



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

**To:** City Council Members  
**Through:** Howard Kunik, City Manager  
**From:** Macalle Finkle, Paralegal & Executive Assistant  
**Date:** September 10, 2018  
**Subject:** Monthly Departmental Reports

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Attached are the monthly departmental reports for July 2018.

**CC:** City Clerk  
Finance Department

**CITY OF PUNTA GORDA**

**GENERAL FUND**

**Revenue & Expenditures**

**As of July 31, 2018**

**Percentage of Fiscal Year Elapsed 83.3%**

**SUMMARY**

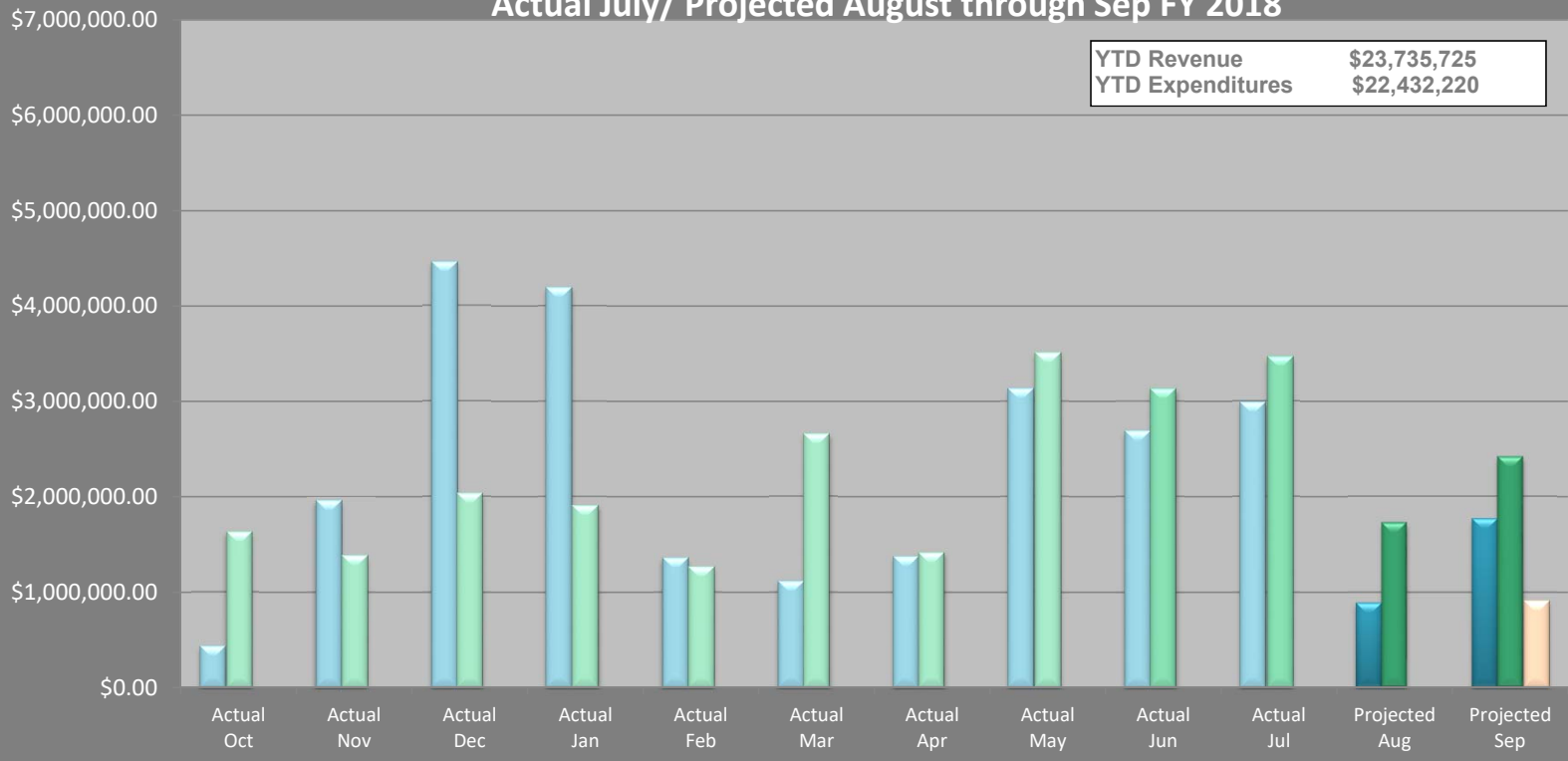
	<b>FY 2018 Annual Budget</b>	<b>Current Annual Projection</b>	<b>Increase (Decrease)</b>	<b>%</b>	<b>Year to Date Actual w/o Encumb</b>	<b>YTD % of Annual Proj w/o Encumb</b>	<b>Year to Date Actual with Encumb</b>	<b>YTD % of Annual Proj with Encumb</b>
<b>REVENUES</b>								
Taxes	\$ 12,239,450	\$ 12,278,610	\$ 39,160	0.32%	\$ 11,526,091	93.9%	\$ 11,526,091	93.9%
Licenses & Permits	1,383,790	1,383,790	-	0.00%	972,877	70.3%	972,877	70.3%
Intergovernmental	2,195,520	2,324,020	128,500	5.85%	1,832,779	78.9%	1,832,779	78.9%
Charges for Services	394,500	394,500	-	0.00%	392,125	99.4%	392,125	99.4%
Fines & Forfeitures	61,120	61,120	-	0.00%	42,087	68.9%	42,087	68.9%
Administrative Charges	3,095,150	3,103,150	8,000	0.26%	2,587,300	83.4%	2,587,300	83.4%
Miscellaneous	399,507	471,386	71,879	17.99%	422,466	89.6%	422,466	89.6%
Financing-for Canal Maintenance Funds	-	-	-	0.00%	5,850,000	0.0%	5,850,000	0.0%
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>20,345,911</u>	<u>267,539</u>	<u>1.33%</u>	<u>23,735,725</u>	<u>116.7%</u>	<u>23,735,725</u>	<u>116.7%</u>
<b>EXPENDITURES</b>								
Departmental Operating Expenses	17,581,333	18,033,063	451,730	2.57%	13,702,159	76.0%	14,105,637	78.2%
Non-Departmental	89,994	196,125	106,131	117.93%	178,559	91.0%	225,069	114.8%
Lot Mowing	274,000	348,400	74,400	27.15%	143,087	41.1%	275,230	79.0%
Capital Outlay	820,500	1,303,305	482,805	58.84%	408,173	31.3%	950,146	72.9%
Transfers	2,224,000	2,224,000	-	0.00%	8,000,242	359.7%	8,000,242	359.7%
Total Expenditures	<u>20,989,827</u>	<u>22,104,893</u>	<u>1,115,066</u>	<u>5.31%</u>	<u>22,432,220</u>	<u>101.5%</u>	<u>23,556,324</u>	<u>106.6%</u>
Revenues in Excess(Shortfall) of Expenditures	<u>\$ (911,455)</u>	<u>\$ (1,758,982)</u>	<u>\$ (847,527)</u>		<u>\$ 1,303,505</u>		<u>\$ 179,401</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>\$ 2,920,657</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 6/30/18 and received by the City in July totals \$8,898,737 which represents 100.6% of the Annual Budgeted amount. July 2018  
 Licenses & Permits - Franchise Fees are Collected 60 days after activity. Year-to-Date revenues are running 10.9% higher than projected. July 2018  
 Intergovernmental Revenues - State Shared Revenues are collected 30 days after activity. Year-to-Date revenues are 0.1% lower than projected. July 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. July 2018  
 Financing - Line of Credit for Hurricane Irma seawall repairs. Draws of \$5,850,000 transferred to Canal Maint. Funds; Canal Maint. Funds will make debt service payments. July 2018
- Actual YTD operating expenditures compared to current YTD projections are 92.8%. July 2018
- Financing - Line of Credit for Hurricane Irma seawall repairs. Draws transferred to Canal Maintenance Funds; Canal Maint. Funds will make debt service payments. June 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  
 New revenue & expenditures of \$10,737 for damaged arrow sign board; New expenditure appropriation for acquisition of Allen St. Property \$22,410. June 2018  
 New revenue & expenditures of \$6,000 for PD crisis intervention training. July 2018
- The Year to Date column above includes \$1,124,104 of encumbrances. July 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

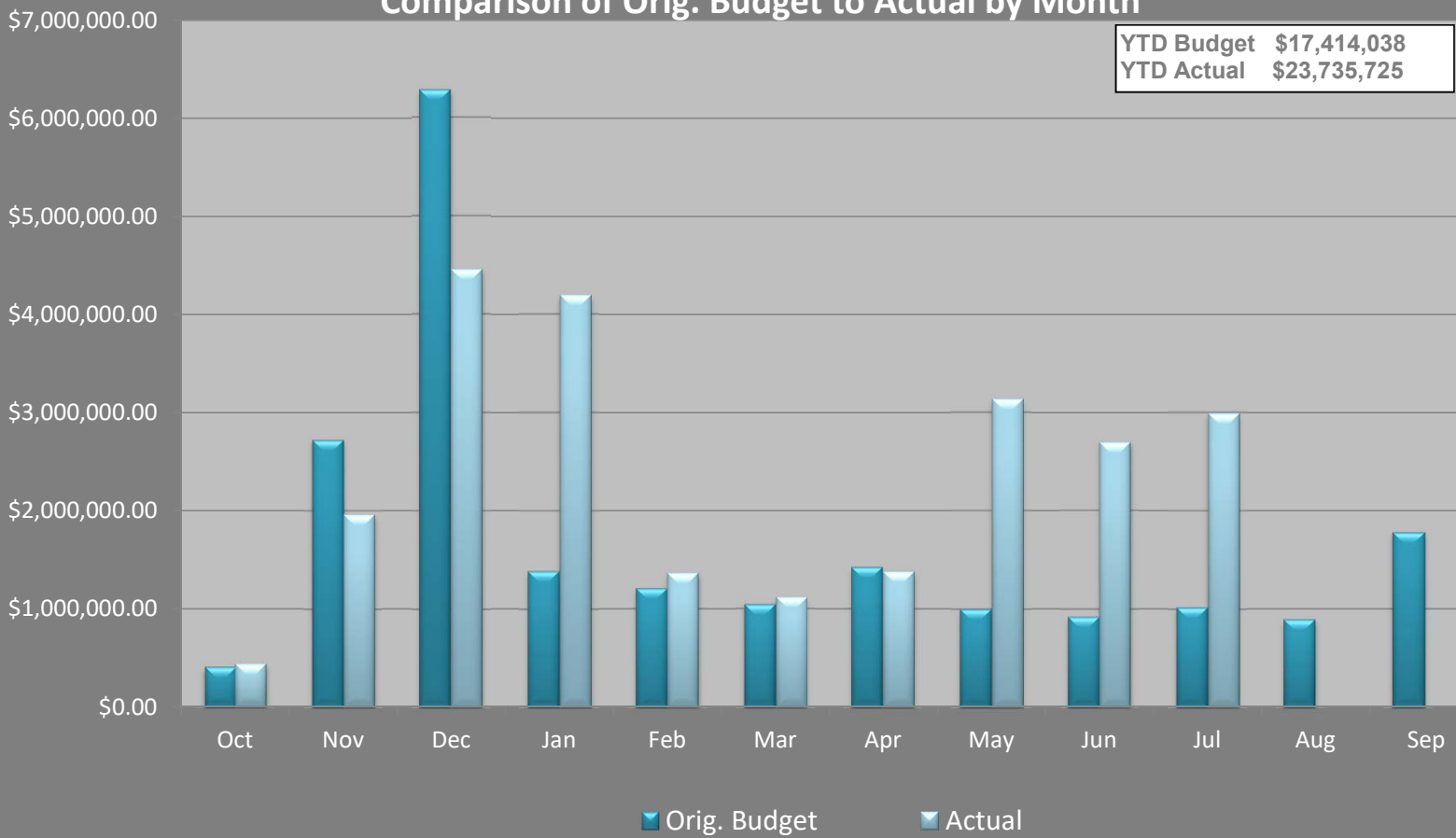
**General Fund  
Revenue and Expenditures  
Actual July/ Projected August through Sep FY 2018**

YTD Revenue	\$23,735,725
YTD Expenditures	\$22,432,220

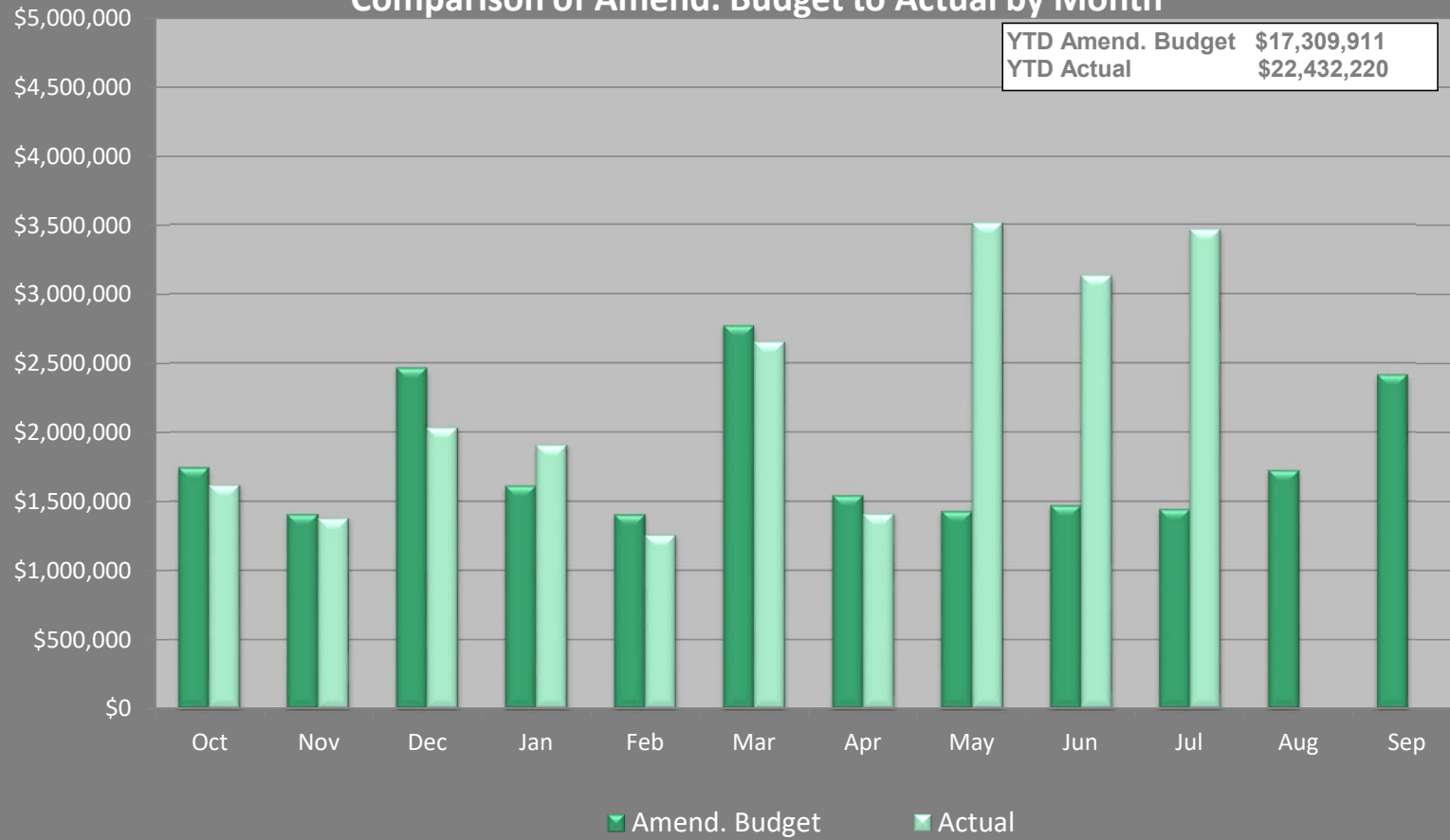


# General Fund FY 2018 Revenues

## Comparison of Orig. Budget to Actual by Month



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



**CITY OF PUNTA GORDA  
GENERAL FUND  
Expenditures by Division  
As of July 31, 2018  
Percentage of Fiscal Year Elapsed 83.3%**

	<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%	\$ 101,079	78.2%	\$ 101,079	78.2%
City Manager	474,808	461,808	(13,000)	-2.74%	344,694	74.6%	373,808	80.9%
Human Resources	346,560	346,960	400	0.12%	223,023	64.3%	250,049	72.1%
City Clerk	514,803	514,803	-	0.00%	388,829	75.5%	399,328	77.6%
Finance	925,959	938,187	12,228	1.32%	765,348	81.6%	765,828	81.6%
Procurement	571,939	571,939	-	0.00%	453,429	79.3%	453,591	79.3%
Legal Counsel	371,032	371,032	-	0.00%	226,261	61.0%	253,410	68.3%
Public Works Admin	202,065	201,148	(917)	-0.45%	165,042	82.1%	165,582	82.3%
Engineering	435,099	435,099	-	0.00%	353,200	81.2%	353,200	81.2%
Right of Way Maint.	1,041,078	1,041,078	-	0.00%	876,694	84.2%	876,905	84.2%
Parks & Grounds Maint.	1,447,069	1,608,590	161,521	11.16%	1,095,362	68.1%	1,218,714	75.8%
Police Department	5,637,363	5,673,586	36,223	0.64%	4,378,958	77.2%	4,408,376	77.7%
Fire Department	3,565,532	3,615,642	50,110	1.41%	2,831,163	78.3%	2,872,894	79.5%
Urban Design	619,990	732,996	113,006	18.23%	460,014	62.8%	521,947	71.2%
Zoning & Code Compliance	500,272	500,272	-	0.00%	398,236	79.6%	404,484	80.9%
Facilities Maintenance	798,453	890,612	92,159	11.54%	640,827	72.0%	686,442	77.1%
Capital Outlay	820,500	1,303,305	482,805	58.84%	408,173	31.3%	950,146	72.9%
Lot Mowing	274,000	348,400	74,400	27.15%	143,087	41.1%	275,230	79.0%
Transfers	2,224,000	2,224,000	-	0.00%	8,000,242	359.7%	8,000,242	359.7%
Non-Departmental	89,994	196,125	106,131	117.93%	178,559	91.0%	225,069	114.8%
<b>Total Expenditures</b>	<b>\$ 20,989,827</b>	<b>\$ 22,104,893</b>	<b>\$ 1,115,066</b>	<b>5.31%</b>	<b>\$ 22,432,220</b>	<b>101.5%</b>	<b>\$ 23,556,324</b>	<b>106.6%</b>

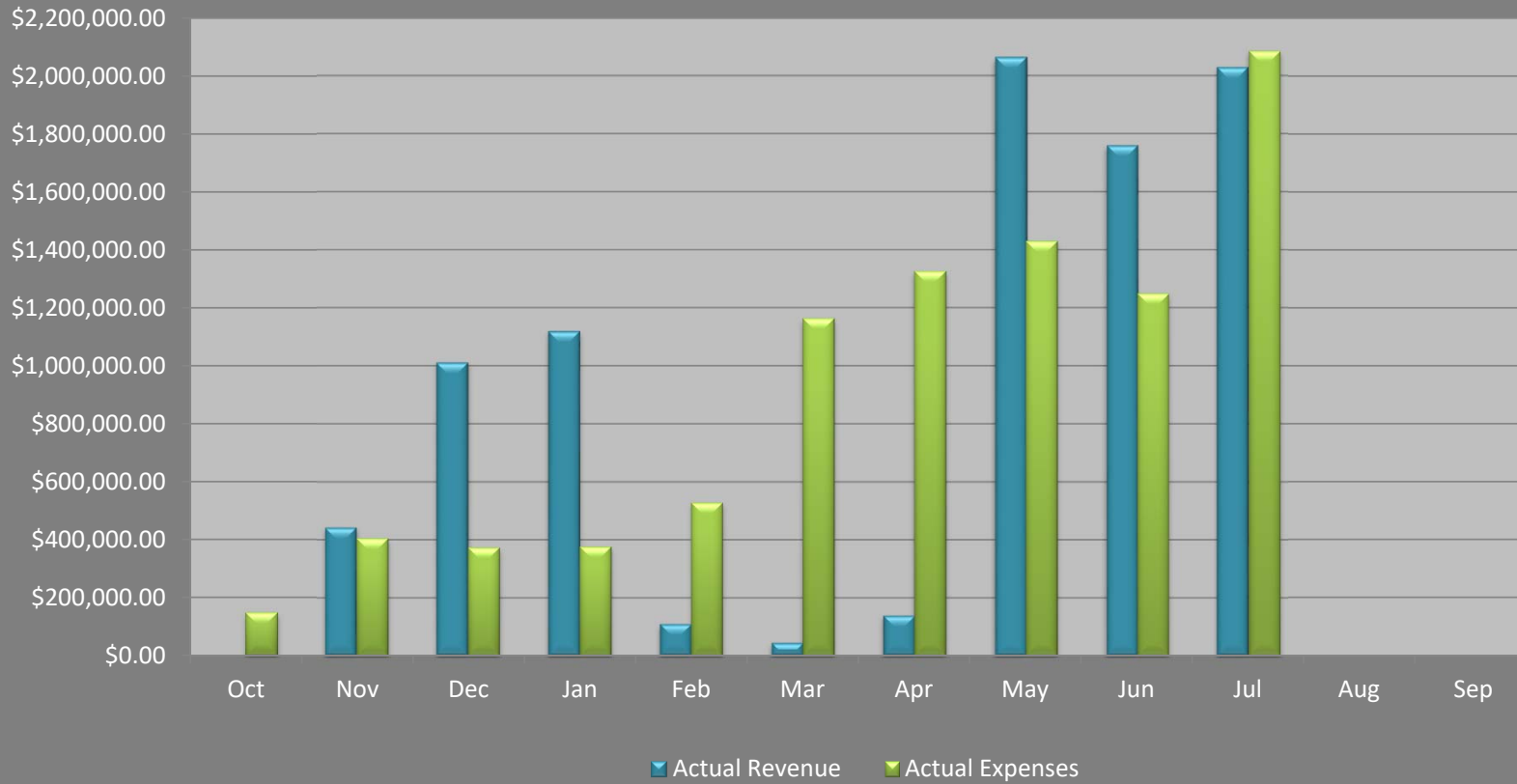
**CITY OF PUNTA GORDA**  
**PUNTA GORDA ISLES CANAL MAINTENANCE**  
**Revenue & Expenses**  
**As of July 31, 2018**  
**Percentage of Fiscal Year Elapsed 83.3%**  
**SUMMARY**

	<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%	\$ 2,874,153	100.4%	\$ 2,874,153	100.4%
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%	5,780,900	0.0%	5,780,900	0.0%
Miscellaneous Revenue	10,400	68,765	58,365	561.2%	76,922	111.9%	76,922	111.9%
<b>Total Revenues</b>	<b>2,872,150</b>	<b>35,757,610</b>	<b>32,885,460</b>	<b>1145.0%</b>	<b>8,731,975</b>	<b>24.4%</b>	<b>8,731,975</b>	<b>24.4%</b>
<b>EXPENSES</b>								
Personnel	633,150	633,150	-	0.0%	579,228	91.5%	579,228	91.5%
Mangrove Trimming	40,000	40,000	-	0.0%	13,193	33.0%	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%	305,948	14.4%
Seawall Cap Replacement	25,000	25,000	-	0.0%	10,771	43.1%	10,771	43.1%
Seawall Stabilization	10,000	7,146	(2,854)	-28.5%	-	0.0%	-	0.0%
Other Operating Expenditures	292,825	294,332	1,507	0.5%	426,168	144.8%	435,577	148.0%
Capital Outlay	2,500	111,752	109,252	4370.1%	111,751	100.0%	111,751	100.0%
Capital Projects - IRMA	-	32,888,583	32,888,583	0.0%	7,613,799	23.2%	32,543,524	99.0%
<b>Total Expenditures</b>	<b>2,726,475</b>	<b>36,175,798</b>	<b>33,449,323</b>	<b>1226.8%</b>	<b>9,094,746</b>	<b>25.1%</b>	<b>34,046,019</b>	<b>94.1%</b>
Revenues in Excess(Shortfall) of Expenditures	145,675	(418,188)	\$ (563,863)		\$ (362,771)		\$ (25,314,044)	
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 6/30/18 and received by the City in July totals \$2,874,153 which represents 100% of the Annual Budgeted amount. July 2018
2. Actual YTD departmental operating expenditures compared to original YTD projections are 60%. July 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 \$24,951,273 of encumbrances. July 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





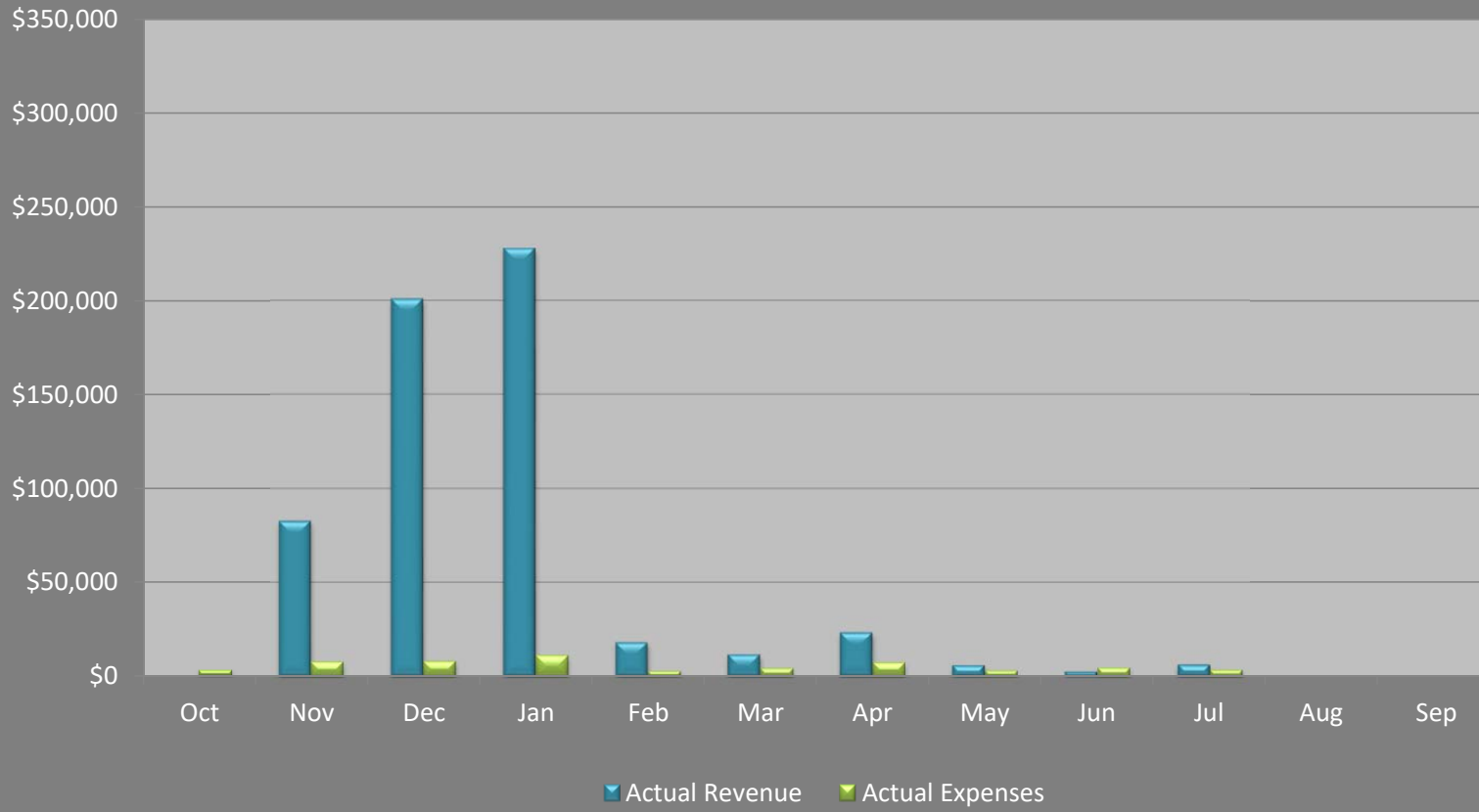
**CITY OF PUNTA GORDA**  
**BURNT STORE ISLES CANAL MAINTENANCE**  
**Revenue & Expenses**  
**As of July 31, 2018**  
**Percentage of Fiscal Year Elapsed 83.3%**  
**SUMMARY**

	<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%	\$ 574,635	100.3%	\$ 574,635	100.3%
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%	5,945	237.8%	5,945	237.8%
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>	<u>148.2%</u>	<u>580,580</u>	<u>40.7%</u>	<u>580,580</u>	<u>40.7%</u>
<b>EXPENSES</b>								
Personnel	35,837	35,837	-	0.0%	19,072	53.2%	19,072	53.2%
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%	2,782	0.8%
Seawall Cap Replacement	10,000	10,000	-	0.0%	5,731	57.3%	5,731	57.3%
Other Operating Expenditures	62,705	62,705	-	0.0%	27,976	44.6%	27,976	44.6%
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>	<u>196.7%</u>	<u>55,730</u>	<u>4.0%</u>	<u>908,013</u>	<u>64.4%</u>
Revenues in Excess(Shortfall) of Expenditures	<u>99,908</u>	<u>17,169</u>	<u>\$ (82,739)</u>		<u>\$ 524,850</u>		<u>\$ (327,433)</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 6/30/18 and received by the City in July totals \$574,635 which represents 100% of the Annual Budgeted amount. July 2018
- Actual YTD departmental operating expenditures compared to original YTD projections are 26%. July 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 \$852,283 of encumbrances. July 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



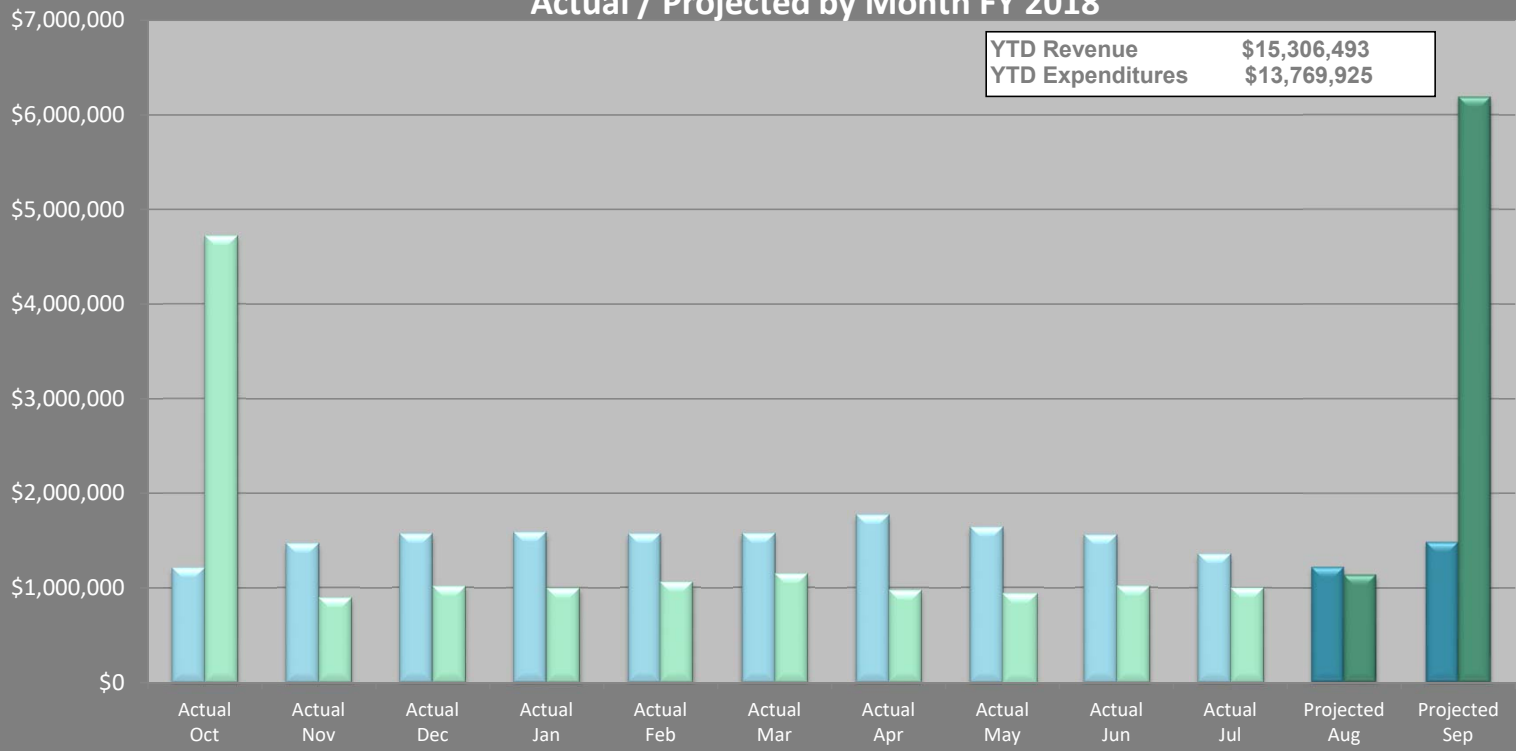
**CITY OF PUNTA GORDA  
UTILITIES OM&R FUND  
Revenue & Expenses  
As of July 31, 2018  
Percentage of Fiscal Year Elapsed 83.3%  
SUMMARY**

	<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	\$ 9,913,255	\$ 528,185	5.6%	\$ 8,649,916	87.3%	\$ 8,649,916	87.3%
Wastewater Billings	7,100,140	7,328,080	227,940	3.2%	6,203,564	84.7%	6,203,564	84.7%
Other Revenues	243,515	464,072	220,557	90.6%	453,013	97.6%	453,013	97.6%
Transfer from Water and WW Impacts	208,000	-	(208,000)	-100.0%	-	0.0%	-	0.0%
Total Revenues	<u>16,936,725</u>	<u>17,705,407</u>	<u>768,682</u>	<u>4.5%</u>	<u>15,306,493</u>	<u>86.5%</u>	<u>15,306,493</u>	<u>86.5%</u>
<b>EXPENSES</b>								
Departmental Operating Expenses	12,378,083	12,491,692	113,609	0.9%	9,451,192	75.7%	9,817,777	78.6%
Capital Outlay	600,000	715,517	115,517	19.3%	292,933	40.9%	610,101	85.3%
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>21,133,009</u>	<u>(186,674)</u>	<u>-0.9%</u>	<u>13,769,925</u>	<u>65.2%</u>	<u>14,453,678</u>	<u>68.4%</u>
Revenues in Excess(Shortfall) of Expenses	<u>(4,382,958)</u>	<u>(3,427,602)</u>	<u>\$955,356</u>		<u>\$ 1,536,568</u>		<u>\$ 852,815</u>	
Prior Year Reappropriation/Appropriation		19,500						
Prior Year Purchase Order Encumbrances		189,669						
FY 2018 Operating Reserves (Beg)	7,963,749	8,873,916						
FY 2018 Operating Reserves (End)	<u>\$ 3,580,791</u>	<u>\$ 5,655,483</u>						

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

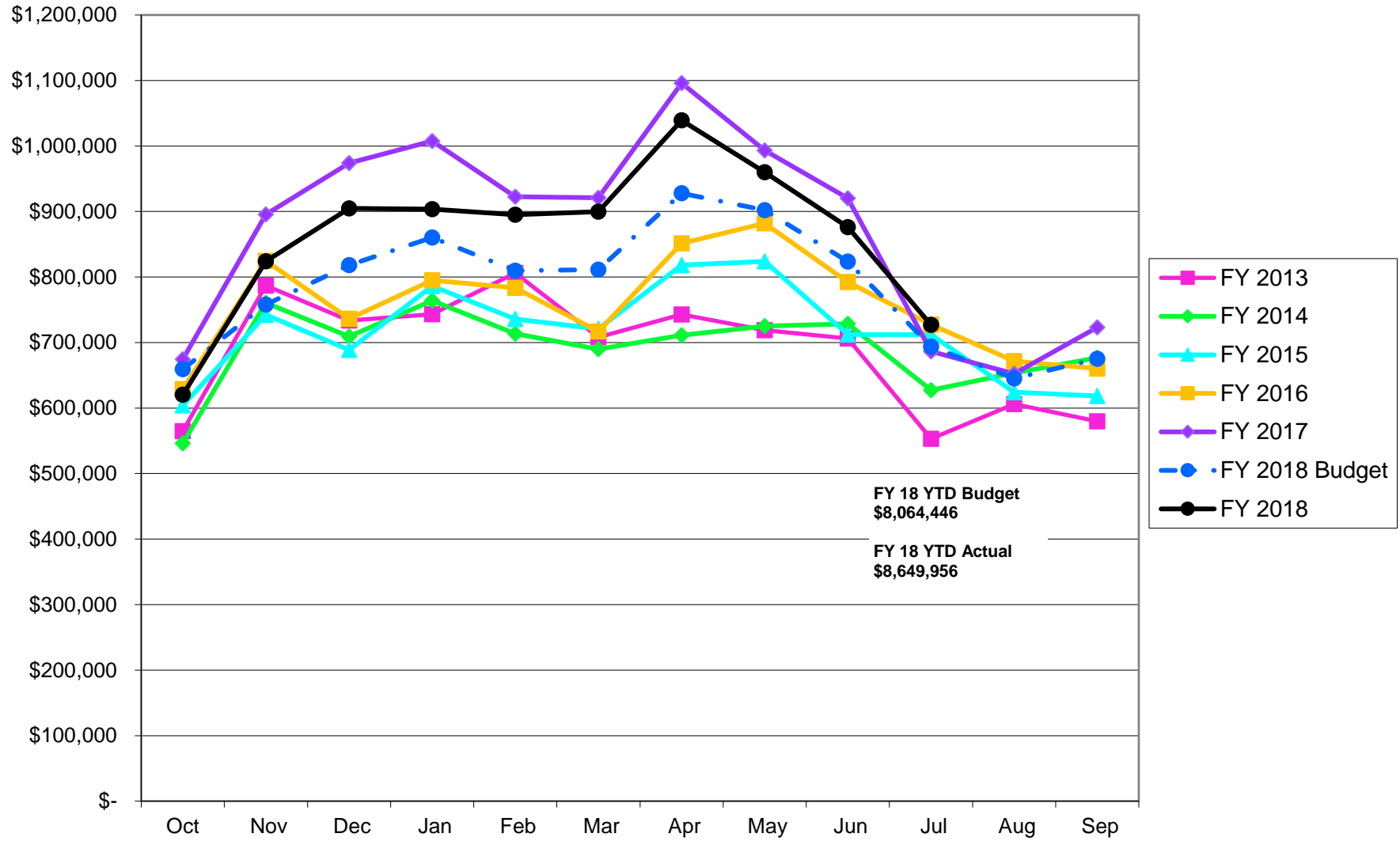
- Actual YTD revenues compared to original YTD budget projection are 107% for Water billings and 104% for Wastewater billings. July 2018  
Water billings thru July FY 2018 were \$441,968 less than Water billings thru July FY 2017.
- Actual YTD departmental operating expenses compared to original YTD budget projection are 95%. July 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  
New revenue & expenses of 852 from insurance recovery for repairs to WD vehicle. June 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 \$683,753. July 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**



YTD Revenue	\$15,306,493
YTD Expenditures	\$13,769,925

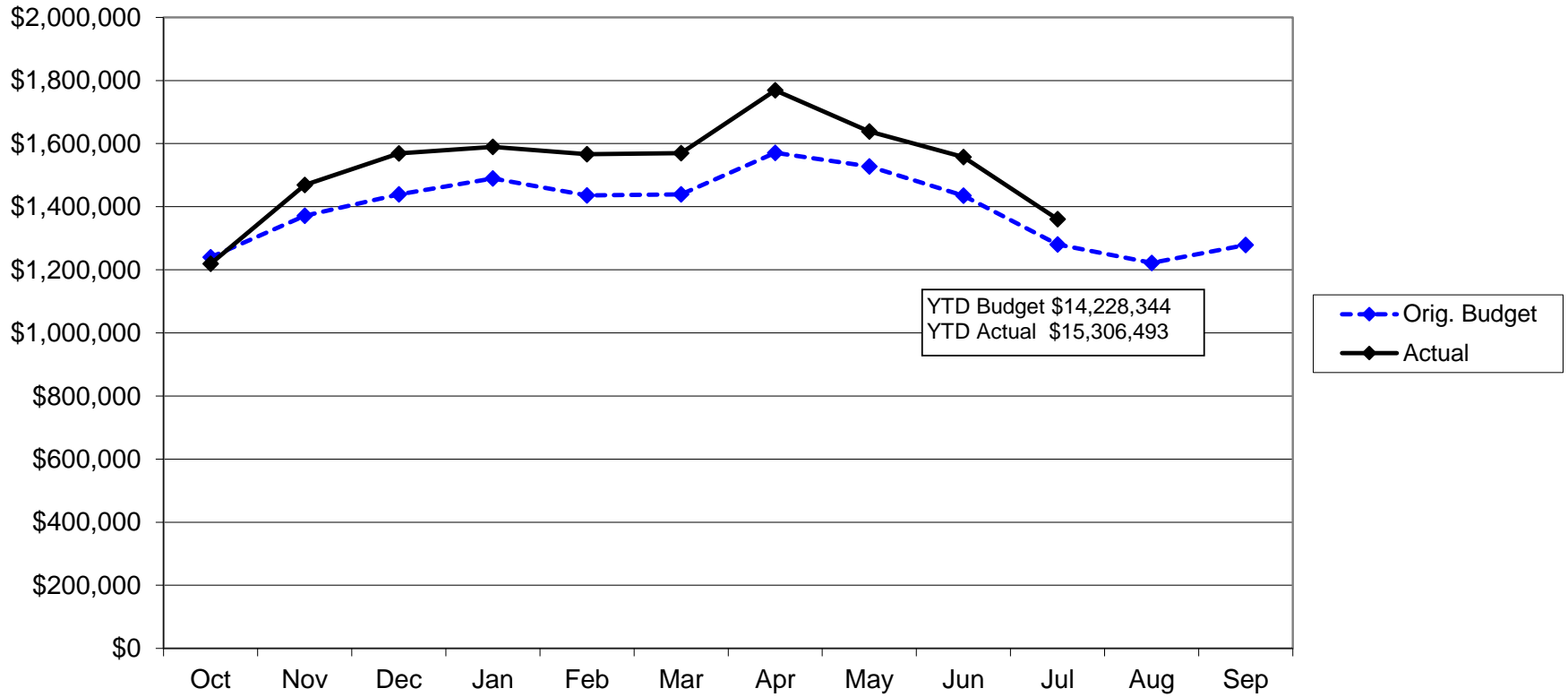
### Monthly Comparison of Water Revenues FY13 to FY18



**CITY OF PUNTA GORDA  
UTILITIES OM&R FUND  
Major Water and Wastewater User Fee Revenues  
FY 2018 Year-to-Date through July 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	2,000,000.00	2,033,261.00	2,033,189.34	33,189.34	101.66%	-71.66	100.00%
Summary	WATER - BASE CHARGES OUTSIDE	1,114,000.00	1,152,433.00	1,154,622.26	40,622.26	103.65%	2,189.26	100.19%
Summary	WATER USAGE INSIDE	3,871,617.00	4,137,020.00	4,186,042.42	314,425.42	108.12%	49,022.42	101.18%
Summary	WATER USAGE OUTSIDE	1,078,833.00	1,244,963.00	1,276,102.14	197,269.14	118.29%	31,139.14	102.50%
402-0000-343.51-62	WASTEWATER USAGE INSIDE	1,072,596.00	1,150,879.00	1,167,466.37	94,870.37	108.84%	16,587.37	101.44%
402-0000-343.51-63	WASTEWATER USAGE OUTSIDE	190,924.00	253,070.00	261,186.51	70,262.51	136.80%	8,116.51	103.21%
402-0000-343.51-64	WASTEWATER ERU INSIDE	3,730,000.00	3,772,438.00	3,774,228.00	44,228.00	101.19%	1,790.00	100.05%
402-0000-343.51-65	WASTEWATER ERU OUTSIDE	980,000.00	998,094.00	1,000,682.81	20,682.81	102.11%	2,588.81	100.26%
		14,037,970.00	14,742,158.00	14,853,519.85	815,549.85	105.81%	111,361.85	100.76%
<b>Subtotals by Category</b>								
	Water - Inside	5,871,617.00	6,170,281.00	6,219,231.76	347,614.76	105.92%	48,950.76	100.79%
	Water - Outside	2,192,833.00	2,397,396.00	2,430,724.40	237,891.40	110.85%	33,328.40	101.39%
	Wastewater - Inside	4,802,596.00	4,923,317.00	4,941,694.37	139,098.37	102.90%	18,377.37	100.37%
	Wastewater - Outside	1,170,924.00	1,251,164.00	1,261,869.32	90,945.32	107.77%	10,705.32	100.86%
<b>Water Revenue Accounts</b>								
402-0000-343.31-36	WATER 1-5 RATE INSIDE	1,240,633.00	1,357,176.00	1,378,280.45	137,647.45	111.09%	21,104.45	101.56%
402-0000-343.31-37	WATER 1-5 RATE OUTSIDE	492,150.00	588,697.00	607,119.22	114,969.22	123.36%	18,422.22	103.13%
402-0000-343.31-38	FACILITY CHG/ERU WATER IN	1,585,000.00	1,615,021.00	1,614,731.61	29,731.61	101.88%	-289.39	99.98%
402-0000-343.31-39	FACILITY CHG/ERU WATR OUT	900,000.00	935,456.00	937,179.55	37,179.55	104.13%	1,723.55	100.18%
402-0000-343.31-40	WATER 6-10 RATE INSIDE	727,956.00	745,360.00	737,268.69	9,312.69	101.28%	-8,091.31	98.91%
402-0000-343.31-41	WATER 6-10 RATE OUTSIDE	103,396.00	109,141.00	111,564.30	8,168.30	107.90%	2,423.30	102.22%
402-0000-343.31-42	WATER 11-20 RATE INSIDE	716,674.00	795,255.00	809,103.47	92,429.47	112.90%	13,848.47	101.74%
402-0000-343.31-43	WATER 11-20 RATE OUTSIDE	67,338.00	66,636.00	67,915.16	577.16	100.86%	1,279.16	101.92%
402-0000-343.31-44	WATER 21-40 RATE INSIDE	325,292.00	348,818.00	359,410.52	34,118.52	110.49%	10,592.52	103.04%
402-0000-343.31-45	WATER 21-40 RATE OUTSIDE	32,718.00	27,731.00	25,761.23	-6,956.77	78.74%	-1,969.77	92.90%
402-0000-343.31-46	WATER >40 RATE INSIDE	98,872.00	89,948.00	89,447.74	-9,424.26	90.47%	-500.26	99.44%
402-0000-343.31-47	WATER >40 RATE OUTSIDE	22,558.00	21,121.00	18,897.34	-3,660.66	83.77%	-2,223.66	89.47%
402-0000-343.31-50	CUSTOMER BILLING CHG IN	415,000.00	418,240.00	418,457.73	3,457.73	100.83%	217.73	100.05%
402-0000-343.31-51	CUSTOMER BILLING CHG OUT	214,000.00	216,977.00	217,442.71	3,442.71	101.61%	465.71	100.21%
402-0000-343.31-62	IRRIGATION 1-10 INSIDE	124,569.00	128,370.00	132,997.47	8,428.47	106.77%	4,627.47	103.60%
402-0000-343.31-63	IRRIGATION 1-10 OUTSIDE	2,881.00	8,432.00	9,880.66	6,999.66	342.96%	1,448.66	117.18%
402-0000-343.31-64	IRRIGATION 11-30 INSIDE	131,496.00	132,923.00	138,189.63	6,693.63	105.09%	5,266.63	103.96%
402-0000-343.31-65	IRRIGATION 11-30 OUTSIDE	0.00	2,168.00	2,508.95	2,508.95	0.00%	340.95	115.73%
402-0000-343.31-68	IRRIGATION >30 INSIDE	125,801.00	122,803.00	117,843.37	-7,957.63	93.67%	-4,959.63	95.96%
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	380,324.00	416,367.00	423,501.08	43,177.08	111.35%	7,134.08	101.71%
402-0000-343.31-75	COMMERCIAL USAGE OUTSIDE	357,792.00	421,037.00	432,455.28	74,663.28	120.87%	11,418.28	102.71%
		8,064,450.00	8,567,677.00	8,649,956.16	585,506.16	107.26%	82,279.16	100.96%

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



**CITY OF PUNTA GORDA  
UTILITIES OM&R FUND  
Expenses by Division  
As of July 31, 2018  
Percentage of Fiscal Year Elapsed 83.3%**

<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%	\$ 563,194	75.1%	\$ 602,541	80.4%
Utilities Administration	814,708	814,708	-	0.0%	614,153	75.4%	615,770	75.6%
Water Treatment	3,179,639	3,271,990	92,351	2.9%	2,499,675	76.4%	2,612,302	79.8%
Wastewater Collection	1,764,071	1,766,071	2,000	0.1%	1,430,790	81.0%	1,477,286	83.6%
Wastewater Treatment	2,873,495	2,877,654	4,159	0.1%	2,112,959	73.4%	2,200,314	76.5%
Water Distribution	1,975,638	1,971,237	(4,401)	-0.2%	1,492,359	75.7%	1,563,683	79.3%
Fleet Maintenance	188,976	188,976	-	0.0%	145,144	76.8%	149,213	79.0%
Non-Departmental Operating	831,981	851,481	19,500	2.3%	592,918	69.6%	596,668	70.1%
Capital Outlay	600,000	715,517	115,517	19.3%	292,933	40.9%	610,101	85.3%
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%
<b>Total Expense</b>	<u>\$ 21,319,683</u>	<u>\$ 21,133,009</u>	<u>\$ (186,674)</u>	-0.9%	<u>\$ 13,769,925</u>	65.2%	<u>\$ 14,453,678</u>	68.4%



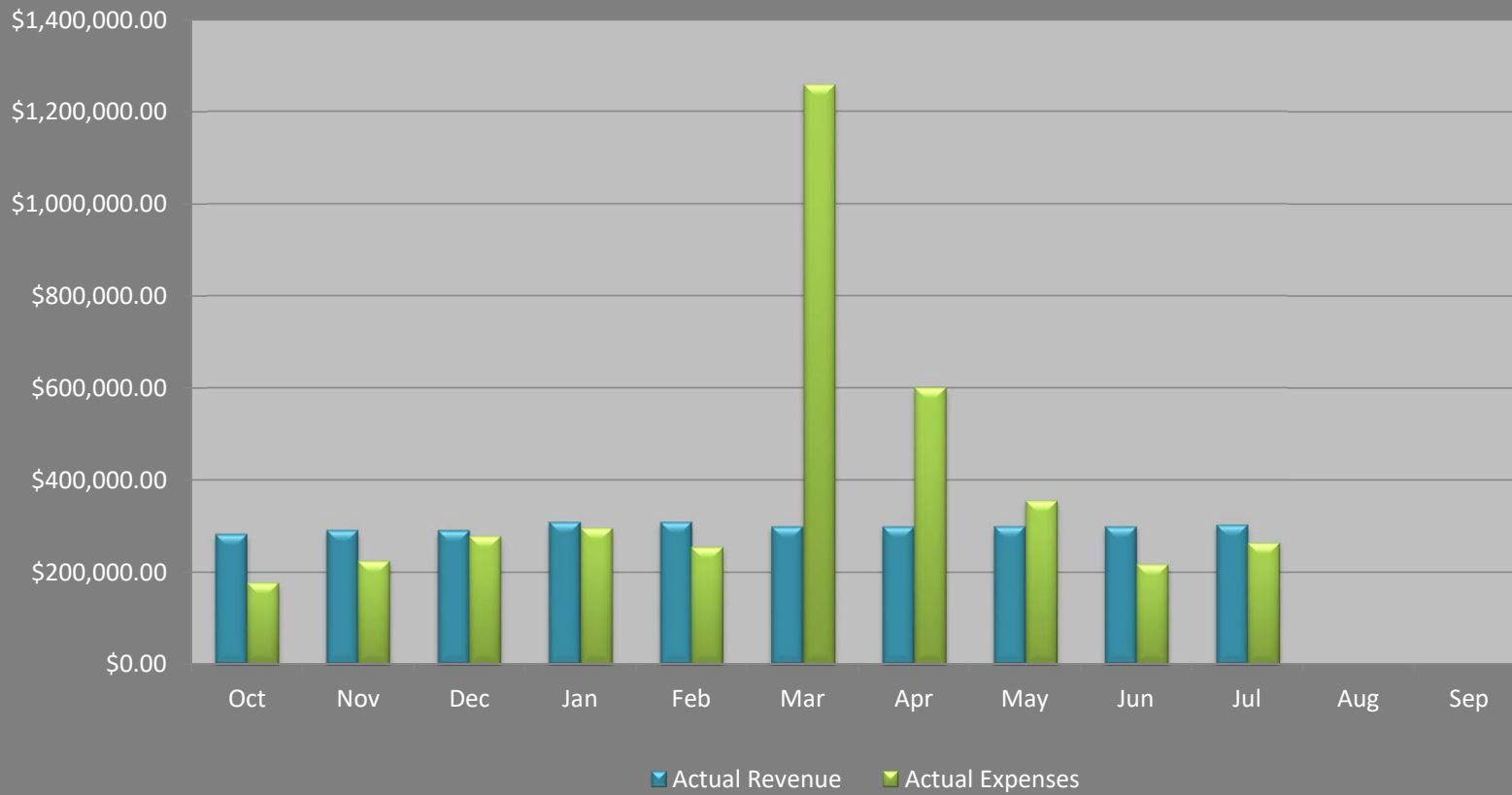
**CITY OF PUNTA GORDA  
SANITATION FUND  
Revenue & Expenses  
As of July 31, 2018  
Percentage of Fiscal Year Elapsed 83.3%  
SUMMARY**

	<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	\$ 3,508,250	\$ 20,090	0.6%	\$ 2,936,190	83.7%	\$ 2,936,190	83.7%
Other Revenue	24,375	48,070	23,695	97.2%	43,905	91.3%	43,905	91.3%
Total Revenues	<u>3,512,535</u>	<u>3,556,320</u>	<u>43,785</u>	1.2%	<u>2,980,095</u>	83.8%	<u>2,980,095</u>	83.8%
<b>EXPENSES</b>								
Departmental Operating Expenses	3,278,752	3,286,752	8,000	0.2%	2,465,899	75.0%	2,886,457	87.8%
Capital Outlay	609,000	1,615,906	1,006,906	165.3%	1,463,246	90.6%	1,491,981	92.3%
Total Expenses	<u>3,887,752</u>	<u>4,902,658</u>	<u>1,014,906</u>	26.1%	<u>3,929,145</u>	80.1%	<u>4,378,438</u>	89.3%
Revenues in Excess(Shortfall) of Expenses	<u>(375,217)</u>	<u>(1,346,338)</u>	<u>\$ (971,121)</u>		<u>\$ (949,050)</u>		<u>\$ (1,398,343)</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	\$ 632,551						

**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%. July 2018
2. Actual YTD departmental operating expenses compared to original YTD budget projection are 94%. July 2018
3. Current annual projections for revenues were increased net \$43,785. Carts were decreased \$45,000 for savings from bid process. June 2018
4. 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
5. The current encumbrance balance is \$449,293. Many of the encumbrances are for P.O.s authorizing 12 months of expenditures or capital outlay. July 2018
6. Capital Outlay - Pickup Truck; Carts for new semi-automated service delivery method. April 2018
7. 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



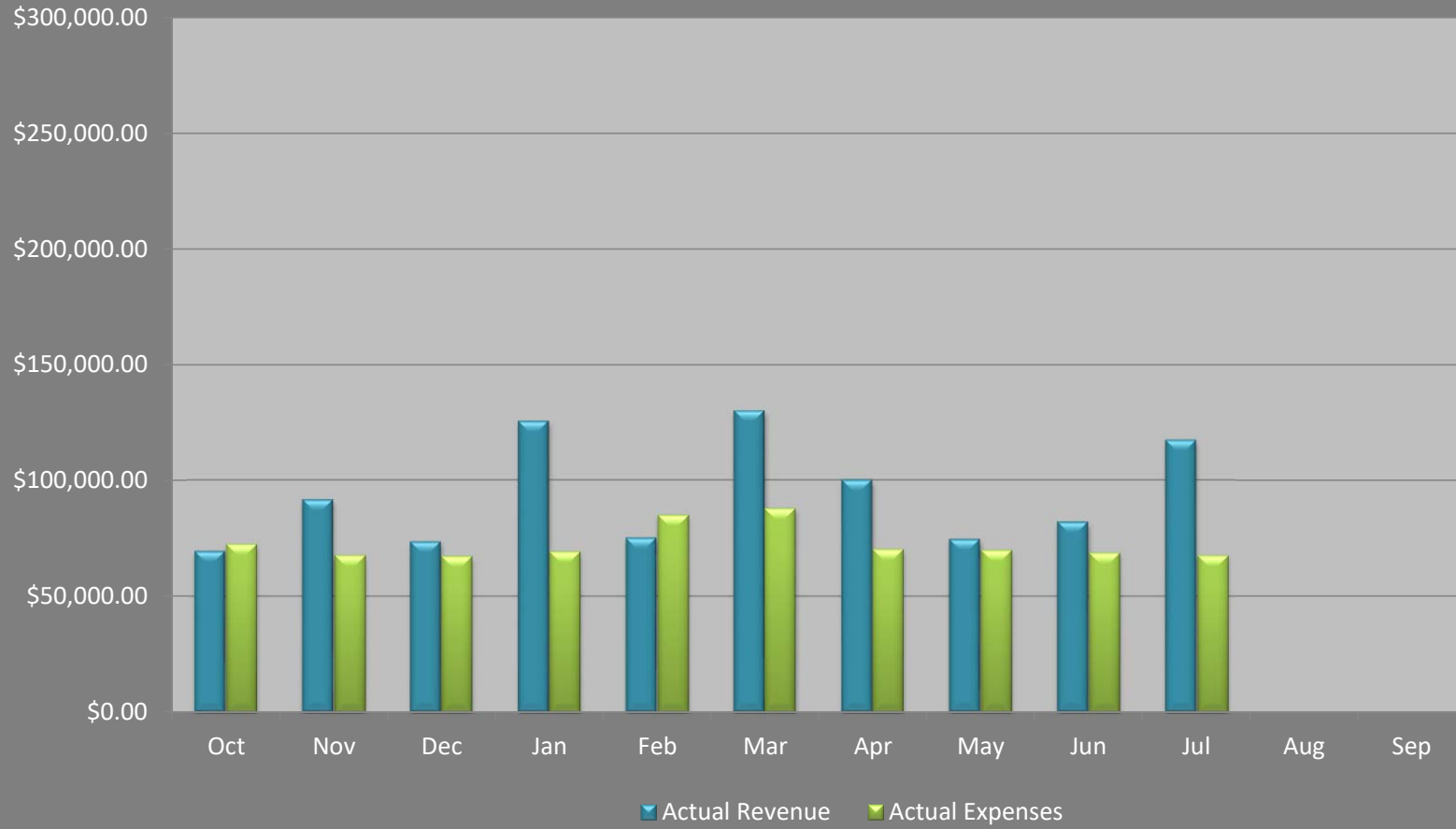
**CITY OF PUNTA GORDA  
BUILDING FUND  
Revenue & Expenses  
As of July 31, 2018  
Percentage of Fiscal Year Elapsed 83.3%  
SUMMARY**

	<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	\$ 885,000	\$ 55,000	6.6%	\$ 829,060	93.7%	\$ 829,060	93.7%
Other Revenues	126,250	148,535	22,285	17.7%	110,566	74.4%	110,566	74.4%
Total Revenues	<u>956,250</u>	<u>1,033,535</u>	<u>77,285</u>	8.1%	<u>939,626</u>	90.9%	<u>939,626</u>	90.9%
<b>EXPENSES</b>								
Departmental Operating Expenses	878,081	918,341	40,260	4.6%	707,834	77.1%	709,435	77.3%
Capital Outlay	26,500	20,079	(6,421)	-24.2%	18,579	92.5%	18,579	92.5%
Total Expenses	<u>904,581</u>	<u>938,420</u>	<u>33,839</u>	3.7%	<u>726,413</u>	77.4%	<u>728,014</u>	77.6%
Revenues in Excess(Shortfall) of Expenses	<u>51,669</u>	<u>95,115</u>	<u>\$ 43,446</u>		<u>\$ 213,213</u>		<u>\$ 211,612</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>\$ 1,319,999</u>						

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

- Actual YTD revenues compared to original YTD budget projections is 123%. July 2018
- Actual YTD departmental operating expenses compared to current YTD budget projection are 98%. July 2018
- New revenue & expenses of \$439 from insurance recovery for repair to vehicle. May 2018  
Council approved Building New Staff for 5 months in FY 2018, \$33,400 from Ending Reserves Projected Carryover-end. May 2018  
Current annual projections for building permit revenue was increased \$55,000 and other revenues were increased net \$22,285. June 2018
- The current encumbrance balance is \$1,601. July 2018
- Capital Outlay - Replacement of an inspector vehicle and replacement of inspectors equipment. October 2017
- 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**



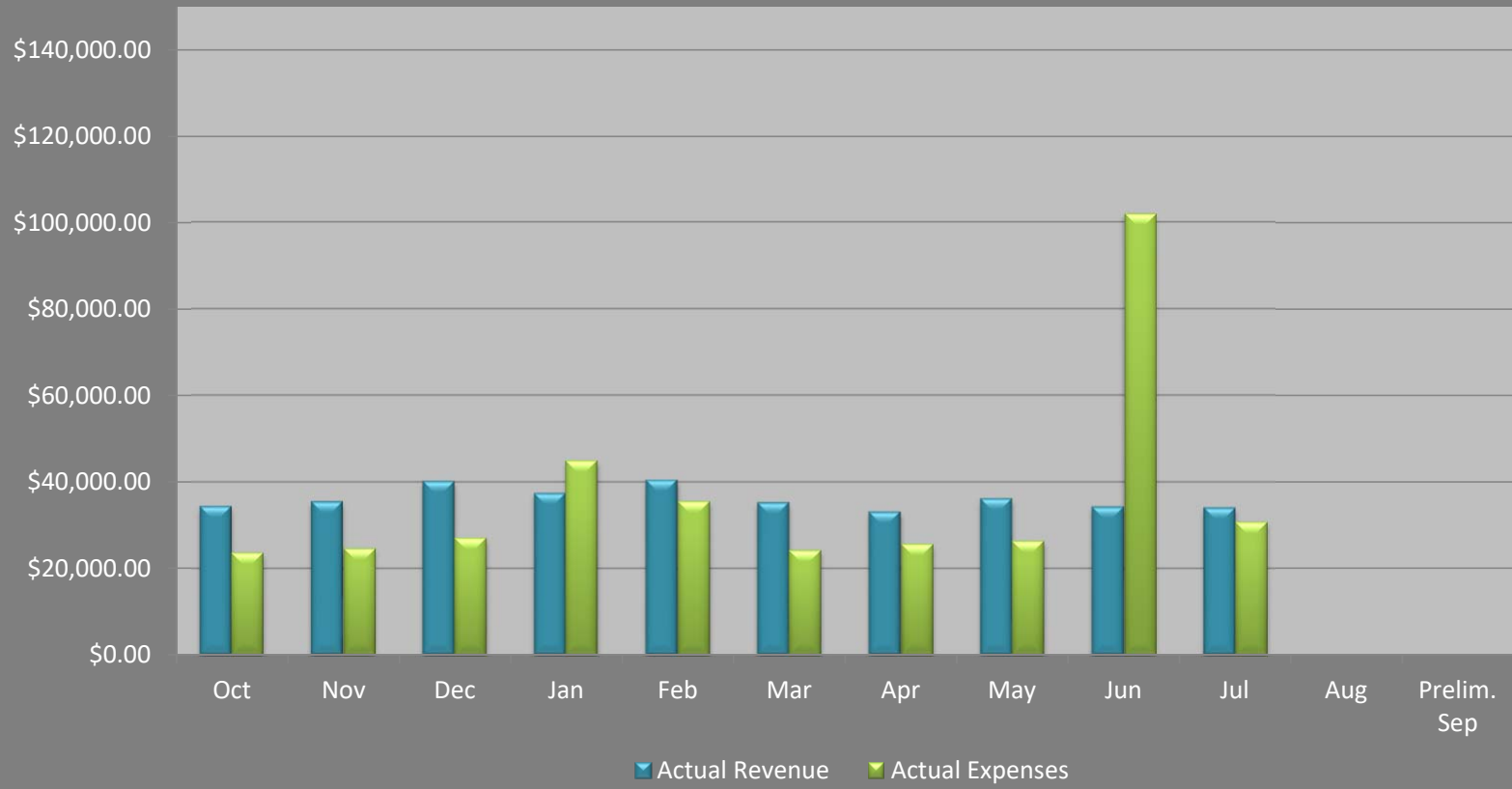
**CITY OF PUNTA GORDA  
LAISHLEY PARK MARINA  
Revenue & Expenses  
As of July 31, 2018  
Percentage of Fiscal Year Elapsed 83.3%  
SUMMARY**

	<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%	\$ 331,549	77.2%	\$ 331,549	77.2%
Building Lease & Rentals	22,300	22,300	-	0.0%	23,977	107.5%	23,977	107.5%
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%	1,662	89.8%	1,662	89.8%
Total Revenues	<u>464,650</u>	<u>464,650</u>	<u>-</u>	<u>0.0%</u>	<u>360,785</u>	<u>77.6%</u>	<u>360,785</u>	<u>77.6%</u>
<b>EXPENSES</b>								
Marina Operations	417,625	478,425	60,800	14.6%	351,010	73.4%	364,589	76.2%
Pump Out Boat Operations	15,505	15,505	-	0.0%	13,747	88.7%	13,747	88.7%
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>364,757</u>	<u>73.0%</u>	<u>378,336</u>	<u>75.7%</u>
Revenues in Excess(Shortfall) of Expenses	<u>25,520</u>	<u>(35,280)</u>	<u>\$ (60,800)</u>		<u>\$ (3,972)</u>		<u>\$ (17,551)</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>						

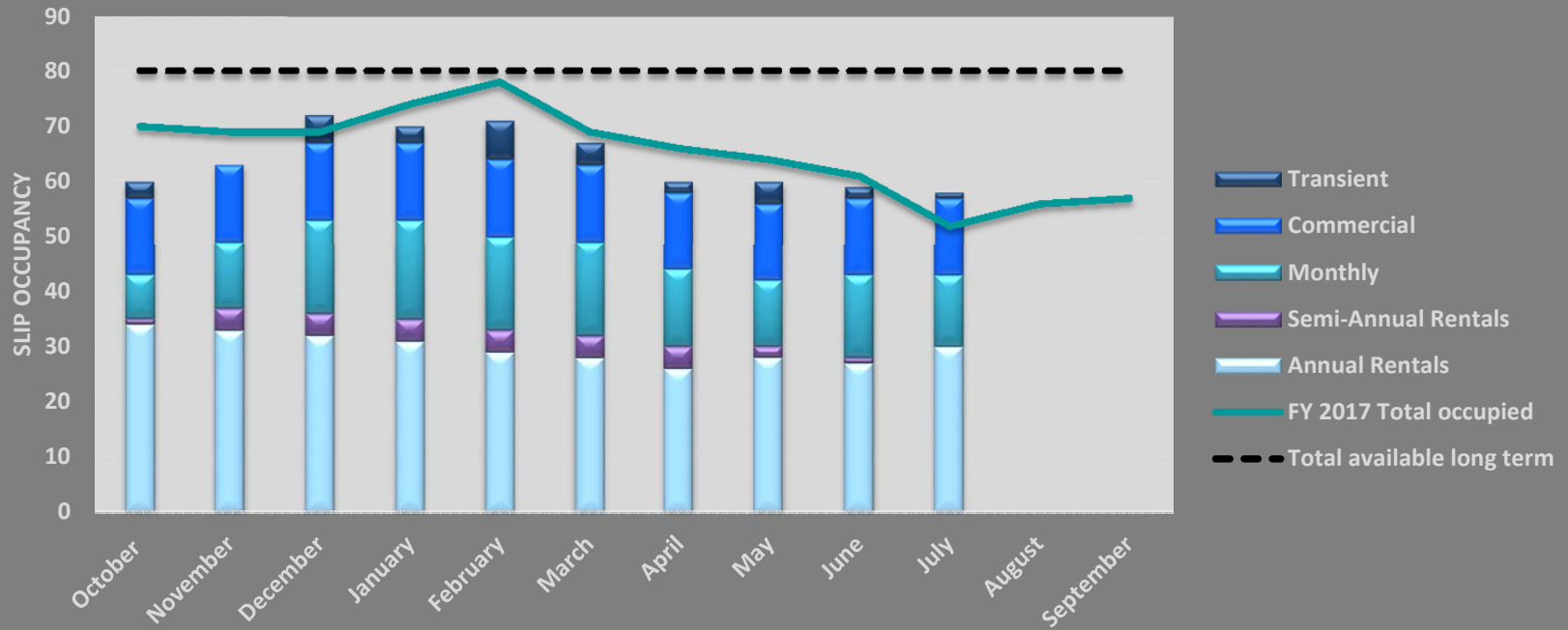
**SIGNIFICANT CURRENT INFORMATION TO BE TAKEN INTO CONSIDERATION:**

1. Actual YTD revenues compared to original YTD projections are 92%. Slip rental actual YTD revenues compared to original YTD projections are 91%. July 2018
2. Actual YTD departmental operating expenses compared to original YTD projections are 117%. July 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 \$13,579 of encumbrances. July 2018
5. The FY 2018 Operating Reserves (Beg) has been increased to reflect 9/30/17 audited year end operating reserves. April 2018

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

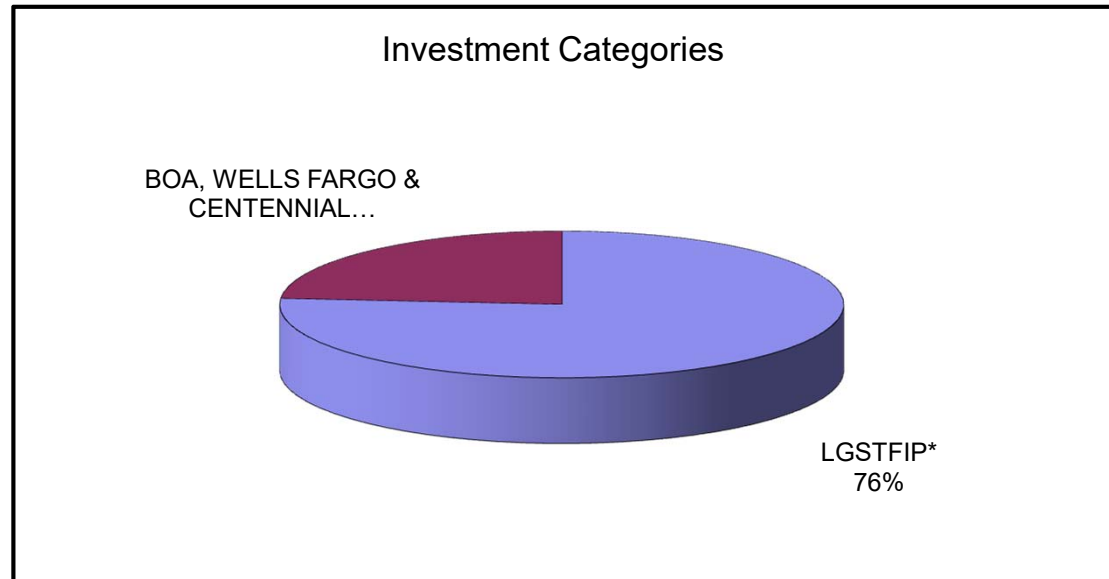


## FY 2018 Monthly Slip Occupancy by Category Compared to FY 2017 Monthly Total Occupancy



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

<u>Type</u>	<u>Principal Balance</u>	<u>Interest Rate</u>	<u>Market Value</u>
LGSTFIP*	35,799,833.97	2.19%	35,799,833.97
B of A, Wells Fargo, & Centennial	<u>11,119,780.14</u>	1.87%	<u>11,119,780.14</u>
<b>Total Investments</b>	<b><u><u>\$46,919,614.11</u></u></b>		<b><u><u>\$46,919,614.11</u></u></b>



\*Local Government Surplus Trust Funds Investment Pool



CITY OF PUNTA GORDA  
 MONTHLY REPORT TO CITY MANAGER  
 BUILDING DEPARTMENT

JULY 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>	409	529	490	4,970	5,157	3,595
<b>Electrical</b>	122	190	123	1,323	1,379	931
<b>Plumbing</b>	86	115	88	1,023	1,033	722
<b>A/C</b>	95	133	94	1,093	1,138	776
<b>Fire</b>	7	10	10	47	68	35
<b>Total</b>	719	977	805	8,456	8,775	6,059
<b>Daily Avg</b>	34.24	46.52	40.25	--	--	--

Permits Issued

<b>Building</b>						
Number	215	232	115	1,574	1,667	841
Value	10,871,553	6,223,200	13,603,855	77,840,773	70,250,057	59,069,759
Permit Fees	90,111	58,123	103,377	699,854	622,527	513,369
<b>Electrical</b>						
Number	40	75	41	519	458	385
Permit Fees	2,385	3,777	3,010	25,628	25,911	19,488
<b>Plumbing</b>						
Number	27	28	26	311	322	221
Permit Fees	1,650	1,700	1,550	19,600	20,350	13,700
<b>A/C</b>						
Number	90	86	73	716	638	513
Permit Fees	9,100	8,600	7,700	74,261	74,785	55,915
<b>Total All Fees</b>	103,246	72,200	115,637	819,343	743,573	602,472

Nature of Building Permits

Number of Permits	Types	Dwelling Units	Units Last Month	Units Last Year	Miscellaneous Fees	Permit Fees	Valuation
17	Single Family	17	8	11		47,148	6,610,754
	Modular Home						
2	2 Family	4	4		L & G 2,000	3,558	494,000
1	Multi-Family	3				5,076	718,000
	Mixed Use (Comm./Res.)				NBP		
1	Commercial Buildings					3,102	436,000
	Mobile Homes/Const Trl				C/C 400		
	Relocation						
9	Swimming Pools				Reinsp 2,050	1,800	385,974
3	Demolish					300	12,621
120	Other-Miscellaneous				Misc 2,817	16,966	887,483
26	Alteration/Additions to Dwellings					5,855	616,879
2	Alteration/Additions Commercial Bldgs					758	94,000
34	Canal Permits					5,548	615,842
215	<b>Total</b>	24	12	11	7,267	90,111	10,871,553

Building Valuation

<b>This Fiscal Year To Date</b>	<b>This Calendar Year To Date</b>
77,840,773	59,069,759
<b>Last Fiscal Year To Date</b>	<b>Last Calendar Year To Date</b>
70,250,057	53,946,191



# 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

July 2018

Classification	This month JULY 2018	This month JULY 2017	FY 2018 YTD	FY 2017 TOTAL	% PRIOR FY
<b>FIRE</b>					
Structure	1	1	15	9	166.7
Vehicle	1	0	7	9	77.8
Brush	0	2	11	22	50.0
Other	1	1	20	18	111.1
Mutual aid responses	5	8	79	67	117.9
False alarm - Fire	19	14	113	154	73.4
Hazardous conditions	8	8	64	83	77.1
Good intent	18	23	249	215	115.8
Severe weather/disaster	0	3	0	1	0.0

<b>EMS/RESCUE</b>					
EMS	214	214	2307	2590	89.1
False alarm - Medical	1	5	63	45	140.0

<b>PUBLIC SERVICE</b>					
Smoke detector -residences	11	15	284	253	112.3
Smoke detectors - serviced	35	46	1081	933	115.9
Agency assist	2	3	34	50	68.0
Lift assist	47	30	413	290	142.4
Service call (other)	2	12	73	66	110.6
Car seat install	0	0	1	25	4.0
Sharps containers	38	46	409	472	86.7
Medicine take-back (lbs)	164	72	1419	1359	104.4

<b>FIRE PREVENTION</b>					
Fire permits issued	11	4	136	204	66.7
Fire permit inspections	23	13	227	287	79.1
Annual inspections		0	37	28	132.1
In-Service inspections		188	979	1411	69.4
Business Tax inspections	0	1	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 JULY 2018	This month JULY 2017	FY 2018 YTD	FY 2017 TOTAL	% PRIOR FY
<b>PUBLIC EDUCATION</b>					
Adults	12	10	221	462	47.8
Children	30	40	462	774	59.7
<b>VOLUNTEER HOURS</b>					
	341.5	399	2808	4708.8	59.6



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

JULY 2018

Classification	This Month JULY 2018	This Month JULY 2017	FY 2018 Year to Date	FY 2017 Year to Date
<b>EVENTS</b>				
Events <sup>1</sup>	3861	3099	36788	30064
Community Foot Patrols	670	458	6012	4696
Business Checks	300	148	2258	1466
Directed Patrols	1172	898	11207	9985
Directed Patrols – Traffic Related	80	68	848	927
Traffic Stops	454	386	4650	2798

<b>TRAFFIC CRASHES</b>				
Traffic Crashes – No Injuries	37	39	539	498
Traffic Crashes – With Injuries	4	1	51	29
Traffic Crashes – Fatalities	1	0	3	0
<b>Total Traffic Crashes</b>	<b>42</b>	<b>40</b>	<b>593</b>	<b>527</b>

<b>CITATIONS AND WARNINGS</b>				
Uniform Traffic Citations	104	53	928	657
Written Warnings	439	343	4732	2589
Parking Citations	6	17	148	98
Parking Warnings	13	25	239	287
<b>Total Traffic/Parking Contacts</b>	<b>562</b>	<b>438</b>	<b>6047</b>	<b>3631</b>
Code Citations	0	4	4	8
Code Warnings	3	4	83	34
<b>Total Code Violations</b>	<b>3</b>	<b>8</b>	<b>87</b>	<b>42</b>

<b>ARRESTS</b>				
Physical Arrests – Adult	48	29	431	372
Physical Arrests – Juvenile	2	2	36	50
<b>Total Physical Arrests</b>	<b>50</b>	<b>31</b>	<b>467</b>	<b>422</b>
Notice To Appear – Adult	9	5	78	6
Notice To Appear - Juvenile	0	0	5	0
<b>Total Notice To Appear</b>	<b>9</b>	<b>5</b>	<b>83</b>	<b>6</b>
<b>Total Arrests</b>	<b>59</b>	<b>36</b>	<b>550</b>	<b>428</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

July 2018

	This Month JULY 2018	This Month JULY 2017	FY 2018 Year to Date	FY 2017 Year to Date
<b>DUI AND NARCOTIC ARRESTS<sup>2</sup></b>				
DUI Arrests	6	2	57	45
Narcotics Arrests <sup>3</sup>	26	18	234	146

<b>CALLS FOR SERVICE AND RESPONSE TIMES</b>				
Calls Answered – Administrative	2365	2237	24420	25786
Calls Answered – 9-1-1	621	569	6356	6117
<b>Total Calls Answered by Dispatch<sup>4</sup></b>	<b>2986</b>	<b>2806</b>	<b>30776</b>	<b>31903</b>
<b>Calls for Service Dispatched to Patrol</b>	<b>806</b>	<b>785</b>	<b>8465</b>	<b>8081</b>
<b>Dispatch Calls for Service Handling Time Average<sup>5</sup></b>	<b>1:38</b>	<b>1:58</b>	<b>1:37</b>	<b>1:47</b>
<b>Patrol Response Time Average</b>	<b>3:55</b>	<b>3:51</b>	<b>4:02</b>	<b>3:59</b>
<b>Total Response Time Average<sup>6</sup></b>	<b>5:33</b>	<b>5:49</b>	<b>5:39</b>	<b>5:46</b>

<b>RESERVE OFFICERS</b>				
Reserve Officer Hours Non-Paid	126	91	2220	947

<b>VOLUNTEERS</b>				
Vacant House Checks	138	120	548	625
Marine Volunteer Hours	211	192	2033.5	1941.5
Volunteers on Patrol Hours	219	320.5	2223	2627
Records and Fingerprinting Hours	227	217	2728.5	2670
All Other Volunteer Hours	256.5	171	2557.5	1970
<b>Total Volunteer in Policing Hours</b>	<b>913.5</b>	<b>900.5</b>	<b>9542.5</b>	<b>9208.5</b>

<b>QUALITY ASSURANCE REVIEWS</b>	<b>Yes</b>	<b>No</b>
Was the call-taker courteous and professional?	46	1
Was the phone answered in a timely manner?	46	1
Did the responding officer arrive promptly?	40	1
Did the officer present a professional appearance?	39	0
Was the officer courteous and professional?	40	1
Did the officer carefully listen to your complaint?	37	1
Did the officer provide you with all the information you needed?	36	1
Were you satisfied with the overall level of service provided by the officer?	44	3
<b>Total Quality Assurance Reviews</b>	<b>47</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 July 2018**

Pcard Transactions	# of Transactions Processed	Total Amount of Transactions	Cumulative # of transactions Processed	Cumulative FY Total
July 2017	469	\$ 293,626.51	4711	\$ 2,964,510.21
July 2018	513	\$ 287,535.82	4883	\$ 3,324,637.15

Pcard Spend Summary	Projected	NOTE: The data is estimated and will be confirmed upon receipt of Bank of America monthly report identifying large ticket purchases.
Avg Mthly Spend	\$ 3,324,637.15	
Est Annual Spend	\$ 3,989,564.58	
Projected Rebate	60242.43%	

Purchase Orders	# of PO Issued	Total PO Amount
July 2017	50	\$ 1,655,259.67
July 2018	32	\$ 623,553.69

Field Purchase Orders	# of FPO Issued	Total FPO Amount
July 2017	58	\$ 7,916.06
July 2018	51	\$ 19,965.35

Procurement Efficiencies*	Std-Competed	Negotiated	Audit Recovery	Shopped
July 2018	\$ 95,216.79	\$ -	\$ 204.33	\$ -
Procurement Efficiencies*	Projects	Rejected Purchase	Admin Fee	# of Efficiencies
July 2018	\$ -	\$ -	\$ -	10

Total Efficiencies	Monthly	Annual
FY 2018	\$ 50,530.58	\$ 1,045,415.11
FY 2017	\$ 95,421.12	\$ 5,981,394.82

**\*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
July 2017	23	27	21
July 2018	24	36	22

Summary of Projects Awarded =/> \$25,000			
Service/Commodity	Awarded Vendor	Amount	Solicitation Method
Furnish and install trees in Gilchrist Park	Jones Landscaping Punta Gorda, FL	\$ 26,700.00	Formal Quote
Master Agreement and Phase I for GIS services for Utility Department	The CEDRA Corp Victor, NY	\$26,180.00	Request for Qualifications Council approved
Purchase of an excavator	Flagler Construction Equipment Ft Myers, FL	\$ 189,301.00	Competed cooperative Agreements