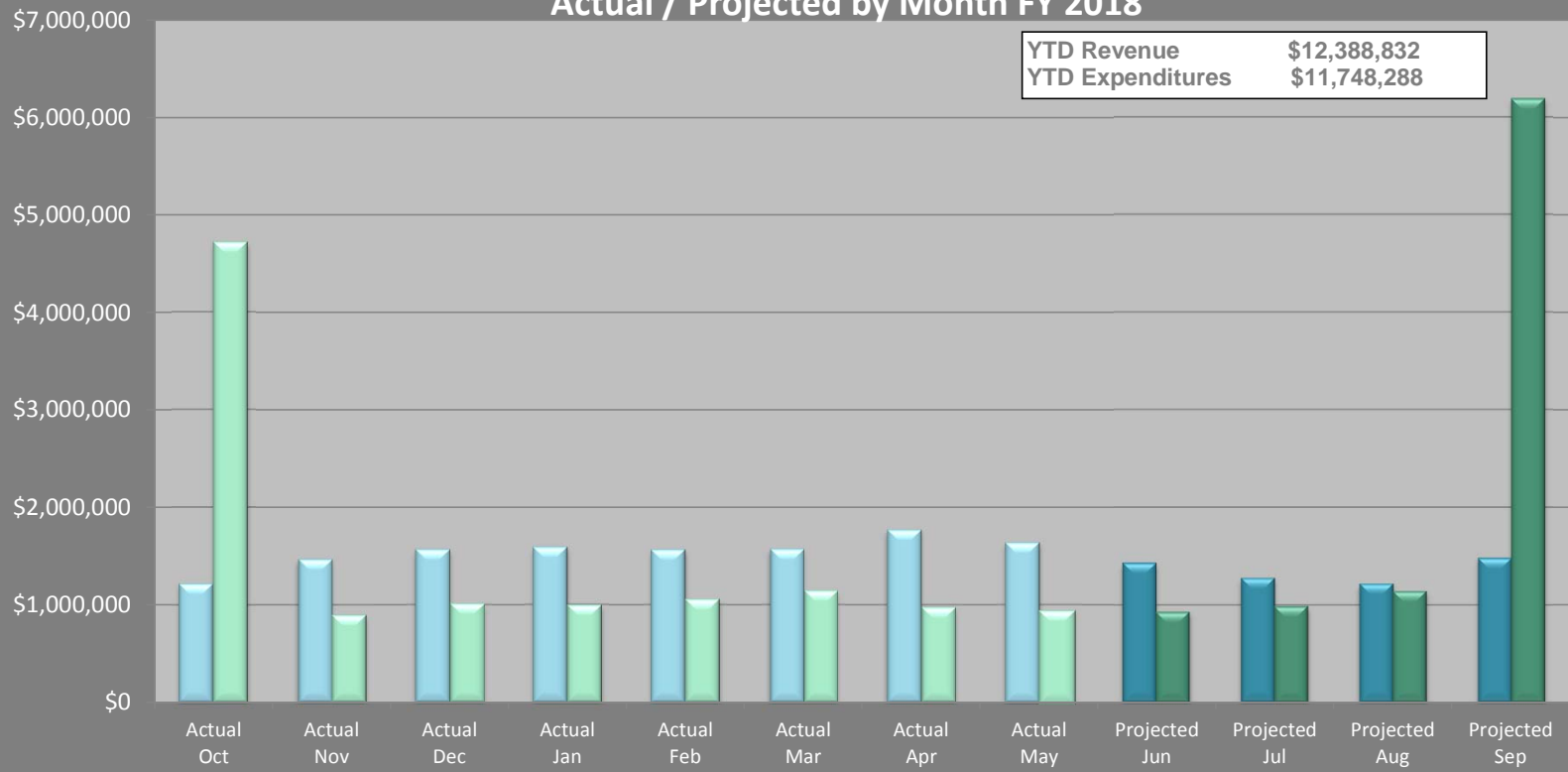
**CITY OF PUNTA GORDA
UTILITIES OM&R FUND
Revenue & Expenses
As of May 31, 2018
Percentage of Fiscal Year Elapsed 66.7%
SUMMARY**

	FY 2018 Annual Budget	Current Annual Projection	Increase (Decrease)	%	Year to Date Actual w/o Encumb	YTD % of Annual Proj w/o Encumb	Year to Date Actual with Encumb	YTD % of Annual Proj with Encumb
REVENUES								
Water Billings	\$ 9,385,070	\$ 9,913,255	\$ 528,185	5.6%	\$ 7,046,488	71.1%	\$ 7,046,488	71.1%
Wastewater Billings	7,100,140	7,328,080	227,940	3.2%	4,989,435	68.1%	4,989,435	68.1%
Other Revenues	243,515	463,220	219,705	90.2%	352,909	76.2%	352,909	76.2%
Transfer from Water and WW Impacts	208,000	-	(208,000)	-100.0%	-	0.0%	-	0.0%
Total Revenues	<u>16,936,725</u>	<u>17,704,555</u>	<u>767,830</u>	4.5%	<u>12,388,832</u>	70.0%	<u>12,388,832</u>	70.0%
EXPENSES								
Departmental Operating Expenses	12,378,083	12,488,840	110,757	0.9%	7,572,129	60.6%	8,073,114	64.6%
Capital Outlay	600,000	717,517	117,517	19.6%	150,359	21.0%	484,522	67.5%
Debt Service	1,031,600	615,800	(415,800)	-40.3%	615,800	100.0%	615,800	100.0%
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>21,132,157</u>	<u>(187,526)</u>	-0.9%	<u>11,748,288</u>	55.6%	<u>12,583,436</u>	59.5%
Revenues in Excess(Shortfall) of Expenses	<u>(4,382,958)</u>	<u>(3,427,602)</u>	<u>\$955,356</u>		<u>\$ 640,544</u>		<u>\$ (194,604)</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>\$ 5,655,483</u>						

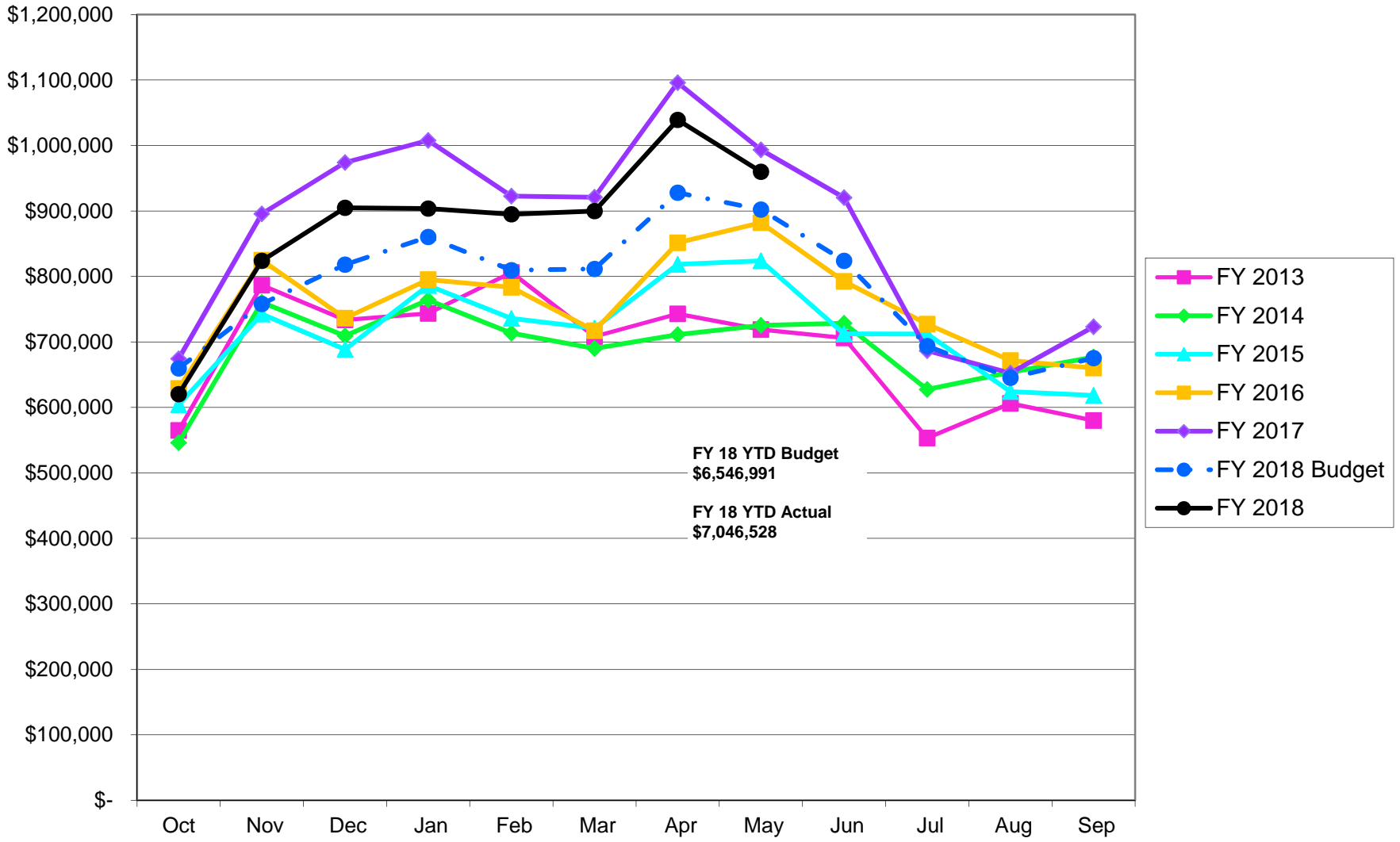
SIGNIFICANT CURRENT INFORMATION TO BE TAKEN INTO CONSIDERATION:

- Actual YTD revenues compared to original YTD budget projection are 108% for Water billings and 104% for Wastewater billings. May 2018
Water billings thru May FY 2018 were \$438,115 less than Water billings thru May FY 2017.
- Actual YTD departmental operating expenses compared to original YTD budget projection are 94%. May 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
Current annual projections for revenues were increased net \$748,725. Current annual debt service was decreased \$415,800 due to combined SRF loan delaying debt payment. May 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 \$835,148. May 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



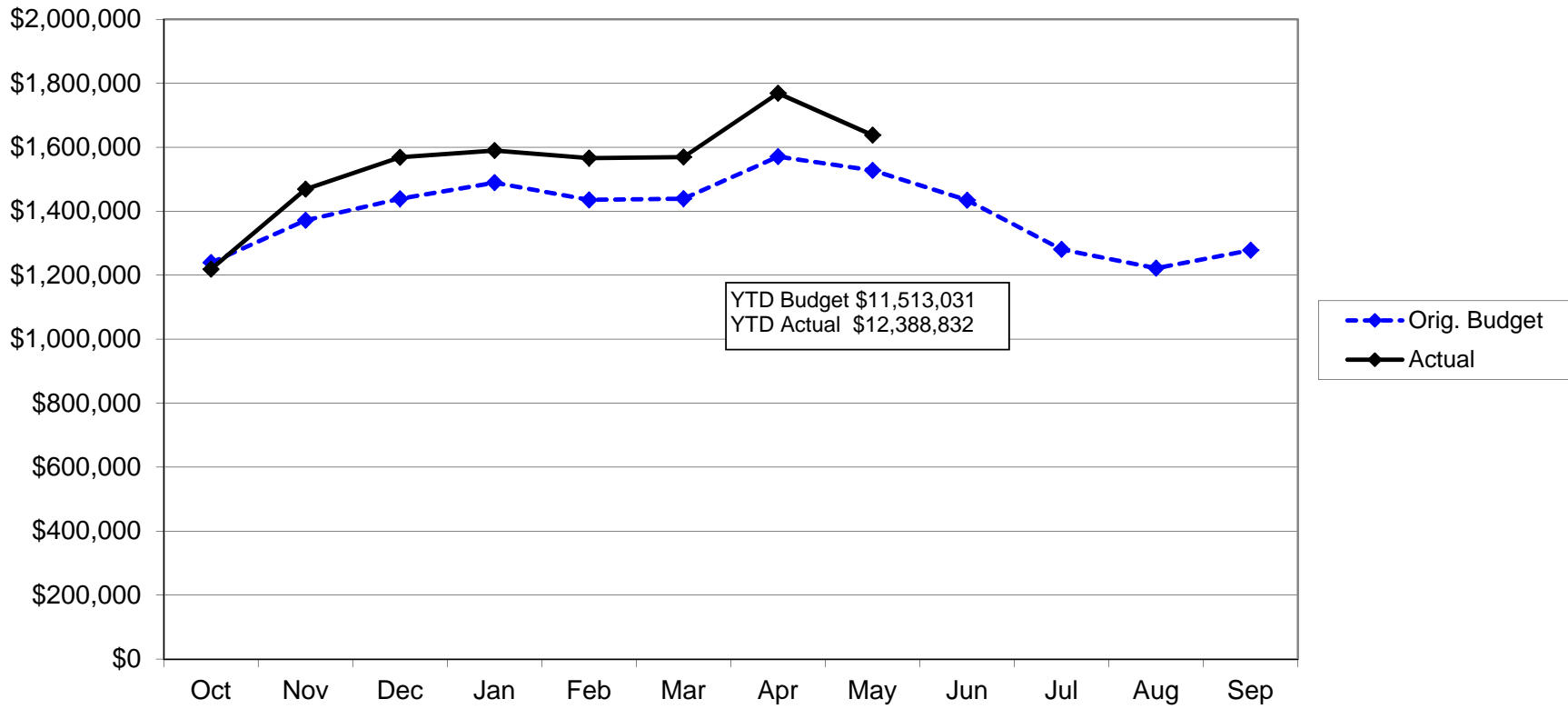
Monthly Comparison of Water Revenues FY13 to FY18



CITY OF PUNTA GORDA
UTILITIES OM&R FUND
Major Water and Wastewater User Fee Revenues
FY 2018 Year-to-Date through May 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	1,600,000.00	1,626,361.00	1,624,958.64	24,958.64	101.56%	-1,402.36	99.91%
Summary	WATER - BASE CHARGES OUTSIDE	891,200.00	920,133.00	920,256.12	29,056.12	103.26%	123.12	100.01%
Summary	WATER USAGE INSIDE	3,186,008.00	3,437,493.00	3,468,662.86	282,654.86	108.87%	31,169.86	100.91%
Summary	WATER USAGE OUTSIDE	869,783.00	1,030,207.00	1,032,650.41	162,867.41	118.73%	2,443.41	100.24%
402-0000-343.51-62	WASTEWATER USAGE INSIDE	891,474.00	950,879.00	961,097.20	69,623.20	107.81%	10,218.20	101.07%
402-0000-343.51-63	WASTEWATER USAGE OUTSIDE	155,100.00	209,070.00	212,793.33	57,693.33	137.20%	3,723.33	101.78%
402-0000-343.51-64	WASTEWATER ERU INSIDE	2,984,000.00	3,016,838.00	3,017,323.13	33,323.13	101.12%	485.13	100.02%
402-0000-343.51-65	WASTEWATER ERU OUTSIDE	784,000.00	798,094.00	798,221.27	14,221.27	101.81%	127.27	100.02%
		11,361,565.00	11,989,075.00	12,035,962.96	674,397.96	105.94%	46,887.96	100.39%
Subtotals by Category								
	Water - Inside	4,786,008.00	5,063,854.00	5,093,621.50	307,613.50	106.43%	29,767.50	100.59%
	Water - Outside	1,760,983.00	1,950,340.00	1,952,906.53	191,923.53	110.90%	2,566.53	100.13%
	Wastewater - Inside	3,875,474.00	3,967,717.00	3,978,420.33	102,946.33	102.66%	10,703.33	100.27%
	Wastewater - Outside	939,100.00	1,007,164.00	1,011,014.60	71,914.60	107.66%	3,850.60	100.38%
Water Revenue Accounts								
402-0000-343.31-36	WATER 1-5 RATE INSIDE	1,015,706.00	1,123,953.00	1,134,228.84	118,522.84	111.67%	10,275.84	100.91%
402-0000-343.31-37	WATER 1-5 RATE OUTSIDE	405,233.00	497,408.00	501,981.25	96,748.25	123.87%	4,573.25	100.92%
402-0000-343.31-38	FACILITY CHG/ERU WATER IN	1,268,000.00	1,291,821.00	1,290,435.08	22,435.08	101.77%	-1,385.92	99.89%
402-0000-343.31-39	FACILITY CHG/ERU WATR OUT	720,000.00	746,656.00	746,738.49	26,738.49	103.71%	82.49	100.01%
402-0000-343.31-40	WATER 6-10 RATE INSIDE	599,471.00	618,002.00	618,233.22	18,762.22	103.13%	231.22	100.04%
402-0000-343.31-41	WATER 6-10 RATE OUTSIDE	82,806.00	88,551.00	88,826.26	6,020.26	107.27%	275.26	100.31%
402-0000-343.31-42	WATER 11-20 RATE INSIDE	602,041.00	680,622.00	693,564.87	91,523.87	115.20%	12,942.87	101.90%
402-0000-343.31-43	WATER 11-20 RATE OUTSIDE	54,434.00	53,732.00	54,171.24	-262.76	99.52%	439.24	100.82%
402-0000-343.31-44	WATER 21-40 RATE INSIDE	275,936.00	299,462.00	306,336.26	30,400.26	111.02%	6,874.26	102.30%
402-0000-343.31-45	WATER 21-40 RATE OUTSIDE	26,007.00	22,702.00	20,993.46	-5,013.54	80.72%	-1,708.54	92.47%
402-0000-343.31-46	WATER >40 RATE INSIDE	79,448.00	70,523.00	72,399.35	-7,048.65	91.13%	1,876.35	102.66%
402-0000-343.31-47	WATER >40 RATE OUTSIDE	16,852.00	15,414.00	14,473.48	-2,378.52	85.89%	-940.52	93.90%
402-0000-343.31-50	CUSTOMER BILLING CHG IN	332,000.00	334,540.00	334,523.56	2,523.56	100.76%	-16.44	100.00%
402-0000-343.31-51	CUSTOMER BILLING CHG OUT	171,200.00	173,477.00	173,517.63	2,317.63	101.35%	40.63	100.02%
402-0000-343.31-62	IRRIGATION 1-10 INSIDE	100,195.00	103,997.00	105,082.41	4,887.41	104.88%	1,085.41	101.04%
402-0000-343.31-63	IRRIGATION 1-10 OUTSIDE	1,778.00	7,329.00	7,329.16	5,551.16	412.21%	0.16	100.00%
402-0000-343.31-64	IRRIGATION 11-30 INSIDE	106,433.00	107,860.00	109,762.20	3,329.20	103.13%	1,902.20	101.76%
402-0000-343.31-65	IRRIGATION 11-30 OUTSIDE	0.00	2,018.00	2,001.60	2,001.60	0.00%	-16.40	99.19%
402-0000-343.31-68	IRRIGATION >30 INSIDE	102,065.00	99,067.00	93,004.47	-9,060.53	91.12%	-6,062.53	93.88%
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	304,713.00	334,007.00	336,051.24	31,338.24	110.28%	2,044.24	100.61%
402-0000-343.31-75	COMMERCIAL USAGE OUTSIDE	282,673.00	343,053.00	342,873.96	60,200.96	121.30%	-179.04	99.95%
		6,546,991.00	7,014,194.00	7,046,528.03	499,537.03	107.63%	32,334.03	100.46%

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



**CITY OF PUNTA GORDA
UTILITIES OM&R FUND
Expenses by Division
As of May 31, 2018
Percentage of Fiscal Year Elapsed 66.7%**

<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%	\$ 448,351	59.8%	\$ 519,832	69.4%
Utilities Administration	814,708	814,708	-	0.0%	497,144	61.0%	499,177	61.3%
Water Treatment	3,179,639	3,271,990	92,351	2.9%	2,007,055	61.3%	2,171,121	66.4%
Wastewater Collection	1,764,071	1,764,071	-	0.0%	1,156,506	65.6%	1,212,976	68.8%
Wastewater Treatment	2,873,495	2,877,654	4,159	0.1%	1,671,995	58.1%	1,791,306	62.2%
Water Distribution	1,975,638	1,970,385	(5,253)	-0.3%	1,201,023	61.0%	1,274,909	64.7%
Fleet Maintenance	188,976	188,976	-	0.0%	117,582	62.2%	121,945	64.5%
Non-Departmental Operating	831,981	851,481	19,500	2.3%	472,473	55.5%	481,848	56.6%
Capital Outlay	600,000	717,517	117,517	19.6%	150,359	21.0%	484,522	67.5%
Transfer to Debt Services Funds	1,031,600	615,800	(415,800)	-40.3%	615,800	100.0%	615,800	100.0%
Transfer to Utilities Construction Fund	7,310,000	7,310,000	-	0.0%	3,410,000	46.6%	3,410,000	46.6%
Total Expense	<u>\$ 21,319,683</u>	<u>\$ 21,132,157</u>	<u>\$ (187,526)</u>	-0.9%	<u>\$ 11,748,288</u>	55.6%	<u>\$ 12,583,436</u>	59.5%

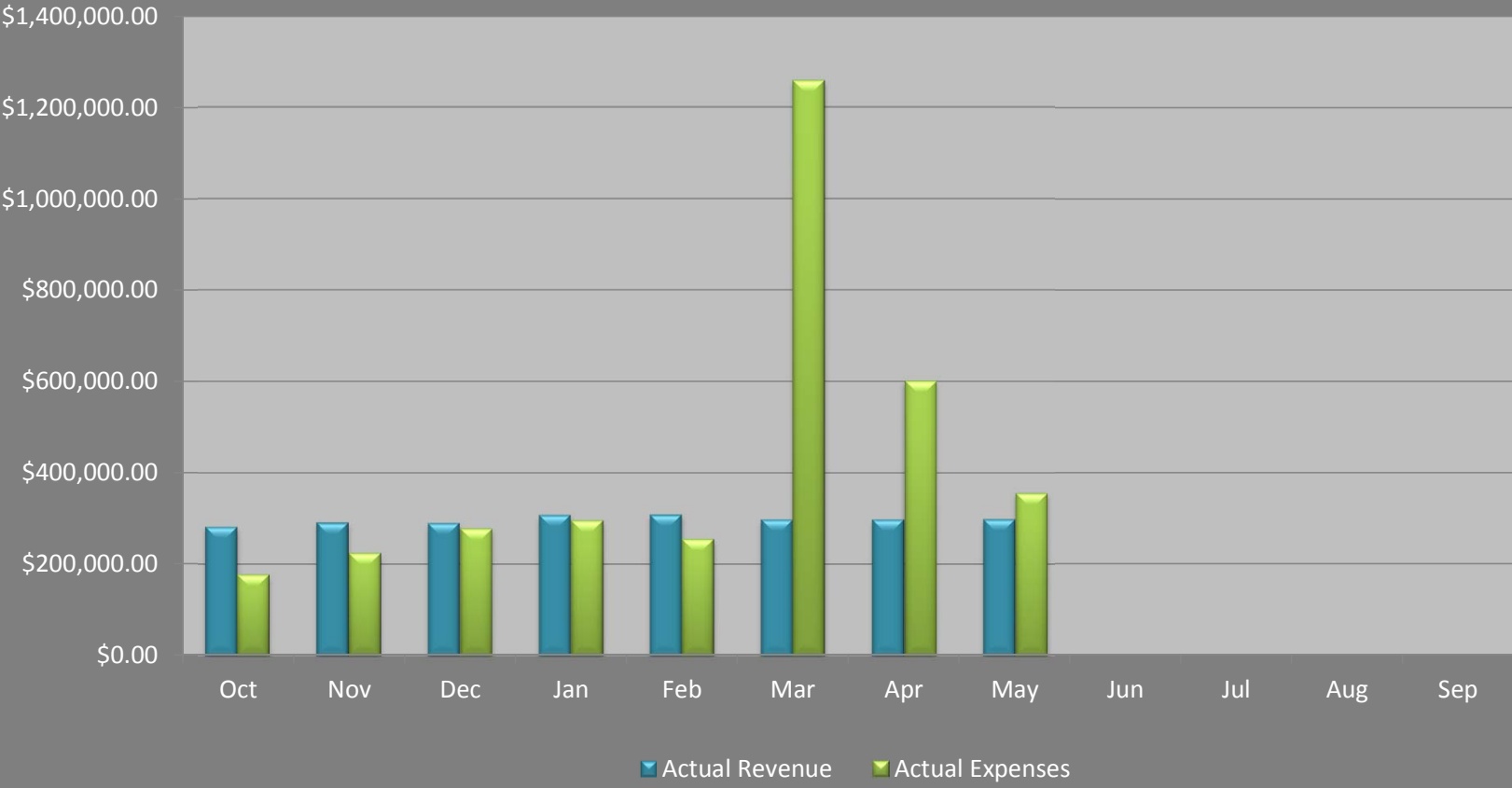
**CITY OF PUNTA GORDA
SANITATION FUND
Revenue & Expenses
As of May 31, 2018
Percentage of Fiscal Year Elapsed 66.7%
SUMMARY**

	FY 2018 Annual Budget	Current Annual Projection	Increase (Decrease)	%	Year to Date Actual w/o Encumb	YTD % of Annual Proj w/o Encumb	Year to Date Actual with Encumb	YTD % of Annual Proj with Encumb
REVENUES								
Refuse Billings	\$ 3,488,160	\$ 3,488,160	\$ -	0.0%	\$ 2,344,167	67.2%	\$ 2,344,167	67.2%
Other Revenue	24,375	24,375	-	0.0%	34,382	141.1%	34,382	141.1%
Total Revenues	<u>3,512,535</u>	<u>3,512,535</u>	<u>-</u>	0.0%	<u>2,378,549</u>	67.7%	<u>2,378,549</u>	67.7%
EXPENSES								
Departmental Operating Expenses	3,278,752	3,281,752	3,000	0.1%	2,042,843	62.2%	2,540,840	77.4%
Capital Outlay	609,000	1,665,906	1,056,906	173.5%	1,405,267	84.4%	1,494,882	89.7%
Total Expenses	<u>3,887,752</u>	<u>4,947,658</u>	<u>1,059,906</u>	27.3%	<u>3,448,110</u>	69.7%	<u>4,035,722</u>	81.6%
Revenues in Excess(Shortfall) of Expenses	<u>(375,217)</u>	<u>(1,435,123)</u>	<u>\$ (1,059,906)</u>		<u>\$ (1,069,561)</u>		<u>\$ (1,657,173)</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:

1. Actual YTD revenues compared to original YTD budget projections for refuse, yardwaste, and recycling billings is 101%. May 2018
2. Actual YTD departmental operating expenses compared to original YTD budget projection are 97%. May 2018
3. 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
4. The current encumbrance balance is \$587,612. Many of the encumbrances are for P.O.s authorizing 12 months of expenditures or capital outlay. May 2018
5. Capital Outlay - Pickup Truck; Carts for new semi-automated service delivery method. April 2018
6. 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



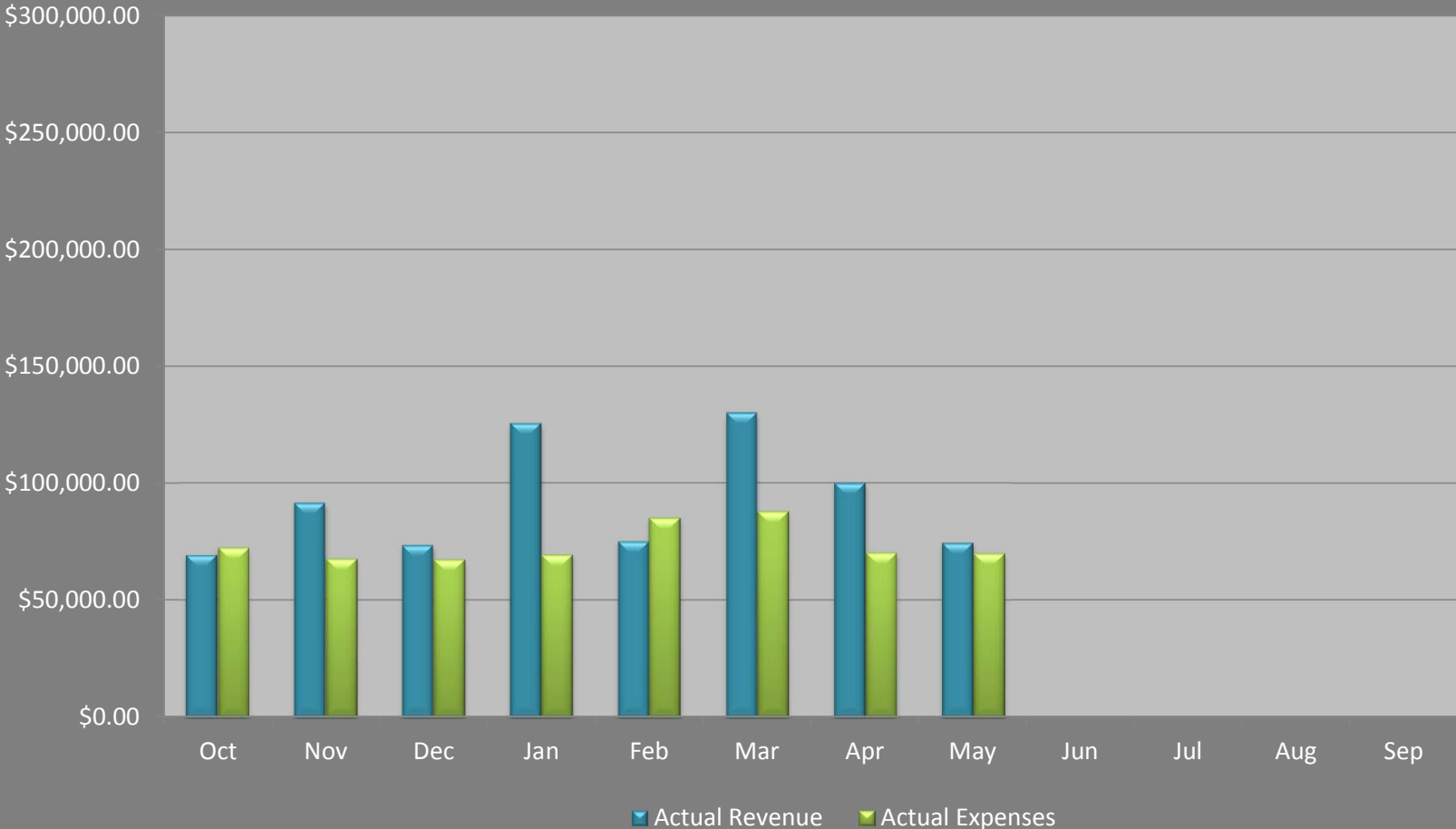
**CITY OF PUNTA GORDA
BUILDING FUND
Revenue & Expenses
As of May 31, 2018
Percentage of Fiscal Year Elapsed 66.7%
SUMMARY**

	FY 2018 Annual Budget	Current Annual Projection	Increase (Decrease)	%	Year to Date Actual w/o Encumb	YTD % of Annual Proj w/o Encumb	Year to Date Actual with Encumb	YTD % of Annual Proj with Encumb
REVENUES								
Building Permits	\$ 830,000	\$ 830,000	\$ -	0.0%	\$ 650,930	78.4%	\$ 650,930	78.4%
Other Revenues	126,250	126,689	439	0.3%	89,240	70.4%	89,240	70.4%
Total Revenues	<u>956,250</u>	<u>956,689</u>	<u>439</u>	0.0%	<u>740,170</u>	77.4%	<u>740,170</u>	77.4%
EXPENSES								
Departmental Operating Expenses	878,081	911,920	33,839	3.9%	571,474	62.7%	573,884	62.9%
Capital Outlay	26,500	26,500	-	0.0%	18,579	70.1%	18,579	70.1%
Total Expenses	<u>904,581</u>	<u>938,420</u>	<u>33,839</u>	3.7%	<u>590,053</u>	62.9%	<u>592,463</u>	63.1%
Revenues in Excess(Shortfall) of Expenses	<u>51,669</u>	<u>18,269</u>	<u>\$ (33,400)</u>		<u>\$ 150,117</u>		<u>\$ 147,707</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>\$ 1,243,153</u>						

SIGNIFICANT CURRENT INFORMATION TO BE TAKEN INTO CONSIDERATION

1. Actual YTD revenues compared to original YTD budget projections is 125%. May 2018
2. Actual YTD departmental operating expenses compared to current YTD budget projection are 98%. May 2018
3. New revenue & expenses of \$439 from insurance recovery for repair to vehicle. May 2018
4. The current encumbrance balance is \$2,410. May 2018
5. Capital Outlay - Replacement of an inspector vehicle and replacement of inspectors equipment. October 2017
6. 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



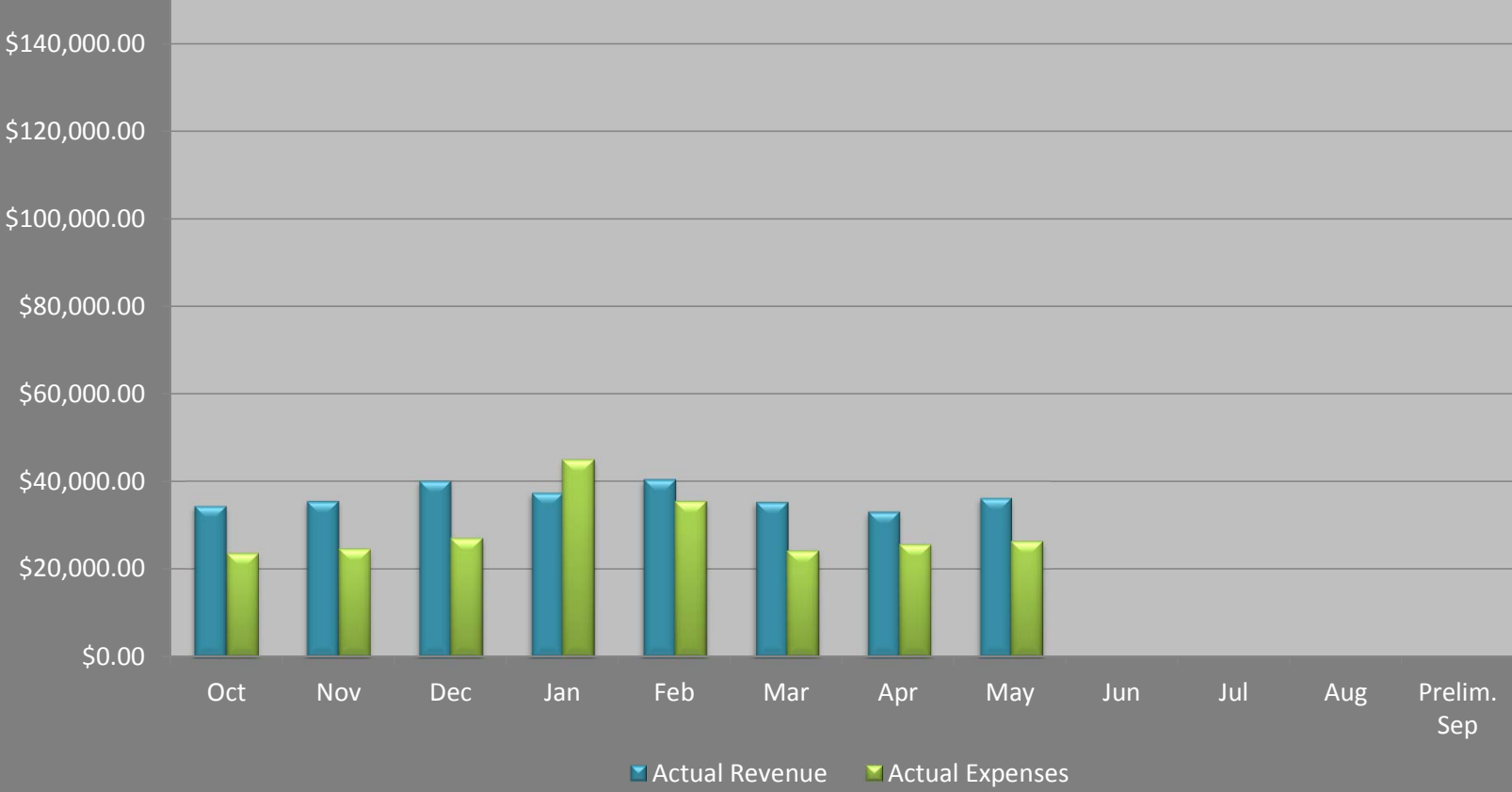
**CITY OF PUNTA GORDA
LAISHLEY PARK MARINA
Revenue & Expenses
As of May 31, 2018
Percentage of Fiscal Year Elapsed 66.7%
SUMMARY**

	FY 2018 Annual Budget	Current Annual Projection	Increase (Decrease)	%	Year to Date Actual w/o Encumb	YTD % of Annual Proj w/o Encumb	Year to Date Actual with Encumb	YTD % of Annual Proj with Encumb
REVENUES								
Slip and Mooring Field Rentals	\$ 429,500	\$ 429,500	\$ -	0.0%	\$ 268,542	62.5%	\$ 268,542	62.5%
Building Lease & Rentals	22,300	22,300	-	0.0%	19,575	87.8%	19,575	87.8%
Pump Out Boat Grant Revenues	11,000	11,000	-	0.0%	3,597	32.7%	3,597	32.7%
Miscellaneous Revenue	1,850	1,850	-	0.0%	810	43.8%	810	43.8%
Total Revenues	<u>464,650</u>	<u>464,650</u>	<u>-</u>	<u>0.0%</u>	<u>292,524</u>	<u>63.0%</u>	<u>292,524</u>	<u>63.0%</u>
EXPENSES								
Marina Operations	417,625	478,425	60,800	14.6%	220,506	46.1%	315,556	66.0%
Pump Out Boat Operations	15,505	15,505	-	0.0%	11,568	74.6%	11,568	74.6%
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>232,074</u>	<u>46.4%</u>	<u>327,124</u>	<u>65.4%</u>
Revenues in Excess(Shortfall) of Expenses	<u>25,520</u>	<u>(35,280)</u>	<u>\$ (60,800)</u>		<u>\$ 60,450</u>		<u>\$ (34,600)</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:

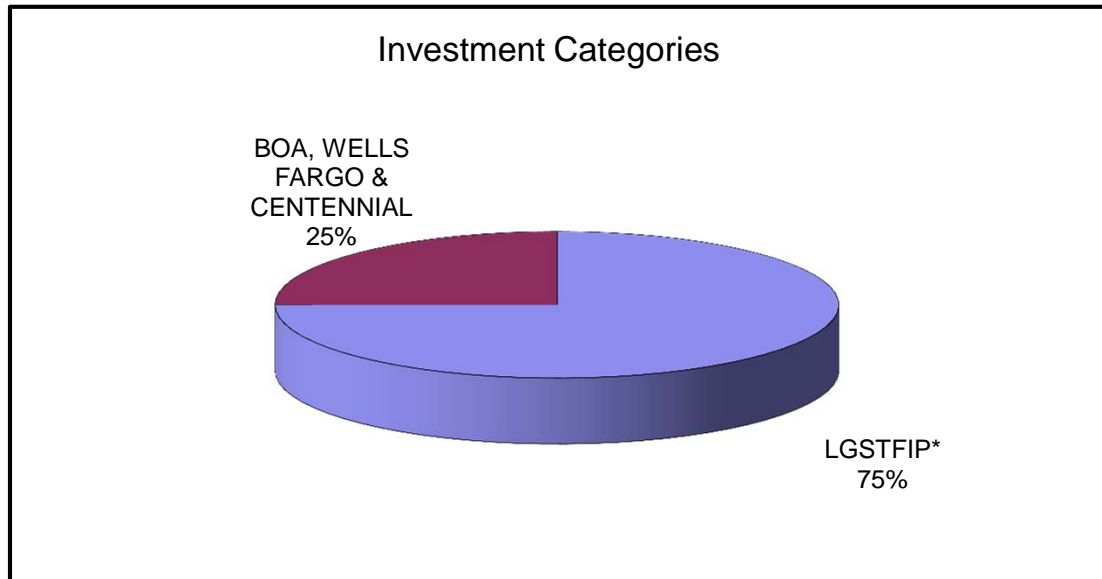
1. Actual YTD revenues compared to original YTD projections are 92%. Slip rental actual YTD revenues compared to original YTD projections are 90%. May 2018
2. Actual YTD departmental operating expenses compared to original YTD projections are 92%. May 2018
3. Prior year purchase orders of \$10,000 were 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 \$95,050 of encumbrances. May 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**



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

<u>Type</u>	<u>Principal Balance</u>	<u>Interest Rate</u>	<u>Market Value</u>
LGSTFIP*	34,376,347.23	2.03%	34,376,347.23
B of A, Wells Fargo, & Centennial	<u>11,465,154.40</u>	1.19%	<u>11,465,154.40</u>
Total Investments	<u><u>\$45,841,501.63</u></u>		<u><u>\$45,841,501.63</u></u>



*Local Government Surplus Trust Funds Investment Pool

CITY OF PUNTA GORDA
 MONTHLY REPORT TO CITY MANAGER
 BUILDING DEPARTMENT

MAY 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
Building	508	534	537	4,032	4,152	2,657
Electrical	134	140	136	1,011	1,090	619
Plumbing	112	101	102	822	867	521
A/C	108	119	142	865	927	548
Fire	4	2	5	30	49	18
Total	866	896	922	6,760	7,085	4,363
Daily Avg	39.36	42.67	41.91	--	--	--

Permits Issued

Building						
Number	221	173	174	1,127	1,370	394
Value	5,031,361	7,090,163	6,573,328	60,746,020	51,624,953	39,975,006
Permit Fees	54,544	69,190	30,330	551,620	470,619	365,135
Electrical						
Number	50	67	57	404	374	270
Permit Fees	2,326	3,675	3,171	19,466	20,426	13,326
Plumbing						
Number	37	35	32	256	277	166
Permit Fees	2,600	2,000	2,100	16,250	17,600	10,350
A/C						
Number	80	72	106	540	497	337
Permit Fees	9,015	7,600	10,623	56,561	59,944	38,215
Total All Fees	68,485	82,465	76,224	643,897	568,589	427,026

Nature of Building Permits

Number of Permits	Types	Dwelling Units	Units Last Month	Units Last Year	Miscellaneous Fees	Permit Fees	Valuation
7	Single Family	7	9	14		19,166	2,687,166
	Modular Home						
	2 Family		4		L & G 800		
	Multi-Family						
	Mixed Use (Comm./Res.)				NBP 550		
	Commercial Buildings						
4	Mobile Homes/Const Trl	2	1	5	C/C 675	400	10,000
	Relocation						
9	Swimming Pools				Reinsp 1,350	1,800	289,957
1	Demolish					100	1,365
160	Other-Miscellaneous				Misc 1,905	24,306	1,254,550
15	Alteration/Additions to Dwellings					5,122	584,488
5	Alteration/Additions Commercial Bldgs					1,450	153,200
22	Canal Permits					2,200	50,635
221	Total	9	14	19	5,280	54,544	5,031,361

Building Valuation

This Fiscal Year To Date	This Calendar Year To Date
60,746,020	39,975,006
Last Fiscal Year To Date	Last Calendar Year To Date
51,624,953	35,321,087



PUNTA GORDA FIRE DEPARTMENT

1410 TAMAMI 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

May 2018

Classification	This month MAY 2018	This month MAY 2017	FY 2018 YTD	FY 2017 TOTAL	% PRIOR FY
FIRE					
Structure	0	0	14	9	155.6
Vehicle	0	1	4	9	44.4
Brush	2	5	10	22	45.5
Other	5	2	18	18	100.0
Mutual aid responses	5	10	71	67	106.0
False alarm - Fire	12	9	82	154	53.2
Hazardous conditions	7	11	52	83	62.7
Good intent	24	27	212	215	98.6
Severe weather/disaster	0	0	0	1	0.0

EMS/RESCUE					
EMS	199	217	1900	2590	73.4
False alarm - Medical	6	14	57	45	126.7

PUBLIC SERVICE					
Smoke detector -residences	23	24	255	253	100.8
Smoke detectors - serviced	102	15	988	933	105.9
Agency assist	1	2	29	50	58.0
Lift assist	38	46	321	290	110.7
Service call (other)	6	7	64	66	97.0
Car seat install	0	0	0	25	0.0
Sharps containers	36	40	324	472	68.6
Medicine take-back (lbs)	177	213	1176	1359	86.5

FIRE PREVENTION					
Fire permits issued	29	16	111	204	54.4
Fire permit inspections	41	19	183	287	63.8
Annual inspections	1	2	36	28	128.6
In-Service inspections	172	187	819	1411	58.0
Business Tax inspections	0	0	3	12	25.0



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"

Classification	This month MAY 2018	This month MAY 2017	FY 2018 YTD	FY 2017 TOTAL	% PRIOR FY
PUBLIC EDUCATION					
Adults	0	15	202	462	43.7
Children	0	25	415	774	53.6
VOLUNTEER HOURS					
	211.5	208	2292.5	4708.8	48.7



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

MAY 2018

Classification	This Month MAY 2018	This Month MAY 2017	FY 2018 Year to Date	FY 2017 Year to Date
EVENTS				
Events ¹	4013	2796	29096	24375
Community Foot Patrols	685	366	4720	3845
Business Checks	271	152	1673	1232
Directed Patrols	1109	846	8893	8247
Directed Patrols – Traffic Related	100	131	679	826
Traffic Stops	563	307	3689	2183

TRAFFIC CRASHES				
Traffic Crashes – No Injuries	53	45	460	418
Traffic Crashes – With Injuries	6	2	43	27
Traffic Crashes – Fatalities	0	0	1	0
Total Traffic Crashes	59	47	504	445

CITATIONS AND WARNINGS				
Uniform Traffic Citations	135	60	727	534
Written Warnings	562	304	3814	2066
Parking Citations	19	10	132	77
Parking Warnings	26	25	182	238
Total Traffic/Parking Contacts	742	399	4855	2915
Code Citations	0	1	3	4
Code Warnings	4	4	72	30
Total Code Violations	4	5	75	34

ARRESTS				
Physical Arrests – Adult	39	26	340	305
Physical Arrests – Juvenile	4	13	33	45
Total Physical Arrests	43	39	373	350
Notice To Appear – Adult	11	0	57	0
Notice To Appear - Juvenile	3	0	4	0
Total Notice To Appear	14	0	61	0
Total Arrests	57	39	434	350

¹ 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

May 2018

	This Month MAY 2018	This Month MAY 2017	FY 2018 Year to Date	FY 2017 Year to Date
DUI AND NARCOTIC ARRESTS²				
DUI Arrests	7	3	41	34
Narcotics Arrests ³	25	12	177	114

CALLS FOR SERVICE AND RESPONSE TIMES				
Calls Answered – Administrative	2359	2535	19801	21206
Calls Answered – 9-1-1	556	626	5135	4987
Total Calls Answered by Dispatch⁴	2915	3161	24936	26193
Calls for Service Dispatched to Patrol	858	781	6872	6536
Dispatch Calls for Service Handling Time Average⁵	1:28	1:47	1:38	1:46
Patrol Response Time Average	3:34	4:07	4:05	4:19
Total Response Time Average⁶	5:02	5:54	5:43	6:05

RESERVE OFFICERS				
Reserve Officer Hours Non-Paid	171	112.5	2020.5	694.5

VOLUNTEERS				
Vacant House Checks	98	60	276	367
Marine Volunteer Hours	197	192	1637.5	1605.5
Volunteers on Patrol Hours	200	202	1813.5	2121.5
Records and Fingerprinting Hours	291.5	255	2247.5	2289
All Other Volunteer Hours	243	216	2043.5	1571
Total Volunteer in Policing Hours	931.5	865	7742	7587

QUALITY ASSURANCE REVIEWS	Yes	No
Was the call-taker courteous and professional?	75	0
Was the phone answered in a timely manner?	75	2
Did the responding officer arrive promptly?	61	1
Did the officer present a professional appearance?	60	0
Was the officer courteous and professional?	64	0
Did the officer carefully listen to your complaint?	61	0
Did the officer provide you with all the information you needed?	60	2
Were you satisfied with the overall level of service provided by the officer?	67	1
Total Quality Assurance Reviews	80	

² DUI and Narcotic Arrests are inclusive of total physical arrests

³ These include Notice To Appear Citations

⁴ These are inclusive of administrative calls and calls for service

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

⁶ Total Response Time Average including calls held during Hurricane Irma was 67:35

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

Pcard Transactions	# of Transactions Processed	Total Amount of Transactions	Cumulative # of transactions Processed	Cumulative FY Total
May 2017	524	\$ 339,448.83	3755	\$ 2,347,193.64
May 2018	514	\$ 293,007.61	3863	\$ 2,807,547.44

Pcard Spend Summary	Projected
Avg Mthly Spend	\$ 350,943.43
Est Annual Spend	\$ 4,211,321.16
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
May 2017	47	\$ 593,330.99
May 2018	60	\$ 29,916,692.77

Field Purchase Orders	# of FPO Issued	Total FPO Amount
May 2017	51	\$ 13,864.27
May 2018	32	\$ 12,270.13

Procurement Efficiencies*	Std-Competed	Negotiated	Audit Recovery	Shopped
May 2018	\$ 46,190.98	\$ 81,899.76	\$ 466.57	\$ -
Procurement Efficiencies*	Projects	Rejected Purchase	Admin Fee	# of Efficiencies
May 2018	\$ -	\$ -	\$ -	23

Total Efficiencies	Monthly	Annual
FY 2017	\$ 54,383.71	\$ 741,862.14
FY 2018	\$ 128,557.31	\$ 5,171,765.51

***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

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

Projects > \$5,000	New Projects	Completed Projects	Open Projects
May 2017	36	35	33
May 2018	25	22	28

Summary of Projects Awarded =/> \$25,000			
Service/Commodity	Awarded Vendor	Amount	Solicitation Method
Term contract for purchase of copper sulfate for WTP	Chemrite, Inc Buford, GA	\$ 27,090.48	Formal Quote
Term contract for directional boring services	Sylvester Excavating Englewood, FL	\$ 44,900.00	Formal Bid
Term contracts for disposal of C&D and Vegetative Debris	Waterside, Punta Gorda Waste Connections, Punta Gorda	\$50,000.00	Formal Bid
Replacement of pond liners at WWTP	Erosion Control Systems Webster, FL	\$57,500.00	Formal Bid
RO Plant Construction	Wharton-Smith Lake Monroe, FL	\$29,217,649.00	Award of GMP Council award
Fair Share Impact Fee Study	Raftelis Casselberry, FL	\$39,160.00	Request for Proposal Council award
Purchase of a Dump Truck	Coggins Ford Jacksonville, FL	\$81,050.00	Competed piggyback contracts