

POLK CITY

June 18, 2018

City Commission Meeting
Polk City Government Center
123 Broadway Blvd., SE

7:00 P.M.

CALL TO ORDER – Mayor Joe LaCascia

INVOCATION – Pastor Walter Lawlor, New Life Community Church

PLEDGE OF ALLEGIANCE – Mayor Joe LaCascia

ROLL CALL – Assistant to the City Manager Sheandolen Dunn

ESTABLISHMENT OF A QUORUM

APPROVE CONSENT AGENDA

PRESENTATIONS AND RECOGNITIONS - None

PUBLIC COMMENT – **ITEMS NOT ON AGENDA** (limit comments to 3 minutes)

AGENDA

1. **Presentation of Financial Statement for the Year Ending September 30, 2017**
2. **PUBLIC HEARING - Ordinance 2018-03** - An Ordinance of the City Commission of Polk City, Florida; Voluntarily Annexing Certain Property into the Corporate Limits of Polk City, Florida, Pursuant to Section 0171.044, Florida Statutes; Redefining the Boundary Lines of the Municipality and to Include Said Property; Providing for Publication of Notice of the Proposed Annexation and Filing of a Certified Copy of This Ordinance with the Clerk of the Circuit Court in and for Polk County and with the Department of State; Providing an Effective Date, **second and final reading**
3. **PUBLIC HEARING - Ordinance 2018-04** – An Ordinance of Polk City, Florida; Providing Findings and Intent; Amending the Future Land Use Map of the Polk City Comprehensive Plan; Changing the Future Land Use Designation of Approximately 0.28 Acres Located at 111 Clearwater Court, (Parcel Number 25-26-32-000000-041320) from “Polk County Residential Low” to “Polk City Residential Medium”; Transmitting Said Amendment to the Florida Department of Economic Opportunity for Notification Purposes Only; Providing for Severability; Providing for Conflict; Providing for an Effective Date, **second and final reading**
4. **PUBLIC HEARING - Ordinance 2018-05** – An Ordinance of Polk City, Florida; Providing Findings and Intent; Amending the Official Zoning Map of Polk City, Florida, to Change the Zoning for Approximately 0.28 Acres Located at 111 Clearwater Court (Parcel Number 25- 26-32-000000-041320) from “Polk County Residential Low-4 (RL-4) to Polk City Mixed Residential Use (R-4); Providing for Severability; Providing an Effective Date, **second and final reading**

5. **PUBLIC HEARING - Ordinance 2018-06** - An Ordinance of the City Commission of Polk City, Florida; Voluntarily Annexing Certain Property into the Corporate Limits of Polk City, Florida, Pursuant to Section 0171.044, Florida Statutes; Redefining the Boundary Lines of the Municipality and to Include Said Property; Providing for Publication of Notice of the Proposed Annexation and Filing of a Certified Copy of This Ordinance with the Clerk of the Circuit Court in and for Polk County and with the Department of State; Providing an Effective Date, **second and final reading**

6. **PUBLIC HEARING – Ordinance 2018-07** – An Ordinance of Polk City, Florida, Providing for the Amendment of the Future Land Use Map of the Comprehensive Plan of Polk City, Florida, Specifically, Changing the Future Land Use Designation of Approximately 17.66 Acres Located at 0 Voyles Loop, 0 State Road 33, and 9835 North State Road 33, (Parcel Numbers 25-26-31-000000-032140, 25-26-31-000000-032010, 25-26-31-000000-041010) from Polk County Residential Suburban-X to Polk City Institutional- in The Green Swamp Area of Critical State Concern; and Transmitting said Amendment to the Florida Department of Economic Opportunity for Finding of Compliance; Providing for Severability; Providing for Conflict; Providing for an Effective Date, **first reading**

7. **PUBLIC HEARING – Ordinance 2018-08** – An Ordinance Amending the Official Zoning Map of Polk City, Florida, to Change the Zoning for Approximately 17.66 Acres Located at 0 Voyles Loop, 0 State Road 33, and 9835 North state Road 33 (Parcel Numbers 25-26-31-000000-032140, 25-26-31-000000-032010, 25-26-31-000000-041010) from Polk County Residential Suburban-X to Polk City Institutional-2X in the Green Swamp Area of Critical State Concern; Providing for Severability; Providing for Conflicts; Providing for Codification; Providing for an Effective Date, **first reading**

CITY MANAGER ITEMS

CITY ATTORNEY ITEMS

COMMISSIONER ITEMS

Vice Mayor Harris
Commissioner Blethen
Commissioner Carroll
Commissioner Kimsey
Mayor LaCascia

ANNOUNCEMENTS

ADJOURNMENT

CONSENT AGENDA
June 18, 2018

MAY ALL BE APPROVED BY ONE VOTE OF COMMISSION TO ACCEPT CONSENT AGENDA. Commission Members may remove a specific item below for discussion, and add it to the regular agenda under New or Unfinished Business, whichever category best applies to the subject.

A. CITY CLERK

1. Accept minutes – May 21, 2018 – Regular City Commission Meeting
2. Accept minutes – May 29, 2018 – Special City Commission Meeting
3. Accept minutes – June 4, 2018 – City Commission Workshop

B. REPORTS

1. Library Report – May 2018
2. Finance Report – May 2018
3. Polk Sheriff's Report – May 2018
4. Utilities Report – May 2018

C. OTHER

Please note: Pursuant to Section 286.0105, Florida Statutes, if a person decides to appeal any decision made by the City Commission with respect to any matter considered during this meeting, he or she will need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the American with Disabilities Act, a person with disabilities needing any special accommodations to participate in city meetings should contact the Office of the City Clerk, Polk City Government Center, 123 Broadway, Polk City, Florida 33868 Telephone (863) 984-1375. The City of Polk City may take action on any matter during this meeting, including items that are not set forth within this agenda.

Minutes of the City Commission meetings may be obtained from the City Clerk's office. The minutes are recorded, but are not transcribed verbatim. Persons requiring a verbatim transcript may arrange with the City Clerk to duplicate the recordings, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be at the expense of the requesting party.

**City Commission Meeting
June 18, 2018**

CONSENT AGENDA ITEM: Accept minutes for:
 May 21, 2018 – Regular City Commission Meeting
 May 29, 2018 – Special City Commission Meeting
 June 4, 2018 – City Commission Workshop

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE: Minutes attached for review and approval

ATTACHMENTS:

 May 21, 2018 – Regular City Commission Meeting
 May 29, 2018 – Special City Commission Meeting
 June 4, 2018 – City Commission Workshop

ANALYSIS: N/A

STAFF RECOMMENDATION: Approval of Minutes

CITY COMMISSION MINUTES

May 21, 2018

Mayor Joe LaCascia called the meeting to order at 7:00 p.m.

Pastor Walter Lawlor, New Life Community Church gave the invocation.

Those present recited the Pledge of Allegiance led by Mayor Joe LaCascia.

ROLL CALL – City Manager Jackson

Present: Mayor Joe LaCascia, Vice Mayor Wanda Harris, Commissioner Mike Blethen, Commissioner Don Kimsey, Commissioner Randy Carroll, City Attorney Thomas Cloud and City Manager Patricia Jackson

APPROVE CONSENT AGENDA

Motion by Vice Mayor Harris to approve the Consent Agenda; Mayor LaCascia asked for voice vote; the Consent Agenda was approved unanimously. (no second to the motion).

PRESENTATIONS AND RECOGNITIONS

Mayor Read the Municipal Clerk's Week Proclamation.

PUBLIC COMMENT

Susan Ketterman (583 Marklen Loop) discussed putting plantings back on Van Fleet Trail that were destroyed by the hurricane, asked about putting a crosswalk from Post Office to the Dollar General Market and asked for something be put in the newsletter asking homeowners to cut back overgrown trees. She also advised the mail box she mentioned last month has been replaced.

ORDER OF BUSINESS

Ordinance 2018-02

AN ORDINANCE OF POLK CITY, FLORIDA; APPROVING A FINAL PLAT PURSUANT TO § 7.05.06, POLK CITY LAND DEVELOPMENT CODE; PROVIDING A SHORT TITLE; PROVIDING FINDINGS AND INTENT; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE. First Reading

Mayor LaCascia read Ordinance 2018-02 by title only.

City Attorney Cloud stated after additional review of the Ordinance he revised added additional language regarding the Performance Bond with a date certain; Attorney Cloud read the language that was added. Discussion took place with Commission regarding the Performance Bond and what takes place

Motion by Vice Mayor Harris to approve Ordinance 2018-02; this motion was seconded by Commissioner Kimsey.

Discussion took place regarding why Polk City is addressing this Ordinance with a first reading if everything was not complete.

City Manager Jackson advised the Land Development Code allows the applicant to put up a Performance Bond in the event something is not complete. The plat will be completed and ready to present at the Special Meeting for Second Reading of this Ordinance, which is scheduled for Tuesday, May 29, 2018; if the plat is not ready, the meeting will be cancelled.

City Attorney Cloud stated the facilities have all been inspected upon completion. Polk City has a provision in this Ordinance that if anything is not satisfactory, the Performance Bond is called.

City Manager Jackson stated the final plat will be signed by the engineer and surveyors, stating all is correct. The As-Builts have to be in hand. The Performance Bond is a common practice. This has been advertised for Second and Final Reading.

City Attorney Cloud stated an opportunity has been created for both parties to move forward with all the protections necessary that when the lots are marketed to the public, the representations being made are indeed accurate. This is what platting does.

Cliff Torres (Pulte Homes, Director of Land Development) stated the original Performance Bond is already in Polk City's hands. If we did not do what was promised, Polk City can "call" the Performance Bond. The Maintenance Bond is being dated.

After further discussion Mayor LaCascia asked for roll call.

Roll Call Vote: Commissioner Carroll – aye, Mayor LaCascia – aye, Commissioner Blethen – aye, Commissioner Kimsey – aye, Vice Mayor Harris – aye

Motion carried unanimously.

Ordinance 2018-03

AN ORDINANCE OF THE CITY COMMISSION OF THE POLK CITY, FLORIDA; VOLUNTARILY ANNEXING CERTAIN PROPERTY INTO THE CORPORATE LIMITS OF POLK CITY, FLORIDA, PURSUANT TO SECTION 171.044, FLORIDA STATUTES; REDEFINING THE BOUNDARY LINES OF THE MUNICIPALITY TO INCLUDE SAID

PROPERTY; PROVIDING FOR PUBLICATION OF NOTICE OF THE PROPOSED ANNEXATION AND FILING OF A CERTIFIED COPY OF THIS ORDINANCE WITH THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY AND WITH THE DEPARTMENT OF STATE; PROVIDING AN EFFECTIVE DATE. First Reading

Mayor LaCascia read Ordinance 2018-03 by title only.

City Manager Jackson stated Polk City received an application from Asrat Enterprises 111 Clearwater Court for annexation. Staff recommended approving this ordinance on first reading.

No one spoke for or against the ordinance.

Motion by Commissioner Kimsey to approve Ordinance 2018-03 on First Reading; this motion was seconded by Commissioner Blethen.

Commissioner Blethen asked Mr. Denico why annex. Mr. Denico replied because he can.

Roll Call Vote: Mayor LaCascia – aye, Commissioner Carroll – aye, Vice Mayor Harris –aye, Commissioner Kimsey – aye, Commissioner Blethen – aye

Motion carried unanimously.

Ordinance 2018-04

AN ORDINANCE OF POLK CITY, FLORIDA, PROVIDING FOR THE AMENDMENT OF THE FUTURE LAND USE MAP OF THE COMPREHENSIVE PLAN OF POLK CITY, FLORIDA, SPECIFICALLY, CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 0.28 ACRES LOCATED AT 111 CLEARWATER COURT, (PARCEL NUMBER 25-26-32-000000-041320) FROM “POLK COUNTY RESIDENTIAL LOW” TO “POLK CITY RESIDENTIAL MEDIUM”; AND TRANSMITTING SAID AMENDMENT TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY FOR NOTIFICATION PURPOSES ONLY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE. First Reading

Mayor LaCascia read Ordinance 2018-04 by title only. No one spoke for or against the ordinance.

Marissa Barmby (CFRPC) briefly discussed the specifics of this Future Land Use and zoning request.

Motion by Vice Mayor Harris to approve Ordinance 2018-04 on First Reading; this motion was seconded by Commissioner Blethen.

Roll Call Vote: Commissioner Kimsey – aye, Vice Mayor Harris – aye, Commissioner Blethen – aye, Commissioner Carroll – aye, Mayor LaCascia - aye

Motion carried unanimously.

Ordinance 2018-05

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF POLK CITY, FLORIDA TO CHANGE THE ZONING FOR APPROXIMATELY 0.28 ACRES LOCATED AT 111 CLEARWATER COURT (PARCEL NUMBER 25-26-32-000000-041320) FROM POLK COUNTY RESIDENTIAL LOW-4 (RL-4) TO POLK CITY MIXED RESIDENTIAL USE (R-4); PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE. First Reading

Mayor LaCascia read Ordinance 2018-05 by title only. No one spoke for or against the ordinance.

Motion by Commissioner Blethen to approve Ordinance 2018-05 on First Reading; this motion was seconded by Commissioner Carroll.

No Discussion.

Roll Call Vote: Commissioner Blethen – aye, Mayor LaCascia – aye, Commissioner Kimsey–aye, Vice Mayor Harris–aye, Commissioner Carroll-aye

Motion carried unanimously.

Ordinance 2018-06

AN ORDINANCE OF THE CITY COMMISSION OF THE POLK CITY, FLORIDA; VOLUNTARILY ANNEXING CERTAIN PROPERTY INTO THE CORPORATE LIMITS OF POLK CITY, FLORIDA, PURSUANT TO SECTION 171.044, FLORIDA STATUTES; REDEFINING THE BOUNDARY LINES OF THE MUNICIPALITY TO INCLUDE SAID PROPERTY; PROVIDING FOR PUBLICATION OF NOTICE OF THE PROPOSED ANNEXATION AND FILING OF A CERTIFIED COPY OF THIS ORDINANCE WITH THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY AND WITH THE DEPARTMENT OF STATE; PROVIDING AN EFFECTIVE DATE. First Reading.

Mayor LaCascia read Ordinance 2018-06 by title only. No one spoke for or against the ordinance.

Motion by Vice Mayor Harris to approve Ordinance 2018-06 on First Reading; this motion was seconded by Commissioner Kimsey.

No Discussion.

Roll Call Vote: Commissioner Carroll – aye, Commissioner Blethen – aye, Mayor LaCascia – aye, Vice Mayor Harris – aye, Commissioner Kimsey – aye

Motion carried unanimously.

FY 2018 CDBG Project – Freedom Park Restrooms ADA Compliance/Painting

City Manager Jackson stated this item was presented to the City Commission a few months ago. The City Commission authorized staff to negotiate with Close Construction in an effort to reduce his original price (\$84,000). Close Construction has submitted another quote in the amount of \$69,000.

The City received three additional quotes as required by Ordinance (in Commissioners packets), and Odom Contracting was the lowest quote in the amount of \$15,860.00.

Staff recommended rejecting the Proposal from Close Construction in the amount of \$69,000.

Motion by Commissioner Kimsey to reject the proposal from Close Construction in the amount of \$69,000; this motion as seconded by Commissioner Blethen.

Motion carried unanimously by voice vote.

CDBG Project – Accept Proposal Odom Contracting

Staff recommended accepting the proposal from Odom Contracting for Freedom Park Restroom and ADA Compliance work in the amount of \$15,860.

Motion by Vice Mayor Harris to accept the Proposal from Odom Contracting for Freedom Park Restroom and ADA Compliance work in the amount of \$15,860; this motion as seconded by Commissioner Blethen.

Commissioner Blethen requested clarification on Odom Contracting job tasks.

City Manager Jackson reiterated Odom Contracting will do everything required under the CDBG Project.

Motion carried unanimously by voice vote.

Painting of Surge Tank at Cardinal Hill WWTF

City Manager Jackson discussed the project, which is in the FY 2018 budget. Four quotes were received.

Keith Prestage, Public Works Director discussed Phase I – sandblast and painting of interior and exterior of the EQ Tank and all pipes connected to the tank.

Motion by Vice Mayor Harris to approve painting of the Surge Tank at WWTF with Corrosion Control in the amount of \$22,000; this motion was seconded by Commissioner Carroll.

Commission Kimsey inquired about the kind of paint to be used for this project.

Keith Prestage responded Sherwin Williams has a specially designed paint for this type of application on tanks.

Motion carried unanimously by voice vote.

Commissioner Kimsey stated in the future he would like to see this kind of project done in-house. Inquired about the actual process.

Keith Prestage responded it would not be possible for City staff to do this kind of project. There is specific equipment used that Polk City does not have, safety devices to get in the tank and trained staff for these type projects. The material inside the tank is contaminated and treated as such. Crew members have to get down inside the tank with the proper safety gear. Corrosion Control does this type of work and has all the necessary equipment with highly skilled staff.

Discussion ensued.

CITY MANAGER ITEMS

Grimes Road – Extension of Water Services Lines – Someone is buying a piece of property on Grimes Road and SR 33. As part of their purchase contract, the buyer is required to become a water customer. Rather than have one customer connect to the water main on S.R. 33, City Manager Jackson is recommending the City run a 6” service line down Grimes Road to end; this will include a fire hydrant. It is cost effective to run the water line down the entire length of the street versus a water line for just one customer.

Quotes received are: Odom Contracting \$23,505; Tucker Paving for 400 LF - \$43,902; Tucker Paving for 1,250 LF - \$99,715.

This project would also have to be engineered as it is on a County Road. AMEC (Wood Engineering) has submitted a quote for \$14,942.00.

The Impact Fees can pay for this. As the residents get connected, they will be asked to sign an Annexation Agreement.

Staff recommended approval of Odom Contracting for the Grimes Road Project in the amount of \$23,505.

Motion by Vice Mayor Harris to approve the proposal from Odom Contracting for the Grimes Road Water Line Extension in the amount of \$23,505; this motion was seconded by Mayor LaCascia.

Commissioner Kimsey stated he has two pieces of property on Grimes Road and is not interested in annexing those properties into the City. After discussion of annexation, City Manager advised the city does not have to require it.

Roll Call Vote: Commissioner Kimsey - aye, Mayor LaCascia - aye, Commissioner Carroll - aye, Commissioner Blethen - aye, Vice Mayor Harris - aye

Motion carried unanimously.

Grimes Road Project – AMEC (Wood Engineering)

Staff recommended approval of AMEC (Wood Engineering) for the engineering portion of the Grimes Road Project in the amount of \$14,942.

Motion by Commissioner Blethen to approve AMEC (Wood Engineering) for the engineering portion of the Grimes Road Project in the amount of \$14,942; this motion was seconded by Vice Mayor Harris.

Motion carried unanimously by voice vote.

CITY MANAGER ITEMS

City Commission Workshop – Monday, June 4, 2018 at 7 pm – will review the Parks and Recreation Master Plan and the City’s Economic Development Strategy (DEO Grants)

Memorial Day – Offices and Library will be closed on Monday, May 28.

George Cotellis Contract for Services – will be placed on the May 29, 2018 Special Meeting Agenda.

Special City Commission Meeting – Tuesday, May 29, 2018 at 7 pm

CITY ATTORNEY ITEMS

City Attorney Cloud discussed the Polk Regional Water Cooperative – Peace River – SWFWMD Lawsuit. Several cities in Polk County have joined the lawsuit. Polk City should sit on the sidelines...only a small amount of involvement part of this. Polk City’s water does not come from Peace River Basin.

COMMISSIONER ITEMS

Vice Mayor Harris – Thanked everyone for coming.

Commissioner Blethen – Acknowledgement of Library and staff presentation to Polk City Elementary School, volunteers, staff, librarian. Would like the City Commission meeting packets distributed on Wednesday. Dissatisfied with the new look of the financials.

Commissioner Kimsey – Thanked everyone for coming.

Commissioner Carroll – Thanked everyone for coming. Polk City is looking great.

Mayor LaCascia – The recently purchased Bryant Property clean-up is coming along nicely. Would like to see the financials in larger print.

ANNOUNCEMENTS - None

ADJOURNMENT – 8:20 pm

Patricia Jackson, City Manager

Joe LaCascia, Mayor

CONSENT AGENDA
May 21, 2018

MAY ALL BE APPROVED BY ONE VOTE OF COMMISSION TO ACCEPT CONSENT AGENDA. Commission Members may remove a specific item below for discussion, and add it to the regular agenda under New or Unfinished Business, whichever category best applies to the subject.

A. CITY CLERK

1. Accept minutes –April 16, 2018 – Regular City Commission Meeting

B. REPORTS

1. Financial Report – April 2018
2. Library Report – April 2018
3. Polk Sheriff's Report – April 2018
4. Utilities Report – April 2018

C. OTHER

SPECIAL MEETING MINUTES

May 29, 2018

Mayor Joe LaCascia called the meeting to order at 7:00 p.m.

Those present recited the Pledge of Allegiance led by Mayor Joe LaCascia.

ROLL CALL – Assistant to the City Manager Sheandolen Dunn

Present: Mayor Joe LaCascia, Commissioner Mike Blethen, Commissioner Don Kimsey, Commissioner Randy Carroll and City Manager Patricia Jackson

Absent: Vice Mayor Wanda Harris, City Attorney Thomas Cloud

ORDER OF BUSINESS

PUBLIC HEARING – Ordinance 2018-02

AN ORDINANCE OF POLK CITY, FLORIDA; APPROVING A FINAL PLAT PURSUANT TO § 7.05.06, POLK CITY LAND DEVELOPMENT CODE; PROVIDING A SHORT TITLE; PROVIDING FINDINGS AND INTENT; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE. Second and Final Reading

Mayor LaCascia read Ordinance 2018-02 by title only. Mayor LaCascia opened the Public Hearing. No one spoke for or against the ordinance. Mayor LaCascia closed the Public Hearing.

Motion by Commissioner Kimsey to approve Ordinance 2018-02 on Second and Final Reading; this motion was seconded by Mayor LaCascia.

Commissioner Blethen inquired about when this item was originally presented to the Planning Commission

Cliff Torres (Pulte Homes) and Jennifer Codo-Salisbury (CFRPC) explained the timeline for this process. The original Mylar Plat is dated May 21, 2018.

Jennifer Codo-Salisbury further explained the end of 2017 was when the actual infrastructure and platting process began.

City Manager Jackson stated once the final plat is approved and recorded with the Clerk of the Courts, Pulte Homes can start selling lots.

Commissioner Carroll inquired about the retention pond by the church.

Mr. Torres responded that the retention pond is in Phase 3 and proposed for 103 homes. Phase 2 has 100 homes and Phase 1 has 155 homes. Approximately 358 homes and they are 3 or 4 bedrooms.

Lengthy discussion ensued.

Roll Call Vote: Commissioner Carroll - aye, Commissioner Blethen – aye, Commissioner Kimsey - aye, Mayor LaCascia – aye

Motion carried 4/0.

Ordinance 2018-02 – Part 2 of motion – to approve the condition recommended by City Attorney Cloud regarding the Maintenance Bond.

City Manager Jackson discussed the Maintenance Bond. Polk City has a Maintenance Bond that will take affect once the final plat is recorded.

Commissioner Kimsey asked if there were more phases to come.

Mr. Torres responded there are only three phases.

Motion by Mayor LaCascia to approve the condition recommended by City Attorney Cloud regarding the Maintenance Bond; this motion was seconded by Commissioner Carroll.

Roll Call Vote: Commissioner Blethen - aye, Commissioner Kimsey – aye, Commissioner Carroll – aye, Mayor Lacascia – aye

Motion carried 4/0.

Services Agreement for Financial Reporting /Comptroller with George Cotellis

City Manager Jackson discussed the Services Agreement for Financial Reporting/Comptroller with George Cotellis. This is a renewal. The fee of \$14,000 was decreased by \$400. Therefore, the final price is \$13,600.

Staff is recommending approval of the Services Agreement for Financial Reporting/Comptroller with George Cotellis in the amount of \$13,600.

Motion by Commissioner Kimsey to approve the Financial Reporting Officer/Comptroller Services Agreement with George Cotellis, Jr. in the amount of \$13,600; this motion was seconded by Commissioner Carroll.

Motion carried 4/0 by Voice Vote.

CITY MANAGER ITEMS- None

CITY ATTORNEY ITEMS - None

COMMISSIONER ITEMS - None

ANNOUNCEMENTS - None

ADJOURNMENT – 7:20 pm

Patricia Jackson, City Manager

Joe LaCascia, Mayor

CITY COMMISSION WORKSHOP MINUTES

June 4, 2018

Mayor Joe LaCascia called the meeting to order at 7:00 p.m.

Those present recited the Pledge of Allegiance led by Mayor Joe LaCascia.

ROLL CALL – Assistant to the City Manager Sheandolen Dunn

Present: Mayor Joe LaCascia, Vice Mayor Wanda Harris, Commissioner Mike Blethen, Commissioner Don Kimsey, and City Manager Patricia Jackson

Absent: Commissioner Randy Carroll, City Attorney Thomas Cloud

ORDER OF BUSINESS

Draft Polk City Economic Development Strategy – DEO Competitive Florida Partnership Grant

Jennifer Codo-Salisbury and Mike Wadley (CFRPC) presented the draft Polk City Economic Development Strategy to the City Commission and addressed any questions or concerns from the City Commission. Polk City was awarded two grants from Florida Department of Economic Opportunity. This is a culmination of conversations with the City, demographics and where Polk City is headed. This grant gave Polk City the opportunity to put a plan in writing. “MyPolkCity” is an effort through Florida DEO to kick off Polk City’s vision. In 2014 Polk City adopted a Vision Plan. Established Downtown core area.

Commissioner Kimsey commented that Polk City is a “Bedroom Community” Several stores are empty today. What can be done to bring businesses to Polk City?

One suggestion was to establish a bicycle rental in the area of the Van Fleet Trail, which could possibly attract an eatery.

Mayor LaCascia stated the businesses are watching and once demographics are out there, the businesses will come. However, the demographics have to come first. The nail salon is a perfect example of the need in Polk City. In the next five to eight years the economy will flourish.

City Manager Jackson stated Polk City has never had this done, so this is the roadmap to growth.

Commissioner Blethen is pleased with the “mypolkcity” brochure. Would like to get a copy in everyone’s hands.

Jennifer Codo-Salisbury reiterated this is update and conversation and the feedback is awesome.

Mayor LaCascia stated approximately 500 new rooftops are coming with children. Polk City is the fastest growing city in Polk County.

Jennifer Codo-Salisbury provided an overview of the process for developers with Polk County and the Polk County School Board.

Commissioner Kimsey commented on the awesome fishing pier in Polk City, but there is no parking. People could come to a fishing tournament, they will eat lunch, go to the bait shop, purchase gas and beer.

Mike Wadley (CFRPC) encouraged City staff to send the "mypolkcity" brochure to realtors.

Lengthy discussion on the future goals for Polk City.

Draft Polk City Parks and Recreation Master Plan

Jennifer Codo-Salisbury and Mike Wadley (CFRPC) presented the draft Polk City Parks and Recreation Master Plan to the City Commission and addressed any questions or concerns from the City Commission. This came about from the 2014 Visioning and all the projects discussed are grant funded. The Parks and Recreation Plan looks at the population today, the facilities Polk City has and what may be needed in the future. In January 2018, an initial meeting took place where residents discussed what they would like to see in Polk City. As discussion continued, many residents were not aware of the facilities that already exist in the City. Other examples of City amenities are a community garden, movies at Freedom Park, additional street lighting. In March 2018 draft concepts began for improvements to existing parks and heard comments about the green swamp which is a significant part of being in Polk City. Marketing Polk City's assets moving into an ecotourism trend. A "*Show Me The Money*" survey was done at a workshop which resulted in 39% wanting improvement of the existing City facilities; 32% having City parks and recreation programs; 29% wanted connections such as sidewalks throughout the City. The latest workshop was May 19, 2018. Lengthy discussion on additions to Freedom Park and the Van Fleet Trail.

Mike Wadley spoke briefly on the cultural corridor of Polk City. The key to connectivity is sidewalks.

This Master Plan is a work in progress.

CITY MANAGER ITEMS- None

CITY ATTORNEY ITEMS - None

COMMISSIONER ITEMS

Commissioner Blethen inquired about what Polk County wants to do with SR 33 and Berkley Road traffic from Fountain Park.

Mayor LaCascia responded TPO and FDOT knows what is going on and takes the position of wait and see what happens. They are in discussion about a proposed traffic light at Mt. Olive Road and SR 33. Polk City is not being treated any different than any other city.

ANNOUNCEMENTS - None

ADJOURNMENT – 8:10 pm

Patricia Jackson, City Manager

Joe LaCascia, Mayor

**City Commission Meeting
May 21, 2018**

CONSENT AGENDA ITEM: Department Monthly Reports

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE: Department Reports attached for review and approval.

ATTACHMENTS:

Monthly Department Reports for:

- Library Report – May 2018
- Finance Report – May 2018
- Sheriff's Office – May 2018
- Utilities Report – May 2018

ANALYSIS: N/A

STAFF RECOMMENDATION: Approval of Department Reports via Consent Agenda

Library Reports 10/2017 - 09/2018

	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Totals
Circulation													
Adult Books	913	822	846	986	924	967	862	982					7,302
Juvenile Books	898	853	608	826	719	826	745	827					6,302
DVD'S	875	762	733	903	844	742	727	820					6,406
Total Circulation	2686	2437	2187	2715	2487	2535	2334	2629					20,010
New Borrowers													
In City	8	11	12	16	7	11	26	15					106
In County	10	5	2	8	3	6	18	6					58
Total New Borrowers	18	16	14	24	10	17	44	21					164
Number of Programs													
Adult	2	1	1	1	1	1	2	1					10
Juvenile	1	2	4	3	3	4	3	6					26
Young Adult	1	1	1	1	1	2	1	1					9
Total Programs	4	4	6	5	5	7	6	8					45
Program Attendance													
Adult	10	8	23	19	30	25	41	63					219
Juvenile	18	20	113	23	25	48	86	441					774
Young Adult	5	8	27	5	3	11	10	5					74
Total Attendance	33	36	163	47	58	84	137	509					1,067
Reference Questions													
Phone Calls	176	223	220	258	242	215	203	205					1,742
Number of Computer Users													
	393	314	250	309	271	277	305	278					2,397
Total Patrons													
	1509	1486	1307	1483	1326	1507	1369	1584					11,571

POLK CITY
Simple Balance Sheet

For Fiscal Year: 2018 thru Fiscal Month: May, for Fund: 01

Account Number	Account Title	Ending Bal	Net Amount
01-101-100	Cash - Checking	1,567,468.70	
01-101-800	Cash - Impact Fee Account	373,495.60	
01-101-911	USDA - Loan Payments - Sinking Fund	34,029.39	
01-101-931	USDA - Reserves	102,090.00	
01-101-990	Van Fleet Cycling Challenge	859.09	
01-102-100	Cash on Hand	575.00	
01-115-100	Accounts Receivable - Utilities	53,891.14	
01-115-110	Accounts Receivable - NSF	25.00-	
01-115-120	Accounts Receivable - Local Bus Licenses	1,848.00	
01-115-130	Accounts Receivable - Readiness to Serve	2,476.98	
01-117-100	Allowance for Bad Debt	13,249.30-	
01-117-200	Allowance for Uncollectible A/R	2,476.98-	
01-153-302	Restricted Cash - New Local Opt Gas Tax	32,497.54	
01-153-303	Restricted Cash - Building and Codes	2,000.00	
01-155-100	Prepaid Expenses	684.64	
01-160-902	Reserve Account	177,764.59	
01-160-903	Reserve Acct - Emergencies & Contingency	62,924.00	
	** TOTAL ASSET**		2,396,853.39
01-202-100	Accounts Payable	42,058.66-	
01-202-900	Customer Deposits	2,400.00	
01-207-800	Due to Enterprise Fund	4,992.36	
01-208-300	Due to County - Impact Fees	180,401.20	
01-208-305	Due to County - Public Srv Tax	39.35	
01-208-310	Due to DCA - Bldg Permit Surcharge	353.96	
01-208-320	Due to Dept of Business - License Fees	1,498.26	
01-208-330	Due to PCSO - Police Education Revenue	165.84	
01-217-200	Accrued Sales Tax	136.84	
01-218-050	Payroll Liabilities	87.80	
01-218-200	FRS Retirement Payable	10,324.17	
01-218-300	Health Plan Payable	2,311.40	
01-218-320	Supplemental Insurance Payable	211.44	
01-218-327	CHL- Child Support	463.85	
01-218-400	Dental Plan Payable	395.57	
01-218-410	Vision Plan Payable	201.76	
01-218-700	ICMA-RC	20.00-	
	** TOTAL LIABILITY**		161,905.14
01-243-100	Encumbrances Placed	3,412.00-	
01-245-100	Reserved for Encumbrances	3,412.00	
	** TOTAL ENCUMBRANCE**		0.00
01-271-100	Fund Balance Unreserved	1,881,761.82	
	** TOTAL EQUITY**		1,881,761.82
	** TOTAL REVENUE**		1,841,736.65
	** TOTAL EXPENSE**		1,488,550.22
	TOTAL LIABILITY AND EQUITY		2,396,853.39

Polk City

May 31, 2018

General Fund and Enterprise Fund Revenue vs Expenditures

General Fund Revenue

Account Number	Description	Budget	Adjusted Budget	MTD Amount	YTD Amount	Out Encum	Balance	% REC / EXP
01-311-100	Ad Valorem Taxes	\$ 588,241.00	\$ 588,241.00	\$ 9,930.06	\$ 520,052.59	\$ -	\$ 68,188.41	88.41
01-312-300	9th Cent Gas Tax	\$ 13,745.00	\$ 13,745.00	\$ 1,107.07	\$ 7,175.32	\$ -	\$ 6,569.68	52.2
01-312-400	Local Option Gas Tax	\$ 79,379.00	\$ 79,379.00	\$ 7,038.44	\$ 46,798.44	\$ -	\$ 32,580.56	58.96
01-312-410	New Local Option Gas Tax	\$ 48,379.00	\$ 48,379.00	\$ -	\$ 24,800.27	\$ -	\$ 23,578.73	51.26
01-314-100	Electric - Utility Tax	\$ 78,487.00	\$ 78,487.00	\$ 7,093.33	\$ 49,594.26	\$ -	\$ 28,892.74	63.19
01-314-300	Water - Utility Tax	\$ 44,648.00	\$ 44,648.00	\$ -	\$ 27,397.55	\$ -	\$ 17,250.45	61.36
01-314-301	Water - Utility Tax - Readiness to Serve	\$ 513.00	\$ 513.00	\$ -	\$ -	\$ -	\$ 513.00	0
01-314-400	Gas - Utility Tax	\$ 3,300.00	\$ 3,300.00	\$ 375.01	\$ 2,781.26	\$ -	\$ 518.74	84.28
01-315-100	Communications Services Tax	\$ 172,976.00	\$ 172,976.00	\$ 17,822.60	\$ 119,680.27	\$ -	\$ 53,295.73	69.19
01-316-100	Local Business Licenses	\$ 11,800.00	\$ 11,800.00	\$ 94.95	\$ 7,432.21	\$ -	\$ 4,367.79	62.98
01-322-100	Building Permits	\$ 71,255.00	\$ 71,255.00	\$ 5,931.40	\$ 130,451.58	\$ -	\$ (59,196.58)	183.08
01-322-101	Bldg Permit - Plan Checking	\$ 37,079.00	\$ 37,079.00	\$ 2,361.50	\$ 80,431.24	\$ -	\$ (43,352.24)	216.92
01-322-102	Bldg Permit - Admin Fee	\$ 2,380.00	\$ 2,380.00	\$ 420.00	\$ 2,820.00	\$ -	\$ (440.00)	118.49
01-322-103	Bldg Permit - Electrical	\$ 9,825.00	\$ 9,825.00	\$ 875.00	\$ 7,620.00	\$ -	\$ 2,205.00	77.56
01-322-104	Bldg Permit - Plumbing	\$ 9,325.00	\$ 9,325.00	\$ 563.00	\$ 6,413.00	\$ -	\$ 2,912.00	68.77
01-322-105	Bldg Permit - Mechanical	\$ 8,750.00	\$ 8,750.00	\$ 625.00	\$ 5,650.00	\$ -	\$ 3,100.00	64.57
01-322-107	Bldg Permit - Cert of Occupancy	\$ 1,000.00	\$ 1,000.00	\$ 180.00	\$ 2,675.00	\$ -	\$ (1,675.00)	267.5
01-322-108	Bldg Permit - Inspections	\$ 60,389.00	\$ 60,389.00	\$ 5,495.00	\$ 88,133.60	\$ -	\$ (27,744.60)	145.94
01-323-100	Electric	\$ 57,022.00	\$ 57,022.00	\$ -	\$ 21,952.36	\$ -	\$ 35,069.64	38.5
01-323-300	Solid Waste	\$ 30,800.00	\$ 30,800.00	\$ 4,500.00	\$ 18,907.38	\$ -	\$ 11,892.62	61.39
01-324-100	Police - Public Safety Impact Fee	\$ 41,924.00	\$ 41,924.00	\$ 1,289.98	\$ 19,994.69	\$ -	\$ 21,929.31	47.69
01-324-110	Fire/Rescue - Public Safety Impact Fee	\$ 22,432.00	\$ 22,432.00	\$ 690.22	\$ 10,698.41	\$ -	\$ 11,733.59	47.69
01-324-310	Transportation Impact Fee	\$ 67,510.00	\$ 67,510.00	\$ -	\$ -	\$ -	\$ 67,510.00	0
01-324-610	Parks Recreation Impact Fee	\$ 113,621.00	\$ 113,621.00	\$ 2,080.32	\$ 32,244.96	\$ -	\$ 81,376.04	28.38
01-324-710	Public Facilities Impact Fee	\$ -	\$ -	\$ 3,496.02	\$ 54,188.31	\$ -	\$ (54,188.31)	
01-329-220	Site Plan Reviews	\$ -	\$ -	\$ 800.00	\$ 1,600.00	\$ -	\$ (1,600.00)	
01-331-510	CDBG	\$ 24,532.00	\$ 24,532.00	\$ -	\$ -	\$ -	\$ 24,532.00	0
01-334-201	Justice Assistance Grant (JAG)	\$ 5,113.00	\$ 5,113.00	\$ -	\$ -	\$ -	\$ 5,113.00	0
01-334-910	DEO GRANT	\$ -	\$ -	\$ -	\$ 5,000.00	\$ -	\$ (5,000.00)	
01-335-120	MRS - State Sales Tax	\$ 57,297.00	\$ 57,297.00	\$ 4,744.19	\$ 37,953.37	\$ -	\$ 19,343.63	66.24
01-335-122	SRS - 8th Cent. Motor Fuel Tax	\$ 17,888.00	\$ 17,888.00	\$ 1,481.97	\$ 11,855.76	\$ -	\$ 6,032.24	66.28

General Fund Revenue con't

Account Number	Description	Budget	Adjusted Budget	MTD Amount	YTD Amount	Out Encum	Balance	% REC / EXP
01-335-123	MRS - Municipal Fuel Tax	\$ 7.00	\$ 7.00	\$ 0.64	\$ 4.95	\$ -	\$ 2.05	70.71
01-335-140	Mobile Home License	\$ 4,383.00	\$ 4,383.00	\$ 284.75	\$ 4,621.23	\$ -	\$ (238.23)	105.44
01-335-150	Alcoholic Beverage License	\$ 1,101.00	\$ 1,101.00	\$ 1,125.71	\$ 1,125.71	\$ -	\$ (24.71)	102.24
01-335-180	Half-Cent Sales Tax	\$ 108,243.00	\$ 108,243.00	\$ 8,611.35	\$ 62,792.83	\$ -	\$ 45,450.17	58.01
01-337-100	Library Coop Funding	\$ 36,029.00	\$ 36,029.00	\$ 15,995.05	\$ 31,990.11	\$ -	\$ 4,038.89	88.79
01-340-400	Solid Waste	\$ 257,595.00	\$ 257,595.00	\$ 46,825.46	\$ 185,854.14	\$ -	\$ 71,740.86	72.15
01-340-700	Stormwater Utility Fees	\$ 19,039.00	\$ 19,039.00	\$ 3,403.32	\$ 13,570.53	\$ -	\$ 5,468.47	71.28
01-340-900	Notary Fees	\$ -	\$ -	\$ 5.00	\$ 25.00	\$ -	\$ (25.00)	
01-344-900	FDOT Maintenance Agreement	\$ 16,303.00	\$ 16,303.00	\$ -	\$ 8,151.90	\$ -	\$ 8,151.10	50
01-347-100	Library Income	\$ 4,500.00	\$ 4,500.00	\$ 463.68	\$ 5,607.14	\$ -	\$ (1,107.14)	124.6
01-351-200	Fines, Penalties, and Forfeitures	\$ 2,000.00	\$ 2,000.00	\$ 327.31	\$ 2,625.89	\$ -	\$ (625.89)	131.29
01-359-300	Late Fees	\$ 125.00	\$ 125.00	\$ 10.50	\$ 456.25	\$ -	\$ (331.25)	365
01-361-100	Interest Income	\$ 190.00	\$ 190.00	\$ -	\$ 300.91	\$ -	\$ (110.91)	158.37
01-362-100	Activity Center Rentals	\$ 1,000.00	\$ 1,000.00	\$ 300.00	\$ 1,550.00	\$ -	\$ (550.00)	155
01-362-200	Donald Bronson Community Center Rentals	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,650.00	\$ -	\$ (650.00)	132.5
01-365-100	Sales of Surplus Property	\$ 500.00	\$ 500.00	\$ -	\$ 353.27	\$ -	\$ 146.73	70.65
01-366-101	Private Donations - Christmas	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,550.00	\$ -	\$ (550.00)	155
01-366-102	Private Donations - Halloween	\$ 100.00	\$ 100.00	\$ -	\$ 1,250.00	\$ -	\$ (1,150.00)	1250
01-366-104	Private Donations - Music Festival	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	\$ -	\$ 1,500.00	0
01-366-110	Private Donations - Library	\$ 600.00	\$ 600.00	\$ 140.00	\$ 495.00	\$ -	\$ 105.00	82.5
01-369-100	Misc. Income	\$ 300.00	\$ 300.00	\$ 119.56	\$ 9,536.06	\$ -	\$ (9,236.06)	3178.69
01-369-101	Misc Income - Copies and Faxes	\$ -	\$ -	\$ -	\$ 7.00	\$ -	\$ (7.00)	
01-369-102	Misc Income - Collection Allowance	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 3,657.67	\$ -	\$ 1,342.33	73.15
01-369-120	Misc Income - Christmas	\$ 100.00	\$ 100.00	\$ -	\$ 140.00	\$ -	\$ (40.00)	140
01-369-130	Misc Income - Halloween	\$ 100.00	\$ 100.00	\$ -	\$ 120.00	\$ -	\$ (20.00)	120
01-369-500	Refund of State Gas Tax	\$ -	\$ -	\$ 275.25	\$ 407.73	\$ -	\$ (407.73)	
01-381-400	Transfer From Enterprise Fund	\$ 25,000.00	\$ 25,000.00	\$ -	\$ 158,591.50	\$ -	\$ (133,591.50)	634.37
** GENERAL FUND REVENUE TOTAL		\$ 2,166,325.00	\$ 2,166,325.00	\$ 156,882.64	\$ 1,841,736.65	\$ -	\$ 324,588.35	85

General Fund Expenditures

Account Number	Description	Budget	Adjusted Budget	MTD Amount	YTD Amount	Out Encum	Balance	% REC / EXP
01-511-110	Executive Salaries - Legislative	\$ 5,415.00	\$ 5,415.00	\$ -	\$ -	\$ -	\$ 5,415.00	0
01-511-120	Regular Salary - Wages - Legislative	\$ 2,331.00	\$ 2,331.00	\$ 451.25	\$ 3,610.00	\$ -	\$ (1,279.00)	154.87
01-511-160	Bonuses and Gift Certificates - Legislat	\$ 600.00	\$ 600.00	\$ -	\$ 2,165.66	\$ -	\$ (1,565.66)	360.94
01-511-210	Fica Taxes - Legislative	\$ 15.00	\$ 15.00	\$ 34.50	\$ 441.81	\$ -	\$ (426.81)	2945.4
01-511-240	Worker's Compensation - Legislative	\$ -	\$ -	\$ -	\$ 15.20	\$ -	\$ (15.20)	
01-511-400	Travel and Training - Legislative	\$ 5,500.00	\$ 5,500.00	\$ 90.00	\$ 465.00	\$ (100.00)	\$ 5,135.00	6.64

General Fund Expenditures con't

Account Number	Description	Budget	Adjusted Budget	MTD Amount	YTD Amount	Out Encum	Balance	% REC / EXP
01-511-470	Printing and Reproduction - Legislative	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00	0
01-511-480	Promo Activities Legal Ads - Legislati	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ -	\$ 500.00	0
01-511-490	Other Current Charges - Legislative	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 86.28	\$ -	\$ 913.72	8.63
01-511-510	Office Supplies - Legislative	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	0
01-511-520	Operating Supplies - Legislative	\$ 2,000.00	\$ 2,000.00	\$ -	\$ -	\$ -	\$ 2,000.00	0
01-511-540	Books, Pub., Sub., Memberships - Legis	\$ 5,500.00	\$ 5,500.00	\$ -	\$ 2,041.00	\$ -	\$ 3,459.00	37.11
01-512-120	Regular Salary - Wages - Executive	\$ 123,085.00	\$ 123,085.00	\$ 9,468.09	\$ 77,616.81	\$ -	\$ 45,468.19	63.06
01-512-130	Other Salaries and Wages - Executive	\$ 4,800.00	\$ 4,800.00	\$ 369.24	\$ 3,046.23	\$ -	\$ 1,753.77	63.46
01-512-160	Bonuses and Gift Certificates - Executiv	\$ 14,350.00	\$ 14,350.00	\$ -	\$ 15,538.72	\$ -	\$ (1,188.72)	108.28
01-512-210	Fica Taxes - Executive	\$ 12,153.00	\$ 12,153.00	\$ 744.67	\$ 7,294.36	\$ -	\$ 4,858.64	60.02
01-512-220	Retirement Contribution - Executive	\$ 21,326.00	\$ 21,326.00	\$ 1,640.46	\$ 13,423.23	\$ -	\$ 7,902.77	62.94
01-512-230	Life Health Insurance - Executive	\$ 20,417.00	\$ 20,417.00	\$ 1,376.56	\$ 11,432.76	\$ -	\$ 8,984.24	56
01-512-240	Worker's Compensation - Executive	\$ 310.00	\$ 310.00	\$ -	\$ 233.41	\$ -	\$ 76.59	75.29
01-512-310	Professional Services - Executive	\$ 300.00	\$ 300.00	\$ -	\$ -	\$ -	\$ 300.00	0
01-512-400	Travel and Training - Executive	\$ 3,800.00	\$ 3,800.00	\$ 773.50	\$ 903.48	\$ (25.00)	\$ 2,921.52	23.12
01-512-410	Communication Services - Executive	\$ 680.00	\$ 680.00	\$ 92.90	\$ 325.51	\$ -	\$ 354.49	47.87
01-512-470	Printing and Reproduction - Executive	\$ 250.00	\$ 250.00	\$ 54.69	\$ 54.69	\$ -	\$ 195.31	21.88
01-512-480	Promo Activities Legal Ads - Executive	\$ 800.00	\$ 800.00	\$ -	\$ -	\$ -	\$ 800.00	0
01-512-490	Other Current Charges - Executive	\$ 2,500.00	\$ 2,500.00	\$ 71.75	\$ 1,181.74	\$ -	\$ 1,318.26	47.27
01-512-510	Office Supplies - Executive	\$ 800.00	\$ 800.00	\$ 80.12	\$ 295.68	\$ (80.12)	\$ 584.44	26.95
01-512-520	Operating Supplies - Executive	\$ 400.00	\$ 400.00	\$ -	\$ 137.36	\$ -	\$ 262.64	34.34
01-512-540	Books, Pub., Sub., Memberships - Execu	\$ 1,500.00	\$ 1,500.00	\$ 14.99	\$ 777.10	\$ -	\$ 722.90	51.81
01-512-640	Machinery Equipment - Executive	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 1,199.99	\$ -	\$ 3,800.01	24
01-513-310	Professional Services - City Clerk	\$ 800.00	\$ 800.00	\$ -	\$ -	\$ -	\$ 800.00	0
01-513-400	Travel and Training - City Clerk	\$ 2,500.00	\$ 2,500.00	\$ 577.50	\$ 577.50	\$ -	\$ 1,922.50	23.1
01-513-470	Printing and Reproduction - City Clerk	\$ 3,200.00	\$ 3,200.00	\$ -	\$ 1,175.00	\$ -	\$ 2,025.00	36.72
01-513-490	Other Current Charges - City Clerk	\$ 4,500.00	\$ 4,500.00	\$ 28.01	\$ 1,880.80	\$ -	\$ 2,619.20	41.8
01-513-492	Recording Other Fees - City Clerk	\$ 700.00	\$ 700.00	\$ -	\$ -	\$ -	\$ 700.00	0
01-513-510	Office Supplies - City Clerk	\$ 700.00	\$ 700.00	\$ 140.78	\$ 145.10	\$ (140.78)	\$ 695.68	0.62
01-513-520	Operating Supplies - City Clerk	\$ 400.00	\$ 400.00	\$ -	\$ -	\$ -	\$ 400.00	0
01-513-540	Books, Pub., Sub., Memberships - City	\$ 500.00	\$ 500.00	\$ -	\$ 100.00	\$ -	\$ 400.00	20
01-514-310	Professional Services - Legal Counsel	\$ 60,000.00	\$ 60,000.00	\$ 2,596.28	\$ 30,821.02	\$ -	\$ 29,178.98	51.37
01-514-480	Promo Activities Legal Ads - Legal Cou	\$ 7,500.00	\$ 7,500.00	\$ 484.34	\$ 4,052.13	\$ 99.17	\$ 3,348.70	55.35
01-515-310	Professional Services - Comp Planning	\$ 20,000.00	\$ 20,000.00	\$ 17,000.00	\$ 57,625.00	\$ -	\$ (37,625.00)	288.13
01-515-312	Professional Services-Other- Comp Planni	\$ 2,500.00	\$ 2,500.00	\$ -	\$ -	\$ -	\$ 2,500.00	0
01-516-120	Regular Salary - Wages - Fin Acctng	\$ 65,878.00	\$ 65,878.00	\$ 5,067.84	\$ 41,969.14	\$ -	\$ 23,908.86	63.71
01-516-140	Overtime - Fin Acctng	\$ 593.00	\$ 593.00	\$ -	\$ -	\$ -	\$ 593.00	0
01-516-210	Fica Taxes - Fin Acctng	\$ 5,085.00	\$ 5,085.00	\$ 368.38	\$ 3,051.30	\$ -	\$ 2,033.70	60.01

General Fund Expenditures con't

Account Number	Description	Budget	Adjusted Budget	MTD Amount	YTD Amount	Out Encum	Balance	% REC / EXP
01-516-220	Retirement Contribution - Fin Acctng	\$ 5,265.00	\$ 5,265.00	\$ 401.36	\$ 3,323.87	\$ -	\$ 1,941.13	63.13
01-516-230	Life Health Insurance - Fin Acctng	\$ 10,279.00	\$ 10,279.00	\$ 707.70	\$ 5,817.65	\$ -	\$ 4,461.35	56.6
01-516-240	Worker's Compensation - Fin Acctng	\$ 310.00	\$ 310.00	\$ -	\$ 122.40	\$ -	\$ 187.60	39.48
01-516-400	Travel and Training - Fin Acctng	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 44.19	\$ -	\$ 2,455.81	1.77
01-516-420	Education Reimbursement - Fin Acctng	\$ 3,500.00	\$ 3,500.00	\$ 1,750.00	\$ 1,750.00	\$ -	\$ 1,750.00	50
01-516-470	Printing and Reproduction - Fin Acctng	\$ 700.00	\$ 700.00	\$ -	\$ 180.39	\$ -	\$ 519.61	25.77
01-516-510	Office Supplies - Fin Acctng	\$ 1,300.00	\$ 1,300.00	\$ 74.92	\$ 653.86	\$ (74.92)	\$ 721.06	44.53
01-516-520	Operating Supplies - Fin Acctng	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 142.81	\$ -	\$ 2,857.19	4.76
01-516-540	Books, Pub., Sub., Memberships - Fin	\$ 250.00	\$ 250.00	\$ -	\$ -	\$ -	\$ 250.00	0
01-516-640	Machinery Equipment - Fin Acctng	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 1,099.99	\$ -	\$ 1,400.01	44
01-517-710	Principal - Debt Service Pmts	\$ 60,282.00	\$ 60,282.00	\$ 6,063.77	\$ 22,573.33	\$ -	\$ 37,708.67	37.45
01-517-720	Interest - Debt Service Pmts	\$ 56,586.00	\$ 56,586.00	\$ 3,920.44	\$ 17,363.51	\$ -	\$ 39,222.49	30.69
01-517-734	Principal - Debt Svc Public Works Prop	\$ 28,500.00	\$ 28,500.00	\$ -	\$ -	\$ -	\$ 28,500.00	0
01-521-305	Contract Labor - Law Enf	\$ 97,363.00	\$ 97,363.00	\$ -	\$ 73,022.25	\$ -	\$ 24,340.75	75
01-521-460	Repairs and Maintenance - Law Enf	\$ 300.00	\$ 300.00	\$ -	\$ 598.95	\$ -	\$ (298.95)	199.65
01-521-490	Other Current Charges - Law Enf	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00	0
01-521-510	Office Supplies - Law Enf	\$ 100.00	\$ 100.00	\$ -	\$ 168.00	\$ -	\$ (68.00)	168
01-521-649	Machinery Equip - JAG Grant - Law Enf	\$ 5,113.00	\$ 5,113.00	\$ -	\$ -	\$ -	\$ 5,113.00	0
01-524-120	Regular Salary - Wages - Bldg Zoning	\$ 46,988.00	\$ 46,988.00	\$ 3,614.50	\$ 29,806.49	\$ -	\$ 17,181.51	63.43
01-524-210	Fica Taxes - Bldg Zoning	\$ 3,595.00	\$ 3,595.00	\$ 268.34	\$ 2,212.80	\$ -	\$ 1,382.20	61.55
01-524-220	Retirement Contribution - Bldg Zoning	\$ 3,722.00	\$ 3,722.00	\$ 286.26	\$ 2,360.60	\$ -	\$ 1,361.40	63.42
01-524-230	Life Health Insurance - Bldg Zoning	\$ 10,127.00	\$ 10,127.00	\$ 682.39	\$ 5,644.34	\$ -	\$ 4,482.66	55.74
01-524-240	Worker's Compensation - Bldg Zoning	\$ 583.00	\$ 583.00	\$ -	\$ 1,121.16	\$ -	\$ (538.16)	192.31
01-524-310	Professional Services - Bldg Zoning	\$ 60,388.00	\$ 60,388.00	\$ 42,225.98	\$ 114,138.82	\$ -	\$ (53,750.82)	189.01
01-524-311	Engineering Services - Bldg Zoning	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	0
01-524-400	Travel and Training - Bldg Zoning	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ -	\$ 500.00	0
01-524-410	Communication Services - Bldg Zoning	\$ -	\$ -	\$ -	\$ 46.45	\$ -	\$ (46.45)	
01-524-480	Promo Activities Legal Ads - Bldg Zo	\$ -	\$ -	\$ -	\$ 605.08	\$ -	\$ (605.08)	
01-524-510	Office Supplies - Bldg Zoning	\$ 200.00	\$ 200.00	\$ 25.35	\$ 229.29	\$ -	\$ (29.29)	114.65
01-524-520	Operating Supplies - Bldg Zoning	\$ 100.00	\$ 100.00	\$ -	\$ 269.98	\$ -	\$ (169.98)	269.98
01-524-640	Machinery Equipment - Bldg Zoning	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 2,499.99	\$ -	\$ 0.01	100
01-529-310	Professional Services - Code Enf	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	0
01-529-400	Travel and Training - Code Enf	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ -	\$ 500.00	0
01-529-464	Vehicle Fuel - Code Enf	\$ 250.00	\$ 250.00	\$ -	\$ -	\$ -	\$ 250.00	0
01-529-480	Promo Activities Legal Ads - Code Enf	\$ 150.00	\$ 150.00	\$ -	\$ -	\$ -	\$ 150.00	0
01-529-492	Recording Other Fees	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00	0
01-529-510	Office Supplies - Code Enf	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00	0
01-529-520	Operating Supplies - Code Enf	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00	0

General Fund Expenditures con't

Account Number	Description	Budget	Adjusted Budget	MTD Amount	YTD Amount	Out Encum	Balance	% REC / EXP
01-534-341	Refuse Disposal - Residential - Refuse/S	\$ 126,336.00	\$ 126,336.00	\$ 12,089.48	\$ 80,746.36	\$ -	\$ 45,589.64	63.91
01-534-342	Refuse Disposal - Commercial - Refuse/Sa	\$ 79,740.00	\$ 79,740.00	\$ 13,174.62	\$ 52,227.13	\$ -	\$ 27,512.87	65.5
01-538-311	Engineering Services - Stormwater	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 5,000.00	0
01-538-315	Inmate Labor - Stormwater	\$ 5,750.00	\$ 5,750.00	\$ -	\$ 4,312.26	\$ -	\$ 1,437.74	75
01-538-400	Travel and Training - Stormwater	\$ 500.00	\$ 500.00	\$ 334.41	\$ 1,377.41	\$ -	\$ (877.41)	275.48
01-538-460	Repairs and Maintenance - Stormwater	\$ 14,000.00	\$ 14,000.00	\$ -	\$ -	\$ -	\$ 14,000.00	0
01-538-492	Recording Other Fees - Stormwater	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ -	\$ 500.00	0
01-538-540	Books, Pub., Sub., Memberships - Storm	\$ 366.00	\$ 366.00	\$ -	\$ 500.00	\$ -	\$ (134.00)	136.61
01-539-310	Professional Services - Gen Gov't Bldgs	\$ 16,000.00	\$ 16,000.00	\$ 1,771.35	\$ 18,128.00	\$ -	\$ (2,128.00)	113.3
01-539-312	Professional Services - Other - Gen Gov	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	0
01-539-315	Inmate Labor - Gen Gov't Bldgs	\$ 6,750.00	\$ 6,750.00	\$ -	\$ 4,312.26	\$ -	\$ 2,437.74	63.89
01-539-411	City Hall - Communication - Gen Gov't Bl	\$ 15,500.00	\$ 15,500.00	\$ 1,108.22	\$ 8,782.22	\$ -	\$ 6,717.78	56.66
01-539-412	Activity Center - Communication - Gen Go	\$ 2,500.00	\$ 2,500.00	\$ -	\$ -	\$ -	\$ 2,500.00	0
01-539-414	Community Center-Communication-Gen Gc	\$ -	\$ -	\$ 138.05	\$ 1,105.00	\$ -	\$ (1,105.00)	
01-539-431	City Hall - Utilities - Gen Gov't Bldgs	\$ 13,500.00	\$ 13,500.00	\$ 2,005.21	\$ 10,082.97	\$ -	\$ 3,417.03	74.69
01-539-432	Activity Center - Utilities - Gen Gov't	\$ 3,000.00	\$ 3,000.00	\$ 215.83	\$ 1,410.13	\$ -	\$ 1,589.87	47
01-539-433	Public Works - Utilities - Gen Gov't Bld	\$ 5,000.00	\$ 5,000.00	\$ 246.15	\$ 1,366.85	\$ -	\$ 3,633.15	27.34
01-539-434	Community Center-Utilities-Gen Gov't Bld	\$ 5,500.00	\$ 5,500.00	\$ 583.14	\$ 2,481.07	\$ -	\$ 3,018.93	45.11
01-539-440	Rentals and Leases - Gen Gov't Bldgs	\$ 7,000.00	\$ 7,000.00	\$ 508.15	\$ 2,579.42	\$ -	\$ 4,420.58	36.85
01-539-461	City Hall - Repairs Maint - Gen Gov't	\$ 11,000.00	\$ 11,000.00	\$ 76.17	\$ 4,043.28	\$ -	\$ 6,956.72	36.76
01-539-462	Activity Center - Repairs Maint - Gen	\$ 2,500.00	\$ 2,500.00	\$ 193.51	\$ 5,648.65	\$ -	\$ (3,148.65)	225.95
01-539-463	Public Works - Repairs Maint - Gen Gov	\$ 3,000.00	\$ 3,000.00	\$ 1,311.10	\$ 1,344.91	\$ (1,311.10)	\$ 2,966.19	1.13
01-539-464	Community Center-Repairs Maint-Gen Gov	\$ 3,000.00	\$ 3,000.00	\$ 8.59	\$ 313.35	\$ -	\$ 2,686.65	10.45
01-539-470	Printing and Reproduction - Gen Gov't Bl	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	0
01-539-510	Office Supplies - Gen Gov't Bldgs	\$ -	\$ -	\$ -	\$ 423.80	\$ -	\$ (423.80)	
01-539-521	City Hall - Operating Supplies - Gen Gov	\$ 2,500.00	\$ 2,500.00	\$ 502.96	\$ 4,401.64	\$ (222.86)	\$ (1,678.78)	167.15
01-539-522	Activity Center - Operating Supplies - G	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 354.71	\$ -	\$ 645.29	35.47
01-539-523	Public Works - Operating Supplies - Gen	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ -	\$ 500.00	0
01-539-524	Community Center-Operating Supplies-Gen	\$ 1,400.00	\$ 1,400.00	\$ -	\$ 302.65	\$ -	\$ 1,097.35	21.62
01-539-631	City Hall - Improv. O/T Bldgs - Gen Gov	\$ 27,413.00	\$ 27,413.00	\$ -	\$ 9,986.26	\$ -	\$ 17,426.74	36.43
01-539-640	Public Works - Bldgs/Property - Gen Gov	\$ -	\$ -	\$ -	\$ 326,092.84	\$ -	\$ (326,092.84)	
01-541-120	Regular Salary - Wages - Roads Streets	\$ 153,959.00	\$ 153,959.00	\$ 11,086.81	\$ 101,793.42	\$ -	\$ 52,165.58	66.12
01-541-130	Other Salaries and Wages - Roads Stree	\$ 1,714.00	\$ 1,714.00	\$ -	\$ -	\$ -	\$ 1,714.00	0
01-541-140	Overtime - Roads Streets	\$ -	\$ -	\$ -	\$ 378.24	\$ -	\$ (378.24)	
01-541-210	Fica Taxes - Roads Streets	\$ 11,842.00	\$ 11,842.00	\$ 841.91	\$ 7,769.93	\$ -	\$ 4,072.07	65.61
01-541-220	Retirement Contribution - Roads Street	\$ 16,620.00	\$ 16,620.00	\$ 820.64	\$ 7,871.47	\$ -	\$ 8,748.53	47.36
01-541-230	Life Health Insurance - Roads Street	\$ 29,404.00	\$ 29,404.00	\$ 2,713.62	\$ 16,992.59	\$ -	\$ 12,411.41	57.79
01-541-240	Worker's Compensation - Roads Streets	\$ 11,348.00	\$ 11,348.00	\$ -	\$ 10,695.95	\$ -	\$ 652.05	94.25

General Fund Expenditures con't

Account Number	Description	Budget	Adjusted Budget	MTD Amount	YTD Amount	Out Encum	Balance	% REC / EXP
01-541-311	Engineering Services - Roads Streets	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	0
01-541-315	Inmate Labor - Roads Streets	\$ 20,249.00	\$ 20,249.00	\$ -	\$ 12,936.84	\$ -	\$ 7,312.16	63.89
01-541-400	Travel and Training - Roads Streets	\$ 2,000.00	\$ 2,000.00	\$ 15.00	\$ 15.00	\$ -	\$ 1,985.00	0.75
01-541-410	Communication Services - Roads Streets	\$ 540.00	\$ 540.00	\$ 394.87	\$ 1,566.80	\$ -	\$ (1,026.80)	290.15
01-541-430	Utilities - Roads Streets	\$ 25,000.00	\$ 25,000.00	\$ 3,433.33	\$ 17,030.36	\$ -	\$ 7,969.64	68.12
01-541-460	Repairs and Maintenance - Roads Street	\$ 10,000.00	\$ 10,000.00	\$ 684.30	\$ 1,266.63	\$ (180.58)	\$ 8,913.95	10.86
01-541-461	Repairs Maintenance-Equipment - Roads	\$ 5,000.00	\$ 5,000.00	\$ 138.32	\$ 2,807.53	\$ (4.89)	\$ 2,197.36	56.05
01-541-464	Vehicle Fuel - Roads Streets	\$ 5,000.00	\$ 5,000.00	\$ 648.73	\$ 3,646.28	\$ (332.72)	\$ 1,686.44	66.27
01-541-465	Vehicle Maintenance - Roads Streets	\$ 5,000.00	\$ 5,000.00	\$ 147.94	\$ 3,539.45	\$ -	\$ 1,460.55	70.79
01-541-493	Equipment Rental - Roads Streets	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	0
01-541-510	Office Supplies - Roads Streets	\$ 500.00	\$ 500.00	\$ 44.73	\$ 543.29	\$ (19.38)	\$ (23.91)	104.78
01-541-520	Operating Supplies - Roads Streets	\$ 10,000.00	\$ 10,000.00	\$ 1,218.92	\$ 3,270.25	\$ 0.07	\$ 6,729.68	32.7
01-541-524	Chemicals - Roads Streets	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ -	\$ 500.00	0
01-541-525	Uniforms - Roads Streets	\$ -	\$ -	\$ -	\$ 100.00	\$ -	\$ (100.00)	
01-541-530	Road Materials Supplies - Roads Stre	\$ 13,000.00	\$ 13,000.00	\$ -	\$ 685.81	\$ -	\$ 12,314.19	5.28
01-541-540	Books, Pub., Sub., Memberships - Roads	\$ -	\$ -	\$ 69.98	\$ 260.85	\$ -	\$ (260.85)	
01-541-630	Improvements Other than Building - Roads	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ 40,000.00	0
01-541-640	Machinery Equipment - Roads Streets	\$ 15,000.00	\$ 15,000.00	\$ -	\$ 11,498.00	\$ -	\$ 3,502.00	76.65
01-571-120	Regular Salary - Wages - Library	\$ 52,730.00	\$ 52,730.00	\$ 4,011.85	\$ 33,303.43	\$ -	\$ 19,426.57	63.16
01-571-140	Overtime - Library	\$ 1,014.00	\$ 1,014.00	\$ -	\$ 240.29	\$ -	\$ 773.71	23.7
01-571-210	Fica Taxes - Library	\$ 4,111.00	\$ 4,111.00	\$ 298.28	\$ 2,494.87	\$ -	\$ 1,616.13	60.69
01-571-220	Retirement Contribution - Library	\$ 4,257.00	\$ 4,257.00	\$ 317.74	\$ 2,656.65	\$ -	\$ 1,600.35	62.41
01-571-230	Life Health Insurance - Library	\$ 20,026.00	\$ 20,026.00	\$ 1,347.55	\$ 11,171.67	\$ -	\$ 8,854.33	55.79
01-571-240	Worker's Compensation - Library	\$ 150.00	\$ 150.00	\$ -	\$ 79.65	\$ -	\$ 70.35	53.1
01-571-310	Professional Services - Library	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 944.00	\$ -	\$ 1,056.00	47.2
01-571-312	Professional Services - Other - Library	\$ 2,500.00	\$ 2,500.00	\$ 1,300.00	\$ 1,450.00	\$ -	\$ 1,050.00	58
01-571-400	Travel and Training - Library	\$ 600.00	\$ 600.00	\$ -	\$ 175.00	\$ -	\$ 425.00	29.17
01-571-410	Communication Services - Library	\$ 2,300.00	\$ 2,300.00	\$ 170.32	\$ 1,361.59	\$ -	\$ 938.41	59.2
01-571-430	Utilities - Library	\$ 4,000.00	\$ 4,000.00	\$ 307.78	\$ 5,114.42	\$ -	\$ (1,114.42)	127.86
01-571-460	Repairs and Maintenance - Library	\$ 1,000.00	\$ 1,000.00	\$ 25.40	\$ 2,005.18	\$ -	\$ (1,005.18)	200.52
01-571-480	Promo Activities Legal Ads - Library	\$ 2,200.00	\$ 2,200.00	\$ -	\$ 598.59	\$ -	\$ 1,601.41	27.21
01-571-510	Office Supplies - Library	\$ 1,200.00	\$ 1,200.00	\$ 88.31	\$ 640.75	\$ (88.31)	\$ 647.56	46.04
01-571-520	Operating Supplies - Library	\$ 7,000.00	\$ 7,000.00	\$ 53.72	\$ 1,832.02	\$ (36.72)	\$ 5,204.70	25.65
01-571-540	Books, Pub., Sub., Memberships - Libra	\$ 600.00	\$ 600.00	\$ -	\$ 427.40	\$ -	\$ 172.60	71.23
01-571-660	Books, Pub. Library Materials - Library	\$ 14,000.00	\$ 14,000.00	\$ 1,117.73	\$ 7,957.89	\$ -	\$ 6,042.11	56.84
01-572-310	Professional Services - Parks	\$ -	\$ -	\$ 124.00	\$ 558.00	\$ -	\$ (558.00)	
01-572-315	Inmate Labor - Parks	\$ 6,750.00	\$ 6,750.00	\$ -	\$ 4,312.29	\$ -	\$ 2,437.71	63.89
01-572-400	Travel and Training - Parks	\$ -	\$ -	\$ 15.00	\$ 15.00	\$ -	\$ (15.00)	

General Fund Expenditures con't

Account Number	Description	Budget	Adjusted Budget	MTD Amount	YTD Amount	Out Encum	Balance	% REC / EXP
01-572-430	Utilities - Parks	\$ 8,000.00	\$ 8,000.00	\$ 4,647.92	\$ 12,113.25	\$ -	\$ (4,113.25)	151.42
01-572-460	Repairs and Maintenance - Parks	\$ 10,000.00	\$ 10,000.00	\$ 99.74	\$ 8,650.36	\$ 22.48	\$ 1,327.16	86.73
01-572-520	Operating Supplies - Parks	\$ 1,200.00	\$ 1,200.00	\$ -	\$ 582.76	\$ -	\$ 617.24	48.56
01-572-620	Buildings - Parks	\$ 24,532.00	\$ 24,532.00	\$ -	\$ 6,000.00	\$ -	\$ 18,532.00	24.46
01-572-630	Improvements Other than Building - Parks	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -	\$ -	\$ 15,000.00	0
01-574-310	Professional Services - Spec Events	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 888.00	\$ -	\$ 1,112.00	44.4
01-574-440	Rentals and Leases - Spec Events	\$ 800.00	\$ 800.00	\$ -	\$ 125.00	\$ -	\$ 675.00	15.63
01-574-470	Printing and Reproduction - Spec Events	\$ 1,200.00	\$ 1,200.00	\$ -	\$ -	\$ -	\$ 1,200.00	0
01-574-480	Promo Activities Legal Ads - Spec Even	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	0
01-574-520	Operating Supplies - Spec Events	\$ 6,500.00	\$ 6,500.00	\$ -	\$ 5,066.80	\$ -	\$ 1,433.20	77.95
01-590-310	Professional Services - Non-Dept	\$ 37,000.00	\$ 37,000.00	\$ -	\$ 345.61	\$ -	\$ 36,654.39	0.93
01-590-311	Engineering Services - Non-Dept	\$ 8,000.00	\$ 8,000.00	\$ -	\$ -	\$ -	\$ 8,000.00	0
01-590-312	Professional Services - Other - Non-Dept	\$ 7,000.00	\$ 7,000.00	\$ -	\$ -	\$ -	\$ 7,000.00	0
01-590-320	Accounting and Auditing - Non-Dept	\$ 15,000.00	\$ 15,000.00	\$ 6,399.77	\$ 18,117.21	\$ -	\$ (3,117.21)	120.78
01-590-450	Liability Insurance - Non-Dept	\$ 36,000.00	\$ 36,000.00	\$ -	\$ 37,729.00	\$ -	\$ (1,729.00)	104.8
01-590-464	Vehicle Fuel - Non- Departmental	\$ -	\$ -	\$ 61.78	\$ 251.21	\$ -	\$ (251.21)	
01-590-465	Vehicle Maintenance - Non-Departmental	\$ -	\$ -	\$ 21.24	\$ 21.24	\$ -	\$ (21.24)	
01-590-520	Operating Supplies - Non-Dept	\$ -	\$ -	\$ 248.65	\$ 248.65	\$ -	\$ (248.65)	
01-590-528	Postage - Non-Dept	\$ 3,000.00	\$ 3,000.00	\$ 48.35	\$ 1,249.70	\$ -	\$ 1,750.30	41.66
01-590-930	Transfer - Public Safety Impact Reserves	\$ 64,356.00	\$ 64,356.00	\$ -	\$ -	\$ -	\$ 64,356.00	0
01-590-932	Transfer - Parks Rec Impact Reserves	\$ 67,510.00	\$ 67,510.00	\$ -	\$ -	\$ -	\$ 67,510.00	0
01-590-933	Transfer -Public Facility Impact Reserve	\$ 85,121.00	\$ 85,121.00	\$ -	\$ -	\$ -	\$ 85,121.00	0
01-590-941	Reserves - Emergencies Contingencies -	\$ -	\$ -	\$ -	\$ 363.92	\$ (916.34)	\$ 552.42	
01-590-942	Reserves - Capital Outlay Purchases - N	\$ 60,219.00	\$ 60,219.00	\$ -	\$ -	\$ -	\$ 60,219.00	0
01-590-950	Transfer to Rstr Streets Paving-Non-Dept	\$ 8,379.00	\$ 8,379.00	\$ -	\$ -	\$ -	\$ 8,379.00	0
01-590-991	Aids to Private Organizations - Non-Dept	\$ 500.00	\$ 500.00	\$ -	\$ 742.00	\$ -	\$ (242.00)	148.4
01-590-992	Unemployment Claims - Non-Dept	\$ 2,500.00	\$ 2,500.00	\$ -	\$ -	\$ -	\$ 2,500.00	0
01-590-996	Bad Debt - Non-Dept	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 1,181.91	\$ -	\$ 1,818.09	39.4
01-590-997	Other - Employee Settlements - Non Dept	\$ 5,500.00	\$ 5,500.00	\$ -	\$ -	\$ -	\$ 5,500.00	0
01-590-999	Other - Non-Operating Charges - Non-Dept	\$ 5,500.00	\$ 5,500.00	\$ 6.04	\$ 1,063.84	\$ -	\$ 4,436.16	19.34
**GENERAL FUND EXPENSE TOTAL		\$ 2,166,325.00	\$ 2,166,325.00	\$ 178,784.07	\$ 1,488,550.22	\$ (3,412.00)	\$ 681,186.78	69

POLK CITY
Simple Balance Sheet

For Fiscal Year: 2018 thru Fiscal Month: May, for Fund: 05

Account Number	Account Title	Ending Bal	Net Amount
05-101-100	Cash - Checking	1,321,615.68	
05-101-710	Cash - Enterprise Fund Capital Imprvmnts	52,898.45	
05-101-800	Cash - Sewer Impact Fee Account	931,356.88	
05-101-900	Cash - Water Impact Fee Account	145,503.55	
05-101-913	DEP Loan - Sinking Fund	43,552.02	
05-101-914	Fifth Third Bank - Sinking Fund	273,044.86	
05-101-915	Tax Exempt Leasing - Sinking Fund	29,355.95	
05-101-920	Cash - Customer Deposits	249,868.88	
05-101-934	Fifth Third Bank - Reserves	610,967.73	
05-101-935	Fifth Third Bank - Renewal & Replacement	150,000.00	
05-115-100	Accounts Receivable - Utilities	185,097.89	
05-115-105	Accounts Receivable - Invoicing	505.68	
05-115-130	Accounts Receivable - Readiness to Serve	75,593.20	
05-117-100	Allowance for Bad Debt	46,609.45-	
05-117-200	Allowance for Uncollectible A/R	66,034.72-	
05-131-100	Due from General Fund	4,992.36	
05-155-100	Prepaid Expenses	39,328.46	
05-159-100	Deferred Outflows - Related to Pension	25,662.51	
05-160-902	Reserve Account	225,392.00	
05-160-903	Reserve Acct - Emergencies & Contingency	48,044.00	
05-160-904	Reserve Acct - CIP Purchases	25,778.78	
05-160-905	Reserve Acct - CIP Service Truck	5,000.00	
05-161-900	Fixed Assets - Land	2,730,735.50	
05-164-100	Utility Plant in Service	12,077,204.12	
05-164-900	Improvements Other than Buildings	33,331.74-	
05-164-910	Improvements Other than Buildings - MOSN	33,331.74	
05-165-900	Acc.Dep. - Improvements Other than Build	316,892.74-	
05-166-900	Equipment & Furniture	314,396.69	
05-167-900	Accumulated Depreciation - Equipment	3,196,588.95-	
	** TOTAL ASSET**		15,939,769.33
05-202-100	Accounts Payable	56,054.97	
05-202-900	Customer Deposits	276,412.70	
05-203-100	Accumulated Interest Payable	71,583.17	
05-203-600	SRF Loan	2,301,486.71	
05-203-700	Fifth Third Bank 2011 Revenue Note	9,055,000.00	
05-203-750	Tax Exempt Leasing Loan	87,735.83	
05-203-900	Unamortized Bond Premiums	124,778.15-	
05-208-305	Taxes Payable	21,696.26	
05-225-100	Deferred Inflows - Related to Pension	3,598.03	
05-234-100	L-T-D - Current Portion	365,494.72	
05-234-901	Less: Current Portion of LTD	365,494.72-	
05-235-900	Net Pension Liability	53,149.24	
	** TOTAL LIABILITY**		11,801,938.76
05-243-100	Encumbrances Placed	18,185.35	
05-245-100	Reserved for Encumbrances	18,185.35-	
	** TOTAL ENCUMBRANCE**		0.00
05-250-100	Contributed Capital	598,715.40	
05-255-100	Change in Fund Balance	36,514.20	
05-271-100	Fund Balance Unreserved	2,259,283.07	
05-271-200	Net Asset Adjustment Account	10,071.23-	
05-272-100	Retained Earnings	734,552.82	
	** TOTAL EQUITY**		3,618,994.26

POLK CITY
Simple Balance Sheet

For Fiscal Year: 2018 thru Fiscal Month: May, for Fund: 05

Account Number	Account Title	Ending Bal	Net Amount
	** TOTAL REVENUE**		1,925,699.36
	** TOTAL EXPENSE**		1,406,863.05
	TOTAL LIABILITY AND EQUITY		15,939,769.33

Enterprise Fund Revenue

Account Number	Description	Budget	Adjusted Budget	MTD Amount	YTD Amount	Out Encum	Balance	% REC / EXP
05-324-210	Water Impact Fees	\$ 43,656.00	\$ 43,656.00	\$ 5,241.00	\$ 105,253.01	\$ -	\$ (61,597.01)	241.1
05-324-220	Sewer Impact Fees	\$ 145,166.00	\$ 145,166.00	\$ 8,830.00	\$ 320,740.00	\$ -	\$ (175,574.00)	220.95
05-325-111	Connection Fees - Water - Cash Basis	\$ 40,000.00	\$ 40,000.00	\$ 2,175.00	\$ 36,932.56	\$ -	\$ 3,067.44	92.33
05-325-210	Readiness to Serve Charge - Sewer	\$ 42,056.00	\$ 42,056.00	\$ 50,664.93	\$ 51,286.41	\$ -	\$ (9,230.41)	121.95
05-325-211	Readiness to Serve Charge - Water	\$ 26,865.00	\$ 26,865.00	\$ -	\$ -	\$ -	\$ 26,865.00	0
05-329-200	Other Lic./Fees/Permits	\$ 1,000.00	\$ 1,000.00	\$ 1,375.00	\$ 1,839.80	\$ -	\$ (839.80)	183.98
05-340-300	Water Utility Revenue	\$ 1,020,000.00	\$ 1,020,000.00	\$ 197,685.15	\$ 720,935.85	\$ -	\$ 299,064.15	70.68
05-340-500	Sewer Utility Revenue	\$ 952,382.00	\$ 952,382.00	\$ 176,306.21	\$ 653,458.34	\$ -	\$ 298,923.66	68.61
05-359-100	Other Fines and/or Forfeitures	\$ 25,000.00	\$ 25,000.00	\$ 690.00	\$ 13,265.50	\$ -	\$ 11,734.50	53.06
05-359-200	Non Sufficient Funds	\$ 500.00	\$ 500.00	\$ 135.00	\$ 785.00	\$ -	\$ (285.00)	157
05-359-300	Late Fees	\$ 30,000.00	\$ 30,000.00	\$ 1,774.50	\$ 17,713.50	\$ -	\$ 12,286.50	59.05
05-365-100	Sales of Surplus Property	\$ -	\$ -	\$ -	\$ 3,233.12	\$ -	\$ (3,233.12)	0
05-369-100	Misc. Income	\$ 350.00	\$ 350.00	\$ -	\$ -	\$ -	\$ 350.00	0
05-369-700	Misc Income - Reimbursement - Invoiced	\$ -	\$ -	\$ -	\$ 256.27	\$ -	\$ (256.27)	83
** ENTERPRISE FUND REVENUE TOTAL		\$ 2,326,975.00	\$ 2,326,975.00	\$ 444,876.79	\$ 1,925,699.36	\$ -	\$ 401,275.64	

Enterprise Fund Expenditures

Account Number	Description	Budget	Adjusted Budget	MTD Amount	YTD Amount	Out Encum	Balance	% REC / EXP
05-518-996	Bad Debt - Water Admin	\$ -	\$ -	\$ -	\$ (527.56)	\$ -	\$ 527.56	52.28
05-533-120	Regular Salary - Wages - Water Oper	\$ 106,329.00	\$ 106,329.00	\$ 8,176.96	\$ 55,585.61	\$ -	\$ 50,743.39	13.54
05-533-140	Overtime - Water Oper	\$ 2,045.00	\$ 2,045.00	\$ -	\$ 276.93	\$ -	\$ 1,768.07	48.18
05-533-210	Fica Taxes - Water Oper	\$ 8,741.00	\$ 8,741.00	\$ 617.54	\$ 4,211.21	\$ -	\$ 4,529.79	49.49
05-533-220	Retirement Contribution - Water Oper	\$ 9,049.00	\$ 9,049.00	\$ 647.60	\$ 4,478.62	\$ -	\$ 4,570.38	41.29
05-533-230	Life Health Insurance - Water Oper	\$ 37,558.00	\$ 37,558.00	\$ 2,667.31	\$ 15,507.12	\$ -	\$ 22,050.88	1.61
05-533-240	Worker's Compensation - Water Oper	\$ 7,705.00	\$ 7,705.00	\$ -	\$ 124.26	\$ -	\$ 7,580.74	100.3
05-533-305	Contract Labor - Water Oper	\$ 58,969.00	\$ 58,969.00	\$ -	\$ 59,148.75	\$ -	\$ (179.75)	658.8
05-533-310	Professional Services - Water Oper	\$ 15,000.00	\$ 15,000.00	\$ 4,672.41	\$ 98,819.48	\$ -	\$ (83,819.48)	84.85
05-533-311	Engineering Services - Water Oper	\$ 25,000.00	\$ 25,000.00	\$ 15,897.62	\$ 21,213.12	\$ -	\$ 3,786.88	9.27
05-533-312	Professional Services - Other - Water Op	\$ 20,000.00	\$ 20,000.00	\$ 316.10	\$ 1,853.63	\$ -	\$ 18,146.37	75
05-533-315	Inmate Labor - Water Oper	\$ 11,499.00	\$ 11,499.00	\$ -	\$ 8,624.55	\$ -	\$ 2,874.45	6
05-533-400	Travel and Training - Water Oper	\$ 500.00	\$ 500.00	\$ 30.00	\$ 30.00	\$ -	\$ 470.00	54
05-533-410	Communication Services - Water Oper	\$ 1,500.00	\$ 1,500.00	\$ 177.83	\$ 809.99	\$ -	\$ 690.01	36.58
05-533-431	Mt. Olive WTP - Utilities - Water Oper	\$ 6,900.00	\$ 6,900.00	\$ 392.55	\$ 2,524.06	\$ -	\$ 4,375.94	14.14
05-533-432	Commonwealth WTP - Utilities - Water Op	\$ 4,620.00	\$ 4,620.00	\$ 213.52	\$ 653.21	\$ -	\$ 3,966.79	56.27
05-533-433	V.Matt Williams WTP - Utilities - Water	\$ 12,000.00	\$ 12,000.00	\$ 894.46	\$ 6,752.17	\$ -	\$ 5,247.83	27.59
05-533-460	Repairs and Maintenance - Water Oper	\$ 40,000.00	\$ 40,000.00	\$ 6,212.36	\$ 14,276.03	\$ (3,241.09)	\$ 28,965.06	
05-533-461	Mt. Olive WTP - Repairs and Maint - Wate	\$ -	\$ -	\$ 174.06	\$ 1,135.69	\$ -	\$ (1,135.69)	

Enterprise Fund Expenditures con't

Account Number	Description	Budget	Adjusted Budget	MTD Amount	YTD Amount	Out Encum	Balance	% REC / EXP
05-533-462	Commonwealth WTP - Repairs and Maint -	\$ 8,000.00	\$ 8,000.00	\$ -	\$ 21.20	\$ -	\$ 7,978.80	0.27
05-533-463	V.Matt Williams WTP - Repairs and Maint	\$ 8,000.00	\$ 8,000.00	\$ -	\$ 621.00	\$ -	\$ 7,379.00	7.76
05-533-464	Vehicle Fuel - Water Oper	\$ 6,600.00	\$ 6,600.00	\$ 406.50	\$ 2,152.37	\$ (120.21)	\$ 4,567.84	30.79
05-533-465	Vehicle Maintenance - Water Oper	\$ 6,000.00	\$ 6,000.00	\$ 473.75	\$ 5,326.79	\$ -	\$ 673.21	88.78
05-533-470	Printing and Reproduction - Water Oper	\$ 600.00	\$ 600.00	\$ -	\$ -	\$ -	\$ 600.00	0
05-533-490	Other Current Charges - Water Oper	\$ -	\$ -	\$ -	\$ 100.00	\$ -	\$ (100.00)	0
05-533-492	Recording Other Fees - Water Oper	\$ 2,500.00	\$ 2,500.00	\$ -	\$ -	\$ -	\$ 2,500.00	0
05-533-493	Equipment Rental - Water Oper	\$ 4,000.00	\$ 4,000.00	\$ -	\$ -	\$ -	\$ 4,000.00	0
05-533-510	Office Supplies - Water Oper	\$ 575.00	\$ 575.00	\$ 25.35	\$ 300.96	\$ -	\$ 274.04	52.34
05-533-520	Operating Supplies - Water Oper	\$ 30,000.00	\$ 30,000.00	\$ 1,226.13	\$ 4,755.14	\$ -	\$ 25,244.86	15.85
05-533-521	Mt.Olive WTP - Operating Supplies - Wate	\$ -	\$ -	\$ -	\$ 155.56	\$ -	\$ (155.56)	
05-533-522	Commonwealth WTP - Operating Supplies -	\$ -	\$ -	\$ -	\$ 155.55	\$ -	\$ (155.55)	
05-533-523	V.Matt Williams WTP - Operating Supplies	\$ -	\$ -	\$ -	\$ 155.55	\$ -	\$ (155.55)	
05-533-524	Chemicals - Water Oper	\$ 9,000.00	\$ 9,000.00	\$ 720.00	\$ 2,658.91	\$ -	\$ 6,341.09	29.54
05-533-525	Uniforms - Water Oper	\$ 1,500.00	\$ 1,500.00	\$ 44.97	\$ 416.80	\$ -	\$ 1,083.20	27.79
05-533-526	Meter Supplies - Water Oper	\$ 40,000.00	\$ 40,000.00	\$ 13,394.04	\$ 67,008.16	\$ -	\$ (27,008.16)	167.52
05-533-540	Books, Pub., Sub., Memberships - Water	\$ 3,000.00	\$ 3,000.00	\$ 247.00	\$ 536.82	\$ -	\$ 2,463.18	17.89
05-533-620	Buildings - Water Oper	\$ -	\$ -	\$ -	\$ 49,410.00	\$ -	\$ (49,410.00)	
05-533-640	Machinery Equipment - Water Oper	\$ 2,500.00	\$ 2,500.00	\$ 13,356.83	\$ 13,356.83	\$ 14,550.16	\$ (25,406.99)	1116.28
05-533-710	Principal - Water Oper	\$ 72,382.00	\$ 72,382.00	\$ -	\$ 21,037.06	\$ -	\$ 51,344.94	29.06
05-533-720	Interest - Water Oper	\$ 98,923.00	\$ 98,923.00	\$ -	\$ 9,330.49	\$ -	\$ 89,592.51	9.43
05-533-920	Transfer to General Fund - Water Oper	\$ -	\$ -	\$ -	\$ 79,295.75	\$ -	\$ (79,295.75)	
05-535-120	Regular Salary - Wages - Sewer Oper	\$ 91,718.00	\$ 91,718.00	\$ 7,797.10	\$ 41,342.91	\$ -	\$ 50,375.09	45.08
05-535-140	Overtime - Sewer Oper	\$ 653.00	\$ 653.00	\$ -	\$ 84.74	\$ -	\$ 568.26	12.98
05-535-210	Fica Taxes - Sewer Oper	\$ 7,066.00	\$ 7,066.00	\$ 554.08	\$ 2,955.09	\$ -	\$ 4,110.91	41.82
05-535-220	Retirement Contribution - Sewer Oper	\$ 7,316.00	\$ 7,316.00	\$ 612.58	\$ 3,214.01	\$ -	\$ 4,101.99	43.93
05-535-230	Life Health Insurance - Sewer Oper	\$ 24,169.00	\$ 24,169.00	\$ 2,159.25	\$ 10,338.98	\$ -	\$ 13,830.02	42.78
05-535-240	Worker's Compensation - Sewer Oper	\$ 11,243.00	\$ 11,243.00	\$ -	\$ -	\$ -	\$ 11,243.00	0
05-535-305	Contract Labor - Sewer Oper	\$ 58,969.00	\$ 58,969.00	\$ -	\$ 59,148.75	\$ -	\$ (179.75)	100.3
05-535-310	Professional Services - Sewer Oper	\$ 26,000.00	\$ 26,000.00	\$ 6,742.00	\$ 52,611.20	\$ -	\$ (26,611.20)	202.35
05-535-311	Engineering Services - Sewer Oper	\$ 20,000.00	\$ 20,000.00	\$ 15,897.63	\$ 25,206.63	\$ -	\$ (5,206.63)	126.03
05-535-312	Professional Services - Other - Sewer Op	\$ 14,000.00	\$ 14,000.00	\$ -	\$ -	\$ -	\$ 14,000.00	0
05-535-315	Inmate Labor - Sewer Oper	\$ 11,499.00	\$ 11,499.00	\$ -	\$ 8,624.55	\$ -	\$ 2,874.45	75
05-535-400	Travel and Training - Sewer Oper	\$ 500.00	\$ 500.00	\$ 160.00	\$ 201.00	\$ -	\$ 299.00	40.2
05-535-410	Communication Services - Sewer Oper	\$ 900.00	\$ 900.00	\$ 199.77	\$ 802.51	\$ -	\$ 97.49	89.17
05-535-411	Cardinal Hill WWTP - Comm Srvc - Sewer	\$ 1,200.00	\$ 1,200.00	\$ 116.55	\$ 925.66	\$ -	\$ 274.34	77.14
05-535-412	Mt. Olive WWTP - Comm Srvc - Sewer Ope	\$ 2,500.00	\$ 2,500.00	\$ 198.00	\$ 1,586.40	\$ -	\$ 913.60	63.46
05-535-430	Utilities - Sewer Oper	\$ 3,500.00	\$ 3,500.00	\$ 287.97	\$ 13,880.44	\$ -	\$ (10,380.44)	396.58

Enterprise Fund Expenditures con't

Account Number	Description	Budget	Adjusted Budget	MTD Amount	YTD Amount	Out Encumr	Balance	% REC / EXP
05-535-431	Cardinal Hill WWTP - Utilities - Sewer O	\$ 19,800.00	\$ 19,800.00	\$ 1,731.73	\$ 11,043.06	\$ -	\$ 8,756.94	55.77
05-535-432	Mt. Olive WWTP - Utilities - Sewer Opera	\$ 11,000.00	\$ 11,000.00	\$ 837.87	\$ 5,502.44	\$ -	\$ 5,497.56	50.02
05-535-460	Repairs and Maintenance - Sewer Oper	\$ 90,000.00	\$ 90,000.00	\$ 5,091.83	\$ 58,120.80	\$ (3,242.78)	\$ 35,121.98	60.98
05-535-461	Cardinal Hill - Repairs and Maint - Sewe	\$ 38,000.00	\$ 38,000.00	\$ 3,908.55	\$ 8,441.55	\$ (3,300.00)	\$ 32,858.45	13.53
05-535-464	Vehicle Fuel - Sewer Oper	\$ 2,000.00	\$ 2,000.00	\$ 316.20	\$ 1,108.75	\$ (120.27)	\$ 1,011.52	49.42
05-535-465	Vehicle Maintenance - Sewer Oper	\$ 3,400.00	\$ 3,400.00	\$ 3,944.74	\$ 9,262.12	\$ -	\$ (5,862.12)	272.42
05-535-470	Printing and Reproduction - Sewer Oper	\$ -	\$ -	\$ -	\$ 54.69	\$ -	\$ (54.69)	
05-535-492	Recording Other Fees - Sewer Oper	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 100.00	\$ -	\$ 1,400.00	6.67
05-535-493	Equipment Rental - Sewer Oper	\$ 4,000.00	\$ 4,000.00	\$ -	\$ -	\$ -	\$ 4,000.00	0
05-535-510	Office Supplies - Sewer Oper	\$ 1,550.00	\$ 1,550.00	\$ 25.35	\$ 124.90	\$ -	\$ 1,425.10	8.06
05-535-520	Operating Supplies - Sewer Oper	\$ 2,000.00	\$ 2,000.00	\$ 769.27	\$ 4,892.34	\$ -	\$ (2,892.34)	244.62
05-535-524	Chemicals - Sewer Oper	\$ 8,000.00	\$ 8,000.00	\$ 9,638.00	\$ 14,697.71	\$ -	\$ (6,697.71)	183.72
05-535-525	Uniforms - Sewer Oper	\$ 1,000.00	\$ 1,000.00	\$ 44.96	\$ 304.86	\$ -	\$ 695.14	30.49
05-535-540	Books, Pub., Sub., Memberships - Sewer	\$ -	\$ -	\$ 111.00	\$ 111.00	\$ -	\$ (111.00)	
05-535-620	Buildings - Sewer Oper	\$ -	\$ -	\$ -	\$ 78,663.00	\$ -	\$ (78,663.00)	
05-535-630	Improvements Other than Building - Sewer	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 43,373.47	\$ -	\$ (40,873.47)	1734.94
05-535-640	Machinery Equipment - Sewer Oper	\$ -	\$ -	\$ 19,092.82	\$ 19,092.82	\$ 14,550.16	\$ (33,642.98)	
05-535-641	Cardinal Hill - Mach Equip - Sewer Ope	\$ 27,000.00	\$ 27,000.00	\$ -	\$ -	\$ -	\$ 27,000.00	0
05-535-650	Construction In Progress - Sewer Oper	\$ 32,000.00	\$ 32,000.00	\$ 5,491.00	\$ 64,912.30	\$ -	\$ (32,912.30)	202.85
05-535-710	Principal - Sewer Oper	\$ 293,113.00	\$ 293,113.00	\$ -	\$ 59,371.12	\$ -	\$ 233,741.88	20.26
05-535-720	Interest - Sewer Oper	\$ 381,045.00	\$ 381,045.00	\$ -	\$ 51,010.89	\$ -	\$ 330,034.11	13.39
05-535-920	Transfer to General Fund - Sewer Oper	\$ -	\$ -	\$ -	\$ 79,295.75	\$ -	\$ (79,295.75)	
05-590-310	Professional Services - Non-Dept	\$ 24,300.00	\$ 24,300.00	\$ 1,420.05	\$ 16,075.95	\$ -	\$ 8,224.05	66.16
05-590-312	Professional Services - Other - Non-Dept	\$ 18,500.00	\$ 18,500.00	\$ -	\$ -	\$ -	\$ 18,500.00	0
05-590-320	Accounting and Auditing - Non-Dept	\$ 27,306.00	\$ 27,306.00	\$ 12,993.48	\$ 31,689.04	\$ -	\$ (4,383.04)	116.05
05-590-440	Rentals and Leases - Non-Dept	\$ 4,074.00	\$ 4,074.00	\$ 407.48	\$ 2,157.54	\$ -	\$ 1,916.46	52.96
05-590-450	Liability Insurance - Non-Dept	\$ 48,400.00	\$ 48,400.00	\$ -	\$ 36,702.00	\$ -	\$ 11,698.00	75.83
05-590-492	Recording Other Fees - Non-Dept	\$ 2,300.00	\$ 2,300.00	\$ -	\$ -	\$ -	\$ 2,300.00	0
05-590-520	Operating Supplies - Non-Dept	\$ -	\$ -	\$ -	\$ 179.88	\$ -	\$ (179.88)	
05-590-528	Postage - Non-Dept	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 1,000.00	\$ -	\$ 2,000.00	33.33
05-590-630	Improvements Other than Bldg - Non-Dept	\$ 27,413.00	\$ 27,413.00	\$ -	\$ 20,275.16	\$ -	\$ 7,137.84	73.96
05-590-920	Transfer to General Fund - Non-Dept	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	\$ -	\$ 25,000.00	0
05-590-930	Transfer to Water Impact Fee Reserves	\$ 43,656.00	\$ 43,656.00	\$ -	\$ -	\$ -	\$ 43,656.00	0
05-590-931	Transfer to Sewer Impact Fee Reserves	\$ 103,166.00	\$ 103,166.00	\$ -	\$ -	\$ -	\$ 103,166.00	0
05-590-940	Reserves - Unrestricted Reserves NON-Dep	\$ 71,674.00	\$ 71,674.00	\$ -	\$ -	\$ -	\$ 71,674.00	0
05-590-941	Reserves - Emergencies Contingencies -	\$ -	\$ -	\$ -	\$ 255.70	\$ (890.62)	\$ 634.92	
05-590-942	Reserves - Capital Outlay Purchases - N	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	\$ -	\$ 25,000.00	0
05-590-992	Unemployment Claims - Non-Dept	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	\$ -	\$ 1,500.00	0

Enterprise Fund Expenditures con't

Account Number	Description	Budget	Adjusted Budget	MTD Amount	YTD Amount	Out Encum	Balance	% REC / EXP
05-590-994	Bank Fees - Non-Dept	\$ 1,550.00	\$ 1,550.00	\$ -	\$ -	\$ -	\$ 1,550.00	0
05-590-996	Bad Debt - Non-Dept	\$ 40,000.00	\$ 40,000.00	\$ -	\$ 15,040.07	\$ -	\$ 24,959.93	37.6
05-590-999	Other - Non-Operating Charges - Non-Dept	\$ -	\$ -	\$ 441.04	\$ 789.46	\$ -	\$ (789.46)	
**ENTERPRISE FUND EXPENSE TOTAL		\$ 2,326,975.00	\$ 2,326,975.00	\$ 171,975.19	\$ 1,406,863.05	\$ 18,185.35	\$ 901,926.60	61

**** GRAND TOTAL BOTH FUNDS****

\$ 4,493,300.00	\$ 4,493,300.00	\$ 251,000.17	\$ 872,022.74	\$ 14,773.35	\$ (857,249.39)
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Library Reports 10/2017 - 09/2018

	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Totals
Circulation													
Adult Books	913	822	846	986	924	967	862	982					7,302
Juvenile Books	898	853	608	826	719	826	745	827					6,302
DVD'S	875	762	733	903	844	742	727	820					6,406
Total Circulation	2686	2437	2187	2715	2487	2535	2334	2629					20,010
New Borrowers													
In City	8	11	12	16	7	11	26	15					106
In County	10	5	2	8	3	6	18	6					58
Total New Borrowers	18	16	14	24	10	17	44	21					164
Number of Programs													
Adult	2	1	1	1	1	1	2	1					10
Juvenile	1	2	4	3	3	4	3	6					26
Young Adult	1	1	1	1	1	2	1	1					9
Total Programs	4	4	6	5	5	7	6	8					45
Program Attendance													
Adult	10	8	23	19	30	25	41	63					219
Juvenile	18	20	113	23	25	48	86	441					774
Young Adult	5	8	27	5	3	11	10	5					74
Total Attendance	33	36	163	47	58	84	137	509					1,067
Reference Questions													
Phone Calls	176	223	220	258	242	215	203	205					1,742
Number of Computer Users													
	393	314	250	309	271	277	305	278					2,397
Total Patrons													
	1509	1486	1307	1483	1326	1507	1369	1584					11,571

**POLK COUNTY SHERIFF'S OFFICE
DEPARTMENT OF LAW ENFORCEMENT**

STATISTICAL DATA

West **Division**

June 7, 2018

Northwest District

To: Patricia Jackson , City Manager
 From: Deputy Christina Poindexter #7376
 Subject: Statistical report for May, 2018.

ACTIVITY	
FELONY ARREST	3
AFFIDAVITS FELONY	0
MISDEMEANOR ARREST	5
AFFIDAVITS MISDEMEANOR	1
OUT OF COUNTY/STATE WARRANT ARRESTS	0
PROCAP WARRANT ARREST	0
TOTAL ARRESTS	9
SEARCH WARRANTS	0
FIELD INTERROGATION REPORTS	0
TRAFFIC CITATIONS	78
INTELLIGENCE REPORTS	1
STOLEN PROPERTY RECOVERED	\$0
HRS. TRANSPORTING/ AGENCIES/DIVISIONS	0
OFFENSE REPORTS	40
NARCOTICS SEIZED	Less than 20 grams
ASSETS SEIZED	\$ 100.00
PATROL NOTICES	29
FOXTROT REPORTS	5
TOW-AWAY NOTICES	0
COMMUNITY CONTACTS	970
TRAFFIC STOPS	112
TOTAL DISPATCHED CALLS FOR SERVICE	85

In May 2018, there were eight (8) PROCAP captured crimes as compared to five (5) in 2017. During the month six (6) Residential Burglaries occurred five (5) of them were in the new construction portion of Fountain park. At the point The Polk County Sheriff's Office has placed surveillance cameras in the area of the new construction in an attempt to capture the suspect(s). We have been met with negative results thus far. A burglary and a grand theft occurred at the same residence on separate dates, there has been no suspects at this point. One criminal mischief occurred which was only reported to the Agricultural unit, I am unaware of the exact incident that occurred off Reba Rd.

*** There were one hundred and twelve (112) traffic stop(s) conducted in the city limits and seventy eight (78) citation(s) were issued during the month of May 2018. Polk County Sheriff's Office conducted a special 24 hour traffic enforcement from Commonwealth Ave. N, Broadway Blvd, Highway 559, and I 4 west bound back to Highway 33.

CaseNo	Inc From	Inc To	DOM	Location	Narrative	PRINTS	CASE STATUS	DET
BURGLARY RESIDENCE								
PCSO-180021827	2018-04-29 / 1600hrs	2018-05-04 / 1215hrs	Fri	7622 BERKLEY RD	unk entry to resid (all doors were locked); Unk susp entered victs resid & removed approx \$600 worth of baby boy clothing	No		Walker
PCSO-180022786	2018-05-09 / 1700hrs	2018-05-10 / 0800hrs	Thur	8950 HINSDALE HEIGHTS DR FOUNTAIN PARK	Residence Under Construction: Unsecured resid, Unk susp entered resid under construction & removed 200-300' of 20g copper wire full roll Builder is Pulti Homes / Centex Homes Patrick Jordan Terry's Electric	No		Walker
PCSO-180023349	2018-05-11 / 1700hrs	2018-05-14 / 0800hrs	Mon	8568 RINDGE RD FOUNTAIN PARK	Resid Under Construction: Unk able to be secured; Unk susp entered resid under construction & cut 3 different areas totaling 31' of copper wire that was already installed - Terry's Electric/Foreman: Sammy Slaughter Builder:Pulti Homes Superintendent of Centrex Homes:Patrick Jordan			Walker
PCSO-180023350	2018-05-11 / 1700hrs	2018-05-14 / 0800hrs	Mon	8569 RINDGE RD FOUNTAIN PARK	Resid Under Construction: Unk able to be secured; Unk susp entered resid under construction & removed 6' of 14g copper wire that was already installed - Terry's Electric/Foreman: Sammy Slaughter Builder:Pulti Homes Superintendent of Centrex Homes:Patrick Jordan			Walker
PCSO-180023353	2018-05-11 / 1700hrs	2018-05-14 / 0800hrs	Mon	8560 RINDGE RD FOUNTAIN PARK	Resid Under Construction: Unk able to be secured; Unk susp entered resid under construction & removed 5' of 12g copper wire that was already installed - Terry's Electric/Foreman: Sammy Slaughter Builder:Pulti Homes Superintendent of Centrex Homes:Patrick Jordan			Walker
PCSO-180024333	2018-05-18 / 1800hrs	2018-05-21 / 0800hrs	Mon	8577 RINDGE RD FOUNTAIN PARK	Resid Under Construction: Unk able to be secured; Unksusp entered resid under construction & removed 10' of 10g copper wire, & 11' of 14g copper wire that was already installed - Terry's Electric/Foreman: Abraham Martinez Builder:Pulti Homes Superintendent of Centrex Homes:Patrick Jordan			not assigned
GRAND THEFT								
PCSO-180023223	2018-05-12 / 2230hrs	2018-05-13 / 1035hrs	Sun	7622 BERKLEY RD	Unk susp removed the victs 1992 Play-Craft 22' pontoon boat hull#SBP138471192 and boat trailer which was located in the area of Citrus Grove Blvd N, Polk City with a flat tire			Karakash
CRIMINAL MISCHIEF								
PCSO-180024416	2018-05-21 / 1832hrs	2018-05-21 / 1832hrs	Mon	REBA RD/COMMONWEALTH AVE SW	Unk susp damaged vict fence it appears approx 20 yards of barbwire were pulled from 3 posts which were uprooted from the ground, it appears that damage was made by a small veh or ATV			

**Department of Law Enforcement
Polk City - 2017-2018**

	Jan		Feb		Mar		Apr		May		June		July		Aug		Sept		Oct		Nov		Dec		YTD Totals		Monthly	YTD Average			
	17	18	17	18	17	18	17	18	17	18	17	18	17	18	17	18	17	18	17	18	17	18	17	18	17	18	Change	17	18		
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Burg. Business	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0%	0.2	0.3
Burg. Residence	2	2	0	0	0	0	0	0	2	6	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	4	8	600%	0.8	2.0	
Burg. Structure	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0%	0.2	0.0	
Burg. Conveyance	1	0	0	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0%	0.2	0.3	
Vehicle Theft	0	1	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	2	0%	0.2	0.5	
Grand Theft	0	0	2	0	2	0	1	0	3	1	0	0	3	0	2	0	1	0	1	0	0	0	1	0	8	1	100%	1.6	0.3		
Petit Theft	0	0	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	2	0	1	0	1	0	3	0	0%	0.6	0.0		
Mail Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%	0.0	0.0	
Retail Theft	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	-100%	0.0	0.3	
Criminal Mischief	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	100%	0.2	0.3	
Totals	3	3	6	1	4	2	2	1	5	8	1	0	3	0	2	0	1	0	3	0	3	0	2	0	20	15	700%	4.0	3.0		
% Change	0%		-83%		-50%		-50%		60%		N/A		N/A		N/A		N/A		N/A		N/A		N/A		-25%				-25%		

UTILITY DEPARTMENT

- *Maintained and met DEP requirements on Water/ Wastewater plants*
- *Pulled monthly samples and required every 3 years SOC samples*
- *Did monthly DEP required DMR/MOR reports*
- *Monthly meter readings*
- *150 monthly no reads*
- *Work orders*
- *Maintained and cleaned lift stations*
- *Cleaned out 33 Spray field*
- *Lift station repairs*
- *Worked on WWTF blower*
- *Preventative maintenance throughout the city on the plants and lift station*
- *Hooked up meters for Best Buy*
- *Replaced 6 inch fire system for Best Buy*
- *10 installs for Fountain Park Phase 2*
- *Changed out TCUs on the lift station call boxes*
- *Had generators serviced*
- *Vac truck 3 lift stations*
- *New injection quill installed at Matt Williams*
- *Fixed water leak at Mt. Olive Shores*
- *Dug up reuse line and 33 and Lake Margaret to find 90 degree connection for new reuse line*

City Commission Meeting

June 18, 2018

**AGENDA ITEM (1): PRESENTATION OF FINANCIAL STATEMENT FOR YEAR ENDING
SEPTEMBER 30, 2017**

INFORMATION ONLY
 ACTION REQUESTED

ISSUE: Presentation of Financial Statement for Year Ending September 30, 2017

ATTACHMENTS: Financial Statement for Year Ending September 30, 2017

ANALYSIS: Mike Brynjulfson will present the Financial Statement for the year ending September 30, 2017.

STAFF RECOMMENDATION: It is Staff's recommendation to approve Financial Statement for the year ending September 30, 2017.



POLK CITY, FLORIDA

FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

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FINANCIAL SECTION

INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Members of the City Commission
Polk City, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities and each major fund of Polk City, Florida as of and for the year ended September 30, 2017, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities and each major fund of Polk City, Florida, as of September 30, 2017, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and other required supplementary information, as provided in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context.

We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 1, 2018, on our consideration of Polk City, Florida's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Polk City, Florida's internal control over financial reporting and compliance.

Other Reporting Required by Chapter 10.550, Rules of the Auditor General

In accordance with *Chapter 10.550, Rules of the Auditor General*, we have also issued our report dated June 1, 2018 on our examination of compliance with requirements of Section 218.415, *Florida Statutes*. The purpose of that report is to describe the scope of our examination and the issuance of an opinion on Polk City, Florida's compliance with requirements of Section 218.415, *Florida Statutes*.

Brynjulfson CPA, P.A.

Brynjulfson CPA, P.A.
Auburndale, Florida
June 1, 2018

**Polk City, Florida
Management's Discussion and Analysis
September 30, 2017**

As management of Polk City, Florida (the "City"), we offer readers of the City's financial statements this narrative overview and analysis of the City's financial activities for the fiscal year ended September 30, 2017. We encourage readers to consider the information presented here in conjunction with the City's financial statements beginning on page 11.

Financial Highlights

- The assets and deferred outflows of resources exceed the liabilities and deferred inflows of resources by \$6,936,507 as of September 30, 2017.
- For the year ended September 30, 2017, the governmental activities increase the net position of the City by \$410,334 and the business-type activities increased the net position of the City by \$641,136 for an overall increase in net position of \$1,051,470.
- The City's unrestricted cash and cash equivalents totaled \$2,805,051, an increase of \$582,442 over the prior year.
- As of the close of the current fiscal year, the City's general fund (governmental fund level) reported ending fund balance of \$1,907,039, an increase of \$395,906 in comparison with the prior year. As of September 30, 2017, the City's unassigned and assigned fund balance totaled \$1,250,478 and is available for spending at the government's discretion.

Overview of the Financial Statements

This management's discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements are comprised of three components: government-wide financial statements; fund financial statements, and notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements.

Government-Wide Financial Statements

The *government-wide financial statements* are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private sector business.

The *Statement of Net Position* presents information on all the City's assets, deferred outflows of resources, liabilities and deferred inflows of resources, with the residual amount reported as net position. The focus of the *Statement of Net Position* (the "unrestricted net position") is designed to be similar to bottom line results for the City and its governmental and business-type activities.

The *Statement of Activities* presents information showing how the City's net position changed during the most recent fiscal year, focusing on both the gross and net cost of various activities, both governmental and business-type, that are supported by the government's general tax and other revenues.

Polk City, Florida
Management's Discussion and Analysis
September 30, 2017

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City include general government, library, law enforcement, fire/rescue, building and zoning, sanitation, streets, parks and recreation, and stormwater utility. The business-type activities include the water and sewer utility.

Fund Financial Statements

The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All the funds of the City can be divided into two categories: governmental funds and proprietary funds. Traditional users of governmental financial statements will find the fund financial statements presentation more familiar.

Governmental Funds - Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statement. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. The basic Governmental Funds financial statements can be found by referencing the table of contents of this report.

The City maintains one governmental fund – the General Fund. Information is presented separately for each fund in the governmental fund Balance Sheet and the governmental fund Statement of Revenue, Expenditures and Change in Fund Balances for the General Fund.

Proprietary Funds - The City maintains only one of the two proprietary fund types. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements, only in more detail. The City uses an enterprise fund to account for its water and sewer utility. The basic proprietary fund financial statements can be found by referencing the table of contents of this report.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found by referencing the table of contents of this report.

Other Information

In addition to the basic financial statements and accompanying notes, this report also presents *required supplementary information* consisting of the City's budgetary comparison statement for the general fund and information concerning the City's proportionate share of the net pension liability and contributions to the Florida retirement system pension and health insurance subsidy pension plans which can be found by referencing the table of contents of this report.

**Polk City, Florida
Management's Discussion and Analysis
September 30, 2017**

Government-Wide Financial Analysis

The following table reflects a summary of Net Position compared to prior year.

**Statement of Net Position (Summary)
as of September 30,**

	Governmental Activities		Business-type Activities		Total Primary Government	
	2016	2017	2016	2017	2016	2017
Assets						
Current and other assets	\$1,635,106	\$2,221,344	\$3,213,220	\$3,789,046	\$4,848,326	\$6,010,390
Capital assets	3,088,289	3,108,795	11,886,452	11,608,854	14,974,741	14,717,649
Total assets	4,723,395	5,330,139	15,099,672	15,397,900	19,823,067	20,728,039
Deferred Outflow of Resources	257,045	228,271	34,007	25,663	291,052	253,934
Liabilities						
Long-term liabilities outstanding	1,868,440	1,886,104	11,715,598	11,373,333	13,584,038	13,259,437
Other liabilities	128,839	289,026	434,430	431,400	563,269	720,426
Total liabilities	1,997,279	2,175,130	12,150,028	11,804,733	14,147,307	13,979,863
Deferred Inflow of Resources	72,220	32,005	9,555	3,598	81,775	35,603
Net Position						
Net Invested in capital assets	1,672,800	1,737,006	223,863	289,409	1,896,663	2,026,415
Restricted	368,972	647,252	1,515,352	1,753,816	1,884,324	2,401,068
Unrestricted	869,169	937,017	1,234,881	1,572,007	2,104,050	2,509,024
Total net position	\$2,910,941	\$3,321,275	\$2,974,096	\$3,615,232	\$5,885,037	\$6,936,507

Twenty-nine percent of the City's net position reflect its investment in capital assets (land, buildings, improvements, infrastructure, vehicles, and equipment) less any related debt used to acquire those assets that is still outstanding due to the deficit unrestricted net position. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Thirty-five percent of the City's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position is normally available to meet the City's ongoing obligations to citizens and creditors.

**Polk City, Florida
Management's Discussion and Analysis
September 30, 2017**

The following table reflects the condensed Statement of Activities for the current and previous year.

**Statement of Activities (Summary)
For the year ended September 30,**

	Governmental Activities		Business-type Activities		Total Primary Government	
	2016	2017	2016	2017	2016	2017
Revenues						
Program Revenues:						
Charges for services	\$ 478,129	\$ 617,108	\$2,095,911	\$2,250,056	\$2,574,040	\$2,867,164
Operating grants and contributions	34,435	56,368	-	-	34,435	56,368
Capital grants and contributions	188,500	409,905	395,430	449,479	583,930	859,384
General revenues:						
Property taxes	516,503	563,672	-	-	516,503	563,672
Franchise/Public Ser. Tax	363,351	423,878	-	-	363,351	423,878
State shared revenues	174,365	175,410	-	-	174,365	175,410
Fuel taxes	136,795	140,044	-	-	136,795	140,044
Donations	-	-	-	-	-	-
Other	12,422	26,201	2,414	8,667	14,836	34,868
Total revenues	1,904,500	2,412,586	2,493,755	2,708,202	4,398,255	5,120,788
Expenses						
General government	620,993	728,166	-	-	620,993	728,166
Library	111,285	110,089	-	-	111,285	110,089
Law enforcement	129,542	97,527	-	-	129,542	97,527
Building and zoning	130,303	220,226	-	-	130,303	220,226
Sanitation	190,400	203,251	-	-	190,400	203,251
Streets	189,440	454,717	-	-	189,440	454,717
Parks and recreation	54,926	131,270	-	-	54,926	131,270
Stormwater	29,585	23,761	-	-	29,585	23,761
Interest on long-term debt	59,976	58,245	-	-	59,976	58,245
Public utilities	-	-	1,735,767	2,042,066	1,735,767	2,042,066
Total expenses	1,516,450	2,027,252	1,735,767	2,042,066	3,252,217	4,069,318
Increase (decrease) in net position before transfers	388,050	385,334	757,988	666,136	1,146,038	1,051,470
Transfers	-	25,000	-	(25,000)	-	-
Increase (decrease) in net position	388,050	410,334	757,988	641,136	1,146,038	1,051,470
Net position - October 1	2,522,891	2,910,941	2,216,108	2,974,096	4,738,999	5,885,037
Net position - September 30	\$2,910,941	\$3,321,275	\$2,974,096	\$3,615,232	\$5,885,037	\$6,936,507

**Polk City, Florida
Management's Discussion and Analysis
September 30, 2017**

Governmental Activities – Governmental activities increased the City's net position by \$410,334 after a net transfer of \$25,000 from the business-type activities. In the prior year, net position increased by \$388,050 as a result of operations. Total revenue for the year ended September 30, 2017 increased by \$508,086 or 27% and expenses increased by \$510,802 or 34%.

Significant items experienced in FY 2017 – Governmental Activities:

- The taxable values increased; Polk City lowered the millage rate from 8.6000 to 8.0000 mills and we saw an increase in revenue of approximately a \$45,198 (budgeted) even with lowering the millage rate.
- The number of building permits increased immensely in Fountain Park.
- The City hired a Public Works Director.
- The City moved forward with the purchase of new software – ADG (Financial, Fixed Assets, Utility Billing and Business Tax). The conversion took place in July and August 2017.
- The City paved a majority of the streets, and improvements were made to the alley from Arborvita to Broadway.
- The City purchased a new F150 for the Utility Director, purchased a John Deere Tractor using the old tractor as a trade-in, purchased two John Deere Gators – using old gators as a trade-in, purchased a rotary cutter back of John Deere – used old bush hog and disk as a trade-in, a 1999 Ford Bucket Truck, and we purchased a 2016 Jeep for staff to use.
- A new sound system and T.V.'s was installed in the Commission Chambers.
- A new sidewalk was put installed on Berkley from S.R. 33 (city portion) to the foot-path at the trail (County portion).

Business-type Activities - Business-type activities increased the City's net position by \$641,136 compared to an increase of \$757,988 in the prior year. There was a net transfer of \$25,000 to the governmental activities in the current year and no transfers in the prior year. Total revenue for the year ended September 30, 2017 increased by \$214,447 or 9% and expenses increased by \$306,299 or 18%.

Significant items experienced in FY 2017 – Business-type Activities:

- There was an increase in water and sewer impact fees due to new construction in Fountain Park.
- Connection fees increased due to new construction.
- Readiness to Serve charges decreased due to new customers being added to water and sewer users.
- The Commission made a decision to take back the operations and maintenance of the Water and Wastewater Systems from Aquarina beginning January 1, 2018, which will result in a savings to the City.
- Polk City joined the Polk Regional Water Cooperation.

**Polk City, Florida
Management's Discussion and Analysis
September 30, 2017**

Significant items experienced in FY 2017 – Business-type Activities: (cont...)

- A 20 HP 4" Flygt Pump was purchased for Voyles Loop Lift Station.
- The City purchased a Streamline Polar 20x20 Building (Shed) for the Cardinal Hill Wastewater Facility.

Fund Level Financial Analysis

Governmental Funds - As of September 30, 2017, the City's governmental fund reported combined ending fund balances of \$1,907,039. This is an increase of \$395,906 over the prior year ending fund balances of \$1,511,133. The main causes of the increase are as follows:

- Total revenue increased by \$508,810 or 27% mainly due to increase in licenses and permits, and impact fees. Licenses and permits increased by \$122,573 and impact fees increased by \$166,244 over the prior fiscal year.
- Total expenditures increased by \$613,231 or 43% mainly due to increased transportation and capital outlay expenditures. Transportation expenditures increased by \$85,248 and capital outlay expenditures increased by \$323,366 over the prior fiscal year.

Proprietary Funds - These services combined to generate operating income of \$705,419. Compare that to the prior year operating income of \$867,222. Due to continued growth there was an increase in impact fees and connection fees, the implementation of placing liens against Readiness to Serve Charges, as well as collecting past-due readiness to serve charges through the permitting process and utilities.

General Fund Budgetary Highlights - The City adopts an annual appropriated budget each year in September. A budgetary comparison schedule for the General Fund has been provided to demonstrate compliance with the budget. Actual revenue exceeded the original budgeted amounts by \$480,238 while actual expenditures were greater than budgeted appropriations by \$1,477 resulting in an overall favorable budget variance of \$478,761.

Overall the Fiscal Year 2017 Budget had a positive impact on Polk City's financial picture for General Fund and Enterprise Fund.

**Polk City, Florida
Management's Discussion and Analysis
September 30, 2017**

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets - The investment in capital assets includes land, buildings, improvements, infrastructure, vehicles, and equipment. The City elected to record and depreciate its infrastructure, rather than use the optional "modified approach".

The following table presents a comparison of the capital assets for the current and previous year.

	Capital Assets Activity as of September 30,					
	Governmental Activities		Business-type Activities		Total Primary Government	
	2016	2017	2016	2017	2016	2017
Assets not depreciated						
Land	\$ 412,542	\$ 412,542	\$ 2,730,736	\$ 2,730,736	\$ 3,143,278	3,143,278
Construction in progress	4,000	-	-	-	4,000	-
Total	<u>416,542</u>	<u>412,542</u>	<u>2,730,736</u>	<u>2,730,736</u>	<u>3,147,278</u>	<u>3,143,278</u>
Depreciated Assets						
Buildings and improvements	3,071,683	3,092,069	-	-	3,071,683	3,092,069
Recreational facilities	482,262	496,897	-	-	482,262	496,897
Vehicles and equipment	439,359	507,980	278,987	314,395	718,346	822,375
Infrastructure	187,478	205,009	-	-	187,478	205,009
Utility plants	-	-	12,073,317	12,077,204	12,073,317	12,077,204
Subtotal	4,180,782	4,301,955	12,352,304	12,391,599	16,533,086	16,693,554
Accumulated depreciation	<u>(1,509,035)</u>	<u>(1,605,702)</u>	<u>(3,196,588)</u>	<u>(3,513,481)</u>	<u>(4,705,623)</u>	<u>(5,119,183)</u>
Total	<u>\$ 2,671,747</u>	<u>\$ 2,696,253</u>	<u>\$ 9,155,716</u>	<u>\$ 8,878,118</u>	<u>\$ 11,827,463</u>	<u>\$ 11,574,371</u>

The City's investment in capital assets for its governmental and business-type activities as of September 30, 2017, amounts to \$11,574,371 (net of accumulated depreciation) compared to \$11,827,463 last year. That is a decrease of \$257,092 from the prior year due to annual depreciation expense in excess of current year additions. Additional information on the City's capital assets can be found in Note 5 of the Notes to the Financial Statements in this report.

Long-term debt - The following table presents a comparison of revenue bonds and notes payable for the current and previous year.

	Revenue Notes and Notes Payable as of September 30,					
	Governmental Activities		Business-type Activities		Total Primary Government	
	2016	2017	2016	2017	2016	2017
Revenue notes	\$ -	\$ -	\$ 9,136,270	\$ 8,930,223	\$ 9,136,270	\$ 8,930,223
Notes payable	1,415,489	1,371,789	2,526,319	2,389,222	3,941,808	3,761,011
Total	<u>\$ 1,415,489</u>	<u>\$ 1,371,789</u>	<u>\$ 11,662,589</u>	<u>\$ 11,319,445</u>	<u>\$ 13,078,078</u>	<u>\$ 12,691,234</u>

**Polk City, Florida
Management's Discussion and Analysis
September 30, 2017**

Long-term debt (cont...)

The Governmental Activities had total debt outstanding of \$1,371,789 which compares to \$1,415,489 in the prior year. This consists of the Series 2007 Capital Improvement Revenue Bonds for the construction of the Polk City Government Center.

The Business-type Activities had total debt outstanding of \$11,319,445 which compares to \$11,662,589 in the prior year. This consists of the Series 2011A Water/Sewer System Capital Improvement and Refunding Revenue Bonds, the installment note to the Florida Department of Environmental Protection, and the Tax Exempt Lease Purchase Agreement.

For additional information see Note 6 of the Notes to the Financial Statements in this report.

Economic Factors and Next Year's Budget and Rates: The following economic factors were considered in developing the 2017-2018 budget.

- Fountain Park to finish building Phase 1 and submit plans and start construction on Phase 2.
- An increase in taxable values with the ability to lower the Millage rate.
- To budget for an annual payment should the Commission decide to purchase or build a public works / utilities facility.
- Annual payment for new software for one year.
- Capital Projects/Improvements total \$128,526 (less than 2017), and to put \$32,000 in Capital Projects/Improvements Reserves.
- Take back operation and maintenance of City's Water and Wastewater Utilities and hire necessary personnel.
- Purchase of utility trucks with taking back of the utilities.
- Continue with applying for grants from the Department of Economic Opportunity (State).
- Refinancing and/or restructuring the City's Debt Service (2011 Bonds and USDA Loan for Government Center).
- Sidewalk repair/replacement.
- Evaluate the Water and Wastewater Utility needs (repair/replacement/extension).

Request for Information

This financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of Polk City's finances and to demonstrate the City's accountability for the money it receives. If you have any questions about this report or need additional financial information, please contact the City Manager, Polk City, 123 Broadway Boulevard SE, Polk City, FL 33868 or call (863) 984-1375.

**POLK CITY, FLORIDA
GOVERNMENT-WIDE STATEMENT OF NET POSITION
AS OF SEPTEMBER 30, 2017**

	Primary Government		
	Governmental Activities	Business-type Activities	Total
ASSETS			
Cash and cash equivalents	\$ 1,412,863	\$ 1,392,188	\$ 2,805,051
Receivables, current:			
Customer accounts, net	47,246	209,871	257,117
Intergovernmental	41,214	-	41,214
Franchise and public service taxes	26,015	-	26,015
Prepaid expenses	9,309	45,078	54,387
Internal balances	7,445	(7,445)	-
Restricted assets:			
Cash and cash equivalents	647,252	2,149,354	2,796,606
Capital assets:			
Non-depreciable	412,542	2,730,736	3,143,278
Depreciable, net	2,696,253	8,878,118	11,574,371
TOTAL ASSETS	5,300,139	15,397,900	20,698,039
DEFERRED OUTFLOWS OF RESOURCES			
Pensions	228,271	25,663	253,934
TOTAL DEFERRED OUTFLOWS OF RESOURCES	228,271	25,663	253,934
LIABILITIES			
Accounts payable	\$ 98,125	\$ 91,250	\$ 189,375
Accrued payroll	11,386	926	12,312
Accrued interest payable	4,721	71,583	76,304
Due to other governments	174,794	-	174,794
Unearned revenue	-	-	-
Customer deposits	-	267,641	267,641
Long-term liabilities:			
Due within one year	45,503	365,495	410,998
Due in more than one year	1,840,601	11,007,838	12,848,439
TOTAL LIABILITIES	2,175,130	11,804,733	13,979,863
DEFERRED INFLOWS OF RESOURCES			
Pensions	32,005	3,598	35,603
TOTAL DEFERRED INFLOWS OF RESOURCES	32,005	3,598	35,603
NET POSITION			
Net investment in capital assets	1,737,006	289,409	2,026,415
Restricted for:			
Transportation infrastructure	7,697	-	7,697
General government facilities	244,722	-	244,722
Law enforcement	89,999	-	89,999
Fire / rescue	48,615	-	48,615
Parks and recreation capital improvements	145,622	-	145,622
Water system improvements	-	168,957	168,957
Waste water system improvements	-	764,028	764,028
Debt service	110,597	820,831	931,428
Unrestricted	937,017	1,572,007	2,509,024
TOTAL NET POSITION	\$ 3,321,275	\$ 3,615,232	\$ 6,936,507

See Accompanying Notes to Financial Statements

POLK CITY, FLORIDA
 GOVERNMENT-WIDE STATEMENT OF ACTIVITIES
 FOR THE YEAR ENDED SEPTEMBER 30, 2017

FUNCTIONS/PROGRAMS PRIMARY GOVERNMENT:	Program Revenues			Net (Expense) Revenue and Changes in Net Position			
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
Governmental Activities:							
General government	\$ 728,166	\$ 13,892	\$ 20,340	\$ 168,476	\$ (525,458)	\$ -	\$ (525,458)
Library	110,089	5,300	36,028	-	(68,761)	-	(68,761)
Law enforcement	97,527	5,842	-	64,149	(27,536)	-	(27,536)
Fire / rescue	-	-	-	32,050	32,050	-	32,050
Building and zoning	220,226	296,727	-	-	76,501	-	76,501
Sanitation	203,251	259,885	-	-	56,634	-	56,634
Streets	454,717	15,790	-	-	(438,927)	-	(438,927)
Parks and recreation	131,270	-	-	145,230	13,960	-	13,960
Stormwater utility	23,761	19,672	-	-	(4,089)	-	(4,089)
Interest on long term debt	58,245	-	-	-	(58,245)	-	(58,245)
Total governmental activities	2,027,252	617,108	56,368	409,905	(943,871)	-	(943,871)
Business-type Activities:							
Water and sewer utility	2,042,066	2,250,056	-	449,479	-	657,469	657,469
Total business-type activities	2,042,066	2,250,056	-	449,479	-	657,469	657,469
TOTAL PRIMARY GOVERNMENT	\$ 4,069,318	\$ 2,867,164	\$ 56,368	\$ 859,384	(943,871)	657,469	(286,402)
GENERAL REVENUES:							
Taxes:							
Property taxes, levied for general purposes					563,672	-	563,672
Franchise taxes					85,473	-	85,473
Public service taxes					338,405	-	338,405
Fuel taxes levied for transportation					140,044	-	140,044
State shared revenue					175,410	-	175,410
Investment earnings					206	-	206
Miscellaneous					25,995	8,667	34,662
Transfers					25,000	(25,000)	-
Total General Revenues and Transfers					1,354,205	(16,333)	1,337,872
Change in net position					410,334	641,136	1,051,470
NET POSITION - beginning of year					2,910,941	2,974,096	5,885,037
NET POSITION - end of year					\$ 3,321,275	\$ 3,615,232	\$ 6,936,507

See Accompanying Notes to Financial Statements

**POLK CITY, FLORIDA
BALANCE SHEET - GOVERNMENTAL FUNDS
AS OF SEPTEMBER 30, 2017**

	General Fund
ASSETS	
Cash and cash equivalents	\$ 1,412,863
Receivables, net:	
Customer accounts, net	47,246
Intergovernmental	41,214
Franchise and public service taxes	26,015
Due from enterprise fund	7,445
Prepaid expenditures	9,309
Restricted assets:	
Cash and cash equivalents	647,252
TOTAL ASSETS	\$ 2,191,344
LIABILITES AND FUND BALANCE	
Accounts payable	\$ 98,125
Accrued payroll	11,386
Due to other governments	174,794
TOTAL LIABILITIES	284,305
FUND BALANCE:	
Nonspendable:	
Prepaid expenditures	9,309
Restricted for:	
Highways / streets	7,697
Debt service reserves / sinking	110,597
General government facilities	244,722
Law enforcement	89,999
Fire / rescue	48,615
Parks and recreation	145,622
Assigned to:	
Emergency reserve	240,689
Unassigned:	1,009,789
TOTAL FUND BALANCE	1,907,039
TOTAL LIABILITIES AND FUND BALANCE	\$ 2,191,344

See Accompanying Notes to Financial Statements

**POLK CITY, FLORIDA
RECONCILIATION OF THE BALANCE SHEET OF THE GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
AS OF SEPTEMBER 30, 2017**

FUND BALANCES - TOTAL GOVERNMENTAL FUNDS	\$ 1,907,039
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets, net of accumulated depreciation, used in governmental activities are financial resources and, therefore, are not reported as assets in the governmental funds.	3,108,795
Interest on long-term debt is accrued as a liability in the government-wide statements, but is not recognized in the governmental funds until due.	(4,721)
The deferred outflows and deferred inflows related to pensions are applied to future periods and, therefore, are not reported in the governmental funds.	
Deferred outflows related to pensions	228,271
Deferred inflows related to pensions	(32,005)
Long-term liabilities are not due and payable in the fiscal year and, therefore, are not reported as liabilities in the governmental funds. Long-term liabilities at year-end consist of:	
Notes payable	(1,371,789)
Compensated absences payable	(41,545)
Net pension liability	(472,770)
NET POSITION OF GOVERNMENTAL ACTIVITIES	<u>\$ 3,321,275</u>

See Accompanying Notes to Financial Statements

**POLK CITY, FLORIDA
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE - GOVERNMENTAL FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2017**

	General Fund
REVENUES:	
Taxes	\$ 1,133,754
Licenses and permits	296,727
Intergovernmental revenue	290,378
Charges for services	300,657
Fines and forfeitures	5,842
Impact fees	347,601
Other	38,349
Total revenues	<u>2,413,308</u>
EXPENDITURES:	
General government	494,901
Public safety	311,791
Physical environment	324,716
Transportation	261,697
Culture/recreation	193,275
Capital outlay	353,933
Debt service	102,089
Total expenditures	<u>2,042,402</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>370,906</u>
OTHER FINANCING SOURCES	
Transfers in	25,000
Total other financing sources	<u>25,000</u>
NET CHANGE IN FUND BALANCE	<u>395,906</u>
FUND BALANCE, beginning of year	<u>1,511,133</u>
FUND BALANCE, end of year	<u><u>\$ 1,907,039</u></u>

See Accompanying Notes to Financial Statements

**POLK CITY, FLORIDA
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2017**

NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS **\$ 395,906**

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlay as expenditures. However, in the government-wide statement of activities, the cost of those assets is allocated over their estimated useful lives as

This is the amount of capital assets additions in the current period	146,886
This is the amount of depreciation recorded in the current period	(125,657)
This is the amount of net property that was disposed of during the current period	(723)

Long-term obligations including bonds and notes payable and compensated absences are reported as liabilities in the government-wide statement of activities but are not reported as liabilities in the governmental funds because they do not require the use of current financial resources:

This amount represents long-term debt repayments	43,700
This amount represents the change in accrued interest payable	145
This amount represents the change in compensated absence liability	(6,097)

Pension costs are recorded in the statement of activities under the full accrual basis of accounting, but are not recorded in the governmental funds until paid. The net change in liabilities in the current fiscal year:

This amount represents the change in deferred outflows related to pensions	(28,774)
This amount represents the change in deferred inflows related to pensions	40,215
This amount represents the change in the net pension liability	(55,267)

CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	\$ 410,334
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See Accompanying Notes to Financial Statements

**POLK CITY, FLORIDA
STATEMENT OF NET POSITION - PROPRIETARY FUNDS
AS OF SEPTEMBER 30, 2017**

	<u>Enterprise Fund</u>
ASSETS	
Current assets:	
Cash and cash equivalents	\$ 1,392,188
Customer accounts receivable, net	209,871
Prepaid expenses	45,078
Total current assets	<u>1,647,137</u>
Noncurrent assets:	
Restricted assets:	
Cash and cash equivalents	2,149,354
Capital assets, net:	
Non-depreciable	2,730,736
Depreciable, net	8,878,118
Total noncurrent assets	<u>13,758,208</u>
TOTAL ASSETS	<u>15,405,345</u>
DEFERRED OUTFLOWS OF RESOURCES	
Pensions	25,663
TOTAL DEFERRED OUTFLOWS OF RESOURCES	<u>25,663</u>
LIABILITIES	
Current liabilities:	
Accounts payable	91,250
Accrued payroll	926
Bonds and notes payable, current portion	365,495
Accrued interest payable	71,583
Due to general fund	7,445
Total current liabilities	<u>536,699</u>
Noncurrent liabilities:	
Customer deposits	267,641
Compensated absences	739
Net pension liability	53,149
Bonds and notes payable, noncurrent portion	10,953,950
Total noncurrent liabilities	<u>11,275,479</u>
TOTAL LIABILITIES	<u>11,812,178</u>
DEFERRED INFLOWS OF RESOURCES	
Pensions	3,598
TOTAL DEFERRED INFLOWS OF RESOURCES	<u>3,598</u>
NET POSITION	
Net investment in capital assets	289,409
Restricted for:	
Water system improvements	168,957
Waste water system improvements	764,028
Debt service	820,831
Unrestricted	1,572,007
TOTAL NET POSITON	<u>\$ 3,615,232</u>

See Accompanying Notes to Financial Statements

**POLK CITY, FLORIDA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN
FUND NET POSITION - PROPRIETARY FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2017**

	Enterprise Fund
OPERATING REVENUES:	
Charges for services	\$ 2,250,056
Total operating revenues	<u>2,250,056</u>
OPERATING EXPENSES:	
Personnel services	94,596
Operating expenses	1,125,548
Depreciation	324,493
Total operating expenses	<u>1,544,637</u>
OPERATING INCOME	<u>705,419</u>
NONOPERATING REVENUE (EXPENSE):	
Interest expense	(497,429)
Other nonoperating revenue	8,667
Total nonoperating revenues (expenses)	<u>(488,762)</u>
Income (loss) before contributions and transfers	<u>216,657</u>
CAPITAL CONTRIBUTIONS:	
Impact fees	449,479
Total capital contributions	<u>449,479</u>
TRANSFERS IN (OUT)	
Transfers to other funds	(25,000)
Total transfers	<u>(25,000)</u>
Change in net position	641,136
TOTAL NET POSITION - beginning of year	<u>2,974,096</u>
TOTAL NET POSITION - end of year	<u>\$ 3,615,232</u>

See Accompanying Notes to Financial Statements

POLK CITY, FLORIDA
STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2017

	<u>Enterprise Fund</u>
CASH FLOWS FROM OPERATING ACTIVITIES:	
Receipts from customers	\$ 2,225,383
Payments to suppliers	(1,090,715)
Payment for salaries and benefits	(91,574)
Net cash flows from operating activities	<u>1,043,094</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:	
Increase (decrease) in due to (from) other funds	3,948
Transfers (to) from other funds	(25,000)
Other nonoperating revenue	8,667
Net cash flows from noncapital financing activities	<u>(12,385)</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:	
Acquisition and construction of capital assets, net of related payables	(46,895)
Impact fees	334,854
Principal paid on notes, bonds and lease obligations	(343,144)
Interest paid on borrowings	(498,766)
Net cash flows from capital and related financing activities	<u>(553,951)</u>
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	<u>476,758</u>
CASH AND CASH EQUIVALENTS, beginning of year	<u>3,064,784</u>
CASH AND CASH EQUIVALENTS, end of year	<u>\$ 3,541,542</u>
Reconciliation of operating income (loss) to net cash flows from operating activities:	
Operating income (loss)	\$ 705,419
Adjustments to reconcile operating income to net cash from operating activities:	
Depreciation	324,493
(Increase) decrease in accounts receivable	(57,938)
(Increase) decrease in prepaid expenses	(45,078)
Increase (decrease) in accounts payable	79,911
Increase (decrease) in accrued payroll and compensated absences	(278)
(Increase) decrease in deferred outflows of resources related to pension	8,344
Increase (decrease) in deferred inflows of resources related to pension	(5,957)
Increase (decrease) in the net pension liability	913
Increase (decrease) in customer deposits	33,265
Net cash flows from operating activities	<u>\$ 1,043,094</u>
Noncash financing and investing activities:	<u>\$ -</u>

See Accompanying Notes to Financial Statements

POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City's financial statements are prepared in accordance with generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its statements (GASBS) and Interpretations (GASBI). The more significant accounting policies established in GAAP and used by the City is discussed below.

A. REPORTING ENTITY

Polk City, Florida (the "City") is a political subdivision of the State of Florida created in 1925 by Chapter 11016, Laws of the State of Florida. Ordinance No. 2014-02, approved by the City's electors, effective April 1, 2014, changed the name from the City of Polk City to Polk City. The City operates under a commission/manager form of municipal government and provides general municipal services, including public safety, public works, culture, recreation, community development, and water and sewer services. These financial statements include all of the funds, organizations, agencies, departments and account groups of the City (the "primary government") and any "legally" separate entities ("component units") required by generally accepted accounting principles to be included in the reporting entity.

The accompanying financial statements present the City's primary government and component units over which the City exercises significant influence. Criteria for determining if other entities are potential component units of the City which should be reported with the City's basic financial statements are identified and described in the *GASB Codification of Governmental Accounting and Financial Reporting Standards*. The application of these criteria provides for identification of any entities for which the City is financially accountable and other organizations for which the nature and significance of their relationship with the City are such that exclusion would cause the City's basic financial statements to be misleading or incomplete. A blended component unit, although legally separate, is in substance part of the City's operations and presented in the financial statements as "blended" components. Blending refers to the fact that the component unit's funds are combined with those of the primary government for financial reporting purposes. There are no entities that meet the criteria for inclusion as either blended or discreetly presented component units.

B. BASIC FINANCIAL STATEMENTS

The basic financial statements consist of the government-wide financial statements and fund financial statements.

Government-wide Financial Statements - The required government-wide financial statements are the Statement of Net Position and the Statement of Activities, which report information on all of the nonfiduciary activities of the City. The effects of interfund activity have been removed from these statements. The City has no fiduciary funds, however if it did they would be excluded from the government-wide financial statements since by definition these assets are being held for the benefit of a third party and cannot be used to fund activities or obligations of the government. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *Business-type activities*, which rely to a significant extent on fees and charges for support.

POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont...)

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment, including depreciation. The City does not allocate the interest expense of governmental fund debt or indirect costs such as finance, personnel, legal, etc. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Fund Financial Statements - The financial transactions of the City are recorded in individual funds. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund equity, revenues and expenditures/expenses. The emphasis in fund financial statements is on the major funds in either the governmental or business-type activities categories. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. The GASB codification Section 2200.159 sets forth minimum criteria (percentage of the assets and deferred outflows of resources, liabilities and deferred inflows of resources, revenues or expenditures/expenses of either fund category or the governmental and enterprise combined) for the determination of major funds. Non-major funds by category are summarized into a single column. Due to the City's fund structure, there were no non-major funds. The various funds are reported by type within the financial statements.

The following fund types and funds are used and reported by the City:

- a) **Governmental Funds:** The focus of the governmental fund's measurement (in the fund statements) is upon determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than upon net income. The following is a description of the governmental funds of the City;
 - **General Fund** is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

- b) **Proprietary Funds:** The focus of the proprietary fund's measurement is upon determination of operating income, changes in net position, financial position, and cash flows. The generally accepted accounting principles applicable are those similar to businesses in the private sector. The following is a description of the proprietary funds of the City:
 - **Enterprise Funds** are required to be used to account for operations for which a fee is charged to external users for goods or services and the activity (a) is financed with debt that is solely secured by a pledge of the net revenues, (b) has third party requirements that the cost of providing services, including capital costs, be recovered with fees and charges, or (c) establishes fees and charges based on a pricing policy designed to recover similar costs. The City has one *Enterprise Fund* which accounts for the activities associated with providing potable water and sewer collection, treatment and disposal services to area residents.

POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont...)

C. MEASUREMENT FOCUS, AND BASIS OF ACCOUNTING

The government-wide financial statements and the proprietary fund financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Imposed nonexchange transactions (property taxes, fines) are reported as deferred inflows if received before the tax is levied or before the date when use is first permitted. Government mandated nonexchange transaction (grants) and voluntary nonexchange transaction (donations) resources are reported as liabilities until the eligibility requirements are met and as deferred inflows if received before time requirements are met.

Operating revenues shown for proprietary operations generally result from producing or providing goods and services such as water and sewer. Operating expenses for these operations include all costs related to providing the service or product. These costs include billing and collection, personnel and purchased services, repairs and maintenance, depreciation, materials and supplies, and other expenses directly related to costs of services.

All other revenue and expenses not meeting these definitions are reported as nonoperating revenues and expenses.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to claims and judgments, are recorded only when payment is due.

Property taxes, sales taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenue of the current period. Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the availability period for this revenue source (60 days of yearend). All other revenue items are considered to be measurable and available only when cash is received by the government.

D. ASSETS, LIABILITIES, DEFERRED OUTFLOWS/INFLOWS OF RESOURCES, AND NET POSITION/FUND BALANCE

CASH AND CASH EQUIVALENTS - Includes all short-term highly liquid investments with a maturity of three months or less when purchased, and all bank demand deposits, certificates of deposit, money-market and savings accounts. At September 30, 2017, all of the City's cash and investments met this definition.

INVESTMENTS – All investments are reported at fair value which is the price that would be received to sell an investment in an orderly transaction between market participants. Purchases and sales of investments are reflected on trade dates. Net realized gains or losses on sales of investments are based on the cost of investments applied on a first-in, first-out basis and are reflected in current operating results.

POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont...)

CUSTOMER ACCOUNTS RECEIVABLE - The City accrues its unbilled utility service fees. This represents the estimated value of service from the last billing date to year end and totaled \$180,393 at September 30, 2017. A reserve for doubtful accounts is maintained in each fund equal to the value of the utility customer receivables that are not expected to be collected. As of September 30, 2017, the reserve for doubtful accounts totaled \$59,859 for utility service receivables and \$68,512 for readiness-to-serve receivables. Receivables are reported in the financial statements net of the reserve for doubtful accounts.

INTERFUND RECEIVABLES AND PAYABLES - To the extent any interfund balances exist, management anticipates they will be settled in cash as opposed to a permanent transfer.

INVENTORIES - Supply inventories of the general fund and the enterprise funds are immaterial and not recorded as assets. Such items are charged to expense when purchased.

CAPITAL ASSETS - In the government-wide financial statements capital assets include land, buildings, improvements, utility plant, and furniture and equipment with an individual cost of \$1,000 or more and an estimated useful life in excess of two years as defined by City resolution. Such assets are recorded at historical cost, if purchased and at acquisition cost if donated. Major additions are capitalized while maintenance and repairs which do not improve or extend the life of the respective assets are charged to expense. Governmental fund infrastructure assets (e.g., roads, bridges, sidewalks, streets, drainage systems and lighting system), acquired prior to October 1, 2003, have not been reported.

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition. Capital assets used in proprietary fund operations are accounted for the same as in the government-wide statements.

Capital asset depreciation is recognized using the straight-line method over the estimated useful lives of the related assets, as follows:

<u>Type</u>	<u>Years</u>
Utility plant in service	40
Buildings and improvements	10 - 30
Infrastructure	40
Machinery and equipment	3 - 10
Vehicles	5 - 7

RESTRICTED ASSETS - Includes cash and investments that are legally restricted to specific uses by external parties. The City generally uses restricted resources first when an expense is incurred for which both restricted and unrestricted resources are available.

INTEREST COSTS - Interest costs are capitalized when incurred on debt where proceeds were used to finance the construction of enterprise fund capital assets. Interest earned on proceeds of tax-exempt borrowing arrangements restricted to the acquisition of qualifying assets is offset against interest costs in determining the amount to be capitalized. No net interest costs were capitalized for the year ended September 30, 2017.

POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont...)

PENSIONS – In the government-wide statement of net position, liabilities are recognized for the City's proportionate share of each pension plan's net pension liability. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Florida Retirement System (FRS) defined benefit plan and the Health Insurance Subsidy (HIS) defined benefit plan and additions to/deductions from the FRS and the HIS fiduciary net position have been determined on the same basis as they are reported by the FRS and the HIS plans. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value.

The City's retirement plans and related amounts are described in a subsequent note.

DEFERRED OUTFLOWS/INFLOWS OF RESOURCES – In addition to assets, the statement of net position reports a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflow of resources*, represents a consumption of net position that applies to future periods and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of net position reports a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents and acquisition of net position that applies to future periods and so will not be recognized as an inflow of resources (revenue) until that time.

The City has deferred outflows/inflows of resources that are related to pensions that qualify for reporting in these categories. The deferred outflows/inflows related to pensions are reported only in the government-wide and proprietary fund statement of net position. A deferred amount related to pensions results from the difference in the expected and actual amounts of experience, earnings, and contributions. These amounts are deferred and amortized over the service life of all employees that are provided with pensions through the pension plan except earnings which are amortized over five years. Actual contributions made to the pension plans subsequent to the measurement date are also reported as deferred outflows of resources at year-end and reflected as a reduction in the net pension liability in the subsequent year.

LONG-TERM OBLIGATIONS - In the government-wide financial statements and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums, discounts and issuance costs are deferred and amortized over the life of the bonds using the bonds outstanding method. Debt issuance costs are reported as expenditures/expenses in the period incurred. Bond premiums and discounts are reported, net of amortization, in the related debt balances shown in the financial statements. Long-term debt for governmental funds is not reported as liabilities in the fund financial statements; rather the debt proceeds are reported as other financing sources and payments of principal and interest are reported as expenditures when due. The accounting for the proprietary fund is the same in the fund statements as it is in the government-wide statements.

COMPENSATED ABSENCES - Sick leave is credited to an employee on the basis of nine hours per month of service not to exceed ninety days. Accumulated sick leave does not vest and is not paid upon termination of employment. Vacation leave is credited to an employee depending on years of service, ranging from four to sixteen days per year. Vacation leave accumulation is limited to 160 hours for hourly employees and 240 hours for salaried employees. Eligible employees accumulate two personal days a year not to exceed ten days.

POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont...)

The liability for these compensated absences is recorded as long-term in the government-wide statements and in the proprietary fund financial statements because the maturities are not determinable. In the fund financial statements, the governmental funds do not report the compensated absence liability because it is generally not payable from expendable available financial resources.

CONNECTION FEES AND IMPACT FEES - Connection fees represent reimbursement of the costs incurred to perform the connection of the respective utilities and are recorded as operating revenue when received. Impact fees, which are not considered connection fees since they substantially exceed the cost of connection, are recorded as capital contributions when received. Prepaid impact fees received which reserve capacity in the City's future water or sewer facilities are deferred and reported as capital contributions when the requirements of the Developer agreements are met by the City.

INTERFUND TRANSFERS - Permanent reallocation of resources between funds of the reporting entity are classified as interfund transfers. For purposes of the Government-wide Statement of Activities, all interfund transfers between individual enterprise funds, when applicable, are eliminated.

EQUITY CLASSIFICATIONS -

Government-wide Statements – The difference between (a) assets and deferred outflows of the resources and (b) liabilities and deferred inflows of resources is classified as net position and displayed in three components:

- a) Net investment in capital assets - Consists of capital assets including restricted assets from debt proceeds, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b) Restricted net position - Consists of restricted assets reduced by liabilities related to those assets. The government-wide statement of net position reports \$2,401,067 of restricted net position of which \$1,469,639 is restricted by enabling legislation.
- c) Unrestricted net position - Consists of the net amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of net investment in capital assets or the restricted component of net position.

Fund Statements - The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the City is bound to honor the constraints on the specific purposes for which amounts in those funds can be spent. Spendable resources are to be shown as restricted, committed, assigned and unassigned as considered appropriate in the City's circumstances. The following classifications describe the relative strength of the spending constraints:

Nonspendable – amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.

Restricted – amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont...)

Committed – amounts constrained to specific purposes by formal action (ordinance) of the City using its highest level of decision making authority (the City Commission). To be reported as committed, amounts cannot be used for any other purpose unless the City Commission takes the same highest level action (ordinance) to remove or change the constraint

Assigned – amounts that are constrained by the City's intent to be used for a specific purpose but are neither restricted nor committed. This intent can be expressed by the City Commission or through the City Commission delegating this responsibility to the City Manager through the budgetary process. The City Commission has not established a formal policy regarding authorization to assign fund balance amounts for a specific purpose.

Unassigned – all other spendable amounts.

The City uses restricted fund balances first, followed by committed resources, and then assigned resources, as appropriate opportunities arise, but reserves the right to selectively spend unassigned resources first to defer the use of these other classified funds.

NOTE 2 - PROPERTY TAX CALENDAR

Under Florida Law, the assessment of all properties and the collection of all county, municipal and school board property taxes are consolidated in the offices of the Polk County Property Appraiser and Polk County Tax Collector. The tax levy of the City is established by the City Commission prior to October 1 of each year and the Polk County Property Appraiser incorporates the millage into the total tax levy, which includes the municipalities, the County, independent districts and the Polk County School Board tax requirements. State statutes permit municipalities to levy property taxes at a rate of up to 10 mills. The City's millage rate in effect for the fiscal year ended September 30, 2017 was 8.0000.

All taxes are due and payable on November 1 (levy date) of each year and unpaid taxes become delinquent on April 1 following the year in which they are assessed. Discounts are allowed for early payment as follows: 4% in of November, 3% in December, 2% in January, 1% in February.

The taxes paid in March are without discount. Delinquent taxes on real and personal property bear interest of 18% per year. On or prior to June 1 following the tax year, certificates are sold for all delinquent taxes on real property.

NOTE 3 - BUDGETARY LAW AND PRACTICE

The budget is adopted by Ordinance on a City-wide basis for all City funds on or before October 1 of each year as required by State Statute. City Ordinance establishes the legal level of budgetary control at the individual fund level. Expenditures may not exceed appropriations at this level. Within these control levels, management may transfer appropriations subject to notification of the City Commission.

POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017

NOTE 4 - DEPOSITS AND INVESTMENTS

DEPOSITS IN FINANCIAL INSTITUTIONS - Municipalities in Florida are required by State Statute Chapter 280 - "Security for Public Deposits Act", to deposit operating funds only with financial institutions who are members of the State of Florida collateral pool ("qualified public depositories"). The State of Florida collateral pool is a multiple financial institution collateral pool with the ability to make additional assessments to satisfy the claims of governmental entities if any member financial institution fails. This ability provides protection which is similar to depository insurance.

The captions on the government-wide statement of net position for "cash and cash equivalents" both restricted and unrestricted, are summarized below:

Cash and cash equivalents:	
Cash on hand	\$ 575
Deposits in financial institutions:	
Insured or fully collateralized bank deposits	<u>5,601,082</u>
Total cash and cash equivalents	<u><u>\$ 5,601,657</u></u>

INVESTMENTS - The types of investments in which the City may invest are governed by State Statutes. According to the State Statutes, the City is authorized to invest in the following instruments: Local Government Surplus Funds Trust Fund or any intergovernmental investment pool authorized through the Florida Inter-local Cooperation Act; S.E.C. registered money market funds with the highest credit quality rating from a nationally recognized rating company; interest-bearing time deposits and savings accounts in qualified public depositories and direct obligations of the U.S. Treasury. The City maintained no investments during the year.

POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017

NOTE 5 - CAPITAL ASSETS

Capital assets activity for the year ended September 30, 2017, was as follows:

	Beginning Balance	Reclassifications	Additions	Reductions	Ending Balance
Governmental Activities:					
Capital assets not being depreciated:					
Land	\$ 412,542		\$ -	\$ -	\$ 412,542
Construction in progress	4,000	(4,000)	-	-	-
Total	\$ 416,542	\$ (4,000)	\$ -	\$ -	\$ 412,542
Capital assets being depreciated:					
Buildings and Improvements	\$ 3,071,683	\$ 4,000	\$ 16,388	\$ (2)	\$ 3,092,069
Recreational Facilities	482,262	-	14,635	-	496,897
Equipment	439,359	-	98,332	(29,711)	507,980
Infrastructure:					
Sidewalk Systems	111,852	-	17,531	-	129,383
Drainage Systems	75,626	-	-	-	75,626
Total	4,180,782	4,000	146,886	(29,713)	4,301,955
Less, Accumulated Depreciation:					
Buildings and Improvements	(799,073)	-	(73,435)	-	(872,508)
Recreational Facilities	(268,424)	-	(26,042)	28,990	(265,476)
Equipment	(393,787)	-	(21,032)	-	(414,819)
Infrastructure:					
Sidewalk Systems	(26,574)	-	(2,796)	-	(29,370)
Drainage Systems	(21,177)	-	(2,352)	-	(23,529)
Total Accumulated Depreciation	(1,509,035)	-	(125,657)	28,990	(1,605,702)
Total Depreciable Capital Assets, Net	\$ 2,671,747	\$ 4,000	\$ 21,229	\$ (723)	\$ 2,696,253
Business-Type Activities:					
Capital assets not being depreciated:					
Land	\$ 2,730,736	\$ -	\$ -	\$ -	\$ 2,730,736
Total	\$ 2,730,736	\$ -	\$ -	\$ -	\$ 2,730,736
Capital assets being depreciated:					
Utility Plant	\$ 12,073,317	\$ -	\$ 3,887	\$ -	\$ 12,077,204
Equipment	278,987	-	43,008	(7,600)	314,395
Total	12,352,304	-	46,895	(7,600)	12,391,599
Less, Accumulated Depreciation:					
Utility Plant	(2,939,816)	-	(315,617)	-	(3,255,433)
Equipment	(256,772)	-	(8,876)	7,600	(258,048)
Total Accumulated Depreciation	(3,196,588)	-	(324,493)	7,600	(3,513,481)
Total Depreciable Capital Assets, Net	\$ 9,155,716	\$ -	\$ (277,598)	\$ -	\$ 8,878,118

POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017

NOTE 5 - CAPITAL ASSETS (cont...)

Depreciation expense was charged to the following programs and functions:

Governmental Activities:

General government	\$ 81,133
Streets	4,474
Parks and recreation	38,159
Stormwater utility	<u>1,891</u>
Total depreciation expense - governmental activities	<u>\$ 125,657</u>

Business-type Activities:

Water and sewer	<u>\$ 324,493</u>
Total depreciation expense - business-type activities	<u>\$ 324,493</u>

POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017

NOTE 6 - LONG-TERM OBLIGATIONS

The following is a summary of changes in long-term obligations for the year ended September 30, 2017:

	Beginning Balance	Additions	Reductions	Ending Balance	Current Portion
Governmental Activities					
Long-Term Debt:					
Notes Payable:					
Series 2007 Capital Improvement					
Revenue Bonds	\$ 1,415,489	\$ -	\$ (43,700)	\$ 1,371,789	\$ 45,503
Total Bonds and Notes Payable	<u>1,415,489</u>	<u>-</u>	<u>(43,700)</u>	<u>1,371,789</u>	<u>45,503</u>
Other Liabilities:					
Compensated Absences	35,448	6,097	-	41,545	-
Net Pension Liability	417,503	55,267	-	472,770	-
Total Other Liabilities	<u>452,951</u>	<u>61,364</u>	<u>-</u>	<u>514,315</u>	<u>-</u>
Total Long-Term Liabilities	<u>\$ 1,868,440</u>	<u>\$ 61,364</u>	<u>\$ (43,700)</u>	<u>\$ 1,886,104</u>	<u>\$ 45,503</u>
Less Amount Due in One Year				<u>\$ (45,503)</u>	
Net Long-Term Debt Due After One Year				<u>\$ 1,840,601</u>	
Business-Type Activities					
Long-Term Debt:					
Notes Payable:					
Installment Note to Florida Department of					
Environmental Protection	\$ 2,418,117	\$ -	\$ (116,630)	\$ 2,301,487	\$ 119,458
Tax-Exempt Leasing	108,202	-	(20,466)	87,736	21,037
Total Notes Payable	<u>2,526,319</u>	<u>-</u>	<u>(137,096)</u>	<u>2,389,223</u>	<u>140,495</u>
Revenue Certificates:					
Series 2011A Water / Sewer System					
Capital Improvement and Refunding					
Revenue Bonds	9,270,000	-	(215,000)	9,055,000	225,000
Less discount on Series 2011A	<u>(133,730)</u>	<u>-</u>	<u>8,952</u>	<u>(124,778)</u>	<u>-</u>
Total Revenue Certificates	<u>9,136,270</u>	<u>-</u>	<u>(206,048)</u>	<u>8,930,222</u>	<u>225,000</u>
Other Liabilities:					
Compensated Absences	773	-	(34)	739	-
Net Pension Liability	52,236	913	-	53,149	-
Total Other Liabilities	<u>53,009</u>	<u>913</u>	<u>(34)</u>	<u>53,888</u>	<u>-</u>
Total Long-Term Liabilities	<u>\$ 11,715,598</u>	<u>\$ 913</u>	<u>\$ (343,178)</u>	<u>\$ 11,373,333</u>	<u>\$ 365,495</u>
Less Amount Due in One Year				<u>(365,495)</u>	
Net Long-Term Debt Due After One Year				<u>\$ 11,007,838</u>	

POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017

NOTE 6 - LONG-TERM OBLIGATIONS (cont...)

Notes to Long-Term Obligations Table

Long term liabilities, including compensated absences, are typically liquidated by the individual fund to which the liability is directly associated.

Governmental Activities:

- Series 2007 Revenue Bonds - The USDA Rural Utilities Service Series 2007 Revenue Bonds are secured primarily by the communication services tax and the half cent sales tax. The Series 2007 bonds bear interest at 4.125% with a final maturity of September 1, 2037. The bond proceeds were used to retire the Series 2006 Capital Improvement Revenue Bond Anticipation Note which was used to construct the new City administration facilities. The Series 2007 bonds require the maintenance of sinking and reserve fund.

Business-Type Activities:

- Series 2011A Capital Improvement and Refunding Revenue Bonds – The Capital Improvement and Refunding Revenue Bonds, Series 2011A are secured by net revenues of the water and sewer system, certain public service tax revenues, and moneys on deposit in various funds and accounts of the City. The Series 2011A bonds bear interest at 2.00 – 5.00% (true-interest-cost of 4.97%) with a final maturity of August 1, 2041. The Series 2011A bond proceeds were used to finance and/or reimburse the costs of certain improvements to the City's water and sewer system, refund all of the Series 1999 Revenue Bonds, Series 2004 Revenue Bonds, Series 2005 Capital Improvement Revenue Note, Polk County sprayfield loan, fund a portion of the reserve requirement and pay the costs of issuance of the bonds. The bonds require the maintenance of sinking, reserve, and renewal and replacement funds.
- Installment Note to Florida Department of Environmental Protection (WW 51201P) - This note is secured by the net revenues of the sewer system and sewer impact fees. The note bears interest at 2.41%, with semi-annual principal and interest payments on March 15 and September 15 with a final maturity in September 2033. The note proceeds were used to fund the planning, administrative, and engineering costs for construction of wastewater transmission, collection, reuse and treatment facilities. The Note requires the maintenance of a sinking fund.
- Tax Exempt Lease Purchase Agreement – This agreement is secured by a lien on the equipment acquired. The agreement bears interest at 2.79%, with annual principal and interest payments on April 15 with a final maturity in April 2021. The agreement proceeds were used to fund the purchase of water meters and related equipment.

POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017

NOTE 6 - LONG-TERM OBLIGATIONS (cont...)

Notes to Long-Term Obligations Table (cont...)

Maturities:

Annual requirements to repay all long-term bonds and notes payable as of September 30, 2017, were as follows:

Fiscal Year Ending September 30	Governmental Activities		Business-Type Activities	
	Principal	Interest	Principal	Interest
2018	\$ 45,503	\$ 56,586	\$ 365,495	\$ 479,966
2019	47,380	54,709	373,978	469,733
2020	49,334	52,755	387,547	458,113
2021	51,369	50,720	401,206	444,854
2022	53,488	48,600	391,471	431,105
2023-2027	302,413	208,032	2,161,742	1,938,511
2028-2032	370,149	140,296	2,606,674	1,493,602
2033-2037	452,153	57,390	2,466,110	931,098
2038-2041	-	-	2,290,000	293,250
Less: unamortized bond discount	-	-	(124,778)	-
Total	\$ 1,371,789	\$ 669,088	\$ 11,319,445	\$ 6,940,232

NOTE 7 – FUTURE REVENUES THAT ARE PLEDGED

The City has pledged various future revenue sources for various debt issues. For the water and sewer systems, the City has pledged future revenues, net of certain operating expenses. The following table provides a summary of the pledged revenues for the City's outstanding debt issues. Additional information regarding the City's pledged revenue can be found in Note 7.

Pledged Revenue	Total Principal and Interest Outstanding	Current Year Principal and Interest Paid	Current Year Revenue	% of Revenues to Principal and Interest Paid
Communication services tax pursuant to Section 202.19, Florida Statutes and the half cent sales tax pursuant to part VI of Chapter 218, Florida Statutes	\$ 2,040,877	\$ 102,089	\$ 281,935	276.17%
Water and sewer system net revenue and sewer impact fees	18,290,515	818,426	1,285,017	157.01%

**POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017**

NOTE 8 - INTERFUND TRANSACTIONS

Interfund transactions are summarized below:

Interfund receivables and payables as of September 30, 2017 consisted of:

Receivable Fund	Payable Fund	Amount
General Fund	Enterprise Fund	\$ 7,445

The above interfund balances arose from the fund with the receivable incurring cost on behalf of the fund with the payable which were not repaid prior to year-end.

Interfund transfers for the year ending September 30, 2017 consisted of:

Receiving Fund	Paying Fund	Amount
General Fund	Enterprise Fund	\$ 25,000

The transfer from the enterprise fund to the general fund is a budgeted annual operating transfer to finance services accounted for in the general fund.

NOTE 9 - PENSION PLAN

Florida Retirement System (FRS) – Defined Benefit Pension Plans

General Information about the FRS

The FRS was created in Chapter 121, Florida Statutes, to provide a defined benefit pension plan for participating public employees. The FRS was amended in 1998 to add the Deferred Retirement Option program under the defined benefit plan and amended in 2000 to provide a defined contribution plan alternative to the defined benefit plan for FRS members effective July 1, 2002. This integrated defined contribution pension plan is the FRS Investment Plan. Chapter 112, Florida Statutes, established the Retiree Health Insurance Subsidy (HIS) Program, a cost-sharing multiple-employer defined benefit pension plan, to assist retired members of any State-administered retirement system in paying the costs of health insurance.

Essentially all regular employees of the City are eligible to enroll as members of the State-administered FRS. Provisions relating to the FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Part IV, Florida Statutes; Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, Florida Administrative Code; wherein eligibility, contributions, and benefits are defined and described in detail. Such provisions may be amended at any time by further action from the Florida Legislature. The FRS is a single retirement system administered by the Florida Department of Management Services, Division of Retirement, and consists of the two cost-sharing, multiple-employer defined benefit plans and other nonintegrated programs. A comprehensive annual financial report of the FRS, which includes its financial statements, required supplementary information, actuarial report, and other relevant information, is available from the Florida Department of Management Services Web site.

POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017

NOTE 9 - PENSION PLAN (cont....)

FRS Pension Plan

Plan Description. The FRS Pension Plan (Plan) is a cost-sharing multiple-employer defined benefit pension plan, with a Deferred Retirement Option Program (DROP) for eligible employees. The general classes of membership are as follows:

- *Regular Class* – Members of the FRS who do not qualify for membership in the other classes.
- *Senior Management Service Class (SMSC)* – Members in senior management level positions.

Employees enrolled in the Plan prior to July 1, 2011, vest at 6 years of creditable service and employees enrolled in the Plan on or after July 1, 2011, vest at 8 years of creditable service. All vested members, enrolled prior to July 1, 2011, are eligible for normal retirement benefits at age 62 or at any age after 30 years of service. All members enrolled in the Plan on or after July 1, 2011, once vested, are eligible for normal retirement benefits at age 65 or any time after 33 years of creditable service. The Plan also includes an early retirement provision; however, there is a benefit reduction for each year a member retires before his or her normal retirement date. The Plan provides retirement, disability, death benefits, and annual cost-of-living adjustments to eligible participants.

DROP, subject to provisions of Section 121.091, Florida Statutes, permits employees eligible for normal retirement under the Plan to defer receipt of monthly benefit payments while continuing employment with an FRS participating employer. An employee may participate in DROP for a period not to exceed 60 months after electing to participate. During the period of DROP participation, deferred monthly benefits are held in the FRS Trust Fund and accrue interest. The net pension liability does not include amounts for DROP participants, as these members are considered retired and are not accruing additional pension benefits.

Benefits Provided. Benefits under the Plan are computed on the basis of age and/or years of service, average final compensation, and service credit. Credit for each year of service is expressed as a percentage of the average final compensation. For members initially enrolled before July 1, 2011, the average final compensation is the average of the 5 highest fiscal years' earnings; for members initially enrolled on or after July 1, 2011, the average final compensation is the average of the 8 highest fiscal years' earnings. The total percentage value of the benefit received is determined by calculating the total value of all service, which is based on the retirement class to which the member belonged when the service credit was earned. Members are eligible for in-line-of-duty or regular disability and survivors' benefits. The following chart shows the percentage value for each year of service credit earned:

**POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017**

NOTE 9 - PENSION PLAN (cont....)

<u>Class, Initial Enrollment, and Retirement Age/Years of Service</u>	<u>% Value</u>
Regular Class members initially enrolled before July 1, 2011	
Retirement up to age 62 or up to 30 years of service	1.60
Retirement at age 63 or with 31 years of service	1.63
Retirement at age 64 or with 32 years of service	1.65
Retirement at age 65 or with 33 or more years of service	1.68
Regular Class members initially enrolled on or after July 1, 2011	
Retirement up to age 65 or up to 33 years of service	1.60
Retirement at age 66 or with 34 years of service	1.63
Retirement at age 67 or with 35 years of service	1.65
Retirement at age 68 or with 36 or more years of service	1.68
Senior Management Service Class	2.00

As provided in Section 121.101, Florida Statutes, if the member is initially enrolled in the FRS before July 1, 2011, and all service credit was accrued before July 1, 2011, the annual cost-of-living adjustment is 3 percent per year. If the member is initially enrolled before July 1, 2011, and has service credit on or after July 1, 2011, there is an individually calculated cost-of-living adjustment. The annual cost-of-living adjustment is a proportion of 3 percent determined by dividing the sum of the pre-July 2011 service credit by the total service credit at retirement multiplied by 3 percent. Plan members initially enrolled on or after July 1, 2011, will not have a cost-of-living adjustment after retirement.

Contributions. The Florida Legislature establishes contribution rates for participating employers and employees. Contribution rates during the 2016-17 fiscal year were as follows:

<u>Class</u>	<u>Prior to July 1, 2017</u>		<u>After July 1, 2017</u>	
	<u>Employee</u>	<u>Employer (A)</u>	<u>Employee</u>	<u>Employer (A)</u>
Regular	3.00%	7.52%	3.00%	5.80%
Senior Management	3.00%	21.77%	3.00%	20.05%

Note (A) Employer rates do not include 1.66 percent for the postemployment health insurance subsidy nor the 0.06 percent for administrative costs of the Plan.

The City's contributions to the Plan totaled \$40,068 for the fiscal year ended September 30, 2017.

**POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017**

NOTE 9 - PENSION PLAN (cont....)

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions. At September 30, 2017, the City reported a liability of \$380,865 for its proportionate share of the Plan's net pension liability. The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2017. The City's proportionate share of the net pension liability was based on the City's contributions for the year ended June 30, 2017 relative to the contributions of all participating members for that period. At June 30, 2017, the City's proportionate share was 0.001287606 percent, which was an increase of 0.000014396 from its proportionate share measured as of June 30, 2016.

For the fiscal year ended September 30, 2017, the City recognized pension expense of \$74,166. In addition, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Description	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 34,954	\$ 2,110
Change of assumptions	127,998	
Net difference between projected and actual earnings on FRS pension plan investments	-	9,439
Changes in proportion and differences between City FRS contributions and proportionate share of contributions	35,777	7,946
City FRS contributions subsequent to the measurement date	12,407	-
Total	\$ 211,136	\$ 19,495

The deferred outflows of resources related to pensions, totaling \$12,407, resulting from City contributions to the Plan subsequent to the measurement date, will be recognized as a reduction of the net pension liability in the fiscal year ended September 30, 2018. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

**POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017**

NOTE 9 - PENSION PLAN (cont....)

<u>Fiscal Year Ending September 30</u>	<u>Amount</u>
2018	\$ 30,492
2019	63,257
2020	43,029
2021	7,805
2022	25,007
Thereafter	9,644
	\$ 179,234

Actuarial Assumptions. The total pension liability in the June 30, 2017 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.60 percent
Salary Increases	3.25 percent, average, including inflation
Investment rate of return	7.10 percent, net of pension plan investment expense, including inflation

Mortality rates were based on the Generational RP-2000 with Projection Scale BB.

The actuarial assumptions used in the July 1, 2017, valuation were based on the results of an actuarial experience study for the period July 1, 2008, through June 30, 2013.

The long-term expected rate of return on pension plan investments was not based on historical returns, but instead is based on a forward-looking capital market economic model. The allocation policy's description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions, and includes an adjustment for the inflation assumption. The target allocation and best estimates of arithmetic and geometric real rates of return for each major asset class are summarized in the following table:

POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017

NOTE 9 - PENSION PLAN (cont....)

<u>Asset Class</u>	<u>Target Allocation (1)</u>	<u>Annual Arithmetic Return</u>	<u>Compound Annual (Geometric) Return</u>	<u>Standard Deviation</u>
Cash	1.0%	3.0%	3.0%	1.8%
Fixed income	18.0%	4.5%	4.4%	4.2%
Global equity	53.0%	7.8%	6.6%	17.0%
Real estate	10.0%	6.6%	5.9%	12.8%
Private equity	6.0%	11.5%	7.8%	30.0%
Strategic investments	12.0%	6.1%	5.6%	9.7%
Total	100%			
Assumed inflation - Mean			2.6%	1.9%

(1) As outlined in the Pension Plan's investment policy

Discount Rate. The discount rate used to measure the total pension liability was 7.10 percent. The Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the discount rate for calculating the total pension liability is equal to the long-term expected rate of return.

Sensitivity of the City's Proportionate Share of the Net Position Liability to Changes in the Discount Rate. The following presents the City's proportionate share of the net pension liability calculated using the discount rate of 7.10 percent, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower (6.10 percent) or 1 percentage-point higher (8.10 percent) than the current rate.

	1% Decrease 6.10%	Current Discount Rate 7.10%	1% Increase 8.10%
City's proportionate share of the net pension liability (asset)	<u>\$ 689,343</u>	<u>\$ 380,865</u>	<u>\$ 124,758</u>

Pension Plan Fiduciary Net Position. Detailed information about the Plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State-Administered Systems Comprehensive Annual Financial Report.

Payables to the Pension Plan. At September 30, 2017, the City reported a payable of \$-0- for the outstanding amount of contributions to the Plan required for the fiscal year ended September 30, 2017.

POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017

NOTE 9 - PENSION PLAN (cont....)

HIS Pension Plan

Plan Description. The HIS Pension Plan (HIS Plan) is a cost-sharing multiple-employer defined benefit pension plan established under Section 112.363, Florida Statutes, and may be amended by the Florida Legislature at any time. The benefit is a monthly payment to assist retirees of State-administered retirement systems in paying their health insurance costs and is administered by the Florida Department of Management Services, Division of Retirement.

Benefits Provided. For the fiscal year ended June 30, 2017, eligible retirees and beneficiaries received a monthly HIS payment of \$5 for each year of creditable service completed at the time of retirement, with a minimum HIS payment of \$30 and a maximum HIS payment of \$150 per month, pursuant to Section 112.363, Florida Statutes. To be eligible to receive a HIS Plan benefit, a retiree under a State-administered retirement system must provide proof of health insurance coverage, which may include Medicare.

Contributions. The HIS Plan is funded by required contributions from FRS participating employers as set by the Florida Legislature. Employer contributions are a percentage of gross compensation for all active FRS members. For the fiscal year ended September 30, 2017, the HIS contribution rate for the period of July 1, 2016 through June 30, 2017 and from July 1, 2017 through September 30, 2017 was 1.66% of payroll pursuant to section 112.363, Florida Statutes. The City contributed 100 percent of its statutorily required contributions for the current and preceding 3 years. HIS Plan contributions are deposited in a separate trust fund from which payments are authorized. HIS Plan benefits are not guaranteed and are subject to annual legislative appropriation. In the event the legislative appropriation or available funds fail to provide full subsidy benefits to all participants, benefits may be reduced or canceled.

The City's contributions to the HIS Plan totaled \$6,898 for the fiscal year ended September 30, 2017.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources Related to Pensions. At September 30, 2017, the City reported a net pension liability of \$145,054 for its proportionate share of the HIS Plan's net pension liability. The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2016. The City's proportionate share of the net pension liability was based on the City's contributions for the year ended June 30, 2017 relative to the contributions of all participating members for that period. At June 30, 2017, the City's proportionate share was 0.001356602% percent, which was an increase of 0.000058795 from its proportionate share measured as of June 30, 2016.

For the fiscal year ended September 30, 2017, the City recognized the HIS Plan pension expense of \$14,845. In addition, the City reported deferred outflows of resources related to pensions from the following sources:

POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017

NOTE 9 - PENSION PLAN (cont....)

Description	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ 302
Change of assumptions	20,390	12,543
Net difference between projected and actual earnings on HIS pension plan investments	80	-
Changes in proportion and differences between City HIS contributions and proportionate share of HIS contributions	19,794	3,263
City contributions subsequent to the measurement date	2,534	-
Total	\$ 42,798	\$ 16,108

The deferred outflows of resources, totaling \$2,534, was related to pensions resulting from City contributions to the HIS Plan subsequent to the measurement date will be recognized as a reduction of the net pension liability in the fiscal year ended September 30, 2018. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Fiscal Year Ending September 30</u>	<u>Amount</u>
2018	\$ 6,188
2019	6,173
2020	6,166
2021	5,209
2022	1,507
Thereafter	(1,087)
	<u>\$ 24,156</u>

Actuarial Assumptions. The total pension liability in the July 1, 2016 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.60 percent
Salary Increases	3.25 percent, average, including inflation
Discount rate	3.58 percent

Mortality rates were based on the Generational RP-2000 with Projected Scale BB.

The actuarial assumptions used in the July 1, 2016 valuation were based on the results of an actuarial experience study for the period July 1, 2008, through June 30, 2013.

POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017

NOTE 9 - PENSION PLAN (cont....)

Discount Rate. The discount rate used to measure the total pension liability was 3.58 percent. In general, the discount rate for calculating the total pension liability is equal to the single rate equivalent to discounting at the long-term expected rate of return for benefit payments prior to the projected depletion date. Because the HIS benefit is essentially funded on a pay-as-you-go basis, the depletion date is considered to be immediate, and the single equivalent discount rate is equal to the municipal bond rate selected by the FRS Actuarial Conference.

Sensitivity of the City's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate. The following presents the City's proportionate share of the net pension liability calculated using the discount rate of 3.58 percent, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (2.58 percent) or 1 percentage point higher (4.58 percent) than the current rate:

	1% Decrease	Current Discount Rate	1% Increase
City's proportionate share of the net pension liability	\$ 165,526	\$ 145,054	\$ 128,002

Pension Plan Fiduciary Net Position. Detailed information about the HIS Plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State Administered Systems Comprehensive Annual Financial Report.

Payables to the Pension Plan. At September 30, 2017, the City reported a payable of \$-0- for the outstanding amount of contributions to the HIS Plan required for the fiscal year ended September 30, 2017.

NOTE 10 – OTHER POST EMPLOYMENT BENEFITS

Pursuant to the provisions of Section 112.08011, Florida Statutes, former employees and eligible dependents who retire from the City may continue to participate in the City's fully insured health and hospitalization plan. These retirees are completely responsible for payment of their insurance premiums and the City does not contribute toward this payment. Based upon prior experience, the assumed participation rate is zero percent and current insurance premiums are not affected by the requirements of Section 112.08011, Florida Statutes. An actuarial projection with a zero assumed participation rate, which is consistent with actual results, would result in an Other Post Employment Benefit (OPEB) obligation of zero. Accordingly, there is no OPEB obligation recorded in the financial statements.

NOTE 11 – COMMITMENTS AND CONTINGENCIES

The City is obligated under certain leases accounted for as operating leases. Operating leases do not give rise to property rights or lease obligations and, therefore, liabilities from the lease agreements are not reflected in the City's account groups. Remaining minimum lease payments are not significant

POLK CITY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2017

NOTE 11 – COMMITMENTS AND CONTINGENCIES (cont...)

- The City participates in several programs that are fully or partially funded by grants received from Federal, state, or county agency sources. Expenditures financed by grants are subject to audit by the appropriate grantor government/agency. If expenditures are disallowed due to non-compliance with grant program regulations, the City may be required to reimburse the grantor government/agency. As of September 30, 2017, the City believes that disallowed expenditures discovered in subsequent audits, if any, will not have a material effect on any of the individual funds or the overall financial position of the City.
- Effective October 17, 2016, the City contracted with the Polk County Sheriff to provide enhanced law enforcement services within the City through the fiscal year ended September 30, 2021. Under the agreement, the City shall pay \$97,363 for base services for the fiscal year ended September 30, 2018. The annual cost increases 2% per year over the term of the contract. The City paid \$95,454 for the year ended September 30, 2017.
- Effective October 1, 2016, the City entered into a contract with a Aquarina Waterworks, Inc. for all routine operation and maintenance services for the City's water and wastewater utility system. The contract provides that compensation to the contractor for services performed under the contract shall not exceed the sum of \$38,542 per month during the first 12 months of the contract and shall increase by two percent each year for the next two years. On August 7, 2017 the City exercised its rights under the terms of the agreement and terminated the contract effective October 1, 2017. On September 26, 2017 the City entered into an extension of the contract with Aquarina Waterworks, Inc. for the period of October 1, 2017 through December 31, 2017.

NOTE 12 – RISK MANAGEMENT AND LITIGATION

During the ordinary course of its operations, the City is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions, injuries to employees, and natural disasters. The City maintains commercial insurance coverage in amounts management feels is adequate to protect and safeguard the assets of the City. There have been no significant reductions in coverage nor have settlement amounts exceeded the City's coverage during the year ended September 30, 2017 or the previous two years. In the opinion of the City's management and legal counsel, legal claims and litigation are not anticipated to have material impact on the financial position of the City. The City's workers compensation coverage is provided through a nonassessable, nonprofit, tax-exempt risk sharing pool. Settled claims resulting from these risks have not exceeded insurance coverage.

NOTE 13 – SUBSEQUENT EVENTS

On December 20, 2017, the City executed a promissory note with a local bank in the amount of \$1,400,000 which is scheduled to mature January 1, 2033 with an interest rate of 3.4%. The promissory note was executed to refund the governmental activities' Series 2007 Capital Improvement Revenue Bonds.

On December 28, 2017, the City issued Water and Sewer System Refunding Revenue Bonds, Series 2017 in the amount of \$8,555,000 maturing August 1, 2041 with an average coupon of 4.04%. The bond proceeds, bond premiums and existing City sinking and reserve funds were used to perform an advance refunding of the business-type activities' Water and Sewer System Capital Improvement and Refunding Revenue Bonds, Series 2011A.



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REQUIRED SUPPLEMENTARY INFORMATION

POLK CITY, FLORIDA
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND (UNAUDITED)
FOR THE YEAR ENDED SEPTEMBER 30, 2017

	Budgeted Amounts		Actual Amounts (GAAP Basis)	Variance with Final Budget Positive (Negative)
	Original	Final		
RESOURCES (inflows):				
Taxes	\$ 1,052,741	\$ 1,077,875	\$ 1,133,754	\$ 55,879
Licenses and permits	82,600	191,050	296,727	105,677
Intergovernmental revenue	280,706	292,706	290,378	(2,328)
Charges for services	292,732	292,732	300,657	7,925
Fines and forfeitures	200	200	5,842	5,642
Impact fees	68,009	68,009	347,601	279,592
Other	10,498	10,498	38,349	27,851
Amounts available for appropriations	<u>1,787,486</u>	<u>1,933,070</u>	<u>2,413,308</u>	<u>480,238</u>
CHARGES TO APPROPRIATIONS (outflows):				
General government	471,511	480,511	494,901	(14,390)
Public safety	206,794	305,199	311,791	(6,592)
Physical environment	304,392	314,892	324,716	(9,824)
Transportation	290,050	290,050	261,697	28,353
Culture/recreation	188,432	188,432	193,275	(4,843)
Capital outlay	303,573	331,252	353,933	(22,681)
Debt service	130,589	130,589	102,089	28,500
Total charges to appropriations	<u>1,895,341</u>	<u>2,040,925</u>	<u>2,042,402</u>	<u>(1,477)</u>
EXCESS (DEFICIENCY) OF RESOURCES OVER CHARGES TO APPROPRIATIONS				
	<u>(107,855)</u>	<u>(107,855)</u>	<u>370,906</u>	<u>478,761</u>
OTHER FINANCING SOURCES (USES);				
Transfer from enterprise fund	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>-</u>
Total other financing sources	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>-</u>
EXCESS (DEFICIENCY) OF RESOURCES OVER CHARGES TO APPROPRIATIONS AND OTHER FINANCING SOURCES				
	<u>(82,855)</u>	<u>(82,855)</u>	<u>\$ 395,906</u>	<u>\$ 478,761</u>
Cash carried forward to subsequent year	161,000	161,000		
Reserves carried to subsequent year	<u>(78,145)</u>	<u>(78,145)</u>		
NET CHANGE IN FUND BALANCE	<u>\$ -</u>	<u>\$ -</u>		

POLK CITY, FLORIDA
SCHEDULE OF THE CITY'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY AND
SCHEDULE OF CITY CONTRIBUTIONS – FLORIDA RETIREMENT SYSTEM PENSION PLAN

**Schedule of the City's Proportionate Share
of the Net Pension Liability –
Florida Retirement System Pension Plan (1)**

	2017	2016	2015	2014
City's proportion of the FRS net pension liability (asset)	0.001287606%	0.001273210%	0.001355257%	0.001118460%
City's proportionate share of the FRS net pension liability (asset)	\$ 380,865	\$ 321,486	\$ 175,050	\$ 68,243
City's covered payroll	\$ 415,532	\$ 379,179	\$ 380,883	\$ 330,817
City's proportionate share of the FRS net pension liability (asset) as a percentage of its covered payroll	91.66%	84.78%	45.96%	20.63%
FRS Plan fiduciary net position as a percentage of the total pension liability	83.89%	84.88%	92.00%	96.09%

Notes:

(1) The amounts presented for each fiscal year were determined as of June 30.

(2) Covered payroll includes defined benefit plan actives, investment plan members and members in DROP because total employer contributions are determined on a uniform basis (blended rate).

**Schedule of City Contributions –
Florida Retirement System Pension Plan (1)**

	2017	2016	2015	2014
Contractually required FRS contribution	\$ 40,068	\$ 34,559	\$ 32,616	\$ 24,499
FRS contributions in relation to the contractually required contribution	40,068	34,559	32,616	24,499
FRS contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -
City's covered payroll	\$ 415,532	\$ 379,179	\$ 380,883	\$ 330,817
FRS contributions as a percentage of covered payroll	9.64%	9.11%	8.56%	7.41%

Notes:

(1) The amounts presented for each fiscal year were determined as of June 30.

(2) Covered payroll includes defined benefit plan actives, investment plan members and members in DROP.

POLK CITY, FLORIDA
SCHEDULE OF THE CITY'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY AND
SCHEDULE OF CITY CONTRIBUTIONS –HEALTH INSURANCE SUBSIDY PENSION PLAN

**Schedule of the City's Proportionate Share
of the Net Pension Liability –
Health Insurance Subsidy Pension Plan (1)**

	2017	2016	2015	2014
City's proportion of the HIS net pension liability (asset)	0.001356602%	0.001297807%	0.001345924%	0.001092189%
City's proportionate share of the HIS net pension liability (asset)	\$ 145,054	\$ 151,254	\$ 137,263	\$ 102,122
City's covered payroll	\$ 415,532	\$ 379,179	\$ 380,883	\$ 330,817
City's proportionate share of the HIS net pension liability (asset) as a percentage of its covered payroll	34.91%	39.89%	36.04%	30.87%
HIS Plan fiduciary net position as a percentage of the total pension liability	1.64%	0.97%	0.50%	0.50%

Notes:

(1) The amounts presented for each fiscal year were determined as of June 30.

(2) Covered payroll includes defined benefit plan actives, investment plan members and members in DROP because total employer contributions are determined on a uniform basis (blended rate).

**Schedule of City Contributions –
Health Insurance Subsidy Pension Plan (1)**

	2017	2016	2015	2014
Contractually required HIS contribution	\$ 6,898	\$ 6,294	\$ 5,455	\$ 3,741
HIS contributions in relation to the contractually required contribution	6,898	6,294	5,455	3,741
HIS contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -
City's covered-employee payroll	\$ 415,532	\$ 379,179	\$ 380,883	\$ 330,817
HIS contributions as a percentage of covered-employee payroll	1.66%	1.66%	1.43%	1.13%

Notes:

(1) The amounts presented for each fiscal year were determined as of June 30.

(2) Covered payroll includes defined benefit plan actives, investment plan members and members in DROP.

**POLK CITY, FLORIDA
NOTES TO THE SCHEDULE OF THE CITY'S PROPORTIONATE SHARE OF THE NET PENSION
LIABILITY AND SCHEDULE OF CITY CONTRIBUTIONS – FLORIDA RETIREMENT SYSTEM PENSION
PLAN AND HEALTH INSURANCE SUBSIDY PENSION PLAN**

1. Schedule of Net Pension Liability and Schedule of Contributions – Florida Retirement System Pension Plan

Changes of Assumptions:

- a. The discount rate decreased from 7.60 percent to 7.10 percent.
- b. The long-term expected rate of return was decreased from 7.60 percent to 7.10 percent.

2. Schedule of Net Pension Liability and Schedule of Contributions – Health Insurance Subsidy Pension Plan

Changes of Assumptions:

- a. The discount rate was increased from 2.85 percent to 3.58 percent
- b. The municipal bond rate used to determine total pension liability increased from 2.85 percent to 3.58 percent.

Program Contribution Rates – The Health Insurance Subsidy Pension Plan (HIS) uses a “pay-as-you-go” funding structure. As of June 30, 2017, accumulated HIS assets constituted approximately five months of projected benefit payments. The ability of the current statutory contribution rate to pay full HIS benefits is very sensitive to near-term demographic experience, particularly the volume and timing of retirements and the amount of payroll on which the statutory rate is charged.



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OTHER REPORTS

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND
ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Honorable Mayor and Members of the City Commission
Polk City, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities and each major fund of Polk City, Florida as of and for the year ended September 30, 2017, and the related notes to the financial statements, which collectively comprise Polk City, Florida's basic financial statements, and have issued our report thereon dated June 1, 2018.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Polk City, Florida's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Polk City, Florida's internal control. Accordingly, we do not express an opinion on the effectiveness of Polk City, Florida's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Polk City, Florida's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Honorable Mayor and Members of the City Commission
Polk City, Florida

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Brynjulfson CPA, P.A.

Brynjulfson CPA, P.A.
Auburndale, Florida
June 1, 2018



INDEPENDENT ACCOUNTANT'S REPORT ON COMPLIANCE
WITH SECTION 218.415, FLORIDA STATUTES

Honorable Mayor and Members of the City Commission
Polk City, Florida

We have examined Polk City, Florida's compliance with Section 218.415, Florida Statutes for the year ended September 30, 2017. Management is responsible for Polk City, Florida's compliance with those specified requirements. Our responsibility is to express an opinion on Polk City, Florida's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards required that we plan and perform the examination to obtain reasonable assurance about whether Polk City, Florida complied, in all material respects, with the specified requirements referenced above. An examination involves performing procedures to obtain evidence about whether Polk City, Florida complied with the specified requirements. The nature, timing and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

Our examination does not provide a legal determination of Polk City, Florida's compliance with the specified requirements.

In our opinion, Polk City, Florida complied, in all material respects, with the aforementioned requirements of Section 218.415, Florida Statutes for the year ended September 30, 2017.

Brynjulfson CPA, P.A.

Brynjulfson CPA, P.A.
Auburndale, Florida
June 1, 2018

MANAGEMENT LETTER

Honorable Mayor and Members of the City Commission
Polk City, Florida

Report on the Financial Statements

We have audited the financial statements of Polk City, Florida as of and for the year ended September 30, 2017, and have issued our report thereon dated June 1, 2018.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Auditor General.

Other Reports

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards* and Independent Accountant's Report on an examination conducted in accordance with *AICPA Professional Standards*, Section 601, regarding compliance with the requirements of Section 218.415, Florida Statutes in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports and schedule, which are dated June 1, 2018, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no findings or recommendations in the preceding financial audit report.

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. For the legal authority of Polk City, Florida, see footnote A of the summary of significant accounting policies in the notes to financial statements.

Financial Condition

Section 10.554(1)(i)5.a and 10.556(7), Rules of the Auditor General, requires that we apply appropriate procedures and report the results of our determination as to whether or not Polk City, Florida has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with our audit of the financial statements of Polk City, Florida, the results of our tests did not indicate Polk City, Florida met any of the specified conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.c. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures. It is management's responsibility to monitor Polk City, Florida's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Honorable Mayor and Members of the City Commission
Polk City, Florida

Annual Financial Report

Section 10.554(1)(i)5.b. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether the annual financial report for Polk City, Florida for the fiscal year ended September 30, 2017, filed with the Florida Department of Financial Services pursuant to Section 218.32(1)(a), Florida Statutes, is in agreement with the annual financial audit report for the fiscal year ended September 30, 2017. Our comparison of these two reports resulted in no material differences.

Other Matters

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Section 10.554(1)(i)3., Rules of the Auditor General, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material, but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, members of the City Commission, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

Brynjulfson CPA, P.A.

Brynjulfson CPA, P.A.
Auburndale, Florida
June 1, 2018

**City Commission Meeting
June 18, 2018**

AGENDA ITEM #2: **Ordinance 2018-03 – Voluntarily Annexing Certain Property into the Corporate Limits of Polk City**

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Ordinance 2018-03, Voluntarily Annexing Certain Property into the Corporate Limits of Polk City

ATTACHMENTS:

Ordinance 2018-03

ANALYSIS:

Polk City received an application for voluntarily annexing a parcel of land into the corporate limits of Polk City from Asrat Enterprises, LLC. The property is .28 acres and located at 111 Clearwater Ct. and is contiguous to the City.

This Ordinance was passed on first reading May 21, 2018.

STAFF RECOMMENDATION: Approve Ordinance 2018-03 on second and final reading.

ORDINANCE 2018-03

AN ORDINANCE OF THE CITY COMMISSION OF THE POLK CITY, FLORIDA; VOLUNTARILY ANNEXING CERTAIN PROPERTY INTO THE CORPORATE LIMITS OF POLK CITY, FLORIDA, PURSUANT TO SECTION 171.044, FLORIDA STATUTES; REDEFINING THE BOUNDARY LINES OF THE MUNICIPALITY TO INCLUDE SAID PROPERTY; PROVIDING FOR PUBLICATION OF NOTICE OF THE PROPOSED ANNEXATION AND FILING OF A CERTIFIED COPY OF THIS ORDINANCE WITH THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY AND WITH THE DEPARTMENT OF STATE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, Polk City, Florida ("City"), has received a Petition for Voluntary Annexation of certain lands ("Property") into the incorporated boundaries of the City; and,

WHEREAS, the Property is presently located in unincorporated Polk County, is contiguous to the City, and is reasonably compact and will not result in the creation of enclave as required by section 171.044, Florida Statutes; and,

WHEREAS, the map and legal description of the Property attached to and incorporated in this Ordinance as Exhibit "A" depicts the land and parcel proposed to be annexed by this Ordinance; and,

WHEREAS, the City Commission hereby determines that the Petition bears the signature of the owner of all the Property, which means all of the owners of the area proposed to be annexed in accordance with and pursuant to Section 171.044, Florida Statutes, and,

WHEREAS, the City Commission hereby determines that the owner of the property and the area proposed to be annexed has consented to the annexation,

and pursuant to Section 171.044, Florida Statutes, no referendum is required.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF POLK CITY, FLORIDA:

Section 1. Annexation of Property. The Property described in Exhibit “A” to this Ordinance shall be and is annexed into Polk City, Florida, and the boundary lines of the municipality shall be redefined to include the Property described and depicted in Exhibit “A”, which is attached to and incorporated in this Ordinance.

Section 2. Notice of Proposed Annexation. Notice of the proposed annexation shall be published at least once each week for two consecutive weeks in a newspaper published in Polk City, Polk County, Florida, before final passage. Not fewer than 10 days prior to publishing or posting the ordinance notice required under section 171.044(2), the City Commission shall provide a copy of the notice, via certified mail, to the Board of County Commissioners of Polk County, Florida. A certified copy of this Ordinance shall, after adoption, be filed with the Clerk of the Circuit Court and the Chief Administrative Officer in and for Polk County, Florida, and with the Department of State, of the State of Florida, within seven (7) days after the adoption of this Ordinance.

Section 3. Land Use and Zoning. The said property shall, upon its annexation, remain subject to the County's land use plan and zoning or subdivision regulations until the City adopts a comprehensive plan amendment that includes the Property annexed, as required by section 171.062, Florida Statutes.

Section 4. Effective Date. This Ordinance shall become effective as provided by state law.

PASSED ON FIRST READING this ___ day of _____, 2018.

PASSED ON SECOND READING this ___ day of _____, 2018

POLK CITY, FLORIDA

Joseph LaCascia, Mayor

ATTEST:

Patricia Jackson, City Clerk

APPROVED AS TO FORM AND
LEGALITY:

Thomas A. Cloud, Esquire
City Attorney

**City Commission Meeting
June 18, 2018**

AGENDA ITEM #3: Ordinance 2018-04, Amending the Future Land Use Map

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Ordinance 2018-04, Amending the Future Land Use Map of the Polk City Comprehensive Plan; Changing the Future Land Use Designation of Approximately 0.28 acres located at 111 Clearwater Court.

ATTACHMENTS:

Ordinance 2018-04

ANALYSIS:

Polk City received an application for voluntarily annexing a parcel of land into the corporate limits of Polk City from Asrat Enterprises, LLC. The property is .28 acres and located at 111 Clearwater Ct. and is contiguous to the City.

Ordinance 2018-04 is an applicant-initiated request for a small-scale Future Land Use map amendment to change the Future Land Use designation from Polk County Residential Low to Polk City Residential Medium.

Please see the attached memorandum from Central Florida Regional Planning Council.

This was approved on first reading by the City Commission May 21, 2018

STAFF RECOMMENDATION: Approve Ordinance 2018-04 on second and final reading.

ORDINANCE NO. 2018-04

AN ORDINANCE OF POLK CITY, FLORIDA; PROVIDING FINDINGS AND INTENT; AMENDING THE FUTURE LAND USE MAP OF THE POLK CITY COMPREHENSIVE PLAN; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 0.28 ACRES LOCATED AT 111 CLEARWATER COURT, (PARCEL NUMBER 25-26-32-000000-041320) FROM "POLK COUNTY RESIDENTIAL LOW" TO "POLK CITY RESIDENTIAL MEDIUM"; TRANSMITTING SAID AMENDMENT TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY FOR NOTIFICATION PURPOSES ONLY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF POLK CITY, FLORIDA:

SECTION 1. FINDINGS AND INTENT. In adopting this Ordinance and amending the City's Future Land Use Map, the City Commission of Polk City, Florida, hereby makes the following findings:

(1) Chapter 163, Part II, *Florida Statutes*, establishes the Community Planning Act ("Act"), which empowers and mandates Polk City, Florida ("City"), to plan for future development and growth and to adopt and amend comprehensive plans, or elements or portions thereof, to guide the future growth and development of the City.

(2) Pursuant to the Act, the City has adopted a comprehensive plan ("Comprehensive Plan").

(3) The Act authorizes a local government desiring to revise its comprehensive plan to prepare and adopt comprehensive plan amendments.

(4) The City has prepared an amendment to the Future Land Use Map of the Comprehensive Plan to designate certain property within the City with a Future Land Use classification of "Residential Medium."

(5) Pursuant to § 163.3187, Florida Statutes, the City Commission held a meeting and hearing on this Map Amendment, with due public notice having been provided, to obtain public comment, and considered all written and oral comments received during public hearings, including support documents.

(6) In exercise of its authority the City Commission has determined it necessary to adopt the proposed amendment to the Future Land Use Map contained herein and as shown as Exhibit "A" to encourage the most appropriate use of land, water and resources consistent with the public interest; and deal effectively with future problems that may result from the use and development of land within the City; and to

ensure that the Comprehensive Plan is in full compliance with State law.

(7) The City Commission finds that the proposed amendment to the Future Land Use Map contained herein furthers the purposes of, and is consistent with, the City's Comprehensive Plan, and is consistent with and compliant with State law, including, but not limited to, Chapter 163, Part II, *Florida Statutes*.

SECTION 2. AMENDMENT TO FUTURE LAND USE MAP. The Future Land Use Map of the City's Comprehensive Plan is hereby amended to include the map amendment set forth in Exhibit "A," attached hereto and incorporated herein by reference, which applies the "Residential Medium" Future Land Use designation to the property as designated on such Exhibit.

SECTION 3. SEVERABILITY. If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.

SECTION 4. REPEAL OF INCONSISTENT ORDINANCES. All existing ordinances or parts of existing ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 5. COPY TO BE FILED WITH CITY CLERK. An official, true, and correct copy of this Ordinance and the City's Comprehensive Plan, as adopted and amended from time to time, shall be maintained by the City Clerk. The City Clerk shall make copies available to the public for a reasonable publication charge.

SECTION 6. AUTHORIZATION TO TRANSMIT AMENDMENT. A copy shall be provided to the Florida Department of Economic Opportunity (hereinafter the "DEO"), as required by Section 163.3187, Florida Statutes.

SECTION 7. EFFECTIVE DATE. This small scale amendment shall not become effective until thirty-one (31) days after adoption. If challenged within thirty (30) days after adoption, the amendment shall not become effective until the State Land Planning Agency or the Administration Commission, respectively, issues a final order determining the adopted amendment is in compliance.

PASSED ON FIRST READING this ____ day of _____, 2018.

PASSED ON SECOND READING this ____ day of _____, 2018.

POLK CITY, FLORIDA

Joseph LaCascia, Mayor

ATTEST:

Patricia Jackson, City Clerk

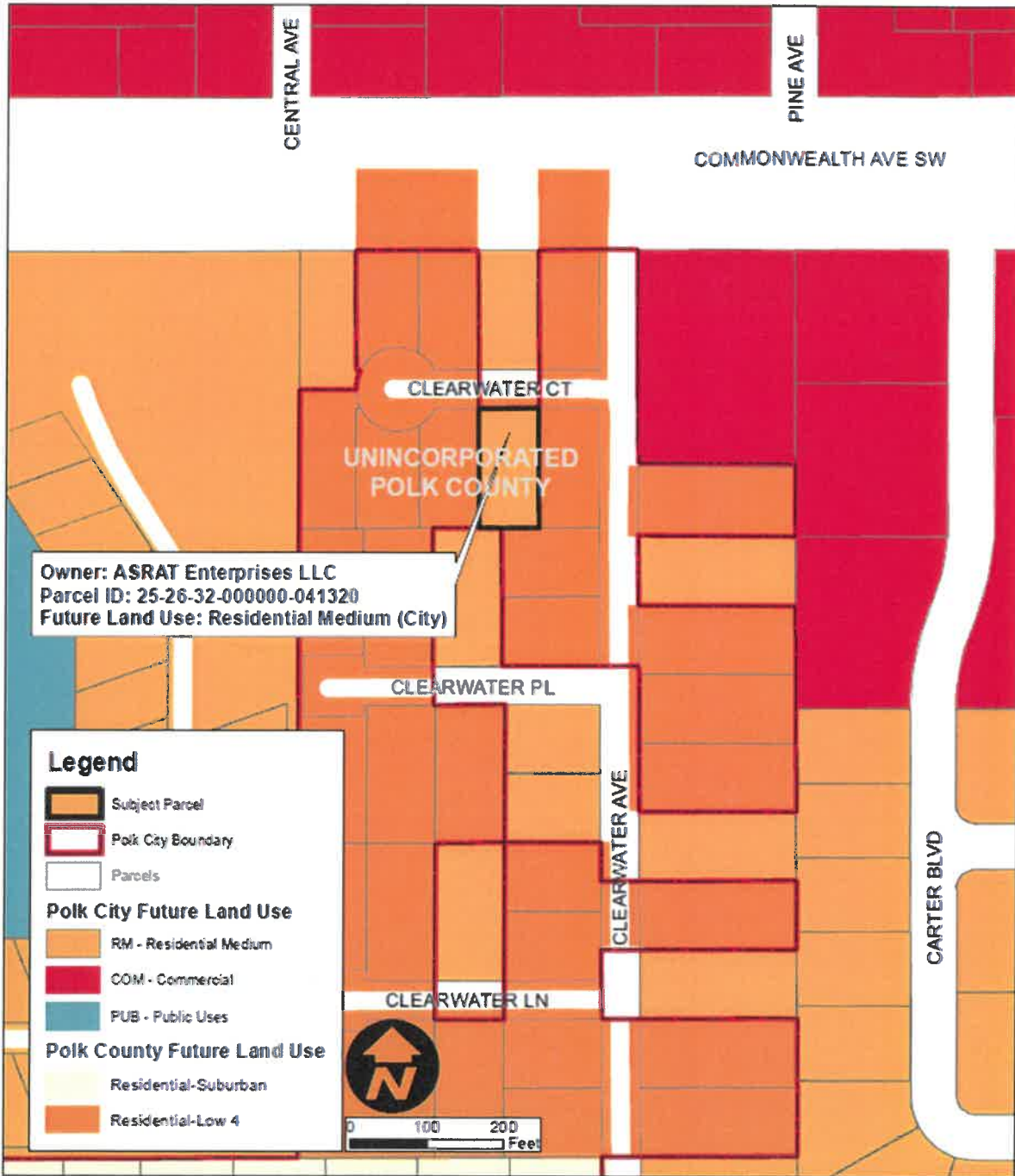
**APPROVED AS TO FORM AND
LEGALITY:**

Thomas A. Cloud, Esquire
City Attorney

ORDINANCE 2018-04

EXHIBIT "A"

CITY OF POLK CITY
PROPOSED FUTURE LAND USE MAP
Ordinance 2018 - 04



**City Commission Meeting
June 18, 2018**

AGENDA ITEM #4: **Ordinance 2018-05, Amending the Official Zoning Map of Polk City**

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Ordinance 2018-05, Amending the Official Zoning Map of Polk City, Florida, to Change the Zoning for approximately 0.28 acres located at 111 Clearwater Court from Polk County Residential Low-4 to Polk City Mixed Residential Use (R-4)

ATTACHMENTS:

Ordinance 2018-05

ANALYSIS:

Polk City received an application for voluntarily annexing a parcel of land into the corporate limits of Polk City from Asrat Enterprises, LLC. The property is .28 acres and located at 111 Clearwater Ct. and is contiguous to the City.

Ordinance 2018-05 is an applicant-initiated request for a rezoning from Polk County Residential Low-4 (R-4) to Polk City Mixed Residential Use (R-4).

Please see the attached memorandum from Central Florida Regional Planning Council.

The City Commission approved this Ordinance on first reading May 21, 2018.

STAFF RECOMMENDATION: Approve Ordinance 2018-05 on second and final reading.

ORDINANCE 2018-05

AN ORDINANCE OF POLK CITY, FLORIDA; PROVIDING FINDINGS AND INTENT; AMENDING THE OFFICIAL ZONING MAP OF POLK CITY, FLORIDA TO CHANGE THE ZONING FOR APPROXIMATELY 0.28 ACRES LOCATED AT 111 CLEARWATER COURT (PARCEL NUMBER 25-26-32-000000-041320) FROM POLK COUNTY RESIDENTIAL LOW-4 (RL-4) TO POLK CITY MIXED RESIDENTIAL USE (R-4); PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF POLK CITY, FLORIDA:

SECTION 1. FINDINGS AND INTENT. In adopting this Ordinance and amending the City's Future Land Use Map, the City Commission of Polk City, Florida, hereby makes the following findings:

(1) The City prepared and adopted by Ordinance No. 2018-04 an amendment to the Future Land Use Map of the Comprehensive Plan to designate certain property depicted on Exhibit "A" attached to and incorporated in this Ordinance with a Future Land Use classification of "Residential Medium."

(2) The City Commission of Polk City then held meetings and hearings regarding the parcels show on Exhibit "A", with due public notice having been provided, to obtain public comment, and considered all written and oral comments received during public hearings, including supporting documents.

(3) In the exercise of its authority, the City Commission has determined it necessary to amend the Official Zoning Map to change the City zoning classification assigned to this property so that it is consistent with the new comprehensive plan designation.

SECTION 2. ZONING AMENDMENT. The official zoning map of Polk City is amended so as to assign the City Zoning Classification of R-4 (Mixed Use Residential) to approximately 0.28 acres of the property located at 111 Clearwater Court, as shown on Exhibit "A" attached hereto.

SECTION 3. SEVERABILITY. If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.

SECTION 4. EFFECTIVE DATE. This ordinance shall not take effect unless and until Ordinance No. 2018-04 adopting the companion future land use map amendment to this rezoning becomes final and non-appealable. Upon Ordinance No. 2018-04 taking effect, this Ordinance No. 2018-05 shall take effect on the same date.

SECTION 5. CODIFICATION. This Ordinance shall be codified in the Code of Ordinances of Polk City, Florida. A certified copy of this enacting ordinance shall be located in the Office of the City Clerk of Polk City. The City Clerk shall also make copies available to the public for a reasonable publication charge.

PASSED ON FIRST READING this ____ day of _____, 2018.

PASSED ON SECOND READING this ____ day of _____, 2018.

POLK CITY, FLORIDA

Joseph LaCascia, Mayor

ATTEST:

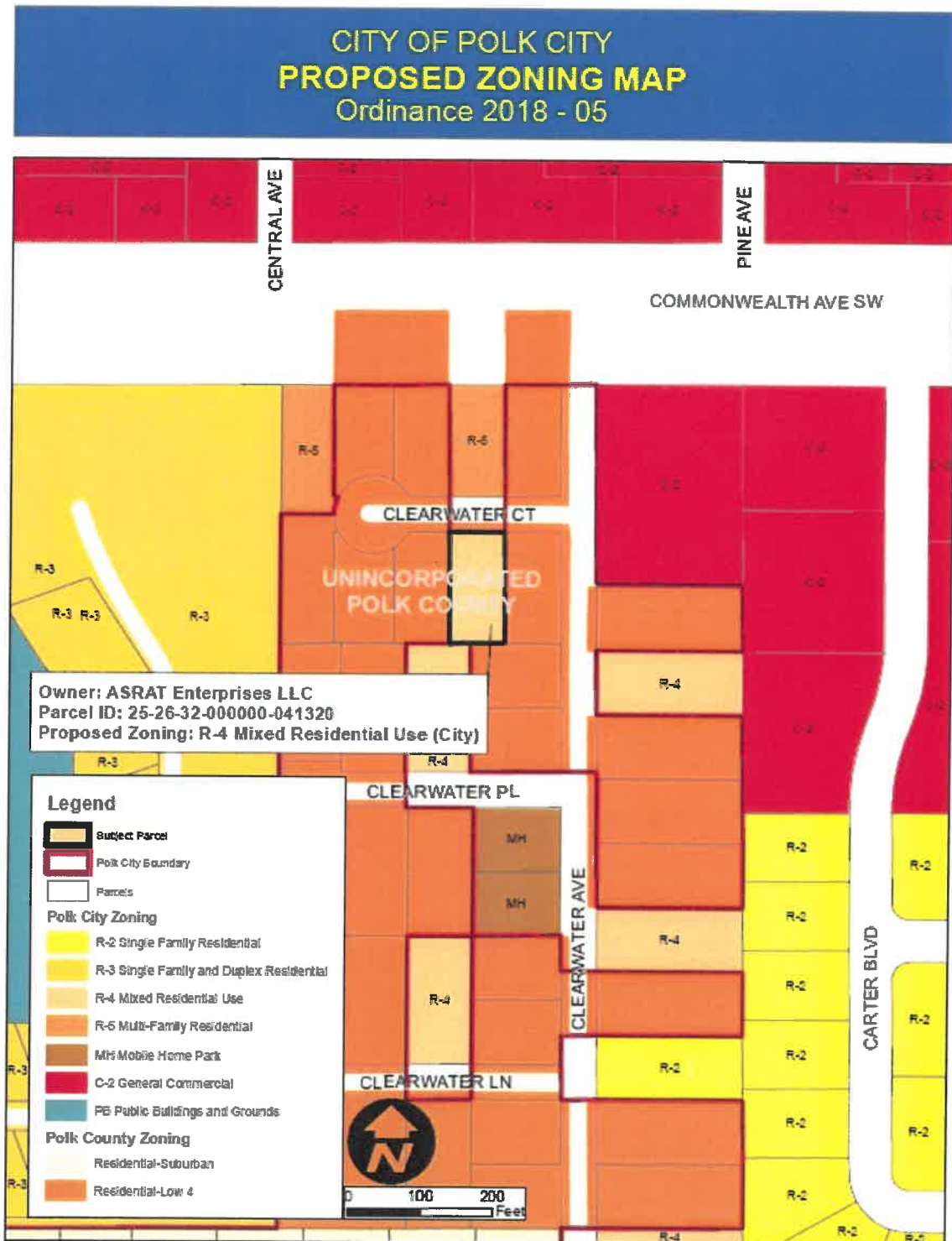
Patricia Jackson, City Clerk

**APPROVED AS TO FORM AND
LEGALITY:**

Thomas A. Cloud, Esquire
City Attorney

ORDINANCE NO. 2018-05

EXHIBIT "A"



**City Commission Meeting
June 18, 2018**

AGENDA ITEM #5: **Ordinance 2018-06, Voluntarily Annexation Certain Property into the Corporate Limits of Polk City**

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Ordinance 2018-06, an Ordinance Voluntarily Annexing Certain Property into the Corporate Limits of Polk City.

ATTACHMENTS:

Ordinance 2018-06 with maps

ANALYSIS:

Polk City recently purchased several parcels of property known as the “Bryant Property”, which is currently outside the corporate limits of Polk City. There was also a parcel of land donated to the City that is contiguous to the “Voyles Loop Lift Station” that is currently outside the corporate limits of Polk City.

The City Commission passed this Ordinance on first reading May 21, 2018

STAFF RECOMMENDATION: Approve Ordinance 2018-06 on second and final reading.

ORDINANCE 2018-06

AN ORDINANCE OF THE CITY COMMISSION OF THE POLK CITY, FLORIDA; VOLUNTARILY ANNEXING CERTAIN PROPERTY INTO THE CORPORATE LIMITS OF POLK CITY, FLORIDA, PURSUANT TO SECTION 171.044, FLORIDA STATUTES; REDEFINING THE BOUNDARY LINES OF THE MUNICIPALITY TO INCLUDE SAID PROPERTY; PROVIDING FOR PUBLICATION OF NOTICE OF THE PROPOSED ANNEXATION AND FILING OF A CERTIFIED COPY OF THIS ORDINANCE WITH THE CLERK OF CIRCUIT COURT IN AND FOR POLK COUNTY AND WITH THE DEPARTMENT OF STATE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, Polk City, Florida ("City"), acquired title to certain real property located in Polk County, Florida, described as:

THAT PORTION OF UNRECORDED DEER TRAILS LYING IN A PORTION OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 DESCRIBED AS COMMENCING AT NORTHEAST CORNER OF SECTION 31 TOWNSHIP 26 SOUTH, RANGE 25 EAST, RUN SOUTH 85 DEGREES, 56 MINUTES, 11 SECONDS WEST 660.59 FEET SOUTH 01 DEGREES, 38 MINUTES, 07 SECONDS EAST 2478.7 FEET TO NORTH RIGHT OF WAY WESTERLY ALONG RIGHT OF WAY 128.69 FEET NORTH 87 DEGREES, 07 MINUTES, 17 SECONDS WEST 1145.95 FEET TO CURVE WESTERLY ALONG CURVE 1902.02 FEET TO SOUTH LINE OF EAST 1/2 OF NORTHWEST 1/4 TO POINT OF BEGINNING SOUTH 85 DEGREES, 15 MINUTES, 58 SECONDS WEST 257.94 FEET NORTH TO SOUTHERLY RIGHT OF WAY OF VOYLES LOOP RD EASTERLY ALONG RIGHT OF WAY TO INTERSECTION WITH NORTHERLY RIGHT OF WAY OF STATE ROAD 33 NORTH SOUTHWESTERLY ALONG RIGHT OF WAY TO POINT OF BEGINNING, LESS ANY PORTION OF THE ABOVE DESCRIBED PARCEL PREVIOUSLY CONVEYED BY GRANTOR OR GRANTOR'S PREDECESSORS, also referred to as Parcel No. 25-26-31-000000-032140, located adjacent Voyles Loop Road, in Polk County, Florida (the "Voyles Loop Parcel") by quit claim deed on February 5, 2016; and, into the incorporated boundaries of the City; and,

WHEREAS, the City also acquired title to certain real property in Polk County, Florida, described as:

PARCEL 1:

That part of the SE 1/4 of the NW 1/4 of Section 31, Township 26 South, Range 25 East, lying South and East of right of way for State Road No. 33, more fully described as follows: Begin at the Southeast corner of said SE 1/4 of the NW 1/4, run thence North 01°09'08" East along the East line of said SE 1/4 of the NW 1/4 a distance of 153.0 feet more or less to the Southeasterly right of way line of State Road No. 33, run thence Southwesterly along said right of way line a distance of 605.0 feet more or less to the intersection with the South line of said SE 1/4 of the NW 1/4 run thence North 88°21'15" East along the South line of said SE 1/4 of NW 1/4 a distance of 581.09 feet to the point of beginning.

AND

PARCEL 2:

The N 1/2 of the NE 1/4 of the SW 1/4 of Section 31, Township 26 South, Range 25 East, LESS that part lying Northwesterly of State Road No. 33 and LESS right of way for State Road No. 33 (the "Bryant Property"); and,

WHEREAS, the Voyles Loop Property and the Bryant Property (collectively the "Annexed Properties") are presently located in unincorporated Polk County, are each contiguous to the City, and are each reasonably compact and will not result in the creation of a pocket or enclave as required by section 171.044, Florida Statutes; and,

WHEREAS, the map depicting the Annexed Properties is attached to and incorporated in this Ordinance as Exhibit "A"; and,

WHEREAS, the City Commission hereby proposes and voluntarily consents to the annexation of the Annexed Properties and determines that this Ordinance bears the authorized signature of the owner of all the Annexed Properties, which means all of the owners of the area proposed to be annexed in accordance with and pursuant to Section 171.044, Florida Statutes, and,

WHEREAS, the City Commission hereby determines that the owner of the property and the area proposed to be annexed has consented to the annexation,

and pursuant to Section 171.044, Florida Statutes, no referendum is required.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF POLK CITY, FLORIDA:

Section 1. Annexation of Property. The Annexed Properties described in the Recitals above and depicted in Exhibit "A" to this Ordinance shall be and are annexed into Polk City, Florida, and the boundary lines of the municipality shall be redefined to include the Annexed Properties described and depicted in Exhibit "A", which is attached to and incorporated in this Ordinance.

Section 2. Notice of Proposed Annexation. Notice of the proposed annexation shall be published at least once each week for two consecutive weeks in a newspaper published in Polk City, Polk County, Florida, before final passage. Not fewer than 10 days prior to publishing or posting the ordinance notice required under section 171.044(2), the City Commission shall provide a copy of the notice, via certified mail, to the Board of County Commissioners of Polk County, Florida. A certified copy of this Ordinance shall, after adoption, be filed with the Clerk of the Circuit Court and the Chief Administrative Officer in and for Polk County, Florida, and with the Department of State, of the State of Florida, within seven (7) days after the adoption of this Ordinance.

Section 3. Land Use and Zoning. The said property shall, upon its annexation, remain subject to the County's land use plan and zoning or subdivision regulations until the City adopts a comprehensive plan amendment that includes the Annexed Properties annexed, as required by section 171.062, Florida Statutes.

Section 4. Effective Date. This Ordinance shall become effective as provided by state law.

PASSED ON FIRST READING this ____ day of _____, 2018.

PASSED ON SECOND READING this ____ day of _____, 2018

POLK CITY, FLORIDA

Joseph LaCascia, Mayor

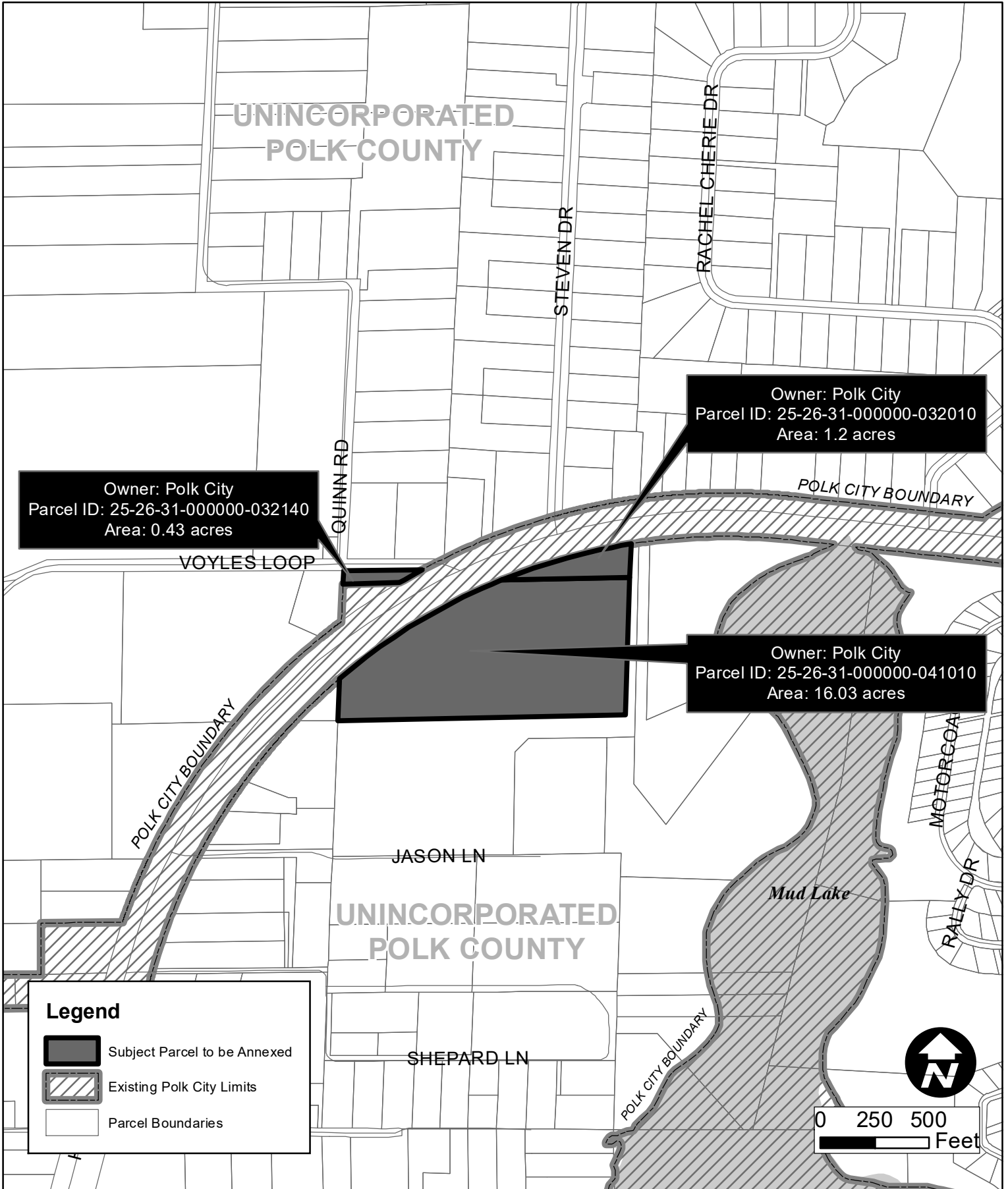
ATTEST:

Patricia Jackson, City Clerk

APPROVED AS TO FORM AND
LEGALITY:

Thomas A. Cloud, Esquire
City Attorney

Polk City Annexation Ordinance 2018-06



**City Commission Meeting
June 18, 2018**

AGENDA ITEM #6: **Public Hearing - Ordinance 2018-07, Providing for the Amendment of The Future Land Use Map – Changing the Land Use of approximately 17.66 acres of City-owned Property being annexed into the city limits**

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Ordinance 2018-07, Providing for the Amendment of the Future Land Use Map – Changing the Land Use of approximately 17.66 acres of City-owned property being annexed into the city limits.

ATTACHMENTS:

Ordinance 2018-07 with attachments and memorandum from Central Florida Regional Planning Council

ANALYSIS:

Polk City recently purchased several parcels of property known as the “Bryant Property”, which is currently being annexed into the corporate limits of Polk City. There was also a parcel of land donated to the City that is contiguous to the “Voyles Loop Lift Station” that is also being annexed into the corporate limits of Polk City (Ordinance 2018-06).

Ordinance 2018-07 is a City-initiated request for a large-scale amendment to the Future Land Use Map for both properties from Polk County Residential Suburban–X to Polk City Institutional in the Green Swamp Area of Critical State Concern, and Transmitting said Amendment to the Florida Department of Economic Opportunity for finding of compliance.

Please refer to the memorandum provided by Central Florida Regional Planning Council.

STAFF RECOMMENDATION: Approve Ordinance 2018-07 on first reading.

ORDINANCE 2018-07

AN ORDINANCE OF POLK CITY, FLORIDA, PROVIDING FOR THE AMENDMENT OF THE FUTURE LAND USE MAP OF THE COMPREHENSIVE PLAN OF POLK CITY, FLORIDA, SPECIFICALLY, CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 17.66 ACRES LOCATED AT 0 VOYLES LOOP, 0 STATE ROAD 33, AND 9835 NORTH STATE ROAD 33 (PARCEL NUMBERS 25-26-31-000000-032140, 25-26-31-000000-032010, 25-26-31-000000-041010) FROM POLK COUNTY RESIDENTIAL SUBURBAN-X TO POLK CITY INSTITUTIONAL-X IN THE GREEN SWAMP AREA OF CRITICAL STATE CONCERN; AND TRANSMITTING SAID AMENDMENT TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY FOR FINDING OF COMPLIANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF POLK CITY, FLORIDA:

SECTION 1. FINDINGS AND INTENT. In adopting this Ordinance and amending the City's Future Land Use Map, the City Commission of Polk City, Florida, hereby makes the following findings:

(1) Chapter 163, Part II, Florida Statutes, establishes the Community Planning Act ("Act"), which empowers and mandates Polk City, Florida ("City"), to plan for future development and growth and to adopt and amend comprehensive plans, or elements or portions thereof, to guide the future growth and development of the City.

(2) Pursuant to the Act, the City has adopted a comprehensive plan ("Comprehensive Plan").

(3) The Act authorizes a local government desiring to revise its comprehensive plan to prepare and adopt comprehensive plan amendments.

(4) The City has prepared an amendment to the Future Land Use Map of the Comprehensive Plan to designate certain property within the City with a Future Land Use classification of "Institutional-X" in the Green Swamp Area of Critical State Concern.

(5) Pursuant to Section 163.3187, Florida Statutes, the City Commission held a meeting and hearing on this Map Amendment, with due public notice having been provided, to obtain public comment, and considered all written and oral comments received during public hearings, including support documents.

(6) In exercise of its authority the City Commission has determined it

necessary to adopt the proposed amendment to the Future Land Use Map contained herein and as shown as Exhibit "A" to encourage the most appropriate use of land, water and resources consistent with the public interest; and deal effectively with future problems that may result from the use and development of land within the City; and to ensure that the Comprehensive Plan is in full compliance with State law.

(7) The City Commission finds that the proposed amendment to the Future Land Use Map contained herein furthers the purposes of, and is consistent with, the City's Comprehensive Plan, and is consistent with and compliant with State law, including, but not limited to, Chapter 163, Part II, Florida Statutes.

SECTION 2. FUTURE LAND USE AMENDMENT. The Future Land Use Map of the City's Comprehensive Plan is hereby amended to include the map amendment set forth in Exhibit "A," attached hereto and incorporated herein by reference, which applies the "Institutional-X" Future Land Use designation to the property as designated on such Exhibit.

SECTION 3. SEVERABILITY. If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.

SECTION 4. CONFLICTS. All existing ordinances or parts of existing ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 5. CODIFICATION. This Ordinance shall be codified in the Code of Ordinances of Polk City, Florida. A certified copy of this enacting ordinance shall be located in the Office of the City Clerk of Polk City. The City Clerk shall also make copies available to the public for a reasonable publication charge.

SECTION 6. TRANSMITTAL. Within ten (1) days of final passage and adoption of this Ordinance, Polk City shall forward a copy hereof, and all supporting data and analysis, to the Florida Department of Economic Opportunity and any other agencies or local governments that provided timely comments to the City, as required by Section 163.3184(3)(c) d, Florida Statutes.

SECTION 7. EFFECTIVE DATE. This effective date of the plan amendment adopted by this Ordinance shall be thirty-one (31) days after the Florida Department of Economic Opportunity notifies Polk City that the plan amendment package is complete, or, if the plan amendment is timely challenged, the date on which the Florida Department of Economic Opportunity or the Administration Commission, whichever is applicable, enters a final order finding the amendment to be compliance in accordance with Section 163.3184(3)(c)4, *Florida Statutes*.

PASSED ON FIRST READING this ____ day of _____, 2018.

PASSED ON SECOND READING this ____ day of _____, 2018.
POLK CITY, FLORIDA

Joseph LaCascia, Mayor

ATTEST:

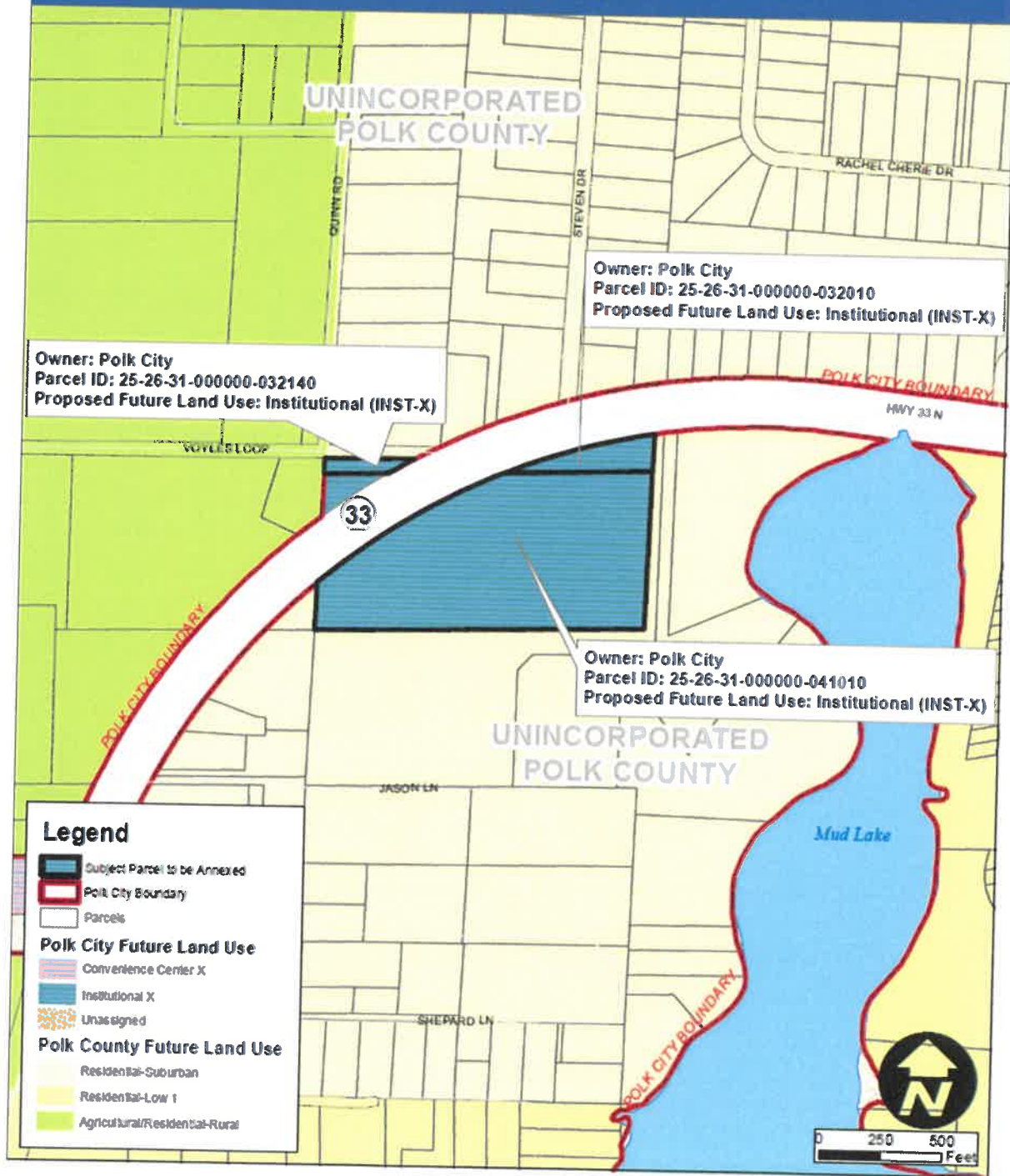
Patricia Jackson, City Clerk

**APPROVED AS TO FORM AND
LEGALITY:**

Thomas A. Cloud, Esquire
City Attorney

**ORDINANCE 2018-07
EXHIBIT "A"**

**POLK CITY
PROPOSED FUTURE LAND USE MAP
ORDINANCE 2018-07**



**City Commission Meeting
June 18, 2018**

AGENDA ITEM #7: **Public Hearing - Ordinance 2018-08 – An Ordinance Amending the Official Zoning Map of Polk City – Changing the Zoning of approximately 17.66 Acres of City-owned Property annexed into the city limits**

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Ordinance 2018-08, Providing for the Amendment of the Future Land Use Map – Changing the Zoning Map of Polk City – Changing the Zoning approximately 17.66 acres of City-owned property being annexed into the city limits..

ATTACHMENTS:

Ordinance 2018-08 with attachments and memorandum from Central Florida Regional Planning Council

ANALYSIS:

Polk City recently purchased several parcels of property known as the “Bryant Property”, which is currently being annexed into the corporate limits of Polk City. There was also a parcel of land donated to the City that is contiguous to the “Voyles Loop Lift Station” that is also being annexed into the corporate limits of Polk City (Ordinance 2018-06).

Ordinance 2018-08 is a City-initiated request for rezoning of approximately 17.66 acres from Polk County Residential Suburban-X to Polk City Institutional-2X in the Green Swamp Area of Critical State Concern.

Please refer to the memorandum provided by Central Florida Regional Planning Council.

STAFF RECOMMENDATION: Approve Ordinance 2018-08 on first reading.

ORDINANCE 2018-08

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF POLK CITY, FLORIDA TO CHANGE THE ZONING FOR APPROXIMATELY 17.66 ACRES LOCATED AT 0 VOYLES LOOP, 0 STATE ROAD 33, AND 9835 NORTH STATE ROAD 33 (PARCEL NUMBERS 25-26-31-000000-032140, 25-26-31-000000-032010, 25-26-31-000000-041010) FROM POLK COUNTY RESIDENTIAL SUBURBAN-X TO POLK CITY INSTITUTIONAL-2X IN THE GREEN SWAMP AREA OF CRITICAL STATE CONCERN; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR; PROVIDING AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF POLK CITY, FLORIDA:

SECTION 1. FINDINGS AND INTENT. In adopting this Ordinance and amending the City's Future Land Use Map, the City Commission of Polk City, Florida, hereby makes the following findings:

(1) The City prepared and adopted by Ordinance No. 2018-07 an amendment to the Future Land Use Map of the Comprehensive Plan to designate certain property depicted on Exhibit "A" attached to and incorporated in this Ordinance with a Future Land Use classification of "Residential Medium."

(2) The City Commission of Polk City then held meetings and hearings regarding the parcels show on Exhibit "A", with due public notice having been provided, to obtain public comment, and considered all written and oral comments received during public hearings, including supporting documents.

(3) In the exercise of its authority, the City Commission has determined it necessary to amend the Official Zoning Map to change the City zoning classification assigned to this property so that it is consistent with the new comprehensive plan designation.

SECTION 2. ZONING AMENDMENT. The official zoning map of Polk City is amended so as to assign the City Zoning Classification of INST-2X (Institutional-2X) in the Green Swamp Area of Critical State Concern to approximately 17.66 acres of the property located at 0 Voyles Loop, 0 State Road 33, and 9835 North State Road 33, as shown on Exhibit "A" attached hereto.

SECTION 3. SEVERABILITY. If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.

SECTION 4. EFFECTIVE DATE. This ordinance shall not take effect unless and until Ordinance 2018-07 adopting the companion future land use map

amendment to this rezoning becomes final and non-appealable. Upon Ordinance No. 2018-07 taking effect, this Ordinance No. 2018-08 shall take effect on the same date.

SECTION 5. CODIFICATION. This Ordinance shall be codified in the Code of Ordinances of Polk City, Florida. A certified copy of this enacting ordinance shall be located in the Office of the City Clerk of Polk City. The City Clerk shall also make copies available to the public for a reasonable publication charge.

PASSED ON FIRST READING this ____ day of _____, 2018.

PASSED ON SECOND READING this ____ day of _____, 2018.

POLK CITY, FLORIDA

Joseph LaCascia, Mayor

ATTEST:

Patricia Jackson, City Clerk

**APPROVED AS TO FORM AND
LEGALITY:**

Thomas A. Cloud, Esquire
City Attorney

**ORDINANCE 2018-08
EXHIBIT "A"**

