

POLK CITY

City Commission Workshop (6 pm) City Commission Meeting (7 pm)

November 18, 2019

Polk City Government Center
123 Broadway Blvd., SE

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

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

AGENDA

- 1. PUBLIC HEARING – Ordinance 2019-12** - An Ordinance amending the Polk City Code of Ordinances and the Unified Land Development Code of Polk City, Florida; amending Article 3, Development Design and Improvement Standards, to add a new Section 3.07.00, Water Conservation for Landscape Irrigation, Irrigation System Design and Installation Standards, and Efficient Plumbing Requirement; providing for applicability; providing for repeal of conflicting Ordinances; providing for severability; providing an effective date, **Second and Final Reading**
- 2. PUBLIC HEARING - Ordinance 2019-13** - An Ordinance of Polk City, Florida; amending the final budget; reallocating and re-appropriating monies within the budget for Fiscal Year 2018-2019; providing for all other items in the budget of expenses to remain unchanged; providing for severability; providing an effective date; **Second and Final Reading**
- 3. Resolution 2019-06** - A Resolution of the City Commission of Polk City, Florida, relating to transportation; supporting the Polk Vision Infrastructure Team's efforts to close sidewalk gaps within one mile of Public Schools; adopting findings; providing an effective date
- 4. Resolution 2019-07** - A Resolution of Polk City, Florida, relating to the Florida State Revolving Fund Loan Program; making findings; authorizing the execution and filing of a loan application; approving and authorizing execution of the Loan Agreement; establishing pledged revenues; designating authorized representatives providing assurances; providing for severability conflicts and an effective date

5. Paving of Hydrangea
6. Bronson Center Parking Lot Paving
7. Library Parking Lot Paving overlay

CITY MANAGER ITEMS

CITY ATTORNEY ITEMS

COMMISSIONER ITEMS

Vice Mayor Kimsey
Commissioner Blethen
Commissioner Carroll
Commissioner Harper
Mayor LaCascia

ANNOUNCEMENTS

ADJOURNMENT

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.

CONSENT AGENDA
November 18, 2019

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 – October 21, 2019 – City Commission Meeting
2. Accept minutes – October 21, 2019 – City Commission Workshop

B. REPORTS

1. Building Permits Report – October 2019
2. Code Enforcement Report –August/October 2019
3. Financial Report – October 2019
4. Polk Sheriff's Report – October 2019
5. Public Works Report – October 2019

C. OTHER

**City Commission Meeting
November 18, 2019**

CONSENT AGENDA ITEM: Accept minutes for:

1. Accept minutes – October 21, 2019 – Regular City Commission Meeting
2. Accept minutes – October 21, 2019 – City Commission Workshop

INFORMATION ONLY
 ACTION REQUESTED

ISSUE: Minutes attached for review and approval

ATTACHMENTS:

1. Accept minutes – October 21, 2019 – Regular City Commission Meeting
2. Accept minutes – October 21, 2019 – City Commission Workshop

ANALYSIS: N/A

STAFF RECOMMENDATION: Approval of Minutes

CITY COMMISSION WORKSHOP MINUTES

October 21, 2019

Mayor LaCascia called the Workshop to order at 6:00 p.m.

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

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

ORDER OF BUSINESS

Agenda Review - City Commission Meeting – October 21, 2019

Mayor LaCascia stated the purpose of the Workshop is to discuss items being presented on the 7pm Regular Meeting Agenda and address any questions or concerns and ultimately be able to proceed in a more efficient manner at the Regular Meeting.

Public Hearing - Ordinance 2019-06

An Ordinance of Polk City, Florida, amending the Polk City Comprehensive Plan, Revising the Future Land Use Element to add the Future Land Use Designation of Mixed Use; and transmitting said Amendment to the Florida Department of Economic Opportunity for Finding of Compliance; Providing for Severability; Providing for Conflict; and Providing for an Effective Date. **Second and Final Reading**

City Manager Jackson and Jennifer Codo-Salisbury discussed that DEO has recommended changes, which is simply developing a “*Mixed-Use*” Category in the Land Development Code. This change in land use sets of density 10 units per acre.

Vice Mayor Kimsey requested clarification on this item as a Second Reading.

City Attorney Cloud explained that the title is not changing and this is simply adding one sentence, per DEO.

Lengthy discussion ensued.

Public Hearing – Ordinance 2019-07

An Ordinance of Polk City, Florida amending the Polk City Land Development Code, amending Article 2, regulations for specific districts, including adding a new Zoning District as Section 2.04.02.17 MU Mixed Use District; Providing for Applicability; Repealer; Severability; and an Effective Date. **Second and Final Reading**

City Manager Jackson and Jennifer Codo-Salisbury discussed this is a Companion Ordinance to Ordinance 2019-06.

Public Hearing — Ordinance 2019-13

An Ordinance of Polk City, Florida, amending the Final Budget; reallocating and reappropriating monies within the Budget for Fiscal Year 2018-2019; providing for all other items in the Budget of Expenses to remain unchanged; providing for severability; providing an effective date. **First Reading**

City Manager Jackson and City Attorney Cloud explained this is simply called a “True-Up” Ordinance and it’s because of the loan/grant money received for the relocation of the Sprayfield.

Resolution 2019-05

Approving the execution of an Inter-Governmental Maintenance Agreement with the Florida Department of Transportation regarding the maintenance of the State Road Rights of Way in Polk City; and providing an effective date.

City Manager Jackson and Public Works Director Keith Prestage provided a thorough explanation of the mowing acreage. The money Polk City makes goes back into the Streets and Roads Department. This is a mowing contract.

CDBG Task Force Committee

City Manager Jackson discussed the grant that Polk City would be submitting an application for. As part of that grant, Polk City has to form a Task Force comprised of five (5) residents from the area being looked at. Those persons are: Carrie Venice, Kimberly Adams, Carol Steele, Amber Brown and Kelly Downing. All residents meet the requirements as specified for the Program.

CFRPC Planning Services Agreement

City Manager Jackson explained that the CFRPC contract is not increasing and this continues to be a cost effective way for Polk City to obtain Planning Services.

Brynjulfson Agreement for Audit Services

City Manager Jackson discussed the Audit Services Agreement with Brynjulfson CPA. This is a renewal of a 3-year contract in the amount of \$26,950.00, which is a decrease of \$1,775 from the previous contract.

PCSO Dispatcher Services

City Attorney Cloud explained this contract has come about as directed by the State of Florida. It works in conjunction with the current Law Enforcement Contract and there is no additional financial impact to Polk City.

2019 City Manager Evaluation

City Manager Jackson discussed the final score is 4.20.

ADJOURNMENT – 6:50 pm

Patricia Jackson, City Manager

Joe LaCascia, Mayor

CITY COMMISSION MINUTES

October 21, 2019

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

Pastor Walter Lawlor gave the invocation.

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

ROLL CALL – Assistant to the City Manager Sheandolen Dunn

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

APPROVE CONSENT AGENDA

Motion by Commissioner Harper to approve the Consent Agenda; this motion was seconded by Mayor LaCascia. **Motion carried unanimously by Voice Vote.**

PRESENTATIONS AND RECOGNITIONS - None

PUBLIC COMMENT

ORDER OF BUSINESS

Public Hearing –Ordinance 2019-06

An Ordinance of Polk City, Florida, amending the Polk City Comprehensive Plan, Revising the Future Land Use Element to add the Future Land Use Designation of Mixed Use; and transmitting said Amendment to the Florida Department of Economic Opportunity for Finding of Compliance; Providing for Severability; Providing for Conflict; and Providing for an Effective Date. **Second and Final Reading**

City Attorney Cloud read the Ordinance by title only. Mayor LaCascia opened the Public Hearing; hearing no one for or against this Ordinance, Mayor LaCascia closed the Public Hearing.

Motion by Vice Mayor Kimsey for approval of Ordinance 2019-06 on Second and Final Reading; this motion was seconded by Commissioner Harper.

No discussion.

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

Motion carried 4/1.

Public Hearing – Ordinance 2019-07

An Ordinance of Polk City, Florida amending the Polk City Land Development Code, amending Article 2, regulations for specific districts, including adding a new Zoning District as Section 2.04.02.17 MU Mixed Use District; Providing for Applicability; providing for Repeal; Severability; and an Effective Date. **Second and Final Reading**

City Attorney Cloud read the Ordinance by title only. Mayor LaCascia opened the Public Hearing; hearing no one for or against this Ordinance, Mayor LaCascia closed the Public Hearing.

Motion by Vice Mayor Kimsey for approval of Ordinance 2019-07 on Second and Final Reading; this motion was seconded by Commissioner Carroll.

No discussion.

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

Motion carried 4/1.

Public Hearing - Ordinance 2019-13

An Ordinance of Polk City, Florida; amending the Final Budget; Reallocating and Reappropriating monies within the budget for Fiscal Year 2018-2019; providing for all other items in the budget of expenses to remain unchanged; providing for severability; providing for an effective date. **First Reading**

City Attorney Cloud read the Ordinance by title only. Mayor LaCascia opened the Public Hearing; hearing no one for or against this Ordinance, Mayor LaCascia closed the Public Hearing.

Motion by Commissioner Harper for approval of Ordinance 2019-13 on First Reading; this motion was seconded by Mayor LaCascia.

City Manager Jackson stated the budget will go from \$5,816,701 to \$7,652,288, which is an increase of \$1,835,587. This is because of grant money received and relocation of the Sprayfield.

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

Motion carried unanimously.

Resolution 2019-05

Approving the execution of an Inter-Governmental Maintenance Agreement with the Florida Department of Transportation regarding the maintenance of the State Road Rights of Way in Polk City; and providing an effective date.

City Attorney Cloud read the Resolution by title only. No public comment.

Motion by Commissioner Harper for approval of Resolution 2019-05; this motion was seconded by Commissioner Blethen.

No discussion.

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

Motion carried unanimously.

Appointment of Citizen Advisory Task Force for CDBG Program

City Manager Jackson discussed the grant that Polk City would be submitting an application for. As part of that grant, Polk City has to form a Task Force comprised of five (5) residents from the area being looked at. Those persons are: Carrie Venice, Kimberly Adams, Carol Steele, Amber Brown and Kelly Downing. All residents meet the requirements as specified for the Program.

No discussion.

Motion by Commissioner Carroll to approve the Appointment of Citizens Advisory Task Force; this motion was seconded by Commissioner Harper.

Motion carried unanimously by Voice Vote.

Planning Services Agreement – Central Florida Regional Planning Council

City Manager Jackson discussed the CFRPC Planning Services Advisory Agreement. The Agreement is not increasing and continues to be a cost effective way for Polk City to obtain Planning Services. The cost is \$25,000.

Motion by Vice Mayor Kimsey to approve the CFRPC Planning Services Agreement; this motion was seconded by Commissioner Harper.

Motion carried unanimously by Voice Vote.

Audit Services Agreement – Brynjulfson, CPA, PA

City Manager Jackson discussed the Audit Services Agreement with Brynjulfson CPA. This is a 3-year contract in the amount of \$26,950.00, which is a decrease of \$1,775 from the previous contract.

Motion by Vice Mayor Kimsey to approve the Audit Services Agreement with Brynjulfson CPA; this motion was seconded by Commissioner Harper.

Motion carried unanimously by Voice Vote.

Commissioner Harper inquired about how the cost went down?

City Manager Jackson responded Brynjulfson does not spend as much time working on Polk City as in the past.

Polk County Sheriff's Office Interlocal Agreement for Dispatcher Services

City Attorney Cloud provided a thorough explanation as to how this Agreement came about. This is simply a State law that Municipalities have this Interlocal Agreement in place for Dispatcher Services. This is no additional financial impact to Polk City as this contract works in conjunction with the current agreement for Law Enforcement services.

Motion by Commissioner Blethen to approve the Polk County Sheriff's Office Interlocal Agreement for Dispatcher Services; this motion was seconded by Commissioner Harper.

Motion carried unanimously by Voice Vote.

City Manager Evaluation

The 2019 City Manager Evaluation of Patricia Jackson was provided for review and discussion.

Commissioner Harper inquired about all the employees getting a pay raise as well as the City Manager.

City Attorney Cloud stated the City Manager's contract will need to be amended.

After lengthy discussion, a Workshop will be scheduled to discuss the City Manager's contract.

CITY MANAGER ITEMS

1. Closing of S.R 33 for Christmas Parade, Saturday, December 7, 2019.

Motion by Vice Mayor Kimsey to approve the Christmas Parade on Saturday, December 7, 2019; this motion as seconded by Commissioner Harper.

Motion carried unanimously by Voice Vote.

2. Advertise – Consultant for Grant Writing and Administrative Services for the CDBG Program
3. 2019 Safe Haven Halloween – Friday, October 25, 2019; 5:30 pm – 8:00 pm. City Hall and the Library will be closed at 4:00 pm. Requesting the Commissioners distribute candy at Safe Haven Halloween
4. Jacobs Water Plant –down payment has been paid for the tanks to be ordered.
5. Ethics Training – November 4, 2019 in Wauchula if anyone needs to go.
6. 59th Annual Legislative Conference - November 13-15, 2019 – City Manage will be attending
7. New door security system – key fobs will be distributed
8. City Commission Lunch w/PCSO - November 18, 2019 at 11:00 am – Please RSVP by November 8.

CITY ATTORNEY ITEMS – None

COMMISSIONER ITEMS

Vice Mayor Kimsey – Requested hard candy for the Christmas parade. Questioned the check process....if there is a check being sent out that he does not agree with. City Manager Jackson and City Attorney Cloud explained that when a check is written, there is backup documentation, one being the invoice for which services have already been rendered, therefore Polk City would in fact owe that vendor.

Commissioner Blethen – None

Commissioner Carroll – discussed the possibility of a canopy at the playground due to the excessive heat. Discussed the school zone signs. City Manager Jackson and City Attorney Cloud responded the City does not govern the crossing for the school and this is an ongoing issue that has to be taken up with FDOT.

Commissioner Harper – Thanked everyone for coming.

Mayor LaCascia – None

ANNOUNCEMENTS - None

ADJOURNMENT – 7:50 pm

Patricia Jackson, City Manager

Joe LaCascia, Mayor

**City Commission Meeting
November 18, 2019**

CONSENT AGENDA ITEM: Department Monthly Reports

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE: Department Reports attached for review and approval.

ATTACHMENTS:

Monthly Department Reports for:

1. Building Permits Report – October 2019
2. Code Enforcement Report – August/October 2019
3. Finance Report – October 2019
4. Polk County Sheriff's Office – October 2019
5. Public Works Report – October 2019

ANALYSIS:

STAFF RECOMMENDATION: Approval of Department Reports via Consent Agenda

Polk City Permits Added
From: 10/01/19 To: 10/31/2019

COMMERCIAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BC-2019-1401	303 SE BROADWAY BLVD, POLK CITY, FL 33868	6,679.25	10/22/2019
BC-2019-1420	224 N COMMONWEALTH AVE, POLK CITY, FL 33868	3,980.00	10/26/2019
Subtotal:		\$10,659.25	

ELECTRICAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2019-13672	310 PINE AVE, POLK CITY, FL 33868	4,885.00	10/11/2019
Subtotal:		\$4,885.00	

MECHANICAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2019-13254	270 LAYNEWADE RD, POLK CITY, FL 33868	18,500.00	10/03/2019
BT-2019-13325	201 N CITRUS GROVE BLVD, POLK CITY, FL 33868	2,875.00	10/04/2019
BT-2019-13326	201 N CITRUS GROVE BLVD, POLK CITY, FL 33868	2,875.00	10/04/2019
BT-2019-13653	457 HONEY BEE LN, POLK CITY, FL 33868	3,000.00	10/11/2019
BT-2019-13923	221 S HYDRANGEA AVE, POLK CITY, FL 33868	5,800.00	10/17/2019
Subtotal:		\$33,050.00	

RE-ROOF

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2019-13701	583 MARKLEN LOOP, POLK CITY, FL 33868	6,300.00	10/13/2019
BT-2019-13894	513 1ST ST, POLK CITY, FL 33868	6,000.00	10/16/2019
Subtotal:		\$12,300.00	

RESIDENTIAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BR-2019-8789	149 LAYNEWADE RD, POLK CITY, FL 33868	250,000.00	10/01/2019
BR-2019-8961	424 1ST ST, POLK CITY, FL 33868	98,000.00	10/07/2019
BR-2019-9059	8735 Conoy AVE, Polk City, FL 33868	127,600.00	10/09/2019
BR-2019-9061	8738 Conoy AVE, Polk City, FL 33868	100,100.00	10/09/2019
BR-2019-9063	8810 Fox DR, Polk City, FL 33868	111,100.00	10/09/2019
BR-2019-9065	5444 Animosh CT, Polk City, FL 33868	108,900.00	10/09/2019
BR-2019-9066	8821 Fox DR, Polk City, FL 33868	108,900.00	10/09/2019
BR-2019-9067	8746 Conoy AVE, Polk City, FL 33868	108,900.00	10/09/2019
BR-2019-9337	759 MEANDERING WAY, POLK CITY, FL 33868	20,000.00	10/15/2019
BR-2019-9423	429 ROSEWOOD LN, POLK CITY, FL 33868	9,228.65	10/17/2019
BR-2019-9469	8814 Fox DR, Polk City, FL 33868	135,300.00	10/21/2019

BR-2019-9471	8750 Conoy AVE, Polk City, FL 33868	96,800.00	10/21/2019
BR-2019-9472	8731 Conoy AVE, Polk City, FL 33868	96,800.00	10/21/2019
BR-2019-9501	111 W PALMETTO LN, POLK CITY, FL 33868	1,900.00	10/21/2019
BR-2019-9616	8715 Conoy AVE, Polk City, FL 33868	96,800.00	10/24/2019
BR-2019-9617	8711 Conoy AVE, Polk City, FL 33868	111,100.00	10/24/2019
BR-2019-9618	5460 Animosh CT, Polk City, FL 33868	108,900.00	10/24/2019
BR-2019-9619	8849 Fox DR, Polk City, FL 33868	127,600.00	10/25/2019
BR-2019-9627	5473 Animosh CT, Polk City, FL 33868	108,900.00	10/25/2019
BR-2019-9628	5469 Animosh CT, Polk City, FL 33868	96,800.00	10/25/2019
BR-2019-9629	5465 Animosh CT, Polk City, FL 33868	108,900.00	10/25/2019
BR-2019-9695	8883 SUNAPEE LOOP, POLK CITY, FL 33868	4,800.00	10/28/2019
BR-2019-9755	111 W PALMETTO LN, POLK CITY, FL 33868	1,250.00	10/28/2019
BR-2019-9759	553 ASHLEY RD, POLK CITY, FL 33868	8,000.00	10/28/2019

Subtotal: \$2,146,578.65

Grand Total: \$2,207,472.90

55 SFR to Date

Code Enforcement Report

AUGUST 2019

DATE	ADDRESS	VIOLATION	STATUS
8/6/2019	646/644 2ND ST	REINSPECTED FOUND PROPERTY IN COMPLIANCE PERMIT #663-F	C/O
8/6/2019	449 HONEYBEE	COMPLIED	C/O
8/6/2019	197 SUNSHINE BLVD	REINSPECTED FOUND PROPERTY IN COMPLIANCE	C/O
8/6/2019	221 HYDRANGEA AVE	PROPERTY FOUND TO BE IN VIOLATION	LETTER SENT
8/6/2019	203 HYDRANGEA AVE	PROPERTY FOUND TO BE IN VIOLATION	LETTER SENT
8/6//2019	130 CITRUS GROVE	PROPERTY FOUND TO BE IN VIOLATION	LETTER SENT
8/6/2019	121 COMMONWEALTH	GOING OVER ALL PLANS AND PERMITS	PAPERWORK
8/7/2019	1 ST STREET	BUILDING DEBRIS	CONTACTED OWNER
8/7/2019	CITY WIDE	SNIFE SIGN	19 REMOVED
8/7/2019	OFFICE	RETURNED CALLS	SPOKE W 3 LEFT MESSAGE FOR 1
8/13/2019	CITY / COUNTY RIGHT OF WAY SIGNS	SNIFE SIGN	REMOVED 4 SIGNS
8/13/2019	188 SUNSHINE BLVD	RE INSPECTED TO FIND VIOLATIONS STILL EXISTS	SEND LETTER
8/13/2019	738 3RD ST	INSPECTED TO FIND VIOLATIONS	SEND LETTER
8/13/2019	717 3RD ST	RE INSPECTED TO FIND PROPERTY COMPLIED	C/O
8/13/2019	0 COMMONWEALTH	RE INSPECTED TO FIND PROPERTY COMPLIED	C/O
8/14/2019	0 2ND ST	INSPECTED TO FIND VIOLATIONS	LETTER
8/14/2019	MEETING IN OFFICE	CITIZEN QUESTIONS ON THEIR VIOLATIONS	CITY HALL
8/14/2019	420 BASCOM CT	EXPLAINED PERMIT PROCESS	OFFICE
8/14/2019	505 ASHLEY	OPEN POOL	SENT LETTER
8/15/2019	525 COMMONWEALTH	OVERGROWTH	SENT LETTER
8/15/2019	DAILY INSPECTIONS	CITY WIDE	

8/15/2019	305 LAKESHORE	VIOLATION	LETTER
8/19/2019	559 MARKLEN LOOP	RE INSPECTED TO FIND VIOLATIONS CORRECTED	C/O
8/19/2019	136 CLEARWATER	HAD A CALL TO REINSPECT AND FOUND IT IN COMPLIANCE	C/O
8/19/2019	136 CLEARWATER	HAD A CALL TO REINSPECT AND FOUND IT IN COMPLIANCE	C/O
8/19/2019	274 SUNSET	RE INSPECTED TO FIND VIOLATIONS CORRECTED	C/O
8/19/2019	125 CARTER	FOUND IN VIOLATION DA/V J&D , LIVING IN AN RV	LETTER SENT
8/19/2019	CITY WIDE	SNIPES SIGN	REMOVED 14
8/28/2019	OFFICE	RETURNED PHONE CALLS	ENTERED INTO CASES
8/28/2019	CITY WIDE	SNIPES SIGN	REMOVED 4 SIGNS
8/28/2019	CASES	RETURNED CALLS	OFFICE
8/29/2019	414 BASCOM CT	RE INSPECTED TO FIND VIOLATIONS CORRECTED	C/O
8/29/2019	734 1ST	RE INSPECTED TO FIND VIOLATIONS CORRECTED	C/O
8/29/2019	734 2ND ST	RE INSPECTED TO FIND VIOLATIONS CORRECTED	C/O

Code Enforcement Report

OCTOBER 2019

DATE	ADDRESS	VIOLATION	STATUS/LOCATION
10/1/2019	CITY WIDE	SNIFE SIGN	REMOVED 28
10/1/2019	420 BASCOM CT	BUILDING W/O PERMIT EXTENDED	WAITING FOR PLANS
10/1/2019	0 STATE RD 33	REINSPECTED AND FOUND COMPLIANCE	C/O
10/2/2019	OFFICE	TOOK AND RETURNED CALLS	ADDED NOTES TO CASES
10/2/2019	OFFICE	MET WITH OWNER ON SITE (CASE 2)	OFFICE
10/2/2019	0 LAKESHORE	COUNTY RIGHT-A-WAY	CALLED ROADWAY MAINT COUNTY
10/3/2019	224 LARKSPUR LN	RE INSPECTED TO FIND VIOLATIONS CORRECTED	C/O
10/3/2019	414 ASHLEY RD	VIOLATIONS EXIST	LETTER
10/3/2019	217 LARKSPUR	RE INSPECTED TO FIND VIOLATIONS CORRECTED	C/O
10/3/2019	230 SUNSHINE BLVD	RE INSPECTED TO FIND VIOLATIONS CORRECTED	C/O
10/8/2019	642 2ND ST	RE INSPECTED TO FIND VIOLATIONS CORRECTED	C/O
10/8/2019	118 BAYBERRY DR	RE INSPECTED TO FIND VIOLATIONS CORRECTED	C/O
10/8/2019	451 SUNRISE BLVD	RE INSPECTED TO FIND VEHICLE REMOVED	C/O
10/10/2019	370 BAYBERY DR	RE INSPECTED TO FIND VIOLATIONS CORRECTED 10/10/2019	C/O
10/10/2019	111 PALMETTO	PROPERTY IN VIOLATION 2ND TIME BUILDING WITHOUT A PERMIT	STOP WORK ORDER
10/9/2019	565 MARKLEN LOOP	PROPERTY IN VIOLATION	LETTER
10/10/2019	207 SUNSHINE	RE INSPECTED COMPLIED	C/O
10/10/2019	0 2ND STREET	RE INSPECTED COMPLIED	C/O
10/15/2019	CITY WIDE	SNIFE SIGN	REMOVED 21

10/15/2019	OFFICE	ANSWERED CALLS	CITY HALL
10/15/2019	OFFICE	MET CITIZEN ON PROPERTY VIOLATIONS	CITY HALL
10/15/2019	632 COMMONWEALTH	RE INSPECTED COMPLIED	C/O
10/16/2019	VAC LOTS ON 2ND ST	RE INSPECTED COMPLIED	C/O
10/16/2019	505 ORANGE	OWNER CALLED FOR RE-INSPECTION ,PROPERTY STILL IN VIOLATION	FIELD
10/16/2019	411 ASHLEY	DV/V JUNK	LETTER
10/16/2019	423 MARKLEN LOOP	SM LETTER	POSTED
10/16/2019	710 3RD ST	SM LETTER	POSTED 2ND TIME
10/16/2019	525 MARKLEN LOOP	MET OWNER	FIELD
10/16/2019	513 1st STREET	HELPED FILL OUT A PERMIT ON ACCELA COUNTY SITE	OFFICE
10/16/2019	505 ORANGE	INSPECTED FR STREET NOT GIVEN PERMISSION TO BE ON PROPERTY	FIELD
10/16/2019	CITY WIDE	SNIPES SIGN	REMOVED 6
10/17/2019	411 COMMONWEALTH	INSPECTED FOR PROGRESS	STILL IN VIOLATION BUT WORK HAS BEEN DONE
10/17/2019	513 N 1ST STREET	MET WITH OWNER ON PERMIT AND PIG	OFFICE
10/17/2019	710 3RD STREET	REPOSTED AND FOR SM	LETTERS
10/17/2019	401 HONEYBEE	POSTED FOR SM	LETTERS
10/17/2019	305 AND 317 LAKESHORE CT	INSPECTED AND MET W 317	FIELD
10/17/2019	0 LAKESHORE	COMPLIED	C/O
10/17/2019	420 BASCOM CT	CALLED ON THE OPEN PERMIT/ LEFT A CARD ON THE GATE TO CALL ME.	LEFT MESSAGE AND CARD
10/17/2019	CO. PROPERTY	3 CASES GIVEN TO COUNTY COMPLAINT SITE	PROPERTIES IN VIOLATION MIXED WITH CITY
10/22/2019	583 MARKLEN LOOP	MET WITH OWNER ON PERMIT AND DEBRIS	C/O
10/22/2019	143 HONEYBEE	SPOKE WITH TENANT AND SET A MEETING	LETTER HAD BEEN SENT

10/22/2019	CITY WIDE	DAILY INSPECTIONS	FIELD
10/22/2019	CO. PROPERTY	5 CASES GIVEN TO COUNTY COMPLAINT SITE	PROPERTIES IN VIOLATION MIXED WITH CITY
10/22/2019	188 SUNSHINE	TRIED TO RE-INSPECT BUT GATE IS LOCKED AND NO ANSWER	FIELD
10/22/2019	OFFICE	CHECKED MESSAGES AND RETURNED CALLS	CITY HALL
10/22/2019	CITY WIDE	SNIPES SIGN	REMOVED 12
10/23/2019	OFFICE	PAPER WORK	CITY HALL
10/23/2019	OFFICE	MET WITH CITIZEN	CITY HALL
10/23/2019	OFFICE	RESEARCH	CITY HALL
10/23/2019	348 HONEY BEE	MET TENANT AT PROPERTY	FIELD
10/23/2019	144 HONEY BEE	MET WITH TENANT ON THE PROPERTIES VIOLATIONS	FIELD
10/23/2019	CITY WIDE	RE INSPECTIONS	FIELD
10/24/2019	OFFICE	ANSWERED AND RETURNED CALLS	LETTER
10/24/2019	304 POPE AVE	VIOLATIONS EXIST	LETTER
10/24/2019	213 HONEY BEE	VIOLATION	LETTER
10/24/2019	411 ASHLEY	MET OWNER AT PROPERTY	LOOKED AT WHAT NEEDED TO BE DONE.
10/24/2019	207 SUNSHINE	COMPLAINT / VIOLATION	LETTER
10/24/2019	420 BASCOM CT	PERMIT PAID	C/O
10/29/2019	102 CITRUS GROVE	IN VIOLATION	LETTER
10/29/2019	CITY WIDE	SNIPES SIGN	14 REMOVED
10/29/2019	OFFICE	TOOK MESSAGES /RETURNED CALLS	CITY HALL
10/29/2019	CITY WIDE	SNIPES SIGN	11 REMOVED
10/29/2019	565 MARKLEN LOOP	RE INSPECT COMPLIED	C/O
10/30/2019	OFFICE	MET OWNER OF PROPERTY	LETTER
10/30/2019	315 PINE	IN VIOLATION	LETTER

10/30/2019	631 3RD STREET	IN VIOLATION	LETTER
10/31/2019	426 BASCOM CT	RE-INSPECTED	C/O STOP LIEN
10/31/2019	OFFICE	PHONE CALLS / EMAIL	CITY HALL
10/31/2019	CITY WIDE	SNIPES SIGN	9 REMOVED
10/31/2019	513 1ST ST	RE-INSPECTED	C/O
10/31/2019	520 2ND STREET	RE INSPECTED	C/O
10/31/2019	111 CENTRAL AVE	VIOLATION	LETTER
10/31/2019	606 3RD STREET	VIOLATION	LETTER
10/31/2019	232 BOUGAINVILLEA	RE-INSPECTED	C/O

POLK CITY
Simple Balance Sheet

For Fiscal Year: 2020 thru Fiscal Month: Oct, for Fund: 01

Account Number	Account Title	Ending Bal	Net Amount
01-101-100	Cash - Checking	1,963,842.74	
01-101-800	Cash - GF Police Public Safety Impact Fees	151,407.94	
01-101-801	Cash - GF Fire Public Safety Impact Fees	102,107.33	
01-101-802	Cash - GF Recreation Impact Fees	305,806.88	
01-101-803	Cash - GF Gen Gov't Facilities Impact Fees	285,329.17	
01-101-990	Van Fleet Cycling Challenge	859.09	
01-102-100	Cash on Hand	575.00	
01-115-100	Accounts Receivable - Utilities	24,008.27-	
01-115-110	Accounts Receivable - NSF	50.00-	
01-115-120	Accounts Receivable - Local Bus Licenses	7,100.00	
01-115-130	Accounts Receivable - Readiness to Serve	2,476.98	
01-115-200	Accounts Receivable - Year End	170,973.45-	
01-117-100	Allowance for Bad Debt	8,857.17-	
01-117-200	Allowance for Uncollectible A/R	2,476.98-	
01-133-100	Due From Other Governmental Units	86,142.26	
01-133-101	Due from Others (Franchise & Public Serv. Tax)	7,282.75	
01-153-302	Restricted Cash - New Local Opt Gas Tax	107,204.34	
01-153-303	Restricted Cash - Building and Codes	160,917.77	
01-160-902	Reserve Account	177,764.59	
01-160-903	Reserve Acct - Emergencies & Contingency	62,924.00	
	** TOTAL ASSET**		3,215,374.97
01-202-100	Accounts Payable	12,231.06	
01-202-200	Accounts Payable - Year End	24,155.56	
01-202-900	Customer Deposits	3,635.00	
01-208-200	Due to BCAIB - Builder's Surcharge	6.00	
01-208-300	Due to County - Impact Fees	120,556.08	
01-208-310	Due to DCA - Bldg Permit Surcharge	851.33	
01-208-320	Due to Dept of Business - License Fees	489.01	
01-208-330	Due to PCSO - Police Education Revenue	331.91	
01-217-200	Accrued Sales Tax	290.84	
01-218-050	Payroll Liabilities	87.80	
01-218-100	Payroll Taxes Payable	7,429.95	
01-218-200	FRS Retirement Payable	6,517.60	
01-218-310	Long Term Disability Payable	1,059.24	
01-218-320	Supplemental Insurance Payable	2,213.84	
01-218-327	CHL- Child Support	414.01-	
01-218-400	Dental Plan Payable	172.52-	
01-218-410	Vision Plan Payable	431.80	
01-218-700	ICMA-RC	20.00-	
	** TOTAL LIABILITY**		179,680.49
	** TOTAL ENCUMBRANCE**		0.00
01-271-100	Fund Balance Unreserved	3,134,062.37	
	** TOTAL EQUITY**		3,134,062.37
	** TOTAL REVENUE**		109,944.53
	** TOTAL EXPENSE**		208,312.42
	TOTAL LIABILITY AND EQUITY		3,215,374.97

POLK CITY
OCTOBER 2019 MONTHLY FINANCIALS

GENERAL FUND REVENUES
8.33 % Yr Complete For Fiscal Year: 2020 / 10

G/L ACCOUNT	DESCRIPTION	2019 PRIOR YR REVENUE	2020 ANTICIPATED REVENUE	ADJ ANTICIPATED	2020 CURRENT REVENUE	2020 YTD REVENUE	2020 (EXCESS)/DEFICIT	PERCENTAGE REALIZED
01-311-100	Ad Valorem Taxes	781,024.71	927,853.00	927,853.00	0.00	0.00	927,853.00	0.00 %
01-312-300	9th Cent Gas Tax	12,665.43	14,594.00	14,594.00	0.00	0.00	14,594.00	0.00 %
01-312-400	Local Option Gas Tax	77,400.61	84,702.00	84,702.00	0.00	0.00	84,702.00	0.00 %
01-312-410	New Local Option Gas Tax	48,978.34	52,721.00	52,721.00	0.00	0.00	52,721.00	0.00 %
01-314-100	Electric - Utility Tax	106,894.82	102,387.00	102,387.00	0.00	0.00	102,387.00	0.00 %
01-314-300	Water - Utility Tax	60,840.89	57,258.00	57,258.00	0.00	0.00	57,258.00	0.00 %
01-314-301	Water - Utility Tax - Readiness to Se	0.00	2,171.00	2,171.00	0.00	0.00	2,171.00	0.00 %
01-314-400	Gas - Utility Tax	7,298.99	5,800.00	5,800.00	0.00	0.00	5,800.00	0.00 %
01-315-100	Communications Services Tax	197,818.33	215,244.00	215,244.00	0.00	0.00	215,244.00	0.00 %
01-316-100	Local Business Licenses	7,424.00	17,500.00	17,500.00	5,975.20	5,975.20	11,524.80	34.14 %
01-316-102	County Business Tax	879.38	0.00	0.00	0.00	0.00	0.00	0.00 %
01-322-100	Building Permits	39,808.62	54,075.00	54,075.00	12,303.58	12,303.58	41,771.42	22.75 %
01-322-101	Bldg Permit - Plan Checking	19,077.94	26,780.00	26,780.00	5,436.51	5,436.51	21,343.49	20.30 %
01-322-102	Bldg Permit - Admin Fee	5,120.00	2,060.00	2,060.00	620.00	620.00	1,440.00	30.10 %
01-322-103	Bldg Permit - Electrical	8,895.00	12,875.00	12,875.00	2,500.00	2,500.00	10,375.00	19.42 %
01-322-104	Bldg Permit - Plumbing	7,900.00	12,875.00	12,875.00	2,125.00	2,125.00	10,750.00	16.50 %
01-322-105	Bldg Permit - Mechanical	8,725.00	12,875.00	12,875.00	2,875.00	2,875.00	10,000.00	22.33 %
01-322-107	Bldg Permit - Cert of Occupancy	3,450.00	3,090.00	3,090.00	30.00	30.00	2,060.00	0.97 %
01-322-108	Bldg Permit - Inspections	137,495.65	100,000.00	100,000.00	7,539.35	7,539.35	92,460.65	7.54 %
01-322-109	Bldg Permit - Demolition	57.50	0.00	0.00	0.00	0.00	0.00	0.00 %
01-323-100	Electric	57,293.26	76,492.00	76,492.00	0.00	0.00	76,492.00	0.00 %
01-323-300	Solid Waste	31,377.76	65,640.00	65,640.00	0.00	0.00	65,640.00	0.00 %
01-324-100	Police - Public Safety Impact Fee	27,089.58	59,984.00	59,984.00	10,319.84	10,319.84	49,664.16	17.20 %
01-324-110	Fire/Rescue - Public Safety Impact Fe	14,494.62	32,095.00	32,095.00	5,521.76	5,521.76	26,573.24	17.20 %
01-324-310	Transportation Impact Fee	(995.10)	0.00	0.00	0.00	0.00	0.00	0.00 %
01-324-610	Parks & Recreation Impact Fee	42,646.56	96,734.00	96,734.00	16,642.56	16,642.56	80,091.44	17.20 %
01-324-710	Public Facilities Impact Fee	73,416.42	162,564.00	162,564.00	27,968.16	27,968.16	134,595.84	17.20 %
01-329-220	Site Plan Reviews	10,835.00	1,600.00	1,600.00	0.00	0.00	1,600.00	0.00 %
01-331-400	FEMA Federal Reimb. - Irma 2017	60,999.44	0.00	0.00	0.00	0.00	0.00	0.00 %
01-334-201	Justice Assistance Grant (JAG)	0.00	5,113.00	5,113.00	0.00	0.00	5,113.00	0.00 %
01-334-400	FEMA State Reimb. - Irma 2017	1,250.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-334-910	DEO GRANT	30,000.00	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00 %
01-335-120	MRS - State Sales Tax	58,081.06	58,720.00	58,720.00	4,893.36	4,893.36	53,826.64	8.33 %
01-335-122	SRS - 8th Cent. Motor Fuel Tax	17,725.70	17,888.00	17,888.00	1,432.27	1,432.27	16,455.73	8.01 %
01-335-123	MRS - Municipal Fuel Tax	51.70	50.00	50.00	0.62	0.62	49.38	1.24 %
01-335-140	Mobile Home License	5,455.30	5,486.00	5,486.00	343.74	343.74	5,142.26	6.27 %
01-335-150	Alcoholic Beverage License	1,125.71	1,126.00	1,126.00	0.00	0.00	1,126.00	0.00 %
01-335-180	Half-Cent Sales Tax	110,993.08	143,520.00	143,520.00	0.00	0.00	143,520.00	0.00 %
01-337-100	Library Coop Funding	33,876.08	31,990.00	31,990.00	0.00	0.00	31,990.00	0.00 %

POLK CITY
OCTOBER 2019 MONTHLY FINANCIALS

GENERAL FUND REVENUES
8.33 % Yr Complete For Fiscal Year: 2020 / 10

G/L ACCOUNT	DESCRIPTION	2019 PRIOR YR REVENUE	2020 ANTICIPATED REVENUE	ADJ ANTICIPATED	2020 CURRENT REVENUE	2020 YTD REVENUE	2020 (EXCESS)/DEFICIT	PERCENTAGE REALIZED
01-340-400	Solid Waste	303,419.35	326,479.00	326,479.00	294.98	294.98	326,184.02	0.09 %
01-340-700	Stormwater Utility Fees	31,540.17	24,019.00	24,019.00	12.00	12.00	24,007.00	0.05 %
01-340-900	Notary Fees	175.00	0.00	0.00	35.00	35.00	(35.00)	0.00 %
01-344-900	FDOT Maintenance Agreement	16,303.82	16,304.00	16,304.00	0.00	0.00	16,304.00	0.00 %
01-347-100	Library Income	7,209.99	6,000.00	6,000.00	552.60	552.60	5,447.40	9.21 %
01-351-200	Fines, Penalties, and Forfeitures	10,109.86	6,500.00	6,500.00	0.00	0.00	6,500.00	0.00 %
01-359-100	Other Fines and/or Forfeitures	902.50	0.00	0.00	175.00	175.00	(175.00)	0.00 %
01-359-300	Late Fees	266.50	200.00	200.00	18.00	18.00	182.00	9.00 %
01-361-100	Interest Income	983.45	900.00	900.00	0.00	0.00	900.00	0.00 %
01-362-100	Activity Center Rentals	3,150.00	2,700.00	2,700.00	250.00	250.00	2,450.00	9.26 %
01-362-200	Donald Bronson Community Center Renta	8,450.00	5,000.00	5,000.00	800.00	800.00	4,200.00	16.00 %
01-365-100	Sales of Surplus Property	136.10	0.00	0.00	0.00	0.00	0.00	0.00 %
01-366-100	Private Donations	740.00	500.00	500.00	0.00	0.00	500.00	0.00 %
01-366-101	Private Donations - Christmas	2,000.00	2,000.00	2,000.00	575.00	575.00	1,425.00	28.75 %
01-366-102	Private Donations - Halloween	1,000.00	1,000.00	1,000.00	605.00	605.00	395.00	60.50 %
01-366-110	Private Donations - Library	7,145.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-369-100	Misc. Income	116.20	100.00	100.00	0.00	0.00	100.00	0.00 %
01-369-101	Misc Income - Copies and Faxes	105.00	100.00	100.00	0.00	0.00	100.00	0.00 %
01-369-102	Misc Income - Collection Allowance	8,078.94	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
01-369-120	Misc Income - Christmas	180.00	160.00	160.00	40.00	40.00	120.00	25.00 %
01-369-130	Misc Income - Halloween	320.00	240.00	240.00	60.00	60.00	180.00	25.00 %
01-369-400	Insurance Proceeds	2,214.91	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-369-401	Insurance - Claims	2,265.16	0.00	0.00	0.00	0.00	0.00	0.00 %
01-369-500	Refund of State Gas Tax	869.31	500.00	500.00	0.00	0.00	500.00	0.00 %
01-381-400	Transfer From Enterprise Fund	0.00	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00 %
01-381-900	Cash Carry Forward	0.00	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00 %
DEPARTMENT TOTALS		2,515,152.64	2,944,564.00	2,944,564.00	109,944.53	109,944.53	2,834,619.47	3.73 %

POLK CITY
OCTOBER 2019 MONTHLY FINANCIALS

General Fund Expenditures
8.33 % Yr Complete For Fiscal Year: 2020 / 10

G/L ACCOUNT	DESCRIPTION	2019 ACTUALS	2020 ADOPTED BUDGET	2020 ADJ BUDGET	2020 MTD EXPENSES	2020 YTD EXPENSES	2020 AVAIL BUDGET	PERCENTAGE REALIZED
LEGISLATIVE								
01-511-120	Regular Salary - Wages - Legislative	7,863.60	10,800.00	10,800.00	900.00	900.00	9,900.00	8.33 %
01-511-160	Bonuses and Gift Certificates - Legis	2,165.65	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
01-511-210	Fica Taxes - Legislative	767.21	1,033.00	1,033.00	68.83	68.83	964.17	6.66 %
01-511-240	Worker's Compensation - Legislati	11.00	25.00	25.00	13.61	13.61	11.39	54.44 %
01-511-400	Travel and Training - Legislative	5,034.30	5,500.00	5,500.00	25.00	25.00	5,475.00	0.45 %
01-511-470	Printing and Reproduction - Legislati	54.69	500.00	500.00	0.00	0.00	500.00	0.00 %
01-511-480	Promo Activities & Legal Ads - Legisl	0.00	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
01-511-490	Other Current Charges - Legislative	150.00	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
01-511-510	Office Supplies - Legislative	142.22	400.00	400.00	0.00	0.00	400.00	0.00 %
01-511-520	Operating Supplies - Legislative	857.40	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-511-540	Books, Pub., Sub., & Memberships - Le	3,670.00	4,000.00	4,000.00	2,000.00	2,000.00	2,000.00	50.00 %
DEPARTMENT TOTAL		20,716.07	31,258.00	31,258.00	3,007.44	3,007.44	28,250.56	9.62 %
EXECUTIVE								
01-512-120	Regular Salary - Wages - Executive	134,370.03	139,276.00	139,276.00	10,591.58	10,591.58	128,684.42	7.60 %
01-512-130	Other Salaries and Wages - Executive	4,800.12	4,800.00	4,800.00	369.24	369.24	4,430.76	7.69 %
01-512-140	Overtime - Executive	71.80	0.00	0.00	0.00	0.00	0.00	0.00 %
01-512-160	Bonuses and Gift Certificates - Execu	21,056.34	22,750.00	22,750.00	0.00	0.00	22,750.00	0.00 %
01-512-210	Fica Taxes - Executive	12,249.92	11,022.00	11,022.00	821.97	821.97	10,200.03	7.46 %
01-512-220	Retirement Contribution - Executive	25,392.26	26,529.00	26,529.00	2,030.50	2,030.50	24,498.50	7.65 %
01-512-230	Life & Health Insurance - Executive	17,890.94	18,866.00	18,868.00	1,588.42	1,588.42	17,279.58	8.42 %
01-512-240	Worker's Compensation - Executive	194.00	320.00	320.00	175.49	175.49	144.51	54.84 %
01-512-310	Professional Services - Executive	32.00	300.00	300.00	0.00	0.00	300.00	0.00 %
01-512-400	Travel and Training - Executive	4,132.50	5,500.00	5,500.00	642.00	642.00	4,858.00	11.67 %
01-512-410	Communication Services - Executive	738.89	700.00	700.00	0.00	0.00	700.00	0.00 %
01-512-470	Printing and Reproduction - Executive	0.00	200.00	200.00	0.00	0.00	200.00	0.00 %
01-512-480	Promo Activities & Legal Ads - Execut	0.00	800.00	800.00	0.00	0.00	800.00	0.00 %
01-512-490	Other Current Charges - Executive	2,780.48	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00 %
01-512-510	Office Supplies - Executive	362.73	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-512-520	Operating Supplies - Executive	1,534.19	1,000.00	1,000.00	63.97	63.97	936.03	6.40 %
01-512-540	Books, Pub., Sub., & Memberships - Ex	889.33	2,000.00	2,000.00	184.99	184.99	1,815.01	9.25 %
DEPARTMENT TOTAL		226,495.53	238,565.00	238,565.00	16,468.16	16,468.16	222,096.84	6.90 %

POLK CITY
 OCTOBER 2019 MONTHLY FINANCIALS

General Fund Expenditures
 8.33 % Yr Complete For Fiscal Year: 2020 / 10

G/L ACCOUNT	DESCRIPTION	2019 ACTUALS	2020 ADOPTED BUDGET	2020 ADJ BUDGET	2020 MTD EXPENSES	2020 YTD EXPENSES	2020 AVAIL BUDGET	PERCENTAGE REALIZED
CITY CLERK								
01-513-310	Professional Services - City Clerk	120.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-513-400	Travel and Training - City Clerk	2,467.10	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
01-513-460	Repairs and Maintenance - City Clerk	160.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-513-470	Printing and Reproduction - City Clerk	3,585.75	3,500.00	3,500.00	1,175.00	1,175.00	2,325.00	33.57 %
01-513-490	Other Current Charges - City Clerk	7,580.01	4,500.00	4,500.00	0.00	0.00	4,500.00	0.00 %
01-513-492	Recording & Other Fees - City Clerk	0.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
01-513-510	Office Supplies - City Clerk	267.30	800.00	800.00	54.25	54.25	745.75	6.78 %
01-513-520	Operating Supplies - City Clerk	942.69	900.00	900.00	149.98	149.98	750.02	16.66 %
01-513-540	Books, Pub., Sub., & Memberships - Ci	701.00	500.00	500.00	110.00	110.00	390.00	22.00 %
DEPARTMENT TOTAL		15,823.85	15,700.00	15,700.00	1,489.23	1,489.23	14,210.77	9.49 %
LEGAL COUNSEL								
01-514-310	Professional Services - Legal Counsel	42,992.10	60,000.00	60,000.00	0.00	0.00	60,000.00	0.00 %
01-514-480	Promo Activities & Legal Ads - Legal	13,487.56	10,000.00	10,000.00	1,051.65	1,051.65	8,948.35	10.52 %
DEPARTMENT TOTAL		56,479.66	70,000.00	70,000.00	1,051.65	1,051.65	68,948.35	1.50 %
COMPREHENSIVE PLANNING								
01-515-310	Professional Services - Comp Planning	25,000.00	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00 %
01-515-312	Professional Services-Other- Comp Pla	3,000.00	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
01-515-320	DEO - Grants	30,000.00	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00 %
DEPARTMENT TOTAL		58,000.00	53,000.00	53,000.00	0.00	0.00	53,000.00	0.00 %
FINANCE AND ACCOUNTING								

POLK CITY
OCTOBER 2019 MONTHLY FINANCIALS

General Fund Expenditures
8.33 % Yr Complete For Fiscal Year: 2020 / 10

G/L ACCOUNT	DESCRIPTION	2019 ACTUALS	2020 ADOPTED BUDGET	2020 ADJ BUDGET	2020 MTD EXPENSES	2020 YTD EXPENSES	2020 AVAIL BUDGET	PERCENTAGE REALIZED
01-516-120	Regular Salary - Wages - Fin & Acctng	73,151.16	87,256.00	87,256.00	6,306.00	6,306.00	80,950.00	7.23 %
01-516-140	Overtime - Fin & Acctng	246.23	519.00	519.00	0.00	0.00	519.00	0.00 %
01-516-210	Fica Taxes - Fin & Acctng	5,329.03	6,715.00	6,715.00	458.94	458.94	6,256.06	6.83 %
01-516-220	Retirement Contribution - Fin & Acctng	6,216.66	7,435.00	7,435.00	534.12	534.12	6,900.88	7.18 %
01-516-230	Life & Health Insurance - Fin & Acctng	18,332.84	18,580.00	18,580.00	1,564.44	1,564.44	17,015.56	8.42 %
01-516-240	Worker's Compensation - Fin & Acc	124.00	202.00	202.00	109.94	109.94	92.06	54.43 %
01-516-310	Professional Services - Fin & Acctng	1,500.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-516-400	Travel and Training - Fin & Acctng	2,003.39	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
01-516-410	Communication Services - Fin & Acctng	586.72	600.00	600.00	0.00	0.00	600.00	0.00 %
01-516-470	Printing and Reproduction - Fin & Acc	320.61	700.00	700.00	0.00	0.00	700.00	0.00 %
01-516-510	Office Supplies - Fin & Acctng	731.34	1,200.00	1,200.00	25.57	25.57	1,174.43	2.13 %
01-516-520	Operating Supplies - Fin & Acctng	2,947.21	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
01-516-540	Books, Pub., Sub., & Memberships - Pi	463.74	450.00	450.00	0.00	0.00	450.00	0.00 %
DEPARTMENT TOTAL		111,952.93	131,657.00	131,657.00	8,999.01	8,999.01	122,657.99	6.84 %
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DEBT SERVICE								
01-517-710	Principal - CB&T Debt Service Pmts	74,323.84	76,922.00	76,922.00	6,359.02	6,359.02	70,562.98	8.27 %
01-517-720	Interest - CB&T Debt Service Pmts	45,486.61	42,865.00	42,865.00	3,625.19	3,625.19	39,239.81	8.46 %
DEPARTMENT TOTAL		119,810.45	119,787.00	119,787.00	9,984.21	9,984.21	109,802.79	8.33 %
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LAW ENFORCEMENT								
01-521-305	Contract Labor - Law Enf	99,374.00	101,500.00	101,500.00	0.00	0.00	101,500.00	0.00 %
01-521-310	Professional Services - Law Enf	27,920.00	28,000.00	28,000.00	2,600.00	2,600.00	25,400.00	9.29 %
01-521-460	Repairs and Maintenance - Law Enf	0.00	500.00	500.00	0.00	0.00	500.00	0.00 %
01-521-510	Office Supplies - Law Enf	0.00	100.00	100.00	0.00	0.00	100.00	0.00 %
01-521-520	Operating Supplies - Law Enf	0.00	150.00	150.00	0.00	0.00	150.00	0.00 %
01-521-649	Machinery & Equip - JAG Grant - Law E	0.00	5,113.00	5,113.00	0.00	0.00	5,113.00	0.00 %
DEPARTMENT TOTAL		127,294.00	135,363.00	135,363.00	2,600.00	2,600.00	132,763.00	1.92 %
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POLK CITY
OCTOBER 2019 MONTHLY FINANCIALS

General Fund Expenditures
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G/L ACCOUNT	DESCRIPTION	2019 ACTUALS	2020 ADOPTED BUDGET	2020 ADJ BUDGET	2020 MTD EXPENSES	2020 YTD EXPENSES	2020 AVAIL BUDGET	PERCENTAGE REALIZED
BUILDING AND ZONING								
01-524-120	Regular Salary - Wages - Bldg & Zoning	80,223.95	87,048.00	87,048.00	6,517.94	6,517.94	80,530.06	7.49 %
01-524-140	Overtime - Bldg & Zoning	384.86	464.00	464.00	0.00	0.00	464.00	0.00 %
01-524-210	Fica Taxes - Bldg & Zoning	6,060.85	6,695.00	6,695.00	484.10	484.10	6,210.90	7.23 %
01-524-220	Retirement Contribution - Bldg & Zoning	6,780.09	7,412.00	7,412.00	552.07	552.07	6,859.93	7.45 %
01-524-230	Life & Health Insurance - Bldg & Zoning	17,615.24	18,623.00	18,623.00	1,568.05	1,568.05	17,054.95	8.42 %
01-524-240	Worker's Compensation - Bldg & Zoning	912.00	1,331.00	1,331.00	977.40	977.40	353.60	73.43 %
01-524-310	Professional Services - Bldg & Zoning	154,070.83	100,000.00	100,000.00	12,455.00	12,455.00	87,545.00	12.46 %
01-524-311	Engineering Services - Bldg & Zoning	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-524-400	Travel and Training - Bldg & Zoning	0.00	500.00	500.00	0.00	0.00	500.00	0.00 %
01-524-510	Office Supplies - Bldg & Zoning	299.84	200.00	200.00	72.10	72.10	127.90	36.05 %
01-524-520	Operating Supplies - Bldg & Zoning	1,888.16	100.00	100.00	0.00	0.00	100.00	0.00 %
01-524-540	Books, Pub., Sub., & Memberships - Bldg	226.68	0.00	0.00	14.99	14.99	(14.99)	0.00 %
01-524-630	Improvements Other than Building - Bldg	0.00	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00 %
DEPARTMENT TOTAL		268,462.50	231,373.00	231,373.00	22,641.65	22,641.65	208,731.35	9.79 %
CODE ENFORCEMENT								
01-529-120	Regular Salary - Wages - Code Enf	20,938.50	23,978.00	23,978.00	1,869.75	1,869.75	22,108.25	7.80 %
01-529-210	Fica Taxes - Code Enf	1,563.19	1,834.00	1,834.00	138.71	138.71	1,695.29	7.56 %
01-529-220	Retirement Contribution - Code Enf	1,742.87	2,031.00	2,031.00	158.37	158.37	1,872.63	7.80 %
01-529-230	Life & Health Insurance - Code Enf	6,695.86	9,267.00	9,267.00	758.02	758.02	8,508.98	8.18 %
01-529-240	Worker's Compensation - Code Enf	372.00	549.00	549.00	403.08	403.08	145.92	73.42 %
01-529-310	Professional Services - Code Enf	4,000.00	6,000.00	6,000.00	500.00	500.00	5,500.00	8.33 %
01-529-400	Travel and Training - Code Enf	1,030.86	500.00	500.00	0.00	0.00	500.00	0.00 %
01-529-410	Communication Services - Code Enf	558.72	0.00	0.00	0.00	0.00	0.00	0.00 %
01-529-470	Printing and Reproduction - Code Enf	330.69	0.00	0.00	0.00	0.00	0.00	0.00 %
01-529-480	Promo Activities & Legal Ads - Code Enf	0.00	200.00	200.00	0.00	0.00	200.00	0.00 %
01-529-492	Recording & Other Fees	0.00	200.00	200.00	0.00	0.00	200.00	0.00 %
01-529-510	Office Supplies - Code Enf	167.44	200.00	200.00	33.45	33.45	166.55	16.73 %
01-529-520	Operating Supplies - Code Enf	1,611.39	100.00	100.00	0.00	0.00	100.00	0.00 %
01-529-540	Books, Pub., Sub., & Memberships - Code Enf	0.00	1,584.00	1,584.00	80.00	80.00	1,504.00	5.05 %
01-529-630	Improvements Other than Building - Code Enf	0.00	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00 %

POLK CITY
OCTOBER 2019 MONTHLY FINANCIALS

General Fund Expenditures
8.33 % Yr Complete For Fiscal Year: 2020 / 10

G/L ACCOUNT	DESCRIPTION	2019 ACTUALS	2020 ADOPTED BUDGET	2020 ADJ BUDGET	2020 MTD EXPENSES	2020 YTD EXPENSES	2020 AVAIL BUDGET	PERCENTAGE REALIZED
DEPARTMENT TOTAL		39,011.52	52,443.00	52,443.00	3,941.38	3,941.38	48,501.62	7.52 %
REFUSE/SANITATION								
01-534-341	Refuse Disposal - Residential - Refus	147,475.32	176,840.00	176,840.00	14,003.76	14,003.76	162,836.24	7.92 %
01-534-342	Refuse Disposal - Commercial - Refuse	85,664.63	85,722.00	85,722.00	14,575.25	14,575.25	71,146.75	17.00 %
DEPARTMENT TOTAL		233,139.95	262,562.00	262,562.00	28,579.01	28,579.01	233,982.99	10.88 %
STORMWATER								
01-538-310	PROFESSIONAL SERVICES - STORMWATER	0.00	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
01-538-311	Engineering Services - Stormwater	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-538-400	Travel and Training - Stormwater	812.28	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-538-460	Repairs and Maintenance - Stormwater	0.00	14,000.00	14,000.00	0.00	0.00	14,000.00	0.00 %
01-538-492	Recording & Other Fees - Stormwater	100.00	500.00	500.00	0.00	0.00	500.00	0.00 %
01-538-540	Books, Pub., Sub., & Memberships - St	1,000.00	500.00	500.00	0.00	0.00	500.00	0.00 %
DEPARTMENT TOTAL		1,912.28	21,000.00	21,000.00	0.00	0.00	21,000.00	0.00 %
GENERAL GOV'T BUILDINGS								
01-539-310	Professional Services - Gen Gov't	18,033.01	22,000.00	22,000.00	1,512.00	1,512.00	20,488.00	6.87 %
01-539-312	Professional Services - Other - Gen G	1,807.00	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00 %
01-539-411	City Hall - Communication - Gen Gov&#	13,566.49	15,500.00	15,500.00	2,279.69	2,279.69	13,220.31	14.71 %
01-539-413	Public Works - Communication - Gen Go	1,866.91	2,200.00	2,200.00	343.44	343.44	1,856.56	15.61 %
01-539-414	Community Center-Communication-Gen Go	1,686.78	2,000.00	2,000.00	315.77	315.77	1,684.23	15.79 %
01-539-431	City Hall - Utilities - Gen Gov't	15,832.67	23,000.00	23,000.00	1,516.80	1,516.80	21,483.20	6.59 %
01-539-432	Activity Center - Utilities - Gen Gov	4,658.25	4,000.00	4,000.00	211.45	211.45	3,788.55	5.29 %
01-539-433	Public Works - Utilities - Gen Gov	2,466.57	3,000.00	3,000.00	252.62	252.62	2,747.38	8.42 %
01-539-434	Community Center-Utilities-Gen Gov	5,235.40	5,500.00	5,500.00	629.24	629.24	4,870.76	11.44 %
01-539-440	Rentals and Leases - Gen Gov't B1	8,632.30	8,000.00	8,000.00	340.39	340.39	7,659.61	4.25 %

POLK CITY
 OCTOBER 2019 MONTHLY FINANCIALS

General Fund Expenditures
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G/L ACCOUNT	DESCRIPTION	2019 ACTUALS	2020 ADOPTED BUDGET	2020 ADJ BUDGET	2020 MTD EXPENSES	2020 YTD EXPENSES	2020 AVAIL BUDGET	PERCENTAGE REALIZED
01-541-493	Equipment Rental - Roads & Streets	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-541-510	Office Supplies - Roads & Streets	695.03	1,000.00	1,000.00	19.35	19.35	980.65	1.94 %
01-541-520	Operating Supplies - Roads & Streets	12,810.30	10,000.00	10,000.00	537.97	537.97	9,462.03	5.38 %
01-541-524	Chemicals - Roads & Streets	141.98	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-541-530	Road Materials & Supplies - Roads & S	3,376.09	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00 %
01-541-540	Books, Pub., Sub., & Memberships - Ro	208.20	500.00	500.00	14.99	14.99	485.01	3.00 %
01-541-630	Improvements Other than Building - Ro	0.00	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00 %
01-541-640	Machinery & Equipment - Roads & Stree	9,061.76	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00 %
DEPARTMENT TOTAL		340,544.41	545,817.00	545,817.00	39,229.52	39,229.52	506,587.48	7.19 %
LIBRARY								
01-571-120	Regular Salary - Wages - Library	73,445.20	83,606.00	83,606.00	5,101.61	5,101.61	78,504.39	6.10 %
01-571-140	Overtime - Library	451.71	986.00	986.00	0.00	0.00	986.00	0.00 %
01-571-210	Fica Taxes - Library	5,542.34	6,471.00	6,471.00	374.19	374.19	6,096.81	5.78 %
01-571-220	Retirement Contribution - Library	6,229.31	7,165.00	7,165.00	432.11	432.11	6,732.89	6.03 %
01-571-230	Life & Health Insurance - Library	17,626.07	18,756.00	18,756.00	1,568.66	1,568.66	17,187.34	8.36 %
01-571-240	Worker's Compensation - Library	0.00	195.00	195.00	105.04	105.04	89.96	53.87 %
01-571-310	Professional Services - Library	4,938.44	2,000.00	2,000.00	446.00	446.00	1,554.00	22.30 %
01-571-312	Professional Services - Other - Libra	1,752.50	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
01-571-400	Travel and Training - Library	194.75	700.00	700.00	0.00	0.00	700.00	0.00 %
01-571-410	Communication Services - Library	3,741.50	6,200.00	6,200.00	520.25	520.25	5,679.75	8.39 %
01-571-420	Education Reimbursement - Library	0.00	2,040.00	2,040.00	0.00	0.00	2,040.00	0.00 %
01-571-430	Utilities - Library	3,015.20	4,500.00	4,500.00	269.12	269.12	4,230.88	5.98 %
01-571-460	Repairs and Maintenance - Library	3,617.00	4,100.00	4,100.00	0.00	0.00	4,100.00	0.00 %
01-571-480	Promo Activities & Legal Ads - Librar	583.48	2,500.00	2,500.00	25.64	25.64	2,474.36	1.03 %
01-571-510	Office Supplies - Library	332.94	1,300.00	1,300.00	131.85	131.85	1,168.15	10.14 %
01-571-520	Operating Supplies - Library	3,604.76	9,000.00	9,000.00	567.84	567.84	8,432.16	6.31 %
01-571-540	Books, Pub., Sub., & Memberships - Li	706.07	600.00	600.00	0.00	0.00	600.00	0.00 %
01-571-660	Books, Pub. & Library Materials - Libr	16,033.54	17,000.00	17,000.00	1,348.03	1,348.03	15,651.97	7.93 %
DEPARTMENT TOTAL		141,814.81	169,619.00	169,619.00	10,890.34	10,890.34	158,728.66	6.42 %
PARKS								

POLK CITY
 OCTOBER 2019 MONTHLY FINANCIALS

General Fund Expenditures
 8.33 % Yr Complete For Fiscal Year: 2020 / 10

G/L ACCOUNT	DESCRIPTION	2019 ACTUALS	2020 ADOPTED BUDGET	2020 ADJ BUDGET	2020 MTD EXPENSES	2020 YTD EXPENSES	2020 AVAIL BUDGET	PERCENTAGE REALIZED
01-572-310	Professional Services - Parks	1,056.50	0.00	0.00	0.00	0.00	0.00	0.00 %
01-572-430	Utilities - Parks	7,026.15	23,000.00	23,000.00	659.82	659.82	22,340.18	2.87 %
01-572-460	Repairs and Maintenance - Parks	12,232.19	15,000.00	15,000.00	9,447.24	9,447.24	5,552.76	62.98 %
01-572-493	Equipment Rental - Parks	0.00	1,000.00	1,000.00	446.20	446.20	553.80	44.62 %
01-572-520	Operating Supplies - Parks	1,829.33	1,200.00	1,200.00	85.57	85.57	1,114.43	7.13 %
01-572-630	Improvements Other than Building - Pa	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
DEPARTMENT TOTAL		22,144.17	50,200.00	50,200.00	10,638.83	10,638.83	39,561.17	21.19 %
SPECIAL EVENTS								
01-574-310	Professional Services - Spec Events	680.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-574-440	Rentals and Leases - Spec Events	125.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-574-470	Printing and Reproduction - Spec Even	0.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
01-574-480	Promo Activities & Legal Ads - Spec E	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-574-520	Operating Supplies - Spec Events	8,652.46	11,000.00	11,000.00	2,152.86	2,152.86	8,847.14	19.57 %
DEPARTMENT TOTAL		9,457.46	16,500.00	16,500.00	2,152.86	2,152.86	14,347.14	13.05 %
NON-DEPARTMENTAL								
01-590-310	Professional Services - Non-Dept	9,785.28	25,000.00	25,000.00	771.25	771.25	24,228.75	3.09 %
01-590-311	Engineering Services - Non-Dept	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
01-590-312	Professional Services - Other - Non-D	2,310.00	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00 %
01-590-315	Inmate Labor - GF Non - Dept	28,748.50	28,749.00	28,749.00	7,187.13	7,187.13	21,561.87	25.00 %
01-590-320	Accounting and Auditing - Non-Dept	19,271.44	17,000.00	17,000.00	652.17	652.17	16,347.83	3.84 %
01-590-450	Liability Insurance - Non-Dept	65,121.50	70,000.00	70,000.00	26,440.00	26,440.00	43,560.00	37.77 %
01-590-464	Vehicle Fuel - Non- Departmental	443.55	500.00	500.00	0.00	0.00	500.00	0.00 %
01-590-465	Vehicle Maintenance - Non-Departmenta	823.41	500.00	500.00	0.00	0.00	500.00	0.00 %
01-590-510	Office Supplies - Non-Departmental	937.63	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-590-520	Operating Supplies - Non-Dept	2,625.27	3,000.00	3,000.00	319.24	319.24	2,680.76	10.64 %
01-590-521	Emergencies & Contingencies - Operati	3,676.27	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
01-590-525	Uniforms - Non Dept	2,899.14	4,500.00	4,500.00	0.00	0.00	4,500.00	0.00 %
01-590-528	Postage - Non-Dept	766.10	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %

POLK CITY
 OCTOBER 2019 MONTHLY FINANCIALS

General Fund Expenditures
 8.33 % Yr Complete For Fiscal Year: 2020 / 10

G/L ACCOUNT	DESCRIPTION	2019 ACTUALS	2020 ADOPTED BUDGET	2020 ADJ BUDGET	2020 MTD EXPENSES	2020 YTD EXPENSES	2020 AVAIL BUDGET	PERCENTAGE REALIZED
01-590-540	Books, Pub., Sub., & Memberships -NON	0.00	0.00	0.00	2,725.00	2,725.00	(2,725.00)	0.00 %
01-590-930	Transfer - Police Public Safety Impac	0.00	59,984.00	59,984.00	0.00	0.00	59,984.00	0.00 %
01-590-931	Transfer to Fire Public Safety Impact	0.00	32,095.00	32,095.00	0.00	0.00	32,095.00	0.00 %
01-590-932	Transfer - Parks & Rec Impact Reserve	0.00	96,734.00	96,734.00	0.00	0.00	96,734.00	0.00 %
01-590-933	Transfer -Public Facility Impact Rese	0.00	162,564.00	162,564.00	0.00	0.00	162,564.00	0.00 %
01-590-940	Reserves - Unrestricted Reserves - No	0.00	63,392.00	63,392.00	0.00	0.00	63,392.00	0.00 %
01-590-941	Reserves - Emergencies & Contingencie	5,191.76	0.00	0.00	0.00	0.00	0.00	0.00 %
01-590-991	Aids to Private Organizations - Non-D	2,340.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
01-590-992	Unemployment Claims - Non-Dept	0.00	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
01-590-996	Bad Debt - Non-Dept	0.00	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
01-590-999	Other - Non-Operating Charges - Non-D	3,268.42	5,500.00	5,500.00	431.34	431.34	5,068.66	7.84 %
DEPARTMENT TOTAL		148,208.27	621,018.00	621,018.00	38,526.13	38,526.13	582,491.87	6.20 %
General Fund Revenues Total		2,515,152.64	2,944,562.00	2,944,562.00	109,944.53	109,944.53	2,834,619.47	96.27%
General Fund Expenditures Total		-2,060,069.58	-2,944,562.00	-2,944,562.00	-208,312.42	-208,312.42	-2,736,249.58	92.93%
Total Revenue vs. Expenditures		455,083.06	0.00	0.00	-98,367.89	-98,367.89	98,369.89	

POLK CITY
Simple Balance Sheet

For Fiscal Year: 2020 thru Fiscal Month: Oct, for Fund: 05

Account Number	Account Title	Ending Bal	Net Amount
05-101-100	Cash - Checking	686,746.85	
05-101-710	Cash - Enterprise Fund Capital Imprvmnts	52,898.45	
05-101-800	Cash - Sewer Impact Fee Account	1,637,954.39	
05-101-900	Cash - Water Impact Fee Account	343,930.05	
05-101-915	Tax Exempt Leasing - Sinking Fund	46,969.53	
05-101-916	US Bank - Sink Fund	47,435.38	
05-101-917	US Bank - Renewal & Replacement Series	9,375.23	
05-101-920	Cash - Customer Deposits	359,310.31	
05-101-930	Restricted Cash - Reclass	737,400.48-	
05-101-934	Fifth Third Bank - Reserves	610,967.73	
05-101-935	Fifth Third Bank - Renewal & Replacement	150,000.00	
05-101-999	Restricted Class - Reclass	737,400.48	
05-115-100	Accounts Receivable - Utilities	139,437.78-	
05-115-130	Accounts Receivable - Readiness to Serve	63,610.29	
05-115-200	Accounts Receivable - Year End	344,321.00-	
05-117-100	Allowance for Bad Debt	42,672.50-	
05-117-200	Allowance for Uncollectible A/R	57,398.98-	
05-155-300	Prepaid Insurance - Deferred Bond Series 2017	37,363.62	
05-159-100	Deferred Outflows - Related to Pension	82,455.25	
05-159-200	Deferred Outflows - Loss on Refunding	810,157.03	
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	
05-160-906	Reserve Acct - Cardinal Hill	25,000.00	
05-161-900	Fixed Assets - Land	2,730,735.50	
05-164-100	Utility Plant in Service	12,268,964.59	
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	400,049.61	
05-167-900	Accumulated Depreciation - Equipment	3,519,580.52-	
05-169-900	CIP - Construction Costs	161,736.60	
	** TOTAL ASSET**		16,404,571.67
05-202-100	Accounts Payable	152,874.14-	
05-202-900	Customer Deposits	313,773.76	
05-203-100	Accumulated Interest Payable	56,733.60	
05-203-600	SRF Loan WW51201P	2,059,675.11	
05-203-610	SRF Loan WW53140/SG531401 Effluent Disposal	35,641.30	
05-203-710	US Bank 2017 Bond Note	8,185,000.00	
05-203-750	Tax Exempt Leasing Loan	45,074.78	
05-203-910	Unamoritized Bond Premiums - US Bank	602,902.93	
05-208-305	Taxes Payable	5,737.89-	
05-225-100	Deferred Inflows - Related to Pension	15,306.77	
05-234-100	L-T-D - Current Portion	509,139.61	
05-234-901	Less: Current Portion of LTD	509,139.61-	
05-235-900	Net Pension Liability	151,555.85	
	** TOTAL LIABILITY**		11,307,052.07
05-243-100	Encumbrances Placed	103,670.90	
05-245-100	Reserved for Encumbrances	103,670.90-	
	** 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	3,817,725.94	

POLK CITY
 Simple Balance Sheet

For Fiscal Year: 2020 thru Fiscal Month: Oct, for Fund: 05

Account Number	Account Title	Ending Bal	Net Amount
05-271-200	Net Asset Adjustment Account	10,071.23-	
05-272-100	Retained Earnings	734,552.82	
	** TOTAL EQUITY**		5,177,437.13
	** TOTAL REVENUE**		115,643.86
	** TOTAL EXPENSE**		197,673.88
	TOTAL LIABILITY AND EQUITY		16,402,459.18

POLK CITY
OCTOBER 2019 MONTHLY FINANCIALS

ENTERPRISE FUND REVENUE
8.33 % Yr Complete For Fiscal Year: 2020 / 10

G/L ACCOUNT	DESCRIPTION	2019 PRIOR YR REVENUE	2020 ANTICIPATED REVENUE	ADJ ANTICIPATED	2020 CURRENT REVENUE	2020 YTD REVENUE	2020 (EXCESS)/DEFICIT	PERCENTAGE REALIZED
05-314-301	RTS - City 10% UTY T	2,112.49	0.00	0.00	0.00	0.00	0.00	0.00 %
05-324-210	Water Impact Fees	85,603.00	162,471.00	162,471.00	27,952.00	27,952.00	134,519.00	17.20 %
05-324-220	Sewer Impact Fees	211,920.00	410,595.00	410,595.00	70,640.00	70,640.00	339,955.00	17.20 %
05-325-111	Connection Fees - Water - Cash Basis	42,430.16	81,840.00	81,840.00	13,920.00	13,920.00	67,920.00	17.01 %
05-325-112	Connection Fees - Water - Accrual Bas	3,045.00	500.00	500.00	435.00	435.00	65.00	87.00 %
05-325-210	Readiness to Serve Charge - Sewer	30,892.30	29,148.00	29,148.00	0.00	0.00	29,148.00	0.00 %
05-325-211	Readiness to Serve Charge - Water	21,260.00	21,704.00	21,704.00	0.00	0.00	21,704.00	0.00 %
05-329-200	Other Lic./Fees/Permits	2,661.00	2,000.00	2,000.00	500.00	500.00	1,500.00	25.00 %
05-331-350	Sewer/Wastewater Grants	1,269,453.00	0.00	0.00	0.00	0.00	0.00	0.00 %
05-331-370	Small Community Wastewater Grant	128,000.00	0.00	0.00	0.00	0.00	0.00	0.00 %
05-340-300	Water Utility Revenue	1,165,225.74	1,214,879.00	1,214,879.00	(894.38)	(894.38)	1,215,773.38	0.07-%
05-340-500	Sewer Utility Revenue	1,091,753.54	1,149,532.00	1,149,532.00	18.24	18.24	1,149,513.76	0.00 %
05-359-100	Other Fines and/or Forfeitures	30,795.00	23,800.00	23,800.00	3,425.00	3,425.00	20,375.00	14.39 %
05-359-200	Non Sufficient Funds	1,560.00	1,300.00	1,300.00	110.00	110.00	1,190.00	8.46 %
05-359-300	Late Fees	30,996.00	29,000.00	29,000.00	(462.00)	(462.00)	29,462.00	1.59-%
05-369-100	Misc. Income	14,451.32	0.00	0.00	0.00	0.00	0.00	0.00 %
05-369-401	Insurance - Claims	7,023.45	0.00	0.00	0.00	0.00	0.00	0.00 %
05-381-900	Cash Carry Forward	0.00	130,000.00	130,000.00	0.00	0.00	130,000.00	0.00 %
DEPARTMENT TOTALS		4,139,182.00	3,256,769.00	3,256,769.00	115,643.86	115,643.86	3,141,125.14	3.55 %

POLK CITY
OCTOBER 2019 MONTHLY FINANCIALS

Enterprise Fund Expenditures
8.33 % Yr Complete For Fiscal Year: 2020 / 10

G/L		2019	2020	2020	2020	2020	2020	PERCENTAGE
ACCOUNT	DESCRIPTION	ACTUALS	ADOPTED BUDGET	ADJ BUDGET	MTD EXPENSES	YTD EXPENSES	AVAIL BUDGET	REALIZED
	Water							
05-533-120	Regular Salary - Wages - Water Oper	167,944.79	205,272.00	205,272.00	12,947.96	12,947.96	192,324.04	6.31 %
05-533-140	Overtime - Water Oper	2,916.21	5,262.00	5,262.00	143.08	143.08	5,118.92	2.72 %
05-533-210	Fica Taxes - Water Oper	12,909.90	16,106.00	16,106.00	973.25	973.25	15,132.75	6.04 %
05-533-220	Retirement Contribution - Water Oper	14,565.97	17,832.00	17,832.00	1,108.80	1,108.80	16,723.20	6.22 %
05-533-230	Life & Health Insurance - Water Oper	44,296.51	54,105.00	54,105.00	4,570.40	4,570.40	49,534.60	8.45 %
05-533-240	Worker's Compensation - Water Oper	7,570.00	9,746.00	9,746.00	6,304.58	6,304.58	3,441.42	64.69 %
05-533-310	Professional Services - Water Oper	28,291.81	20,000.00	20,000.00	1,715.00	1,715.00	18,285.00	8.58 %
05-533-311	Engineering Services - Water Oper	(1,558.00)	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00 %
05-533-312	Professional Services - Other - Water	3,952.02	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
05-533-313	Professional Services - Polk Regional	2,871.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
05-533-400	Travel and Training - Water Oper	872.95	500.00	500.00	0.00	0.00	500.00	0.00 %
05-533-410	Communication Services - Water Oper	4,160.22	3,500.00	3,500.00	407.91	407.91	3,092.09	11.65 %
05-533-420	Education Reimbursement - Water Oper	0.00	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
05-533-430	Utilities - Water Oper	1,266.22	0.00	0.00	122.81	122.81	(122.81)	0.00 %
05-533-431	Mt. Olive WTP - Utilities - Water Oper	3,191.68	6,900.00	6,900.00	327.10	327.10	6,572.90	4.74 %
05-533-432	Commonwealth WTP - Utilities - Water	1,501.25	4,620.00	4,620.00	20.80	20.80	4,599.20	0.45 %
05-533-433	V.Matt Williams WTP - Utilities - Water	12,853.99	12,000.00	12,000.00	1,039.13	1,039.13	10,960.87	8.66 %
05-533-460	Repairs and Maintenance - Water Oper	36,760.53	40,000.00	40,000.00	1,013.41	1,013.41	38,986.59	2.53 %
05-533-461	Mt. Olive WTP - Repairs and Maint - W	34,080.99	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
05-533-462	Commonwealth WTP - Repairs and Maint	0.00	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00 %
05-533-463	V.Matt Williams WTP - Repairs and Mai	0.00	8,000.00	8,000.00	200.00	200.00	7,800.00	2.50 %
05-533-464	Vehicle Fuel - Water Oper	10,665.49	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00 %
05-533-465	Vehicle Maintenance - Water Oper	13,133.97	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00 %
05-533-466	Public Works/Utilities Facility - Rep	4,265.01	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00 %
05-533-470	Printing and Reproduction - Water Oper	0.00	0.00	0.00	155.00	155.00	(155.00)	0.00 %
05-533-492	Recording & Other Fees - Water Oper	5,300.00	4,300.00	4,300.00	0.00	0.00	4,300.00	0.00 %
05-533-510	Office Supplies - Water Oper	252.66	1,000.00	1,000.00	9.64	9.64	990.36	0.96 %
05-533-520	Operating Supplies - Water Oper	24,075.89	15,000.00	15,000.00	2,427.08	2,427.08	12,572.92	16.18 %
05-533-524	Chemicals - Water Oper	3,233.99	9,000.00	9,000.00	381.00	381.00	8,619.00	4.23 %
05-533-526	Meter Supplies - New Installs - Water	56,117.68	90,000.00	90,000.00	9,921.48	9,921.48	80,078.52	11.02 %
05-533-527	Meter Supplies - Repairs & Maintenan	11,814.64	20,000.00	20,000.00	5,127.17	5,127.17	16,135.93	25.64 %
05-533-530	Road Materials & Supplies - Water Oper	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
05-533-540	Books, Pub., Sub., & Memberships - Wa	1,403.78	0.00	0.00	0.00	0.00	0.00	0.00 %
05-533-630	Improvements Other than Building - Wa	22,275.35	0.00	0.00	0.00	0.00	0.00	0.00 %
05-533-640	Machinery & Equipment - Water Oper	34,242.72	120,000.00	120,000.00	0.00	0.00	120,000.00	0.00 %
05-533-641	Mt. Olive WTP - Machinery & Equipment	0.00	150,000.00	150,000.00	20,000.00	20,000.00	25,066.00	13.33 %
05-533-642	Commonwealth WTP - Machinery & Equipm	0.00	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %

POLK CITY
OCTOBER 2019 MONTHLY FINANCIALS

Enterprise Fund Expenditures
8.33 % Yr Complete For Fiscal Year: 2020 / 10

G/L		2019	2020	2020	2020	2020	2020	PERCENTAGE
ACCOUNT	DESCRIPTION	ACTUALS	ADOPTED BUDGET	ADJ BUDGET	MTD EXPENSES	YTD EXPENSES	AVAIL BUDGET	REALIZED
05-533-643	V.Matt Williams WTP - Machinery & Equ	0.00	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
05-533-650	Construction In Progress - Water Oper	23,505.00	0.00	0.00	0.00	0.00	0.00	0.00 %
05-533-660	Other Capital Assets - Water Operatio	3,906.25	0.00	0.00	32,177.50	32,177.50	(32,177.50)	0.00 %
05-533-710	Principal - Water Oper	0.00	79,277.00	79,277.00	0.00	0.00	79,277.00	0.00 %
05-533-720	Interest - Water Oper	76,351.08	72,847.00	72,847.00	0.00	0.00	72,847.00	0.00 %
DEPARTMENT TOTAL		668,991.55	1,104,267.00	1,104,267.00	101,093.10	101,093.10	899,503.00	9.15 %
Sewer								
05-535-120	Regular Salary - Wages - Sewer Oper	102,906.89	130,319.00	130,319.00	7,397.75	7,397.75	122,921.25	5.68 %
05-535-140	Overtime - Sewer Oper	3,492.28	3,475.00	3,475.00	102.24	102.24	3,372.76	2.94 %
05-535-210	Fica Taxes - Sewer Oper	8,156.51	10,235.00	10,235.00	563.20	563.20	9,671.80	5.50 %
05-535-220	Retirement Contribution - Sewer Oper	9,269.89	11,332.00	11,332.00	635.27	635.27	10,696.73	5.61 %
05-535-230	Life & Health Insurance - Sewer Oper	23,930.52	30,744.00	30,744.00	2,625.32	2,625.32	28,118.68	8.54 %
05-535-240	Worker's Compensation - Sewer Ope	3,694.00	10,388.00	10,388.00	0.00	0.00	10,388.00	0.00 %
05-535-310	Professional Services - Sewer Oper	36,643.80	25,000.00	25,000.00	7,680.45	7,680.45	17,319.55	30.72 %
05-535-311	Engineering Services - Sewer Oper	(1,558.00)	20,000.00	20,000.00	6,061.25	6,061.25	13,938.75	30.31 %
05-535-312	Professional Services - Other - Sewer	4,566.06	14,000.00	14,000.00	50.00	50.00	13,950.00	0.36 %
05-535-400	Travel and Training - Sewer Oper	1,941.52	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
05-535-410	Communication Services - Sewer Oper	3,299.99	3,500.00	3,500.00	396.14	396.14	3,103.86	11.32 %
05-535-411	Cardinal Hill WWTP - Comm Srvcs - Sew	975.47	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
05-535-412	Mt. Olive WWTP - Comm Srvcs - Sewer O	2,376.00	2,500.00	2,500.00	437.95	437.95	2,062.05	17.52 %
05-535-430	Utilities - Sewer Oper	6,216.09	7,000.00	7,000.00	488.32	488.32	6,511.68	6.98 %
05-535-431	Cardinal Hill WWTP - Utilities - Sewe	18,679.65	21,000.00	21,000.00	1,456.90	1,456.90	19,543.10	6.94 %
05-535-432	Mt. Olive WWTP - Utilities - Sewer Op	7,476.06	11,000.00	11,000.00	762.50	762.50	10,237.50	6.93 %
05-535-460	Repairs and Maintenance - Sewer Oper	53,550.80	100,000.00	100,000.00	11,835.74	11,835.74	88,164.26	11.84 %
05-535-461	Cardinal Hill - Repairs and Maint - S	4,887.70	40,000.00	40,000.00	0.00	0.00	40,000.00	0.00 %
05-535-464	Vehicle Fuel - Sewer Oper	12,007.80	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00 %
05-535-465	Vehicle Maintenance - Sewer Oper	13,287.66	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00 %
05-535-466	Public Works/Utilities Facility - Rep	4,420.68	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00 %
05-535-470	Printing and Reproduction - Sewer Ope	0.00	60.00	60.00	0.00	0.00	60.00	0.00 %
05-535-490	Other Current Charges - Sewer Oper	168.22	0.00	0.00	0.00	0.00	0.00	0.00 %
05-535-492	Recording & Other Fees - Sewer Oper	125.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
05-535-493	Equipment Rental - Sewer Oper	0.00	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00 %
05-535-510	Office Supplies - Sewer Oper	262.98	1,000.00	1,000.00	9.65	9.65	990.35	0.97 %
05-535-520	Operating Supplies - Sewer Oper	11,207.82	8,000.00	8,000.00	359.40	359.40	7,640.60	4.49 %

POLK CITY
OCTOBER 2019 MONTHLY FINANCIALS

Enterprise Fund Expenditures
8.33 % Yr Complete For Fiscal Year: 2020 / 10

G/L ACCOUNT	DESCRIPTION	2019 ACTUALS	2020 ADOPTED BUDGET	2020 ADJ BUDGET	2020 MTD EXPENSES	2020 YTD EXPENSES	2020 AVAIL BUDGET	PERCENTAGE REALIZED
05-535-521	Cardinal Hill WWTP - Operating Suppli	27.34	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00 %
05-535-522	Cardinal Hill WWTP - Sludge Hauling	15,360.00	0.00	0.00	0.00	0.00	0.00	0.00 %
05-535-524	Chemicals - Sewer Oper	30,602.99	17,000.00	17,000.00	899.00	899.00	16,101.00	5.29 %
05-535-530	Road Materials & Supplies - Sewer Ope	27.74	0.00	0.00	0.00	0.00	0.00	0.00 %
05-535-540	Books, Pub., Sub., & Memberships - Se	418.27	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
05-535-630	Improvements Other than Building - Se	0.00	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00 %
05-535-640	Machinery & Equipment - Sewer Oper	37,497.61	80,000.00	80,000.00	0.00	0.00	80,000.00	0.00 %
05-535-641	Cardinal Hill - Mach & Equip - Sewer	34,355.00	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00 %
05-535-650	Construction In Progress - Sewer Oper	1,825,510.54	410,595.00	410,595.00	16,085.10	16,085.10	394,509.90	3.92 %
05-535-710	Principal - Sewer Oper	0.00	319,972.00	319,972.00	0.00	0.00	319,972.00	0.00 %
05-535-720	Interest - Sewer Oper	302,312.44	295,533.00	295,533.00	0.00	0.00	295,533.00	0.00 %
05-535-722	Interest - DEP Effluent Disposal Loan	4,626.30	0.00	0.00	0.00	0.00	0.00	0.00 %
DEPARTMENT TOTAL		2,582,723.62	1,688,153.00	1,688,153.00	57,846.18	57,846.18	1,630,306.82	3.43 %

EF Non-Departmental

05-590-310	Professional Services - Non-Dept	27,327.92	25,000.00	25,000.00	2,391.30	2,391.30	22,608.70	9.57 %
05-590-311	Engineering Services - Non-Dept	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
05-590-312	Professional Services - Other - Non-D	8,240.00	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00 %
05-590-315	Inmate Labor - EF Non - Dept	28,748.50	28,749.00	28,749.00	7,187.12	7,187.12	21,561.88	25.00 %
05-590-320	Accounting and Auditing - Non-Dept	30,497.31	17,000.00	17,000.00	1,324.08	1,324.08	15,675.92	7.79 %
05-590-440	Rentals and Leases - Non-Dept	4,609.06	0.00	0.00	160.85	160.85	(160.85)	0.00 %
05-590-450	Liability Insurance - Non-Dept	26,351.50	70,000.00	70,000.00	26,440.00	26,440.00	43,560.00	37.77 %
05-590-510	Office Supplies - Non-Departmental	840.65	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
05-590-520	Operating Supplies - Non-Dept	843.76	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
05-590-521	Emergencies & Contingencies - Operati	9,197.82	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
05-590-525	Uniforms - Non Dept	1,493.52	4,500.00	4,500.00	0.00	0.00	4,500.00	0.00 %
05-590-528	Postage - Non-Dept	64.32	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
05-590-540	Books, Pub., Sub., & Memberships -NON	0.00	0.00	0.00	1,152.00	1,152.00	(1,152.00)	0.00 %
05-590-720	Interest - Bond 2017 Issue	(44,749.17)	0.00	0.00	0.00	0.00	0.00	0.00 %
05-590-730	Other Debt Service Costs	64,104.94	0.00	0.00	0.00	0.00	0.00	0.00 %
05-590-920	Transfer to General Fund - Non-Dept	0.00	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00 %
05-590-930	Transfer to Water Impact Fee Reserves	0.00	162,471.00	162,471.00	0.00	0.00	162,471.00	0.00 %
05-590-941	Reserves - Emergencies & Contingencie	0.00	83,077.00	83,077.00	0.00	0.00	83,077.00	0.00 %
05-590-992	Unemployment Claims - Non-Dept	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
05-590-994	Bank Fees - Non-Dept	0.00	1,550.00	1,550.00	0.00	0.00	1,550.00	0.00 %

POLK CITY
 OCTOBER 2019 MONTHLY FINANCIALS

Enterprise Fund Expenditures
 8.33 % Yr Complete For Fiscal Year: 2020 / 10

G/L ACCOUNT	DESCRIPTION	2019 ACTUALS	2020 ADOPTED BUDGET	2020 ADJ BUDGET	2020 MTD EXPENSES	2020 YTD EXPENSES	2020 AVAIL BUDGET	PERCENTAGE REALIZED
05-590-996	Bad Debt - Non-Dept	(187.62)	0.00	0.00	0.00	0.00	0.00	0.00 %
05-590-999	Other - Non-Operating Charges - Non-D	401.92	0.00	0.00	79.25	79.25	(79.25)	0.00 %
DEPARTMENT TOTAL		157,784.43	464,347.00	464,347.00	38,734.60	38,734.60	425,612.40	8.34 %
Enterprise Fund Revenues Total		4,139,182.00	3,256,769.00	3,256,769.00	115,643.86	115,643.86	3,141,125.14	3.55%
Enterprise Fund Expenditures Total		-3,409,499.60	-3,256,769.00	-3,256,769.00	-196,262.85	-316,723.71	-3,193,663.39	9.73%
Total Revenue vs. Expenditures		729,682.40	0.00	0.00	-80,618.99	-201,079.85	-52,538.25	

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

STATISTICAL DATA

West **Division**

November 05, 2019

Northwest District

To: Patricia Jackson , City Manager
 From: Deputy Christina Poindexter #7376
 Subject: Statistical report for October, 2019.

ACTIVITY	
FELONY ARREST	5
AFFIDAVITS FELONY	0
MISDEMEANOR ARREST	4
AFFIDAVITS MISDEMEANOR	
OUT OF COUNTY/STATE WARRANT ARRESTS	0
PROCAP WARRANT ARREST	0
TOTAL ARRESTS	9
SEARCH WARRANTS	0
FIELD INTERROGATION REPORTS	1
TRAFFIC CITATIONS	5
INTELLIGENCE REPORTS	0
STOLEN PROPERTY RECOVERED	0
HRS. TRANSPORTING/ AGENCIES/DIVISIONS	0
OFFENSE REPORTS	43
NARCOTICS SEIZED	22 grams of marijuana
ASSETS SEIZED	0
PATROL NOTICES	0
FOXTROT REPORTS	12
TOW-AWAY NOTICES	0
COMMUNITY CONTACTS	2300
TRAFFIC STOPS	12

TOTAL DISPATCHED CALLS
FOR SERVICE

132

In October 2019, there were three (3) PROCAP captured crimes as compared to sixteen (16) in October 2018. In October 2019 there were two stolen vehicles reported. One reported stolen vehicle was an immediate family member and was arrested on scene. The second stolen vehicle was related to the conveyance burglaries in July 2019, where the victim's keys were stolen from the truck. There was one grand theft reported of a RV stolen from Storage King, the suspect utilized the victim's entry and exit code to obtain the RV, this case is still under a full investigation. These cases do not pose to be a trend and are not related at this time.

Case No	Inc From	Inc To	DOW	Location	Narrative	Det	PRINTS	VIDEO	CASE STATUS
VEHICLE THEFT									
PCSO-190046405	2019-10-03 / 1900hrs	2019-10-04 / 0600hrs	Fri	8762 HINSDALE HEIGHTS DR	unk susp removed the vic's white 2012 Ford F150 (FL 776QFI) from the resid / neighbor sent vic video of the veh leaving a round 0100 hours with another veh following closely behind / no known susps / Video was recovered of the truck leaving the neighborhood and being followed by a possible Kia Soul. The video was given PIO and posted on social media / Vehicle recovered in Lake County, I am waiting on the report.	Marcoux	no	yes	ongoing
PCSO-190050077	2019-10-22 / 2010hrs	2019-10-22 / 2110hrs	Tues	200 SUNSHINE BLVD	Known susp removed the victs 2005 black Ford Explorer bearing Florida tag#194QXX and a Motorola G7 smartphone which was recovered / Susp was recently released from LRMC recovering from a baker act, susp and veh were located at 5210 Hwy 33 Lot #38 10'15: Kayln Mixon WF 081203	patrol / Leon			
GRAND THEFT									
PCSO-190046774	2019-09-14 / 0800hrs	2019-10-06 / 2335hrs	Sun	330 COMMONWEALTH AVEN STORAGE KING USA	unk susp removed victs 2013 Coachmen Homes utility trailer bearing FL tag CGBF35 from the busn without permission	Frankowski			

Department of Law Enforcement																																	
Polk City - 2018 - 2019																																	
	January		February		March		April		May		June		July		August		September		October		November		December		YTD Totals		Monthly		YTD				
	2018	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018	2019	Change	2018	2019		
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	3	-300%	0.0	0.3
Burg. Business	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	2	2	0%	0.2	0.2			
Burg. Residence	2	2	1	2	0	0	0	0	8	1	0	0	0	0	0	0	0	2	6	0	1	0	2	0	15	7	-200%	1.5	0.7				
Burg. Structure	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	2	0	0	0	0	0	0	0	2	1	0%	0.2	0.1				
Burg. Conveyance	0	0	0	1	1	0	0	0	0	1	3	0	0	14	0	0	1	0	5	0	1	0	0	0	10	16	0%	1.0	1.6				
Vehicle Theft	1	0	0	0	1	2	0	0	0	1	0	0	0	0	0	0	0	0	1	2	0	0	0	0	3	5	200%	0.3	0.5				
Grand Theft	0	1	0	1	0	1	0	0	1	0	1	1	0	0	0	1	1	0	1	1	0	0	0	0	4	6	100%	0.4	0.6				
Petit Theft	0	0	0	0	0	0	0	0	0	0	2	0	0	1	0	0	1	0	1	0	0	0	0	0	4	1	0%	0.4	0.1				
Mail Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	1	0%	0.0	0.1				
Retail Theft	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0%	0.1	0.0				
Criminal Mischief	0	0	0	0	0	0	0	0	1	0	0	0	1	0	1	2	0	0	0	0	0	0	0	1	0	3	2	0%	0.3	0.2			
Totals	3	4	1	4	2	3	1	0	8	3	6	2	1	16	1	4	6	5	15	3	3	0	4	0	44	44	-40%	4.4	4.4				
% Change	33%	300%	50%	N/A	-63%	-67%	1500%	300%	-17%	-80%	N/A	N/A	0%																				
FIR's	0	0	0	3	0	1	3	0	0	4	2	4	0	6	0	2	8	0	1	1	1	0	0	0	0	0	0						

Public Works Report

October 2019

Public Works

Summary: Public Works maintained all Public facilities to include Library, City Hall, Freedom Park, Bronson Center, Old Public Works Facility, Courts, McManigle Park, Fishing Pier, New Public Work/Utility facilities, and Activity Center.

- Mowed and trimmed all City facilities
- Inspected Freedom Park, Recreation Courts, Fishing Pier, and McManigle Park,
- Activity Center – Set up and tear down of facility for Rental of Building, installed gutter.
- Bronson Center- Set up and tear down of facility for Rental of Building
- Monitored and serviced all storm drains throughout Polk City.
- Completed Work Orders-19 (Repairs and Maintenance of Equipment, Electrical, plumbing, Building Maintenance, Vehicle Maintenance, etc.)
- Installed new shelves at Library
- Had successful Safe Haven event.
- Removed dead trees from McManigle Park and fishing Pier.

November Objectives:

Continue maintaining the mowing and preventive maintenance of all City facilities, service equipment. Prepare for Christmas event. Work on Streetscape and Landscape at City Hall.

**City Commission Meeting
November 18, 2019**

AGENDA ITEM #1:

PUBLIC HEARING—Ordinance 2019-12 – Amend the Polk City Code of Ordinances and the Unified Land Development Code of Polk City, Florida, amending Article 3, Development Design and Improvement Standards, to add a new section 3.08.00, Water Conservation for Landscape Irrigation, Irrigation System Design and Installation Standards, and Efficient Plumbing Requirements; Second and Final Reading

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Ordinance 2019-12 is amending Article 3, Development Design and Improvement Standards, to add a new section 3.08.00, Water Conservation for Landscape Irrigation, Irrigation System Design and Installation Standards, and Efficient Plumbing Requirements.

ATTACHMENTS:

- Ordinance 2019-12
- Staff Overview Report

ANALYSIS:

This is a City-initiated text amendment to add procedures and standards for water conservation. This includes adding a new Section 3.08.00 to Article 3, development Design and Improvement Standards.

The new Section 3.08.00 addresses Water Conservation for Landscaping Irrigation, Irrigation System Design and Installation Standards, and Efficient Plumbing Requirements.

This process was recently implanted as part of the PUD granted to the property known as “The Landings at Mt. Olive.”

STAFF RECOMMENDATION:

Adopt Ordinance 2019-12 on Second and Final Reading

ORDINANCE 2019-12

AN ORDINANCE OF POLK CITY, FLORIDA; AMENDING THE POLK CITY CODE OF ORDINANCES AND THE UNIFIED LAND DEVELOPMENT CODE OF POLK CITY, FLORIDA; AMENDING ARTICLE 3, DEVELOPMENT DESIGN AND IMPROVEMENT STANDARDS, TO ADD A NEW SECTION 3.08.00, WATER CONSERVATION FOR LANDSCAPE IRRIGATION, IRRIGATION SYSTEM DESIGN AND INSTALLATION STANDARDS, AND EFFICIENT PLUMBING REQUIREMENTS; PROVIDING FOR APPLICABILITY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

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

SECTION 1. COMMISSION FINDINGS. In adopting this Ordinance and modifying the Polk City Code and the therein-incorporated Unified Land Development Code, the City Commission of Polk City, Florida, hereby makes the following findings:

(1) Section 163.3167(c), Florida Statutes, empowers the City to adopt land development regulations to guide the growth and development of the City.

(2) The City Commission recognizes the need for procedures and regulations for the review and consideration of conditional use permits within Polk City.

(3) The City Commission has determined that having the ability to issue conditional use permits will provide additional flexibility and enforceability for the City Commission in its review and implementation of its Unified Land Development Code.

(4) Pursuant to Section 166.041(c)2, Florida Statutes, the Planning Commission and the City Commission have held meetings and hearings to amend the Unified Land Development Code as presented in the attached exhibit, such exhibit attached as Exhibit "A" and made a part hereof.

(5) The meetings were advertised and held with due public notice, to obtain public comment; and having considered written and oral comments received during public hearings, find the changes necessary and appropriate to the needs of the City.

SECTION 2. CREATION OF SECTION 3.08.00, UNIFIED LAND DEVELOPMENT CODE, CONTAINED IN SECTION 78-1, POLK CITY CODE. Section 3.08.00, Unified Land Development Code, is hereby created to read as follows:

“Section 3.08.00 Water Conservation for Landscape Irrigation, Irrigation System Design and Installation Standards, and Efficient Plumbing Requirements

3.08.01 Intent and Purpose

It is the intent and purpose of this Section to implement uniform procedures that promote water conservation through more efficient landscape irrigation and the installation of more efficient plumbing fixtures.

3.08.02 Definitions

For the purposes of this Section, the following words, and terms shall have the meaning given herein:

- 1) Automatic irrigation system. An irrigation system designed to operate following a preset program entered into an automatic controller.
- 2) Distribution equipment. The water emitters on irrigation systems, including but not limited to sprinklers, rotors, spray heads and micro-irrigation devices.
- 3) ENERGY STAR® (“Energy Star”). For this Section, Energy Star is the joint program of the U.S. Environmental Protection Agency and the U.S. Department of Energy, which certifies products and practices that protect the environment and lead to money saving through energy and water conservation.
- 4) Florida Water Star® (“Florida Water Star”). A program for new residential and commercial construction that is intended to provide indoor and outdoor water efficient options and help prevent leaks.
- 5) Florida Water Star Inspector. A person who verifies Florida Water Star program criteria in accordance with program documents. Inspectors demonstrate sufficient knowledge to verify appropriate subcategories, such as: irrigation, landscape, and plumbing, and have passed the inspector exam and are current with their CEUs per the requirements of the Florida Water Star program. Inspectors are accredited parties who may inspect irrigation systems modified or installed by irrigation professionals.
- 6) Florida Water Star Irrigation and Landscape Accredited Professional. A landscape or irrigation professional who has successfully passed the Florida Water Star accredited professional

exams for landscaping and irrigation and is currently in good standing with the program.

- 7) Head to head coverage. The spacing of sprinkler heads so that each sprinkler throws water to the adjacent sprinkler.
- 8) High volume irrigation. An irrigation system with a minimum flow rate per emitter of more than 30 gallons per hour (“GPH”) or higher than 0.5 gallons per minute (“GPM”). High volume emitter flow rates are usually measured in GPM.
- 9) Irrigation professional. Any person installing or maintaining an irrigation system in Polk City for payment.
- 10) Irrigation design professional. An irrigation design professional shall include state-licensed plumbers operating within the limits of the Florida Building Code, professional engineers or landscape architects licensed by the State of Florida, Florida Water Star Irrigation and Landscape Accredited Professionals and irrigation designers certified by the Irrigation Association or the Florida Irrigation Society.
- 11) Irrigation system. A set of components that may include the water source, water distribution network, control components, and other general irrigation equipment which has been installed to provide irrigation.
- 12) Landscaped area. The entire parcel less the building footprint, driveways, hardscapes such as decks and patios, and other non-planted areas. Water features are included in the calculation of the landscaped area. Landscaped area includes Florida-Friendly landscaped areas.
- 13) Licensed Irrigation Professional. An irrigation specialty contractor who obtains the irrigation specialty license from the Florida Construction Industry Licensing Board and maintains continuing education requirements.
- 14) Low volume irrigation. Any emitter or sprinkler that applies less than 30 GPH or 0.5 GPM.
- 15) Matched precipitation. Irrigation in which all of the sprinklers in a particular zone apply similar amounts of water to a given area.

- 16) Micro-irrigation. The frequent application of small quantities of water directly on or below the soil surface or plant root zone, usually as discrete drops, tiny streams, or miniature sprays through emitters placed along the water delivery pipes. Micro-irrigation encompasses a number of methods or concepts, including drip, subsurface, bubbler and micro-spray irrigation, previously known as trickle irrigation. Micro-irrigation is typically a form of low volume irrigation.
- 17) Rotors. Sprinkler heads in lawn areas that provide water as they rotate through a set arc of operation.
- 18) Spray heads. Irrigation heads that pop up with water pressure and provide a continuous spray pattern throughout a given arc of operation.
- 19) Substantial modification. Any modification to existing irrigation systems such that 50 percent or more of the irrigation system (by area) is replaced or altered.
- 20) Temporary establishment irrigation. The temporary use of irrigation for the establishment of new vegetation that shall be removed once the plants are established or within two years, whichever occurs first.
- 21) WaterSense. A U.S. Environmental Protection Agency (EPA) program for the management of water supplies by working with manufacturers and retailers to establish efficient plumbing standards, guidelines and certifications.

3.08.03 Efficient Plumbing Requirements

All new residential, commercial and institutional construction contractors obtaining Polk City Building Permits, 60 days after the effective date of this Sections, shall incorporate WaterSense labeled plumbing fixtures, to consist at a minimum of all faucets, showerheads and toilets, and Energy Star labeled appliances, to consist at a minimum of all washing machines and dishwashing machines, into said construction. In applications where WaterSense plumbing fixtures and Energy Star appliances are not available, a written request for an exception must be submitted and approved by the city. For the exception to be approved, a best alternative water and/or energy conservative fixture and/or appliance must be identified in the submittal.

3.08.04 Florida Water Star Certification; Effect

Florida Water Star is a water conservation certification program for new and existing homes and commercial developments that meet specific water-efficiency criteria for indoor fixtures and appliances, landscape design and irrigation systems. Residential and commercial properties obtaining the Florida Water Star Certification will exceed the conservation requirements imposed by this Section. Upon receipt of certification from the Florida Water Star program that a residential or commercial property has obtained the Florida Water Star Certification, the City will not require submission of the Letter of Certification of the Design for an Irrigation System, or the Letter of Completion Certifying compliance with Design for Irrigation System.

3.08.05 Irrigation System Design and Installation Standards

- A. For all new commercial and institutional construction where a new landscape irrigation system will be installed, and for all significant (50% or greater) alteration or rehabilitation of an existing landscape irrigation system, the design and installation of said system, or of a portion of such system, shall be required to be installed or rehabilitated in a manner consistent with this section (“irrigation system standards”).

- B. All new residential irrigation system construction or significant (50% or greater) alteration or rehabilitation of a residential irrigation system shall be consistent with the irrigation systems standards and consistent with the following additional requirements:
 - 1) The maximum total irrigated area on residential lots, regardless of lot size, shall not exceed 0.5 acres. This provision does not apply to temporary irrigation such as portable hoses and sprinklers.

 - 2) High volume irrigation area shall not exceed 60 percent to the landscaped area. This standard is applicable on residential lots over 1/8 acre and commercial lots over 1/8 acre. This standard applies to common areas and open space in developments. This standard excludes vegetable gardens and fruit or nut trees on individual lots or community gardens.

 - 3) Narrow areas, four feet wide or less, shall not be irrigated unless correctly installed irrigation devices are used, as recommended by a licensed irrigation professional, which confine the spray pattern to the area in question.

 - 4) High volume irrigation shall not be used for trees, shrubs, or groundcover beds. Permanent micro-irrigation may be used in

these areas. The county encourages the use of temporary establishment irrigation.

- 5) Irrigation zones shall be divided according to vegetated groupings (e.g., turfgrass, shrubs, native plants, trees) and the water requirements of the plants. Turf grass and landscaped beds, such as trees, shrubs, and groundcover beds, shall not be irrigated in the same zone as each other.
- 6) Sprinkler head types, such as spray heads and rotors, shall not be mixed in the same zone.
- 7) Distribution equipment in a given zone shall have matched precipitation rates.
- 8) Rotors and spray sprinkler heads in turfgrass areas shall be spaced to provide head to head coverage.
- 9) A minimum separation of 24 inches shall be required between distribution equipment and buildings and other vertical structures, except fences.
- 10) A minimum separation of 24 inches shall be required between distribution equipment and buildings and other vertical structures, except fences.
- 11) Technology that inhibits or interrupts operation of the system during periods of sufficient moisture shall be required on all irrigation systems to avoid irrigation during periods of sufficient rainfall. Examples of such devices include soil moisture sensors, weather stations, and rainfall shut off devices. The technology shall override the irrigation cycle when adequate rainfall has occurred. Technology that depends on rainfall for bypassing irrigation shall be placed where it is exposed to unobstructed natural rainfall and in compliance with section 373.62, Fla.Stat., as amended.
- 12) Permanent irrigation systems shall be equipped with an automatic control system to provide the following minimum capabilities:
 - a. Ability to be programmed in minutes, by day of week, season and time of day;
 - b. Ability to accommodate multiple start times and programs;
 - c. Automatic shut off after adequate rainfall;
 - d. Ability to maintain time during power outages; and

- e. Operational flexibility to meet applicable year-round water conservation requirements.
- 13) Check valves which are capable of holding a minimum of a five-foot head shall be used in low-lying areas to prevent head drainage.
- 14) Irrigation system equipment shall be installed in accordance with manufacturer's specifications.
- 15) No direct spray shall be allowed onto walkways, buildings, roadways and drives.
- 16) Pipelines shall be designed to provide the system with the appropriate pressure required for maximum irrigation uniformity.
- 17) All sprinkler heads with spray nozzles (non-rotary) shall be pressure-regulated at the head or zone valve.
- 18) All irrigation system underground piping shall have minimum soil cover of six inches.
- C. All irrigation systems must be properly installed and maintained, and must operate technology such as rain and/or soil moisture sensors which inhibit or interrupt operation of the irrigation systems during periods of sufficient moisture.
- D. Nothing within this Section shall require the installation of an irrigation system. Requirements for installing irrigation systems are specified in other locations within Section 3.07.00 of the Land Development Code.
- E. All irrigation systems shall be designed by an irrigation design professional consistent with the irrigation systems standards and as set forth in this Section.
- F. A "Letter of Certification of the Design for an Irrigation System" by an irrigation design professional certifying the design is consistent with the requirements of this Section shall be required to obtain a building or irrigation permit before issuance of said permit.
- G. A "Letter of Completion Certifying Compliance with Design for Irrigation System" by an irrigation design professional or Florida Water Star inspector consistent with the design shall be required before issuance of a certificate of completion.

- H. Compliance with this Section shall not exempt an individual from any other local, state or federal requirements.

3.08.05 Maintenance of Irrigation Systems

- A. An irrigation professional responsible for installing or substantially modifying an irrigation system shall provide the property owner with a maintenance checklist affixed to or near the controller and accompanied by a recommended maintenance schedule, proper irrigation system settings according to season, recommendations for checking technology that inhibits or interrupts operation of the system during periods of sufficient moisture, filter cleaning recommendations, if applicable, and information on the current water restrictions.
- B. A property owner shall ensure that irrigation systems on their property are inspected at least annually for leaks, overspray, maladjusted heads, and heads that may be capped due to changes in the landscape, such as maturity or changes in plants. Technology that inhibits or interrupts operation of the system during periods of sufficient moisture may need to be replaced every few years and shall be correctly functioning to be in compliance with this article. Irrigation systems with known leaks shall not be operated until the leaks are repaired, except for testing purposes.
- C. Within 60 calendar days after installation, the property owner shall ensure that the irrigation controller is adjusted to operate according to normal, established landscape conditions or irrigation restrictions, if the irrigation system is installed as part of newly established landscaping.

3.08.06 Exemptions

The following are exempted from the provisions of this article, but should follow applicable Florida-Friendly Best Management Practices for Protection of Water Resources by the Green Industries:

- 1) Bona fide agricultural activities;
- 2) Vegetable gardens and fruit and nut trees;
- 3) Athletic fields;
- 4) Golf course play areas;
- 5) Cemeteries;
- 6) Nurseries; and
- 7) Temporary establishment irrigation (as defined in Section 3.09.02).

3.08.07 Alternative Compliance

- A. An applicant may submit a proposal that varies from the strict application of the requirements of this Section (also known as "alternative compliance") in order to accommodate unique site features or characteristics, utilize innovative design, prevent extraordinary hardship, or to promote the overriding public interest or general public welfare. Diminished value of property or inconvenience is not an extraordinary hardship.
- B. An applicant seeking authorization for alternative compliance shall have the burden of demonstrating to the City the reasons why the strict application of the requirements of this Section should not apply.
- C. Requests for alternative compliance shall be submitted as part of the irrigation system approval process.
- D. The City may approve an alternative compliance plan upon finding that the alternative compliance plan fulfills the purpose and intent of this Section at least as well as a plan that strictly adheres to the requirements of this Section.
- E. The City may require a site inspection and corresponding site inspection fee for systems which are installed according to a department-approved alternative compliance plan.

3.08.08 Enforcement

Violation of any provision of this article shall be subject to penalties as provided for by this Code or by local law and compliance with this article may be enforced by any remedy available to the City at law or equity.

SECTION 3. AMENDMENT TO ARTICLE 3, UNIFIED LAND DEVELOPMENT CODE, CONTAINED IN SECTION 78-1, POLK CITY CODE. Sections 3.08.00 through 3.11.00, Unified Land Development Code, shall be amended to be renumbered starting with Section 3.09.00 to accommodate for the new Section 3.08.00

SECTION 4. CODIFICATION OF ORDINANCE. This Ordinance shall be codified in the Code of Ordinances of Polk City, Florida, and incorporated into the Unified Land Development Code which is a part thereof. 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 5. SEVERABILITY. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by

any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

SECTION 6. CONFLICTING ORDINANCES AND RESOLUTIONS. All existing ordinances and resolutions of Polk City in conflict with this ordinance are repealed to the extent necessary to give this Ordinance full force and effect.

SECTION 7. EFFECTIVE DATE. This Ordinance shall become effective immediately upon its passage.

INTRODUCED AND PASSED on FIRST READING, this ___ day of _____, 2019.

POLK CITY, FLORIDA

Joe LaCascia, Mayor

ATTEST:

APPROVED AS TO FORM AND CORRECTNESS

Patricia Jackson, City Manager/Clerk

Thomas A. Cloud, City Attorney

PASSED AND DULY ADOPTED ON SECOND READING, with a quorum present and voting by the City Commission of Polk City, Florida meeting in Regular Session this ___ day of _____, 2019.

Joe LaCascia, Mayor

ATTEST:

Patricia Jackson, City Manager/City Clerk



**TEXT AMENDMENT
TO THE
POLK CITY UNIFIED LAND DEVELOPMENT CODE**

NOVEMBER 18, 2019

TO: POLK CITY COMMISSION

FROM: CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

SUBJECT: City-initiated text amendment to the Polk City Unified Land Development Code to add procedures and standards for water conservation. This includes adding a new Section 3.08.00 to Article 3, Development Design and Improvement Standards.

The new Section 3.08.00 addresses Water Conservation for Landscape Irrigation, Irrigation System Design and Installation Standards, and Efficient Plumbing Requirements.

AGENDA & HEARING DATES:

September 9, 2019 at 5:30 PM: Planning Commission Hearing

September 16, 2019 at 7:00 PM: City Commission (First Reading)

November 18, 2019: City Commission Meeting (Second Reading, Public Adoption Hearing)

PAST ACTIONS:

Polk City Planning Commission: On Monday, September 9, 2019, the Polk City Planning Commission held a public hearing to amend the Polk City Unified Land Development Code to include a new section addressing water conservation. **The Planning Commission voted to forward the proposed amendments to the City Commission with a recommendation of approval.**

MOTION OPTIONS:

Options for motions are listed below.

1. Move to approve Ordinance 2019-12 on Second Reading.
2. Move to approve with changes Ordinance 2019-12 on Second Reading.
3. Move to deny Ordinance 2019-12 on Second Reading.

OVERVIEW

The proposed text amendments to the Polk City Unified Land Development Code bring forward the water conservation tools consistent with the **Florida Water Star Program**. Please note the following regarding this program.

- The **Florida Water Star** is a water conservation certification program for new and existing homes and commercial developments. Standards and guidelines for water efficiency are included for:
 - Indoor fixtures and appliances
 - Landscape design
 - Irrigation systems
- The Florida Water Star program outlines standards for a broad range of homes — from a condominium with no yard to an older home on a half-acre lot with an aging irrigation system — and commercial properties and community developments.
- An independent inspector inspects each project prior to certification. An accredited professional may be used to design the landscape or irrigation system.
- The Florida Water Star Program was developed by the St. Johns River Water Management District in 2006 and became a statewide program in 2012. Most recently, Florida Water Star became part of the Florida Home Builders Association Certified Ratings Program and is now administered by Triconic LLC.
- Florida Water Star can be effectively integrated into projects along with other programs such as ENERGY STAR[®], the Florida Green Building Coalition's (FGBC) green standards, and the U.S. Green Building Council's (USGBC) LEED program. The Florida Water Star prescriptive approach can enhance projects by providing a suite of efficiency practices that focus on water use areas specific to Florida.
- For more information, please refer to the Florida Water Star website at www.floridawaterstar.com/

OVERVIEW OF PROPOSED AMENDMENTS:

An outline of the proposed amendments to the Polk City Unified Land Development Code is provided below. *The Ordinance provides the full text proposed.*

Article 3, New Section 3.08.00 – Water Conservation for Landscape Irrigation, Irrigation System Design and Installation Standards, and Efficient Plumbing Requirements

This new Section provides for the following subsections.

Section 3.08.01 *Intent and Purpose:* Implement procedures to promote water conservation through more efficient landscape irrigation and installation of more efficient plumbing fixtures.

Section 3.08.02: *Definitions:* This section provides for definition of the following terms.

- 1) Automatic irrigation system.
- 2) Distribution equipment.
- 3) ENERGY STAR® (“Energy Star”).
- 4) Florida Water Star® (“Florida Water Star”).
- 5) Florida Water Star Inspector.
- 6) Florida Water Star Irrigation and Landscape Accredited Professional.
- 7) Head to head coverage.
- 8) High volume irrigation.
- 9) Irrigation professional.
- 10) Irrigation design professional.
- 11) Irrigation system.
- 12) Landscaped area.
- 13) Licensed Irrigation Professional.
- 14) Low volume irrigation.
- 15) Matched precipitation.
- 16) Micro-irrigation.
- 17) Rotors.
- 18) Spray heads.
- 19) Substantial modification.
- 20) Temporary establishment irrigation.
- 21) WaterSense.

Section 3.08.03: *Efficient Plumbing Requirements:* This section provides requirements for all new residential, commercial and institutional construction.

Section 3.08.04: *Florida Water Star Certification; Effect:* This section provides information specific to the Florida Water Star certification.

Section 3.08.05: *Irrigation System Design and Installation Standards:* This section provides requirements for irrigation for commercial, institutional and residential construction.

Section 3.08.06: *Maintenance of Irrigation Systems:* This section provides addresses upkeep of irrigation systems.

Section 3.08.07: *Exemptions:* This section provides exemptions to Section 3.08.00.

Section 3.08.08: *Alternative Compliance:* This section provides information for alternative compliance methods.

Section 3.08.09: *Enforcement:* This section addresses penalties if there is a violation to these regulations.

**City Commission Meeting
November 18, 2019**

AGENDA ITEM #2: **PUBLIC HEARING – ORDINANCE 2018-13 – AN ORDINANCE OF POLK CITY, FLORIDA; AMENDING THE FINAL BUDGET; REALLOCATING AND REAPPROPRIATING MONIES WITHIN THE BUDGET FOR FISCAL YEAR 2018-2019; PROVIDING FOR ALL OTHER ITEMS IN THE BUDGET OF EXPENSES TO REMAIN UNCHANGED; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.
Second and Final Reading**

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Ordinance 2019-13 - Providing for the Amendment of the Final Budget for FY 2018-2019.

ATTACHMENTS:

Ordinance 2019-13 with exhibits

ANALYSIS:

Polk City is required to amend a budget if the expenditures exceed the amount that was budgeted in a fiscal year. During the Fiscal Year of 2018-2019, the Commission approved the S.R. 33 Sprayfield Relocation Project, which was not a budgeted item.

The total FY 2018-2019 budget will go from \$5,816,701 to \$7,652,288 (an increase of \$1,835,587).

STAFF RECOMMENDATION:

Approve Ordinance 2019-13 on Second and Final Reading.

ORDINANCE 2019-13

**AN ORDINANCE OF POLK CITY, FLORIDA;
AMENDING THE FINAL BUDGET; REALLOCATING
AND REAPPROPRIATING MONIES WITHIN THE
BUDGET FOR FISCAL YEAR 2018-2019;
PROVIDING FOR ALL OTHER ITEMS IN THE
BUDGET OF EXPENSES TO REMAIN
UNCHANGED; PROVIDING FOR SEVERABILITY;
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City Commission of Polk City did on **September 24, 2019** adopt a final budget for Polk City through and by Ordinance **2019-11**; and,

WHEREAS, Polk City Code of Ordinances (the "Code") sets the level of budgetary control at the fund level; and,

WHEREAS, in order to comply with the Code, it is necessary to amend the final budget for fiscal year 2018-2019;

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

SECTION 1. REAPPROPRIATED REVENUE; MODIFIED BUDGET.

The final budget for Polk City for the fiscal year 2018-2019 shall be set forth in the Budgeted Revenues and Expenditures, which is attached hereto and incorporated herein as "Exhibit A-1 and A-2", with any modifications adopted at the public hearing held on the **18th** day of **November, 2019** as shown by the changed figures for any such items changed. If there are no changes to the figures in the proposed columns, then the figures and the budget adopted for fiscal year 2018-2019 shall stand as the final budget for that fiscal year. The revenue received by the Polk City, Florida, from the sources of revenue identified in Exhibit A-1 and A-2 are not otherwise allocated or pledged are hereby re-appropriated and re-designated for the payment of general governmental expenditures and other municipal expenditures incident to the operation of the City in all governmental functions and capacities, as the same are designated, adjusted and set forth in the reallocation of funds for the fiscal year 2018-2109, attached as Exhibit A-1 and A-2.

SECTION 2. CONFLICTS. All other provisions of Ordinance No. 2019-11 and the 2018-2019 budget of expenses which are not in conflict with this or any part of the Ordinance shall remain unchanged and in full force and effect.

SECTION 3. SEVERABILITY. If any provision of this Ordinance or the application thereof is held invalid, such invalidity shall not affect the other provisions or applications of this Ordinance which can be given effect without the

invalid provisions or applications, and to this end, the provisions of this Ordinance are hereby declared severable.

SECTION 4. EFFECTIVE DATE. This Ordinance shall take effect immediately upon its adoption as a non-emergency ordinance in accordance with chapter 166, Florida Statutes.

INTRODUCED AND PASSED on first reading in regular session of the City Commission of Polk City this the ____ day of _____, 2019

ATTEST:

APPROVED:

Patricia R. Jackson, City Manager/Clerk

Joe LaCascia, Mayor

PASSED AND CERTIFIED AS TO PASSAGE on the second reading by the City Commission of the City of Polk City, Florida, at regular session this ____ day of _____, 2019

ATTEST:

APPROVED:

Patricia R. Jackson, City Manager/Clerk

Joe LaCascia, Mayor

APPROVED AS TO FORM & LEGALITY

Thomas A. Cloud, City Attorney

EXHIBIT "A-1"

FY 2019 Budget Summary

Funds	Original Total Budget	Change In Amount to Budget	Amended Budget Amount
General Fund	\$2,782,476.00	\$0.00	\$2,782,476.00
Enterprise Fund	\$3,034,225.00	\$1,835,587.00	\$4,869,812.00
Total	\$5,816,701.00	\$1,835,587.00	\$7,652,288.00

EXHIBIT "A-2"

**Polk City Budget Amendment FY 2018
Enterprise Fund**

Revenues:

_G.L. Account Number	Account Description	Original Budget	Chance In Amount	Amended Budget Amount
05-331-350	Sewer /Wastewater Grants	\$0.00	\$1,707,587.00	\$1,707,587.00
05-331-370	Small Community Wastewater Grant	\$0.00	\$128,000.00	\$128,000.00
Total		\$0.00	\$1,835,587.00	\$1,835,587.00

Expenditures

_G.L. Account Number	Account Description	Original Budget	Chance In Amount	Amended Budget Amount
05-535-650	Construction in Progress	\$0.00	\$1,835,587.00	\$1,835,587.00
Total		\$0.00	\$1,835,587.00	\$1,835,587.00

**City Commission Meeting
November 18, 2019**

AGENDA ITEM #3: **Resolution 2019-06 - A Resolution of the City Commission of Polk City, Florida, relating to transportation; supporting the Polk Vision Infrastructure Team's efforts to close sidewalk gaps across Polk County, with emphasis on gaps within one mile of public schools.**

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Resolution 2019-06 – This Resolution relates to transportation; supporting the Polk Vision Infrastructure Team's efforts to close sidewalk gaps across Polk County, with emphasis on gaps within one mile of public schools.

ATTACHMENTS:

Resolution 2019-06

ANALYSIS

The Polk Transportation Planning Organization (Polk TPO) has evaluated sidewalk needs for all of Polk County's public schools and identified 133 miles of major roads (collector and arterial roads) within one mile of a school that do not have sidewalks. The Polk TPO, in conjunction with Polk Vision, is seeking the support of Polk City, all the municipalities in Polk County, and Polk County, to close the sidewalk gaps within one mile of a public school. At their meeting on May 7, 2019, the Polk County Sidewalk Advisory Committee endorsed the resolution and recommends Polk City adopt the resolution.

STAFF RECOMMENDATION:

Move to **approve** Resolution 2019, or

Move for **continuation of this item** to a date and time certain

RESOLUTION 2019-06

A RESOLUTION OF THE CITY COMMISSION OF POLK CITY, FLORIDA; SUPPORTING CLOSURE OF SIDEWALK GAPS WITHIN ONE MILE OF PUBLIC SCHOOLS IN POLK COUNTY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, Polk Vision and the Polk Transportation Planning Organization (TPO) have a shared goal of reducing pedestrian injuries and fatalities in Polk County; and

WHEREAS, sidewalks are an important component of the collaborative strategies of Polk Vision and the TPO to encourage a multi-modal transportation system, establish pedestrian connections between developed areas, schools, and parks, and provide a healthy and safe environment; and

WHEREAS, Polk County's major road network of arterial and collector roadways includes State, County and City roads and is one of the largest in the State of Florida, consisting of over 1,000 miles of roads traversing all of Polk County's jurisdictions; and

WHEREAS, in 2019, Smart Growth America released a report entitled *Dangerous By Design*, listing the Lakeland-Winter Haven Metropolitan Area (which includes most of Polk County) as the fifth worst in the United States in terms of pedestrian safety; and

WHEREAS, approximately 60 percent of the major roads in Polk County currently do not have sidewalks on at least one side of the road; and

WHEREAS, on a typical school day, thousands of school children throughout the County are walking along portions of these major roads in order to get to and from school or a bus stop and many of these roads lack sidewalks; and

WHEREAS, Polk Vision's Infrastructure Team, in partnership with the Polk TPO, have evaluated 140 public schools in Polk County and identified 179 miles of major roads (collector and arterial) within one mile of a school that do not have sidewalks; and

WHEREAS, as part of this evaluation, the top 30 schools with the least amount of sidewalk coverage have been identified and a list of sidewalk needs for these schools has been developed; and

WHEREAS, Polk Vision is seeking to engage the County and cities of Polk County to make them aware of these efforts in order to improve pedestrian safety on Polk County's roads and in particular within one mile of public schools; and

WHEREAS, the Florida Department of Transportation (FDOT), Polk County Board of County Commissioners (County), and local municipalities have limited funding to address the substantial costs of retrofitting roads with sidewalks; and

WHEREAS, the continued development of residential and commercial areas without adequate sidewalks will only contribute to this growing problem; and

WHEREAS, sidewalks constructed in conjunction with new development will serve current and future travel needs and provide the opportunity to form an adequate sidewalk network.

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

SECTION 1. FINDINGS. The above recitals are hereby incorporated into this Resolution and are the factual basis for the passage of this Resolution.

SECTION 2. SUPPORT FOR SIDEWALK GAP CLOSURE. Based upon the above recitals and findings, the City Commission of Polk City ("Commission") hereby resolves to support in concept subject to development of fair, equitable, and lawful funding solutions the following:

1. The City supports Polk Vision, the Polk Vision Infrastructure Team, the Polk TPO, and other partners in reducing Polk County's pedestrian injuries and fatalities and closing the sidewalk gaps within one mile of public schools.

2. The City recognizes the importance of funding sidewalk improvement projects on the major roadway network, especially those sidewalk gaps identified by the Infrastructure Team within one mile of a public school in the City of Fort Meade.

3. Polk City will endeavor to include sidewalk requirements in conjunction with new development or redevelopment consistent with their land development regulations and state law.

SECTION 3. SEVERABILITY. If for any reason a provision of this Resolution or the application thereof to any person, group of persons, or circumstances is held invalid, the invalidity shall not affect other provisions or applications of the Resolution which can be given effect without the invalid provision or application, and to this end the provisions of the Resolution are severable.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon its passage.

INTRODUCED, PASSED AND DULY ADOPTED by the City Commission of Polk City, Florida, in Regular Session, this _____ day of _____, 2019.

POLK CITY, FLORIDA

Joe LaCascia, Mayor

ATTEST:

Patricia R. Jackson, City Manager/Clerk

APPROVED AS TO FORM AND CORRECTNESS:

Thomas A. Cloud, City Attorney

**City Commission Meeting
November 18, 2019**

AGENDA ITEM #4:

RESOLUTION 2019-07 - A RESOLUTION OF POLK CITY, FLORIDA, RELATING TO THE FLORIDA STATE REVOLVING FUND LOAN PROGRAM; MAKING FINDINGS; AUTHORIZING THE EXECUTION AND FILING OF A LOAN APPLICATION; APPROVING AND AUTHORIZING EXECUTION OF THE LOAN AGREEMENT; ESTABLISHING PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCES; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

This Resolution relates to the Florida State Revolving Fund Loan Program; authorizing the execution and filing of a loan application; approving and authorizing execution of the loan agreement.

ATTACHMENTS:

- Resolution 2019-07
- Legal Opinion from City Attorney Thomas Cloud

ANALYSIS:

This Resolution is related to The FDEP Reuse Project #WW531402 Relocation of the SR 33 Sprayfield. At the August 12, 2019 Special City Commission Meeting it was understood that Polk City would apply for additional funding in the amount of \$456,900 due to the various change orders. This item was approved.

STAFF RECOMMENDATION:

Staff recommends approval of Resolution 2019-07.

RESOLUTION 2019-07

A RESOLUTION OF POLK CITY, FLORIDA, RELATING TO THE FLORIDA STATE REVOLVING FUND LOAN PROGRAM; MAKING FINDINGS; AUTHORIZING THE EXECUTION AND FILING OF A LOAN APPLICATION; APPROVING AND AUTHORIZING EXECUTION OF THE LOAN AGREEMENT; ESTABLISHING PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCES; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

WHEREAS, Florida Statutes provide for loans to local government agencies to finance the construction of wastewater treatment facilities; and

WHEREAS, Florida Administrative Code rules require authorization to apply for loans, to establish pledged revenues, to designate an authorized representative; to provide assurances of compliance with loan program requirements; and to enter into a loan agreement; and

WHEREAS, the State Revolving Fund loan priority list designates Project No. WW531402 as eligible for available funding; and

WHEREAS, Polk City, Florida, intends to enter into a loan agreement with the Department of Environmental Protection under the State Revolving Fund for project financing.

WHEREAS, Polk City, Florida, previously approved Resolution 2017-08 (the "Original Loan Authorization Resolution") which, among other things, authorized the City to apply for a State Revolving Loan for the design of the project; and,

WHEREAS, Polk City, Florida, adopted Resolution 2018-02 authorizing execution of the loan agreement; and,

WHEREAS, the Florida Department of Environmental Protection has requested a minor amendment to Resolution 2018-02 to more accurately reflect the authorized loan amount specified in Section 5 thereof; and,

WHEREAS, Polk City by this Resolution will now adopt a substitute resolution for Resolution 2018-02.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF POLK CITY, FLORIDA, AS FOLLOWS:

SECTION 1. FINDINGS OF THE COMMISSION. The Commission hereby declares that the foregoing findings are true and correct, incorporated herein by reference, and made a part of this Resolution.

SECTION 2. APPROVAL AND AUTHORIZATION. The City Commission hereby approves the filing, execution, and prosecution of any and all documents necessary to apply for a loan with the State Revolving Fund program and Florida Department of Environmental Protection to finance the construction of the Project.

SECTION 3. PLEDGED REVENUES. The revenues pledged for the repayment of the loan are all water and sewer system revenues after payment of debt service on the City's Series 2017, Water and Sewer System Refunding Revenue Bonds. The pledged revenues do not include impact fees or capital charges, but include all other rates, fees, and charges of the Water and Sewer System.

SECTION 4. DESIGNATION AND DELEGATION OF POWERS TO CITY MANAGER. The City Commission hereby delegates authority and power to the City Manager to complete, file, execute, and prosecute any and all documents necessary to apply for a loan with the State Revolving Fund program and the Florida Department of Environmental Protection to prosecute the construction of the project. The City Manager is hereby designated as the authorized representative to provide the assurances and commitments required by the loan application, and delegated to take such actions as are necessary and appropriate to complete, file, and prosecute the loan application. The City Manager is hereby designated as the authorized representative to execute the loan agreement which will become a binding obligation in accordance with its terms when signed by both parties. The City Manager is authorized to represent the City in carrying out the City's responsibilities under the loan agreement. The City Manager is authorized to delegate responsibility to appropriate City staff to carry out technical, financial, and administrative activities associated with the loan agreement.

SECTION 5. CITY LEGAL AUTHORITY. The City's legal authority to borrow moneys to construct this Project, that is, \$786,030.00, is contained in Article VII, § 12 and Article VIII, § 2(b), Florida Constitution, and §§ 159.03, 166.121, and 180.08, Florida Statutes, and § C-13.D(6), Polk City Charter. The City proposes to borrow \$786,030 (excluding capitalized interest) from the State Revolving Fund for design and permitting of City wastewater facilities. This amount reflects the disburseable amount of the loan (\$2,102,190), less grant funding, to derive the disburseable loan amount.

SECTION 6. SEVERABILITY. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION 7. CONFLICTING RESOLUTIONS. All Resolutions and parts of Resolutions in conflict herewith are hereby repealed, including specifically Resolution No. 2018-02, which is hereby repealed and replaced by this Resolution.

SECTION 8. EFFECTIVE DATE. This Resolution shall become effective immediately upon its passage and adoption.

RESOLVED, PASSED, AND CERTIFIED AS TO PASSAGE THIS _____ day of November 2019.

POLK CITY, FLORIDA

Joe LaCascia, Mayor

ATTEST:

Patricia R. Jackson, City Manager/Clerk

APPROVED AS TO FORM AND LEGALITY:

Thomas A. Cloud, City Attorney

Thomas A. Cloud, Esquire

407-244-5624

THOMAS.CLOUD@GRAY-ROBINSON.COM

November 11, 2019

Ms. Angela Knecht
Program Administrator
State Revolving Fund Management
3900 Commonwealth Blvd., Mail Station 3505
Tallahassee, Florida 32399-3000

Re: Project Number WW531402
Project Name (Wastewater Facilities)

Dear Ms. Knecht:

I am the duly appointed City Attorney for Polk City, Florida. This letter opinion updates our October 17, 2018, opinion letter. The City proposes to borrow \$786,030 (excluding capitalized interest) from the State Revolving Fund for design and permitting of City wastewater facilities. This amount reflects the disburseable amount of the loan (\$2,102,190), less grant funding, to derive the disburseable loan amount. The loan will be secured by the net revenues of the City's water and sewer system and the pledged revenues are legally available to pledge. Polk City has the legal authority to increase rates to ensure repayment of the loan.

The pledge on revenues is subject to a prior lien with the following issues:

(1) Polk City, Florida, Water and Sewer System Revenue Bonds, Series 2017. Note that these bonds can be refunded and if the market rates are favorable a refunding may occur. Nonetheless, the terms and conditions are expected to be substantially the same.

The rates, charges and fees of the water and wastewater system are pledged for repayment.

Very truly yours,

Thomas A. Cloud, Esquire

GrayRobinson, P.A.

**City Commission Meeting
November 18, 2019**

AGENDA ITEM #5:

**Hydrangea Avenue North and South Street mill
and resurfacing**

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Hydrangea Avenue North and South Street mill and resurfacing.

ATTACHMENTS:

- City of Lake Alfred Blank Bid Advertisement
- Hydrangea Avenue Paving Site Plan
- Odom Contracting Proposal

ANALYSIS

Hydrangea Avenue North and South have shown evidence of aged asphalt cracking and separation which leads to many pothole repairs. Hydrangea Avenue South is a heavy traffic street as it is used for student car rider pick up daily. Resurfacing these streets will resolve the issue. Cost to Polk City - \$50,338.50.

STAFF RECOMMENDATION:

It is recommended that Polk City piggy back off an existing/ongoing bid contract with the City of Lake Alfred in which Odom Contracting was awarded as low bidder.

Polk City Utility Department



Memorandum

To: Patricia Jackson
From: Keith Prestage

SUBJECT: Hydrangea Ave North and South street mill and resurfacing.

Hydrangea Ave North and South has shown evidence of aged asphalt cracking and separation which leads to many pothole repairs. Hydrangea Ave South is a heavy traffic street as it is used for student car rider pick up daily. Resurfacing these streets will resolve the issue.

It is recommended that Polk City piggy back off an existing/ongoing bid contract with the City of Lake Alfred in which Odom Contracting was awarded as low bidder.

Cost to City \$50,338.50

Thank you

Keith Prestage
Public Works Director



155 E. Pomelo Street
Lake Alfred, FL 33850-2135

CITY OF LAKE ALFRED

Ph: (863) 298-5458
Fax: (863) 298-4440

November 27, 2018

BID ADVERTISEMENT

FOR
CITY OF LAKE ALFRED, FLORIDA
STREET RESURFACING

The City of Lake Alfred will receive sealed bids at Lake Alfred City Hall, 120 East Pomelo Street, Lake Alfred, Florida up until 2:00 p.m., Thursday, December 27, 2018 for the milling and/or resurfacing of streets located in the City limits of Lake Alfred. Specifications for street milling and or resurfacing are attached. All bids must be submitted in sealed envelopes, addressed to the Publics Works Department, City of Lake Alfred and plainly marked on the outside "***Sealed Bid – Street Resurfacing***".

Bid packages may be picked up Monday thru Friday from 8:00 a.m. – 4:00 p.m. at Lake Alfred City Hall, 120 E. Pomelo St., Lake Alfred, Florida or by calling (863) 298-5458.

It is the responsibility of the bidder to deliver their bid to Lake Alfred City Hall, 120 E. Pomelo St., Lake Alfred, Florida on or before the specified date and time.

Bidders are also required to submit a completed Non-Collusion Affidavit of Prime Bidder form and PUR 7068 form with the sealed bid. Project to be bonded.

Bidders will be required to submit a list of performance evaluations.

The City reserves the right to reject any and all bids, to waive informalities, to readvertise and to accept the bid in the best interest of the City, not necessarily the lowest bid.

For more information, please do not hesitate to contact John Deaton, Public Works Director at (863) 298-5458.

Sincerely,

A handwritten signature in black ink, appearing to be "John Deaton", written over a horizontal line.

John Deaton
Public Works Director



155 E. Pomelo Street
Lake Alfred, FL 33850-2135

CITY OF LAKE ALFRED

Ph: (863) 298-5458
Fax: (863) 298-4440

CITY OF LAKE ALFRED STREET RESURFACING SPECIFICATIONS EXHIBIT A

1. All pot holes shall be patched prior to the resurfacing.
2. Intersections when needed will be milled for a smooth transition when resurfacing.
3. Road ways without curbing will be edged and sweep before resurfacing.
4. Road ways with curbing will be cleaned and free of vegetation before milling and resurfacing.
5. Contractor will arrange work so it will not interfere with the normal flow of daily traffic.
6. Contractor will arrange work schedule to accommodate Schools and School Crossings at times they are in use.
7. Resurfacing will be done with minimum two (2) inch of type S-1 or better asphalt.
8. Roads to be milled will be done at a minimum of (1) one inch.
9. Where manholes are located in the paved area the new surfacing will be done to insure a smooth transition around such manhole.
10. Contractor will be responsible for all traffic control and detouring during construction.
11. The City will reserve the rights to use any or all milling removed from city streets.
12. Manhole ring and cover adjustments will be performed by contractor. Approved risers manufactured by East Jordan Ironworks.

PAVING LIST

#1 LAKE SWOOPE RD

#2 HAINES PORT DR

#3 EAST TANGERINE AVE

#4 EAST LEMON AVE

#5 EAST MIDMAY AVE

#6 EAST GRAPEFRUIT AVE

#7 EAST ORANGE AVE



Google Earth

feet
meters



Lake Swoope RD



Google Earth feet 500
meters 100

HAINES COURT DR



Google Earth



EAST TANGERINE AVE
EAST LEMON AVE
EAST MIDWAY AVE
EAST GRAPEFRUIT AVE

SEALED BID REQUEST CITY OF LAKE ALFRED

PRICE TOTAL: \$ _____

NAME OF BIDDER: _____

ADDRESS: _____

PHONE: _____

FAX: _____

SIGNATURE: _____

TITLE: _____

DATE: _____

NONCOLLUSION AFFIDAVIT OF PRIME BIDDER

State of _____)

SS.

County of _____)

_____, being first duly sworn, deposes and says that:

Name

(1) He/She is _____ of, _____
Title Company
the Bidder that has submitted the attached bid;

2. He/She is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;
3. Such Bid is genuine and is not a collusive or sham Bid;
4. Neither the said Bidder nor any of his/her officers, partners, owners, agents, representatives employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the contract for which the attached Bid has been submitted or has refrained from bidding in connection with such contract; nor in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, nor has fixed any overhead, profit or cost element of the Bid price, or the Bid price of any other Bidder; nor has secured through any collusion, conspiracy, connivance or unlawful agreement, any advantage against the City of Lake Alfred, Florida or any person interested in the proposed Contract; and
5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its' agents, representatives, owners, employees, or parties in interest, including this affiance.

Subscribed and sworn to before me
This _____ day of _____, 20____.

(Signed) _____
Name

Signature

Title

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A
NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to _____;
[Print name of the public entity]

By: _____
[Print individual's name and title]

For: _____
[Print name of entity submitting sworn statement]

Whose business address is

and (if applicable) its Federal Employer Identification Number (FEIN) is _____.

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)9a), Florida Statutes, means:
 1. A predecessor or successor of a person convicted of a public entity crime; or
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. [Indicate which statement applies.]

_____ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. [Attach a copy of the final order]

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

[Signature]

Sworn to and subscribed before me this _____ day of _____, 20____.

Personally known _____.

Or Produced identification _____.

(Type of Identification)

Notary Public – State of _____.

My commission expires _____.

(Printed typed or stamped commissioned name
of notary public)

SEALED BID REQUEST CITY OF LAKE ALFRED

JD
152.306.45

PRICE TOTAL:

\$ 152,806.45

NAME OF BIDDER:

ODOM CONTRACTING LLC

ADDRESS:

P. O. BOX 92019

LAKELAND, FL 33804

PHONE:

863-670-7852

FAX:

863-337-5402

SIGNATURE:



TITLE:

MGR

DATE:

12/26/18

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A
NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to City of LAKE ACRE
[Print name of the public entity]

By: KEVIN S. ODOM MGR
[Print individual's name and title]

For: ODOM CONTRACTING, LLC
[Print name of entity submitting sworn statement]

Whose business address is

P.O. Box 92019
LAKELAND FL 33804

and (if applicable) its Federal Employer Identification Number (FEIN) is 20-8454652

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn
statement: _____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(9a), Florida Statutes, means:
 1. A predecessor or successor of a person convicted of a public entity crime; or
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. [Indicate which statement applies.]

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. [Attach a copy of the final order]

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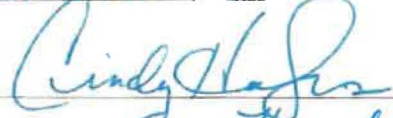


[Signature]

Sworn to and subscribed before me this 27th day of December, 2018.

Personally known
Or Produced identification FL Dr. License

(Type of Identification)



Notary Public - State of Florida
My commission expires 6/17/19

(Printed typed or stamped commissioned name of notary public)



NONCOLLUSION AFFIDAVIT OF PRIME BIDDER

State of FLORIDA)

SS.

County of POLK)

KEVIN ODOM , being first duly sworn, deposes and says that:
Name

(1) He/She is MAN of ODOM CONTRACTING, LLC
Title Company
the Bidder that has submitted the attached bid;

2. He/She is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;
3. Such Bid is genuine and is not a collusive or sham Bid;
4. Neither the said Bidder nor any of his/her officers, partners, owners, agents, representatives employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the contract for which the attached Bid has been submitted or has refrained from bidding in connection with such contract; nor in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, nor has fixed any overhead, profit or cost element of the Bid price, or the Bid price of any other Bidder; nor has secured through any collusion, conspiracy, connivance or unlawful agreement, any advantage against the City of Lake Alfred, Florida or any person interested in the proposed Contract; and
5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its' agents, representatives, owners, employees, or parties in interest, including this affiance.

Subscribed and sworn to before me
This 27th day of Dec, 2018.

(Signed) _____
Name

Cindy Hodges
Signature

MAN
Title





AIA[®]

Document A310™ – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Kevin J. Odom Contracting, LLC
4825 E Carroll Rd.
Lakeland, FL 33801

SURETY:

(Name, legal status and principal place of business)

Developers Surety & Indemnity Company
PO Box 19725
Irvine, CA 92623

OWNER:

(Name, legal status and address)

City of Lake Alfred
120 E. Pomejo St.
Lake Alfred, FL 33850

BOND AMOUNT: \$

PROJECT:

(Name, location or address, and Project number, if any)

Uninterruptible Power Supply (UPS)
Street Resurfacing
Lake Alfred, FL

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Int.

AIA Document A310™ – 2010. Copyright © 1963, 1970 and 2010 by The American Institute of Architects. All rights reserved. **WARNING:** This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law. This document was produced by AIA software at 14:55:14 on 01/10/2013 under Order No.6871476021_1 which expires on 12/27/2013, and is not for resale.
User Notes:

(1177639241)

Signed and sealed this 27 day of December, 2018

Odom Contracting, LLC

(Contractor as Principal)

(Seal)

Kevin J. Odom

(Title) President

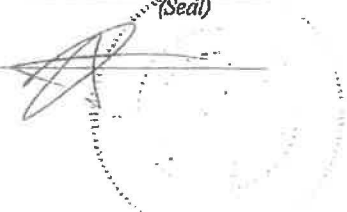
Developers Surety & Indemnity Company

(Surety)

(Seal)

Jeremy Toton

(Title) Attorney-in-Fact



(Witness)

(Witness)

Init.



KEVIN J. ODOM

P.O. Box 92019
Lakeland, FL 33804-2019
CUC 1224368 Class V

Office: (863) 337-6499
Cell: (863) 670-7852
Fax: (863) 337-5402

CUSTOMER
KEVIN ODOM

QUOTE NO.
18-242

QUOTE DATE:
12/20/2018

ADDRESS
CITY OF LAKE ALFRED

CITY/STATE/ZIP
LAKE ALFRED FL 33850

PHONE

E-MAIL

SALESPERSON
MARK GRANGER
(863)528-4679

PROJECT
CITY OF LAKE ALFRED-
OVERLAY STREETS

PREPARED BY:
BRANDY BOWLIN

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
		MOBILIZATION		\$7,000.00
		LAKE SWOOPE ROAD		
4800	SQ YDS	2" TYPE 12.5 SP ASPHALT	\$8.34	\$40,032.00
2130	LF	MILL NEXT TO CURB	\$0.75	\$1,597.50
2160	LF	D-YELLOW LINE	\$1.25	\$2,700.00
		HAINES PORT DRIVE		
2815	SQ YDS	2" TYPE 12.5 SP ASPHALT	\$8.34	\$23,647.30
1125	LF	BUMP MILL BESIDE CURB	\$0.75	\$843.75
		EAST TANGERINE AVE		
1833	SQ YDS	2" TYPE 12.5 SP ASPHALT	\$8.34	\$15,287.22
		EAST LEMON AVE		
1833	SQ YDS	2" TYPE 12.5 SP ASPHALT	\$8.34	\$15,287.22
2	EA	STOP BAR	\$125.00	\$250.00
		EAST MIDMAY AVE		
1833	SQ YDS	2" TYPE 12.5 SP ASPHALT	\$8.34	\$15,287.22
2	EA	STOP BAR	\$125.00	\$250.00
		EAST GRAPE FRUIT AVE		
1833	SQ YDS	2" TYPE 12.5 SP ASPHALT	\$8.34	\$15,287.22
2	EA	STOP BAR	\$125.00	\$250.00
		EAST ORANGE AVE		
1833	SQ YDS	2" TYPE 12.5 SP ASPHALT	\$8.34	\$15,287.22
		QUOTE TOTAL		\$146,806.45

\$152,806.45

NOTES: NOT INCLUDED IN BID

ACCEPTANCE OF PROPOSAL: THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE HEREBY ACCEPTED. All material is guaranteed to be as specified. All work completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. In the event of default in payment, _____ agrees to pay all costs of collection, including a reasonable attorney's fee, whether or not litigation is involved, plus late charges on all

ACCEPTED:

SIGNATURE:

DATE:

**City of Lake Alfred, Florida
2019 Street Resurfacing**

**Bid Opening
December 27, 2018 @ 2 pm
City Hall**

Sealed bids were publicly opened on December 27, 2018 at 2:00 pm in the Lake Alfred City Hall at 120 E. Pomelo Street, Lake Alfred, FL 33850.

Staff City of Lake Alfred: Public Works Director John Deaton and Deputy City Clerk Mamie Drane
The following companies submitted bids as indicated below listed alphabetically.

- | | |
|---|---------------------|
| 1. Hubbard Construction
1936 Lee Road, Suite 300
Winter Park, FL 32789 | \$247,995.00 |
| 2. Odom Contracting
PO Box 92019
Lakeland, FL 33804 | \$152,806.45 |
| 3. Preferred Materials Inc.
1806 33 rd Street, Suite 150
Orlando, FL 32839 | \$195,000.00 |
| 4. Tucker Paving
3545 Lake Alfred Road
Winter Haven, FL 33881 | \$229,413.00 |

4 Bids Submitted

Sincerely,



Mamie Drane
Deputy City Clerk

Hydrangea Ave Paving

Legend
● Street Resurface



Google Earth

300 ft



P.O. BOX 92019
LAKELAND, FL. 33804
863-337-6499 Office
863-337-5402 Fax

CITY OF POLK CITY
123 BROADWAY BLVD. SE
POLK CITY, FL 33868
PH: FAX:
EM: keith.prestage@mypolkcity.org

DATE: 10/21/19

PROPOSAL

ATTN: KEITH PRESTAGE

RE: HYDRANGEA AVE

<u>DESCRIPTION</u>	<u>QTY</u>	<u>UNIT</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
OVERLAY EXISTING STREET				
MOBILIZATION	1	LS		
MILL OUT 1" OF EXISTING ASPHALT & HAUL OFF (TO CITY YARD)	1	LS		
OVERLAY WITH 1 1/4" TYPE 9.5 ASPHALT	2945	YDS		
MOT TRAFFIC CONTROL	1	LS		
TOTAL OVERLAY EXISTING STREET				<u><u>\$50,338.50</u></u>
TOTAL PROJECT				<u><u>\$50,338.50</u></u>

NOTES & CONDITIONS:

1. PER DRAWINGS DESIGN & PERMITTING BY OTHERS.
2. SPECIFICALLY EXCLUDED IS THE HANDLING OR REMOVAL OF ANY HAZARDOUS MATERIAL OR UNSUITABLE MATERIALS FOUND ON THIS SITE.
3. SLEEVES IF REQUIRED NOT INCLUDED IN THIS PRICE.
4. OWNER TO FURNISH ALL PERMITS, APPROVED PLANS, CONSTRUCTION EASEMENTS AND MAINTENANCE BONDS.
5. THIS PROPOSAL MAY BE WITHDRAWN IF NOT ACCEPTED WITHIN 30 CALENDAR DAYS.
6. DEMOLITION PRICES ARE BASED ON A ROUGH ESTIMATE OF PIPE FOOTAGE QUANTITY.
7. WATER FOR TESTING BY OTHERS.

EXCLUSIONS:

LAY OUT, SOIL TESTING, DEWATERING, CONFLICTS, ASBUILTS, E.P.A. POLLUTION PLAN, RELOCATING EXISTING UTILITIES, IRRIGATION, METERS & METER BOXES FOR POTABLE WATER, REMOVAL OR REPLACEMENT OF TREES AND LANDSCAPING (INCLUDING SOD, SEED, MULCH), REPAIR OF ROAD, M.O.T., ROOF DRAIN TIE-INS, POLE HOLDING, ELECTRIC FROM PANEL BOX TO POWER SOURCE.

KEVIN ODOM

KEITH PRESTAGE

ODOM CONTRACTING LLC

CITY OF POLK CITY

**City Commission Meeting
November 18, 2019**

AGENDA ITEM #6:

Bronson Center Parking Lot Paving

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Bronson Center Parking Lot Paving

ATTACHMENTS:

- City of Lake Alfred Contract
- Odom Contracting/City of Lake Alfred Change Order #2
- Bronson Center Parking Lot Site Plan
- Plan Sheet
- Odom Contracting Proposal

ANALYSIS

The Bronson Center parking lot is unpaved on one side. As a result, it is unstable during the rainy season, and causing parking conflicts. Also, during disaster relief, this area is used for parking of semi-truck trailers transporting water and other disaster relief items. Paving the lot will rectify all of these concerns. Cost to Polk City - \$96,398.40.

STAFF RECOMMENDATION:

It is recommended that Polk City piggy back off an existing/ongoing bid contract with the City of Lake Alfred in which Odom Contracting was awarded as low bidder. Using Change Order #2 (*Overlay Existing parking lot and add new parking lot*).

Polk City Public Works Department



Memorandum

To: Patricia Jackson

From: Keith Prestage

SUBJECT: *Bronson Community Center Parking Lot Paving Project*

It is the recommendation of the Public Works Department that the Polk City pave the parking lot of the Bronson Center by using a piggy back off an existing/ongoing bid contract with the City of Lake Alfred in which Odom Contracting was awarded as low bidder. Using Change Order #2 (*Overlay Existing parking lot and Add New Parking Lot*)

Cost \$96,398.40

Public Work Director
Keith Prestage



155 E. Pomelo Street
Lake Alfred, FL 33850-2135

CITY OF LAKE ALFRED

Ph: (863) 298-5458
Fax: (863) 298-4440

November 27, 2018

BID ADVERTISEMENT

FOR
CITY OF LAKE ALFRED, FLORIDA
STREET RESURFACING

The City of Lake Alfred will receive sealed bids at Lake Alfred City Hall, 120 East Pomelo Street, Lake Alfred, Florida up until 2:00 p.m., Thursday, December 27, 2018 for the milling and/or resurfacing of streets located in the City limits of Lake Alfred. Specifications for street milling and or resurfacing are attached. All bids must be submitted in sealed envelopes, addressed to the City Clerks Office, City of Lake Alfred and plainly marked on the outside "***Sealed Bid – Street Resurfacing***".

Bid packages may be picked up Monday thru Friday from 8:00 a.m. – 4:00 p.m. at Lake Alfred City Hall, 120 E. Pomelo St., Lake Alfred, Florida or by calling (863) 298-5458.

It is the responsibility of the bidder to deliver their bid to Lake Alfred City Hall, 120 E. Pomelo St., Lake Alfred, Florida on or before the specified date and time.

Bidders are also required to submit a completed Non-Collusion Affidavit of Prime Bidder form and PUR 7068 form with the sealed bid. Project to be bonded.

Bidders will be required to submit a list of performance evaluations.

The City reserves the right to reject any and all bids, to waive informalities, to readvertise and to accept the bid in the best interest of the City, not necessarily the lowest bid.

For more information, please do not hesitate to contact John Deaton, Public Works Director at (863) 298-5458.

Sincerely,

John Deaton
Public Works Director



155 E. Pomelo Street
Lake Alfred, FL 33850-2135

CITY OF LAKE ALFRED

Ph: (863) 298-5458
Fax: (863) 298-4440

CITY OF LAKE ALFRED STREET RESURFACING SPECIFICATIONS EXHIBIT A

1. All pot holes shall be patched prior to the resurfacing.
2. Intersections when needed will be milled for a smooth transition when resurfacing.
3. Road ways without curbing will be edged and sweep before resurfacing.
4. Road ways with curbing will be cleaned and free of vegetation before milling and resurfacing.
5. Contractor will arrange work so it will not interfere with the normal flow of daily traffic.
6. Contractor will arrange work schedule to accommodate Schools and School Crossings at times they are in use.
7. Resurfacing will be done with minimum two (2) inch of type S-1 or better asphalt.
8. Roads to be milled will be done at a minimum of (1) one inch.
9. Where manholes are located in the paved area the new surfacing will be done to insure a smooth transition around such manhole.
10. Contractor will be responsible for all traffic control and detouring during construction.
11. The City will reserve the rights to use any or all milling removed from city streets.
12. Manhole ring and cover adjustments will be performed by contractor. Approved risers manufactured by East Jordan Ironworks.



KEVIN J. ODOM

P.O. Box 92019
Lakeland, FL 33804-2019
CUC 1224368 Class V

Office: (863) 337-6499
Cell: (863) 670-7852
Fax: (863) 337-5402

CUSTOMER
KEVIN ODOM

QUOTE NO.
18-242

QUOTE DATE:
12/20/2018

ADDRESS
CITY OF LAKE ALFRED

CITY/STATE/ZIP
LAKE ALFRED FL 33850

PHONE

E-MAIL

SALESPERSON
MARK GRANGER
(863) 528-4679

PROJECT
CITY OF LAKE ALFRED-
OVERLAY STREETS

PREPARED BY:
BRANDY BOWLIN

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
		MOBILIZATION		\$2,000.00
				\$ 7,000
		LAKE SWOOPE ROAD		
4800	SQ YDS	2" TYPE 12.5 SP ASPHALT	\$8.34	\$40,032.00
2130	LF	MILL NEXT TO CURB	\$0.75	\$1,597.50
2150	LF	D- YELLOW LINE	\$1.25	\$2,700.00
		HAINES PORT DRIVE		
2815	SQ YDS	2" TYPE 12.5 SP ASPHALT	\$8.34	\$23,447.10
2125	LF	BUMP MILL BESIDE CURB	\$0.75	\$843.75
		EAST TANGERINE AVE		
1833	SQ YDS	2" TYPE 12.5 SP ASPHALT	\$8.34	\$15,287.22
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		EAST ORANGE AVE		
1833	SQ YDS	2" TYPE 12.5 SP ASPHALT	\$8.34	\$15,287.22
		QUOTE TOTAL		\$148,806.45

\$ 152,806.45

NOTES: NOT INCLUDED IN BID

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ACCEPTED:

SIGNATURE:

DATE:

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2019 Street Resurfacing**

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December 27, 2018 @ 2 pm
City Hall**

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| 2. Odom Contracting
PO Box 92019
Lakeland, FL 33804 | \$152,806.45 |
| 3. Preferred Materials Inc.
1806 33 rd Street, Suite 150
Orlando, FL 32839 | \$195,000.00 |
| 4. Tucker Paving
3545 Lake Alfred Road
Winter Haven, FL 33881 | \$229,413.00 |

4 Bids Submitted

Sincerely,



Mamie Drane
Deputy City Clerk



Change Order

Date: 2/14/19

Owner: LAKE ALFRED

Contractor: ODOM CONTRACTING

Project name: STREET RESURFACING

Change order number: #2

Original contract date: 1/8/19

You are directed to make the following changes in this contract:

OVERLAY EXISTING PARKING LOT & ADD NEW PARKING LOT

The original contract sum was:	\$ <u>152,306.45</u>
Net amount of previous change orders:	<u>65,574.97</u>
Total original contract amount plus or minus net change orders:	<u>217,881.42</u>
Total amount of this change order:	<u>42,518.10</u>
The new contract amount including this change order will be:	<u>260,399.52</u>
The contract time will be changed by the following number of days:	<u>(0) Days</u>
The date of completion as of the date of this change order is:	

Contractor:

ODOM CONTRACTING
Company name

PO BOX 92019
Address

LAKE LAND FL 33804
City, State, Zip

2/14/19
Date

[Signature]
Signature

Owner:

CITY OF LAKE ALFRED
Name

120 EAST POMERO ST
Address

LAKE ALFRED FL 33850
City, State, Zip

2/14/19
Date

[Signature]
Signature



P.O. BOX 92019
LAKELAND, FL. 33804
863-967-5314 Office
863-967-5414 Fax

CITY OF LAKE ALFRED
LAKE ALFRED, FL
PH: 289-5458
EM: jdeaton@mylakealfred.com

DATE: 02/14/19

ATTN: JOHN DEATON

RE: OVERLAY EXISTING PARKING LOT & NEW PARKING LOT, CITY OF LAKE ALFRED

<u>DESCRIPTION</u>	<u>QTY</u>	<u>UNIT</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
MISCELLANEOUS MOBILIZATION	1	LS		
TOTAL MISCELLANEOUS				\$1,200.00
OVERLAY EXISTING PARKING LOT 1-1/2 TYPE 95 SP ASPHALT TACK COAT STRIPING LINE	1120	SQYD		
TOTAL OVERLAY EXISTING PARKING LOT				\$19,552.10
NEW PARKING LOT 2" TYPE 12.5 SP ASPHALT 3" BLACK BASE 5" SUBGRADE	305	SQYD		
TOTAL NEW PARKING LOT				\$23,766.00
TOTAL PROJECT				\$44,518.10

42,518.10

NOTES: NOT INCLUDED IN BID

ACCEPTANCE OF PROPOSAL: THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE HEREBY ACCEPTED. ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED. ALL WORK COMPLETED IN A WORKMANLIKE MANNER ACCORDING TO STANDARD PRACTICES. ANY ALTERATION OR DEVIATION FROM ABOVE SPECIFICATIONS INVOLVING EXTRA COST, WILL BE EXECUTED ONLY UPON WRITTEN ORDERS, AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE ESTIMATE. ALL AGREEMENTS CONTINGENT UPON STRIKES, ACCIDENTS OR DELAYS BEYOND OUR CONTROL. IN THE EVENT OF DEFAULT IN PAYMENT, CITY OF LAKE ALFRED AGGRESS TO PAY ALL COSTS OF COLLECTION, INCLUDING A REASONABLE ATTORNEY'S FEE, WHETHER OR NOT LITIGATION IS INVOLVED, PLUS LATE CHARGES ON ALL AMOUNT PAID AT A RATE OF 1.5% PER MONTH.

KEVIN ODOM

JOHN DEATON

ODOM CONTRACTING LLC

CITY OF LAKE ALFRED

Odom Contracting LLC

P. O. Box 92019
Lakeland, FL 33804

Invoice

Date	Invoice #
8/5/2019	TS1902

Bill To
City of Lake Alfred 155 E. Pomelo St. Lake Alfred, FL 33850

P.O. No.	Terms	Project
	Net 30	Third St. Park - Sidewalk

Quantity	Description	Rate	Amount
	Current payment due for Third St. Park - Sidewalk		
1	Mobilization	250.00	250.00
1	4" Thick Sidewalk	4,387.50	4,387.50
ENTERED			
Vendor #: <u>3761</u> Revised by: _____ Recalculation: <u>JS</u> Invoice Approval: _____ G/L Verified: <u>X</u> G/L Acct #: <u>001-547-1-453-000</u> G/L Acct #: _____			
Total			\$4,637.50

Bronson Center Parking Lot

Paving Project

- Legend**
- 124 E Palmetto Ln (Bronson Tr)
 - Asphalt
 - Concrete Sidewalk
 - Edge of Pavement
 - Handicap Parking

124 E Palmetto Ln (Bronson Tr)



Google Earth

© 2018 Google

70 ft



DESIGNED & APPROVED BY: ORN

REVISIONS



DAVID NORRIS ENGINEERING
CERTIFICATE OF PROFESSIONAL ENGINEER: 6222
CONCRETE, PLUMBING, MECHANICAL, ELECTRICAL & MECHANICAL
112 COLUMBIA ST.
WINTER HAVEN, FLORIDA 33880
OFFICE: 888-333-7000 FAX: (888) 333-4000
E-MAIL: 888@DAVIDNORRIS.COM



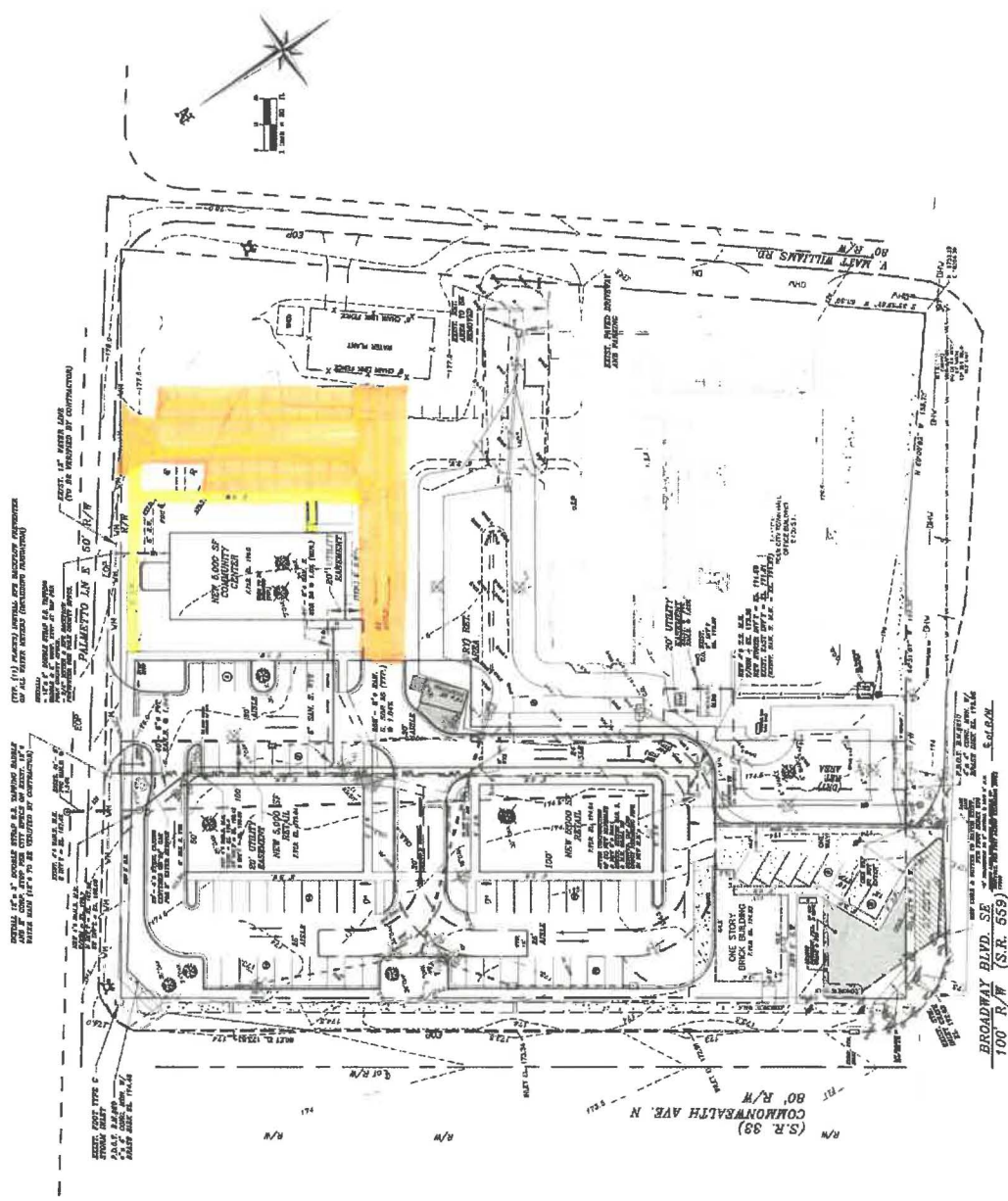
13-19
69

CITY OF POLK CITY
NEW RETAIL CENTER
UTILITY PLAN

23
SHEET

06/19/2015

PAVING
CONCRETE SIDEWALK



NOTE: ALL UTILITIES SHOWN ARE BASED ON RECORD DRAWINGS AND FIELD SURVEY. THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL UTILITIES PRIOR TO CONSTRUCTION.

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BROADWAY BLVD. SE
100 R/W (S.R. 555)

(S.R. 33)
COMMONWEALTH AVE. N
80' R/W

R/W



P.O. BOX 92019
LAKELAND, FL. 33804
863-337-6499 Office
863-337-5402 Fax

CITY OF POLK CITY
123 BROADWAY BLVD. SE
POLK CITY, FL 33868
PH: 863-984-1375 x302
EM: keith.prestage@mypolkcity.org

DATE: 09/10/19

PROPOSAL

ATTN: KEITH PRESTAGE

RE: BRONSON CENTER POLK CITY

<u>DESCRIPTION</u>	<u>QTY</u>	<u>UNIT</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
GENERAL CONDITIONS				
MOBILIZATION	1	LS		
TOTAL GENERAL CONDITIONS				<u><u>\$3,360.00</u></u>
EARTHWORK & GRADING				
DEMO & HAUL OFF EXISTING CONCRETE AT H/C STALLS, STRIP GRASS AT PARKING LOT, LOAD & HAUL OFF EXCESS MATERIAL, GRADE & COMPACT PARKING LOT, GRADE FOR SIDEWALK, FINAL DRESS (ONE TIME)	1	LS		
TOTAL EARTHWORK & GRADING				<u><u>\$17,360.00</u></u>
PAVING				
1.25" TYPE S3 ASPHALT	1375	SY		
12" LIME ROCK	1410	SY		
COMPACTED SUBGRADE	1	LS		
TOTAL PAVING				<u><u>\$51,878.40</u></u>
CONCRETE				
TYPE F CURB NR (HAND FORMED)	206	LF		
4" THICK (NR) SIDEWALK	1275	SF		
4" THICK (NR) CURBED FLUME	1	EA		
TOTAL CONCRETE				<u><u>\$12,140.80</u></u>
STRIPING & SIGNS				
PARKING STALLS	23	EA		
H/C STALLS	2	EA		
H/C ACCESS ISLE	1	EA		
24" STOP BAR	2	EA		
R1-1 30" STOP	2	EA		
RE-INSTALL EXIST H/C SIGNS & WHEEL STOPS	2	EA		
TOTAL STRIPING & SIGNS				<u><u>\$2,419.20</u></u>
MAINTENANCE OF TRAFFIC (THIS SCOPE ONLY)				
MAINTENANCE OF TRAFFIC	1	LS		



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PH: 863-984-1375 x302
EM: keith.prestage@mypolkcity.org

DATE: 09/10/19

PROPOSAL

ATTN: KEITH PRESTAGE

RE: BRONSON CENTER POLK CITY

<u>DESCRIPTION</u>	<u>QTY</u>	<u>UNIT</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
TOTAL MAINTENANCE OF TRAFFIC				<u>\$4,256.00</u>
MATERIAL TESTING (THIS SCOPE ONLY)				
MATERIAL TESTING	1	LS		
TOTAL MATERIAL TESTING				<u>\$2,184.00</u>
CONSTRUCTION LAYOUT & AS-BUILTS (THIS SCOPE ONLY)				
CONSTRUCTION LAYOUT & AS-BUILTS	1	LS		
TOTAL CONSTRUCTION LAYOUT & AS-BUILTS				<u>\$2,800.00</u>
TOTAL PROJECT				<u>\$96,398.40</u>

EXCLUSIONS:

PERMITS, FEES, BONDS, UTILITY RELOCATION, REMOVAL & REPLACEMENT OF UNSUITABLE MATERIALS, LANDSCAPING & IRRIGATION, SOD, SILT FENCE, WHEEL STOPS (EXCEPT AS NOTED) CAPPING OF WELLS, BUILDING CORNERS, WATER TO SITE FOR COMPACTION, DUMPSTER PAD & ENCLOSURE, FENCES & GATES, NIGHT WORK, BOLLARDS, HANDRAILS, TV INSPECTIONS, WATER/ SANITARY UTILITIES, SLEEVES, CLEARING & GRUBBING, MATERIAL PRICE INCREASE.

ALTERNATES: (NOT IN BASE BID)

1. SILT FENCE IF REQUIRED - \$1.68 PER LF
2. WHEEL STOPS IF REQUIRED - \$61.60 EA

NOTES:

1. PRICES FIRM FOR 30 DAYS FROM PROPOSAL DATE
2. REMOVAL/ADJUSTMENT OF EXISTING UTILITIES (INCLUDING CONFLICTS) NOT INCLUDED.
3. CAD FILE MUST BE PROVIDED BY ENGINEER FOR CONSTRUCTION LAYOUT USAGE.

KEVIN ODOM

KEITH PRESTAGE

ODOM CONTRACTING LLC

CITY OF POLK CITY

**City Commission Meeting
November 18, 2019**

AGENDA ITEM #7:

Library Parking Lot Paving Overlay

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Library Parking Lot Paving Overlay

ATTACHMENTS:

- City of Lake Alfred Contract
- Odom Contracting/City of Lake Alfred Change Order #2
- Library Parking Lot Site Plan
- Odom Contracting Proposal

ANALYSIS

The Polk City Library parking lot has shown evidence of aged asphalt, cracking and separation which leads to many pothole repairs. Overlaying this parking lot with 1-1/4 asphalt will resolve the issue. Cost to Polk City - \$12,510.00.

STAFF RECOMMENDATION:

It is recommended that Polk City piggy back off an existing/ongoing bid contract with the City of Lake Alfred in which Odom Contracting was awarded as low bidder. Using Change Order #2 (*Overlay Existing parking lot and add new parking lot*).

Polk City Utility Department



Memorandum

To: Patricia Jackson
From: Keith Prestage

SUBJECT: Library Parking Lot paving overlay

The Polk City Library has shown evidence of aged asphalt, cracking and separation which leads to many pothole repairs. Overlaying this Parking Lot with 1-1/4 asphalt will resolve the issue.

It is the recommendation of the Public Works Department that Polk City use a piggy back off an existing/ongoing bid contract with the City of Lake Alfred in which Odom Contracting was awarded as low bidder. Using Change Order #2 (*Overlay Existing parking lot and Add New Parking Lot*)

COST: \$12,510.00
(this price includes stripping and concrete wheel bumpers)

Thank you

Keith Prestage

Public Work Director

Library Parking Lot

Legend

-  Paving Overlay
-  Polk City Library

S. Boyd Ave

Polk City Library



Google Earth

90 ft





P.O. BOX 92019
LAKELAND, FL. 33804
863-337-6499 Office
863-337-5402 Fax

CITY OF POLK CITY
123 BROADWAY BLVD. SE
POLK CITY, FL 33868
PH: FAX:
EM: keith.prestage@mypolkcity.org

DATE: 10/21/19

PROPOSAL

ATTN: KEITH PRESTAGE

RE: COMMUNITY LIBRARY

<u>DESCRIPTION</u>	<u>QTY</u>	<u>UNIT</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
OVERLAY EXISTING PARKING LOT				
1 1/4" TYPE 9.5 ASPHALT	1	LS		
BUMP MILL NEXT TO ROAD	1	LS		
STRIPING	1	LS		
TOTAL OVERLAY EXISTING PARKING LOT				<u><u>\$12,510.00</u></u>
TOTAL PROJECT				<u><u>\$12,510.00</u></u>

NOTES & CONDITIONS:

1. PER DRAWINGS DESIGN & PERMITTING BY OTHERS.
2. SPECIFICALLY EXCLUDED IS THE HANDLING OR REMOVAL OF ANY HAZARDOUS MATERIAL OR UNSUITABLE MATERIALS FOUND ON THIS SITE.
3. SLEEVES IF REQUIRED NOT INCLUDED IN THIS PRICE.
4. OWNER TO FURNISH ALL PERMITS, APPROVED PLANS, CONSTRUCTION EASEMENTS AND MAINTENANCE BONDS.
5. THIS PROPOSAL MAY BE WITHDRAWN IF NOT ACCEPTED WITHIN 30 CALENDAR DAYS.
6. DEMOLITION PRICES ARE BASED ON A ROUGH ESTIMATE OF PIPE FOOTAGE QUANTITY.
7. WATER FOR TESTING BY OTHERS.

EXCLUSIONS:

LAY OUT, SOIL TESTING, DEWATERING, CONFLICTS, ASBUILTS, E.P.A. POLLUTION PLAN, RELOCATING EXISTING UTILITIES, IRRIGATION, METERS & METER BOXES FOR POTABLE WATER, REMOVAL OR REPLACEMENT OF TREES AND LANDSCAPING (INCLUDING SOD, SEED, MULCH), REPAIR OF ROAD, M.O.T., ROOF DRAIN TIE-INS, POLE HOLDING, ELECTRIC FROM PANEL BOX TO POWER SOURCE.

KEVIN ODOM

KEITH PRESTAGE

ODOM CONTRACTING LLC

CITY OF POLK CITY



155 E. Pomelo Street
Lake Alfred, FL 33850-2135

CITY OF LAKE ALFRED

Ph: (863) 298-5458
Fax: (863) 298-4440

November 27, 2018

BID ADVERTISEMENT

FOR
CITY OF LAKE ALFRED, FLORIDA
STREET RESURFACING

The City of Lake Alfred will receive sealed bids at Lake Alfred City Hall, 120 East Pomelo Street, Lake Alfred, Florida up until 2:00 p.m., Thursday, December 27, 2018 for the milling and/or resurfacing of streets located in the City limits of Lake Alfred. Specifications for street milling and or resurfacing are attached. All bids must be submitted in sealed envelopes, addressed to the City Clerks Office, City of Lake Alfred and plainly marked on the outside "***Sealed Bid – Street Resurfacing***".

Bid packages may be picked up Monday thru Friday from 8:00 a.m. – 4:00 p.m. at Lake Alfred City Hall, 120 E. Pomelo St., Lake Alfred, Florida or by calling (863) 298-5458.

It is the responsibility of the bidder to deliver their bid to Lake Alfred City Hall, 120 E. Pomelo St., Lake Alfred, Florida on or before the specified date and time.

Bidders are also required to submit a completed Non-Collusion Affidavit of Prime Bidder form and PUR 7068 form with the sealed bid. Project to be bonded.

Bidders will be required to submit a list of performance evaluations.

The City reserves the right to reject any and all bids, to waive informalities, to readvertise and to accept the bid in the best interest of the City, not necessarily the lowest bid.

For more information, please do not hesitate to contact John Deaton, Public Works Director at (863) 298-5458.

Sincerely,

John Deaton
Public Works Director



155 E. Pomelo Street
Lake Alfred, FL 33850-2135

CITY OF LAKE ALFRED

Ph: (863) 298-5458
Fax: (863) 298-4440

CITY OF LAKE ALFRED STREET RESURFACING SPECIFICATIONS EXHIBIT A

1. All pot holes shall be patched prior to the resurfacing.
2. Intersections when needed will be milled for a smooth transition when resurfacing.
3. Road ways without curbing will be edged and sweep before resurfacing.
4. Road ways with curbing will be cleaned and free of vegetation before milling and resurfacing.
5. Contractor will arrange work so it will not interfere with the normal flow of daily traffic.
6. Contractor will arrange work schedule to accommodate Schools and School Crossings at times they are in use.
7. Resurfacing will be done with minimum two (2) inch of type S-1 or better asphalt.
8. Roads to be milled will be done at a minimum of (1) one inch.
9. Where manholes are located in the paved area the new surfacing will be done to insure a smooth transition around such manhole.
10. Contractor will be responsible for all traffic control and detouring during construction.
11. The City will reserve the rights to use any or all milling removed from city streets.
12. Manhole ring and cover adjustments will be performed by contractor. Approved risers manufactured by East Jordan Ironworks.

**City of Lake Alfred, Florida
2019 Street Resurfacing**

**Bid Opening
December 27, 2018 @ 2 pm
City Hall**

Sealed bids were publicly opened on December 27, 2018 at 2:00 pm in the Lake Alfred City Hall at 120 E. Pomelo Street, Lake Alfred, FL 33850.

Staff City of Lake Alfred: Public Works Director John Deaton and Deputy City Clerk Mamie Drane
The following companies submitted bids as indicated below listed alphabetically.

- | | |
|---|--------------|
| 1. Hubbard Construction
1936 Lee Road, Suite 300
Winter Park, FL 32789 | \$247,995.00 |
| 2. Odom Contracting
PO Box 92019
Lakeland, FL 33804 | \$152,806.45 |
| 3. Preferred Materials Inc.
1806 33 rd Street, Suite 150
Orlando, FL 32839 | \$195,000.00 |
| 4. Tucker Paving
3545 Lake Alfred Road
Winter Haven, FL 33881 | \$229,413.00 |

4 Bids Submitted

Sincerely,



Mamie Drane
Deputy City Clerk



Change Order

Date: 2/14/19

Owner: LAKE ALFRED

Contractor: ODOM CONTRACTING

Project name: STREET RESURFACING

Change order number: #2

Original contract date: 1/8/19

You are directed to make the following changes in this contract:

OVERLAY EXISTING PARKING LOT & ADD NEW PARKIN LOT

The original contract sum was:	\$ <u>152,306.45</u>
Net amount of previous change orders:	<u>65,574.97</u>
Total original contract amount plus or minus net change orders:	<u>217,881.42</u>
Total amount of this change order:	<u>42,518.10</u>
The new contract amount including this change order will be:	<u>260,399.52</u>
The contract time will be changed by the following number of days:	(<u>0</u>) Days
The date of completion as of the date of this change order is:	_____

Contractor:

ODOM CONTRACTING
Company name

PO BOX 92019
Address

LAKELAND FL 33804
City, State, Zip

2/14/19
Date

[Signature]
Signature

Owner:

CITY OF LAKE ALFRED
Name

120 EAST POMELO ST
Address

LAKE ALFRED FL 33850
City, State, Zip

2/14/19
Date

[Signature]
Signature