

POLK CITY
City Commission Meeting (7 pm)

May 26, 2020

**Teleconference via ZOOM – refer to the City’s
website:mypolkcity.org, for more information**

Polk City Government Center
123 Broadway Blvd., SE

CALL TO ORDER – Mayor Joe LaCascia

INVOCATION

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 2020-04 - an Ordinance of Polk City, Florida, amending the Polk City Code of Ordinances (the “City Code”); creating Chapter 7 in the City Code; to provide for civil emergencies; repealing all Ordinances in conflict herewith; providing for severability; providing for codification; providing an effective date, **Second and Final Reading****

- 2. Public Hearing – Community Development Block Grant Program Projects**

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
May 26, 2020

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

A. CITY CLERK

1. Accept minutes – April 30, 2020 – City Commission Meeting (Zoom Teleconference)

B. REPORTS

1. Building Permits Report – March/April 2020
2. Code Enforcement Report –
3. Financial Report – April 2020
4. Library Report – April 2020
5. Polk County Fire Rescue – April 2020
6. Polk Sheriff's Report –
7. Public Works Report – March/April 2020
8. Utilities Report –

C. OTHER

**City Commission Meeting
May 26, 2020**

CONSENT AGENDA ITEM: Accept minutes for:

1. Accept minutes – April 30, 2020 – City Commission Meeting via Zoom Teleconference

INFORMATION ONLY
 ACTION REQUESTED

ISSUE: Minutes attached for review and approval

ATTACHMENTS:

1. Accept minutes – April 30, 2020 – City Commission Meeting via Zoom Teleconference

ANALYSIS: N/A

STAFF RECOMMENDATION: Approval of Minutes

CITY COMMISSION MINUTES

April 30, 2020

Mayor Joe LaCascia called the meeting to order at 7:00 pm via ZOOM Teleconference.

Commissioner Randy Carroll gave the invocation.

ROLL CALL – Assistant to the City Manager Sheandolen Dunn

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

Administration of Oath of Office for Incoming City Commissioner

The Oath of Office was administered by City Manager Jackson to Commissioners Wayne Harper, Randy Carroll and Micheal T. Blethen.

Election of Mayor

Motion by Commissioner Harper to nominate Joe LaCascia to serve another one-year term as Mayor; this motion was seconded by Commissioner Carroll.

Motion carried unanimously by voice vote.

Election of Vice Mayor

Motion by Commissioner Harper to nominate Don Kimsey to serve another one-year term as Vice Mayor; this motion was seconded by Commissioner Carroll.

Motion carried unanimously by voice vote.

APPROVE CONSENT AGENDA

Motion by Vice Mayor Kimsey to approve the March 16, 2020 (Regular Meeting) and April 30, 2020 (Special Emergency City Commission Meeting) minutes; this motion was seconded by Commissioner Harper. **Unanimously approved by Voice Vote.**

PUBLIC COMMENT - None

ORDER OF BUSINESS

Ordinance 2020-04

AN ORDINANCE OF POLK CITY, FLORIDA, AMENDING THE POLK CITY CODE OF ORDINANCES (THE "CITY CODE"); CREATING CHAPTER 7 IN THE CITY CODE; TO PROVIDE FOR CIVIL EMERGENCIES; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING AN EFFECTIVE DATE.

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

City Attorney Cloud stated Ordinances 2020-02 and 2020-03 approved on April 3, 2020 will expire on August 31, 2020. Ordinance 2020-04 will permanently replace the abovementioned Ordinances.

No questions or comments from the Public or the City Commissioners.

Motion by Vice Mayor Kimsey to approve Ordinance 2020-04; this motion was seconded by Commissioner Harper.

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

Motion carried unanimously.

CITY MANAGER ITEMS

- 1) **COVID-19 City Manager Meetings** – Polk County City Managers have been meeting weekly, via conference call. Polk County will open May 11 and most of the cities will re-open to the public on May 18.
- 2) **May City Commission Meeting** - Hopefully, the May City Commission Meeting will be held at the DBCC due to social distancing or possibly another Zoom meeting again. Will keep everyone updated.
- 3) **Feed the Hungry Food Drive** – The April 25th Food Drive served 248 families. The next Food Drive is scheduled for May 9th at the Donald Bronson Community Center and hoping to serve approximately 400 families.

CITY ATTORNEY ITEMS

The **Emergency Decree** is still in place until August 31, 2020 and we will all continue to monitor COVID-19 updates.

Duke Energy is seeking to place a 100 KWI within the Polk City area from the North to the Williams property, then to the test track. Duke wants an easement, which will be Eminent Domain and they Duke will have to pay all attorney fees. Polk City will not have to pay any money.

COMMISSIONER ITEMS

Vice Mayor Kimsey – Thanked Keith Prestage for his organization of the Food Drive on April 25.

Commissioner Blethen –Wants to see folks get back to work.

Commissioner Carroll – We are experiencing difficult times and with the number of deaths, would certainly welcome another Zoom Teleconference for the May Meeting.

Commissioner Harper – Thanked everyone for their prayers and concerns during his illness.

Mayor LaCascia – The City Commission will properly express gratitude to Mr. Blethen for his years of service on the Polk City Commission in an in-person Commission Meeting. Not good to do this on Zoom.

Inquired about the hair salons re-opening and following the Governor’s Executive Order.

Attorney Cloud responded that those businesses are mandated by the State of Florida, not the City.

ANNOUNCEMENTS - None

ADJOURNMENT – 7:30 pm

Patricia Jackson, City Manager

Joe LaCascia, Mayor

**City Commission Meeting
May 26, 2020**

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 – March/April 2020
2. Code Enforcement Report – N/A
3. Finance Report – April 2020
4. Library Report – April 2020
5. Polk County Fire Rescue – April 2020
6. Polk County Sheriff's Office – N/A
7. Public Works Report – March/April 2020
8. Utilities Report – N/A

ANALYSIS:

STAFF RECOMMENDATION: Approval of Department Reports via Consent Agenda

Polk City Permits Added
From: 03/01/20 To: 03/31/2020

ELECTRICAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2020-3424	205 Orange Polk City, FL 33868	1,500.00	03/10/2020
BT-2020-3785	525 EDGEWATER DR, POLK CITY, FL 33868	1,260.00	03/17/2020
Subtotal:		\$2,760.00	

FENCE WALL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2020-3096	715 4TH ST, POLK CITY, FL 33868	500.00	03/03/2020
Subtotal:		\$500.00	

GAS

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2020-4237	626 GORDON RD, POLK CITY, FL 33868	2,420.00	03/25/2020
Subtotal:		\$2,420.00	

RE-ROOF

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2020-3724	188 SUNSHINE BLVD, POLK CITY, FL 33868	6,500.00	03/16/2020
BT-2020-3748	406 POPE AVE, POLK CITY, FL 33868	6,780.00	03/16/2020
Subtotal:		\$13,280.00	

RESIDENTIAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BR-2020-2109	648 MEANDERING WAY, POLK CITY, FL 33868	120,000.00	03/03/2020
BR-2020-2118	735 TEABERRY TRL, POLK CITY, FL 33868	70,000.00	03/03/2020
BR-2020-2154	715 4TH ST, POLK CITY, FL 33868	500.00	03/04/2020
BR-2020-2298	621 SAYGE DR, POLK CITY, FL 33868	80,000.00	03/09/2020
BR-2020-2304	595 MARKLEN LOOP, POLK CITY, FL 33868	2,000.00	03/09/2020
BR-2020-2335	621 SAYGE DR, POLK CITY, FL 33868	80,000.00	03/10/2020
BR-2020-2336	715 4TH ST, POLK CITY, FL 33868	5,500.00	03/10/2020
BR-2020-2358	525 EDGEWATER DR, POLK CITY, FL 33868	1,200.00	03/10/2020
BR-2020-2505	424 HONEY BEE LN, POLK CITY, FL 33868	2,000.00	03/12/2020
BR-2020-2803	421 WATERVIEW DR, POLK CITY, FL 33868	2,450.00	03/23/2020
BR-2020-2899	8730 CONOY AVE, POLK CITY, FL 33868	108,900.00	03/25/2020
BR-2020-2902	8831 FOX DR, POLK CITY, FL 33868	96,800.00	03/25/2020
BR-2020-2924	421 WATERVIEW DR, POLK CITY, FL 33868	100.00	03/26/2020
BR-2020-2947	5441 ANIMOSH CT, POLK CITY, FL 33868	108,900.00	03/26/2020

BR-2020-3070

530 ROSEWOOD LN, POLK CITY, FL 33868

80,000.00

03/31/2020

Subtotal: \$758,350.00

Grand Total: \$777,310.00

12 SFR to Date

Kathy Delo

Polk City Permits Added

From: 04/01/20 To: 04/30/2020

COMMERCIAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BC-2020-549	120 N COMMONWEALTH AVE, POLK CITY, FL 33868	200,000.00	04/14/2020
		Subtotal:	\$200,000.00

ELECTRICAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2020-5374	330 N COMMONWEALTH AVE, POLK CITY, FL 33868	250.00	04/21/2020
BT-2020-5376	330 N COMMONWEALTH AVE, POLK CITY, FL 33868	250.00	04/21/2020
		Subtotal:	\$500.00

FENCE WALL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2020-5716	149 LAYNEWADE RD, POLK CITY, FL 33868	4,016.75	04/28/2020
		Subtotal:	\$4,016.75

MECHANICAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2020-5517	201 N CITRUS GROVE BLVD, POLK CITY, FL 33868	3,400.00	04/23/2020
BT-2020-5819	438 ASHLEY RD, POLK CITY, FL 33868	3,400.00	04/29/2020
		Subtotal:	\$6,800.00

RE-ROOF

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2020-4892	423 NOLANE LN, POLK CITY, FL 33868	30,000.00	04/10/2020
		Subtotal:	\$30,000.00

RESIDENTIAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BR-2020-3126	437 ROSEWOOD LN, POLK CITY, FL 33868	1,000.00	04/02/2020
BR-2020-3148	437 ROSEWOOD LN, POLK CITY, FL 33868	14,000.00	04/02/2020
BR-2020-3171	381 NOLANE LN, POLK CITY, FL 33868	350,000.00	04/03/2020
BR-2020-3193	557 HOMECOMING WAY, POLK CITY, FL 33868	40,000.00	04/06/2020
BR-2020-3272	5425 ANIMOSH CT, POLK CITY, FL 33868	127,600.00	04/08/2020
BR-2020-3274	5440 ANIMOSH CT, POLK CITY, FL 33868	135,300.00	04/08/2020
BR-2020-3472	5437 ANIMOSH CT, POLK CITY, FL 33868	127,600.00	04/15/2020
BR-2020-3474	5420 ANIMOSH CT, POLK CITY, FL 33868	108,900.00	04/15/2020
BR-2020-3552	5449 ANIMOSH CT, POLK CITY, FL 33868	111,100.00	04/17/2020
BR-2020-3553	5429 ANIMOSH CT, POLK CITY, FL 33868	111,000.00	04/17/2020
BR-2020-3635	715 4TH ST, POLK CITY, FL 33868	2,000.00	04/21/2020

BR-2020-3722	321 NOLANE LN, POLK CITY, FL 33868	57,900.00	04/23/2020
BR-2020-3857	504 EDGEWATER DR, POLK CITY, FL 33868	1,255.00	04/29/2020
	Subtotal:	\$1,187,655.00	
	Grand Total:	\$1,428,971.75	

*14 SFR to SFR
 Rodney Cliff*

POLK CITY
 Simple Balance Sheet

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

Account Number	Account Title	Ending Bal	Net Amount
01-101-100	Cash - Checking	2,478,743.32	
01-101-800	Cash - GF Police Public Safety Impact Fees	184,114.46	
01-101-801	Cash - GF Fire Public Safety Impact Fees	118,672.61	
01-101-802	Cash - GF Recreation Impact Fees	355,734.56	
01-101-803	Cash - GF Gen Gov't Facilities Impact Fees	369,233.65	
01-101-990	Van Fleet Cycling Challenge	859.09	
01-102-100	Cash on Hand	575.00	
01-115-100	Accounts Receivable - Utilities	1,197.18-	
01-115-120	Accounts Receivable - Local Bus Licenses	7,540.20	
01-115-200	Accounts Receivable - Year End	77,070.75-	
01-117-100	Allowance for Bad Debt	8,857.17-	
01-133-100	Due From Other Governmental Units	45,928.19	
01-133-101	Due from Others (Franchise & Public Serv. Tax)	30,851.89	
01-153-302	Restricted Cash - New Local Opt Gas Tax	140,161.90	
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**		4,046,896.13
01-202-100	Accounts Payable	130,387.02	
01-202-900	Customer Deposits	3,485.00	
01-208-200	Due to BCAIB - Builder's Surcharge	6.00	
01-208-300	Due to County - Impact Fees	119,077.00	
01-208-310	Due to DCA - Bldg Permit Surcharge	707.50	
01-208-320	Due to Dept of Business - License Fees	1,806.13	
01-208-330	Due to PCSO - Police Education Revenue	164.00	
01-217-200	Accrued Sales Tax	210.00	
01-218-100	Payroll Taxes Payable	399.60	
01-218-200	FRS Retirement Payable	0.45	
01-218-320	Supplemental Insurance Payable	3,560.02	
01-218-327	CHL- Child Support	171.23-	
01-218-400	Dental Plan Payable	995.97	
01-218-410	Vision Plan Payable	787.81	
01-218-700	ICMA-RC	20.00-	
	** TOTAL LIABILITY**		261,395.27
01-243-100	Encumbrances Placed	13,262.15	
01-245-100	Reserved for Encumbrances	13,262.15-	
	** TOTAL ENCUMBRANCE**		0.00
01-271-100	Fund Balance Unreserved	3,257,977.11	
	** TOTAL EQUITY**		3,257,977.11
	** TOTAL REVENUE**		2,030,501.23
	** TOTAL EXPENSE**		1,502,977.48
	TOTAL LIABILITY AND EQUITY		4,046,896.13

POLK CITY
APRIL 2020 GF MONTHLY FINANCIALS

GENERAL FUND REVENUES
58.33 % Yr Complete For Fiscal Year: 2020 / 4

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	782,473.21	927,853.00	927,853.00	11,578.36	899,447.85	28,405.15	96.94 %
01-312-300	9th Cent Gas Tax	15,347.53	14,594.00	14,594.00	0.00	6,755.79	7,838.21	46.29 %
01-312-400	Local Option Gas Tax	85,233.57	84,702.00	84,702.00	0.00	37,644.20	47,057.80	44.44 %
01-312-410	New Local Option Gas Tax	53,778.65	52,721.00	52,721.00	4,598.54	28,157.25	24,563.75	53.41 %
01-314-100	Electric - Utility Tax	118,047.79	102,387.00	102,387.00	9,057.34	53,959.47	48,427.53	52.70 %
01-314-300	Water - Utility Tax	65,509.85	57,258.00	57,258.00	5,669.06	33,377.07	23,880.93	58.29 %
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	7,883.91	5,800.00	5,800.00	7,992.59	10,977.09	(5,177.09)	189.26 %
01-315-100	Communications Services Tax	214,000.60	215,244.00	215,244.00	18,717.40	102,877.77	112,366.23	47.80 %
01-316-100	Local Business Licenses	5,344.00	17,500.00	17,500.00	0.00	7,150.20	10,349.80	40.86 %
01-316-102	County Business Tax	1,260.08	0.00	0.00	27.30	272.07	(272.07)	0.00 %
01-322-100	Building Permits	39,808.62	54,075.00	54,075.00	22,082.97	62,955.12	(8,880.12)	116.42 %
01-322-101	Bldg Permit - Plan Checking	19,077.94	26,780.00	26,780.00	10,638.93	30,572.94	(3,792.94)	114.16 %
01-322-102	Bldg Permit - Admin Fee	5,120.00	2,060.00	2,060.00	460.00	2,960.00	(900.00)	143.69 %
01-322-103	Bldg Permit - Electrical	8,895.00	12,875.00	12,875.00	2,100.00	11,525.00	1,350.00	89.51 %
01-322-104	Bldg Permit - Plumbing	7,900.00	12,875.00	12,875.00	1,900.00	9,827.50	3,047.50	76.33 %
01-322-105	Bldg Permit - Mechanical	8,725.00	12,875.00	12,875.00	1,775.00	10,275.00	2,600.00	79.81 %
01-322-107	Bldg Permit - Cert of Occupancy	3,450.00	3,090.00	3,090.00	340.00	1,150.00	1,940.00	37.22 %
01-322-108	Bldg Permit - Inspections	137,495.65	100,000.00	100,000.00	9,660.00	67,172.81	32,827.19	67.17 %
01-322-109	Bldg Permit - Demolition	57.50	0.00	0.00	0.00	0.00	0.00	0.00 %
01-323-100	Electric	74,157.26	76,492.00	76,492.00	12,414.83	26,267.40	50,224.60	34.34 %
01-323-300	Solid Waste	33,627.76	65,640.00	65,640.00	0.00	11,250.00	54,390.00	17.14 %
01-324-100	Police - Public Safety Impact Fee	27,089.58	59,984.00	59,984.00	5,804.91	43,026.36	16,957.64	71.73 %
01-324-110	Fire/Rescue - Public Safety Impact Fe	14,494.62	32,095.00	32,095.00	3,105.99	22,087.04	10,007.96	68.82 %
01-324-610	Parks & Recreation Impact Fee	42,646.56	96,734.00	96,734.00	9,361.44	66,570.24	30,163.76	68.82 %
01-324-710	Public Facilities Impact Fee	73,416.42	162,564.00	162,564.00	15,732.09	111,872.64	50,691.36	68.82 %
01-329-220	Site Plan Reviews	10,835.00	1,600.00	1,600.00	1,900.00	3,800.00	(2,200.00)	237.50 %
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	34,253.52	24,466.48	58.33 %
01-335-122	SRS - 8th Cent. Motor Fuel Tax	17,725.70	17,888.00	17,888.00	1,432.27	10,025.89	7,862.11	56.05 %
01-335-123	MRS - Municipal Fuel Tax	51.70	50.00	50.00	0.62	4.34	45.66	8.68 %
01-335-140	Mobile Home License	5,455.30	5,486.00	5,486.00	102.87	4,611.68	874.32	84.06 %
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	121,829.13	143,520.00	143,520.00	11,776.25	70,335.90	73,184.10	49.01 %
01-337-100	Library Coop Funding	33,876.08	31,990.00	31,990.00	21,613.11	43,226.22	(11,236.22)	135.12 %
01-340-400	Solid Waste	303,419.35	326,479.00	326,479.00	26,776.88	158,324.49	168,154.51	48.49 %

POLK CITY
 APRIL 2020 GF MONTHLY FINANCIALS

GENERAL FUND REVENUES
 58.33 % Yr Complete For Fiscal Year: 2020 / 4

G/L ACCOUNT	DESCRIPTION	2019 PRIOR YR REVENUE	2020 ANTICIPATED REVENUE	ADJ ANTICIPATED	2020 CURRENT REVENUE	2020 YTD REVENUE	2020 (EXCESS)/DEFICIT	PERCENTAGE REALIZED
01-340-700	Stormwater Utility Fees	31,540.17	24,019.00	24,019.00	2,814.91	16,758.46	7,260.54	69.77 %
01-340-900	Notary Fees	175.00	0.00	0.00	0.00	140.00	(140.00)	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	120.00	3,683.96	2,316.04	61.40 %
01-351-200	Fines, Penalties, and Forfeitures	11,166.63	6,500.00	6,500.00	634.44	6,665.64	(165.64)	102.55 %
01-359-100	Other Fines and/or Forfeitures	902.50	0.00	0.00	0.00	436.29	(436.29)	0.00 %
01-359-300	Late Fees	204.08	200.00	200.00	0.00	103.50	96.50	51.75 %
01-361-100	Interest Income	1,009.22	900.00	900.00	0.00	474.24	425.76	52.69 %
01-362-100	Activity Center Rentals	3,150.00	2,700.00	2,700.00	0.00	700.00	2,000.00	25.93 %
01-362-200	Donald Bronson Community Center Renta	8,450.00	5,000.00	5,000.00	0.00	5,500.00	(500.00)	110.00 %
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	490.00	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	0.00	1,775.00	225.00	88.75 %
01-366-102	Private Donations - Halloween	1,000.00	1,000.00	1,000.00	0.00	1,605.00	(605.00)	160.50 %
01-366-110	Private Donations - Library	7,511.26	1,000.00	1,000.00	0.00	76.75	923.25	7.68 %
01-369-100	Misc. Income	942.76	100.00	100.00	0.00	204.00	(104.00)	204.00 %
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	6,488.06	5,000.00	5,000.00	39.46	6,462.58	(1,462.58)	129.25 %
01-369-120	Misc Income - Christmas	180.00	160.00	160.00	0.00	300.00	(140.00)	187.50 %
01-369-130	Misc Income - Halloween	320.00	240.00	240.00	0.00	60.00	180.00	25.00 %
01-369-400	Insurance Proceeds	2,214.91	2,000.00	2,000.00	1,056.40	2,155.40	(155.40)	107.77 %
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	1,391.22	500.00	500.00	0.00	687.56	(187.56)	137.51 %
01-381-400	Transfer From Enterprise Fund	25,000.00	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		2,619,645.45	2,944,564.00	2,944,564.00	226,177.32	2,030,501.23	914,062.77	68.96 %

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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
LEGISLATIVE								
01-511-120	Regular Salary - Wages - Legislative	7,863.60	10,800.00	10,800.00	900.00	6,300.00	4,500.00	58.33 %
01-511-160	Bonuses and Gift Certificates - Legis	2,165.65	2,500.00	2,500.00	0.00	2,707.11	(207.11)	108.28 %
01-511-210	Fica Taxes - Legislative	767.21	1,033.00	1,033.00	68.83	689.04	343.96	66.70 %
01-511-240	Worker's Compensation - Legislati	11.00	25.00	25.00	0.00	13.61	11.39	54.44 %
01-511-400	Travel and Training - Legislative	5,034.30	5,500.00	5,500.00	0.00	100.00	5,400.00	1.82 %
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	114.56	885.44	11.46 %
01-511-540	Books, Pub., Sub., & Memberships - Le	3,670.00	4,000.00	4,000.00	0.00	3,203.00	797.00	80.08 %
DEPARTMENT TOTAL		20,716.07	31,258.00	31,258.00	968.83	13,127.32	18,130.68	42.00 %
EXECUTIVE								
01-512-120	Regular Salary - Wages - Executive	137,526.06	139,276.00	139,276.00	12,252.80	87,962.62	51,313.38	63.16 %
01-512-130	Other Salaries and Wages - Executive	4,800.12	4,800.00	4,800.00	369.24	2,769.30	2,030.70	57.69 %
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	25,663.26	(2,913.26)	112.81 %
01-512-210	Fica Taxes - Executive	12,249.92	11,022.00	11,022.00	950.87	9,033.46	1,988.54	81.96 %
01-512-220	Retirement Contribution - Executive	25,392.26	26,529.00	26,529.00	2,432.04	18,096.43	8,432.57	68.21 %
01-512-230	Life & Health Insurance - Executive	16,400.00	18,868.00	18,868.00	1,569.92	11,100.44	7,767.56	58.83 %
01-512-240	Worker's Compensation - Executive	194.00	320.00	320.00	0.00	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	525.00	1,267.22	4,232.78	23.04 %
01-512-410	Communication Services - Executive	738.89	700.00	700.00	74.10	446.79	253.21	63.83 %
01-512-470	Printing and Reproduction - Executive	0.00	200.00	200.00	0.00	133.50	66.50	66.75 %
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	35.42	114.11	885.89	11.41 %
01-512-520	Operating Supplies - Executive	1,534.19	1,000.00	1,000.00	32.17	124.14	875.86	12.41 %
01-512-540	Books, Pub., Sub., & Memberships - Ex	889.33	2,000.00	2,000.00	14.99	716.20	1,283.80	35.81 %
DEPARTMENT TOTAL		228,160.62	238,565.00	238,565.00	18,256.55	157,602.96	80,962.04	66.06 %

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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 Cler	3,585.75	3,500.00	3,500.00	0.00	3,389.76	110.24	96.85 %
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	18.33	316.78	483.22	39.60 %
01-513-520	Operating Supplies - City Clerk	942.69	900.00	900.00	0.00	213.96	686.04	23.77 %
01-513-540	Books, Pub., Sub., & Memberships - Ci	701.00	500.00	500.00	0.00	110.00	390.00	22.00 %
DEPARTMENT TOTAL		15,823.85	15,700.00	15,700.00	18.33	4,030.50	11,669.50	25.67 %
LEGAL COUNSEL								
01-514-310	Professional Services - Legal Counsel	42,992.10	60,000.00	60,000.00	6,799.58	28,033.94	31,966.06	46.72 %
01-514-480	Promo Activities & Legal Ads - Legal	13,487.56	10,000.00	10,000.00	281.16	3,870.20	6,129.80	38.70 %
DEPARTMENT TOTAL		56,479.66	70,000.00	70,000.00	7,080.74	31,904.14	38,095.86	45.58 %
COMPREHENSIVE PLANNING								
01-515-310	Professional Services - Comp Planning	25,000.00	25,000.00	25,000.00	6,250.00	18,750.00	6,250.00	75.00 %
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	6,250.00	18,750.00	34,250.00	35.38 %
FINANCE AND ACCOUNTING								

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01-516-120	Regular Salary - Wages - Fin & Acctng	74,903.00	87,256.00	87,256.00	6,705.60	47,612.81	39,643.19	54.57 %
01-516-140	Overtime - Fin & Acctng	246.23	519.00	519.00	0.00	183.68	335.32	35.39 %
01-516-210	Fica Taxes - Fin & Acctng	5,329.03	6,715.00	6,715.00	489.05	3,617.01	3,097.99	53.86 %
01-516-220	Retirement Contribution - Fin & Acctn	6,216.66	7,435.00	7,435.00	567.96	4,196.77	3,238.23	56.45 %
01-516-230	Life & Health Insurance - Fin & Acctn	15,369.46	18,580.00	18,580.00	1,545.94	10,932.58	7,647.42	58.84 %
01-516-240	Worker's Compensation - Fin & Acc	124.00	202.00	202.00	0.00	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	417.00	877.00	2,123.00	29.23 %
01-516-410	Communication Services - Fin & Acctng	586.72	600.00	600.00	65.82	462.51	137.49	77.09 %
01-516-470	Printing and Reproduction - Fin & Acc	410.40	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	765.65	901.47	298.53	75.12 %
01-516-520	Operating Supplies - Fin & Acctng	2,947.21	3,000.00	3,000.00	0.00	511.02	2,488.98	17.03 %
01-516-540	Books, Pub., Sub., & Memberships - Fi	463.74	450.00	450.00	0.00	179.88	270.12	39.97 %
DEPARTMENT TOTAL		110,831.18	131,657.00	131,657.00	10,557.02	69,584.67	62,072.33	52.85 %
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DEBT SERVICE								
01-517-710	Principal - CB&T Debt Service Pmts	74,323.84	76,922.00	76,922.00	6,350.58	44,537.34	32,384.66	57.90 %
01-517-720	Interest - CB&T Debt Service Pmts	45,486.61	42,865.00	42,865.00	3,633.63	25,352.13	17,512.87	59.14 %
DEPARTMENT TOTAL		119,810.45	119,787.00	119,787.00	9,984.21	69,889.47	49,897.53	58.34 %
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LAW ENFORCEMENT								
01-521-305	Contract Labor - Law Enf	99,374.00	101,500.00	101,500.00	25,324.25	75,972.75	25,527.25	74.85 %
01-521-310	Professional Services - Law Enf	27,920.00	28,000.00	28,000.00	3,128.00	16,232.00	11,768.00	57.97 %
01-521-460	Repairs and Maintenance - Law Enf	0.00	500.00	500.00	0.00	3,099.00	(2,599.00)	619.80 %
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	28,452.25	95,303.75	40,059.25	70.41 %
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BUILDING AND ZONING								
01-524-120	Regular Salary - Wages - Bldg & Zonin	82,135.82	87,048.00	87,048.00	6,694.41	47,924.85	39,123.15	55.06 %
01-524-140	Overtime - Bldg & Zoning	384.86	464.00	464.00	0.00	254.82	209.18	54.92 %
01-524-210	Fica Taxes - Bldg & Zoning	6,060.85	6,695.00	6,695.00	498.07	3,726.06	2,968.94	55.65 %
01-524-220	Retirement Contribution - Bldg & Zoni	6,780.09	7,412.00	7,412.00	567.01	4,242.73	3,169.27	57.24 %
01-524-230	Life & Health Insurance - Bldg & Zoni	16,124.30	18,623.00	18,623.00	1,549.55	10,957.85	7,665.15	58.84 %
01-524-240	Worker's Compensation - Bldg & Zo	912.00	1,331.00	1,331.00	0.00	977.40	353.60	73.43 %
01-524-310	Professional Services - Bldg & Zoning	143,341.33	100,000.00	100,000.00	11,594.05	74,133.25	25,866.75	74.13 %
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 %
01-524-480	Promo Activities & Legal Ads - Bldg &	0.00	0.00	0.00	0.00	432.20	(432.20)	0.00 %
01-524-510	Office Supplies - Bldg & Zoning	299.84	200.00	200.00	136.31	393.90	(193.90)	196.95 %
01-524-520	Operating Supplies - Bldg & Zoning	1,888.16	100.00	100.00	0.00	179.99	(79.99)	179.99 %
01-524-540	Books, Pub., Sub., & Memberships - Bl	226.68	0.00	0.00	14.99	89.94	(89.94)	0.00 %
01-524-630	Improvements Other than Building - Bl	0.00	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00 %
DEPARTMENT TOTAL		258,153.93	231,373.00	231,373.00	21,054.39	143,312.99	88,060.01	61.94 %
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CODE ENFORCEMENT								
01-529-120	Regular Salary - Wages - Code Enf	21,424.50	23,978.00	23,978.00	1,891.01	13,795.69	10,182.31	57.53 %
01-529-210	Fica Taxes - Code Enf	1,563.19	1,834.00	1,834.00	140.57	1,061.62	772.38	57.89 %
01-529-220	Retirement Contribution - Code Enf	1,742.87	2,031.00	2,031.00	160.16	1,209.64	821.36	59.56 %
01-529-230	Life & Health Insurance - Code Enf	6,689.85	9,267.00	9,267.00	757.24	5,341.97	3,925.03	57.65 %
01-529-240	Worker's Compensation - Code Enf	372.00	549.00	549.00	0.00	403.08	145.92	73.42 %
01-529-310	Professional Services - Code Enf	4,000.00	6,000.00	6,000.00	0.00	1,500.00	4,500.00	25.00 %
01-529-400	Travel and Training - Code Enf	1,030.86	500.00	500.00	0.00	75.00	425.00	15.00 %
01-529-410	Communication Services - Code Enf	558.72	0.00	0.00	55.82	392.51	(392.51)	0.00 %
01-529-470	Printing and Reproduction - Code Enf	330.69	0.00	0.00	165.00	165.00	(165.00)	0.00 %
01-529-480	Promo Activities & Legal Ads - Code E	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	5.19	95.36	104.64	47.68 %
01-529-520	Operating Supplies - Code Enf	1,611.39	100.00	100.00	0.00	31.04	68.96	31.04 %
01-529-540	Books, Pub., Sub., & Memberships - Co	0.00	1,584.00	1,584.00	0.00	80.00	1,504.00	5.05 %

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01-529-630	Improvements Other than Building - Co	0.00	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00 %
DEPARTMENT TOTAL		39,491.51	52,443.00	52,443.00	3,174.99	24,150.91	28,292.09	46.05 %
REFUSE/SANITATION								
01-534-341	Refuse Disposal - Residential - Refus	140,669.36	176,840.00	176,840.00	14,720.82	102,539.58	74,300.42	57.98 %
01-534-342	Refuse Disposal - Commercial - Refuse	85,664.63	85,722.00	85,722.00	13,650.18	57,791.40	27,930.60	67.42 %
DEPARTMENT TOTAL		226,333.99	262,562.00	262,562.00	28,371.00	160,330.98	102,231.02	61.06 %
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	1,510.00	10,095.00	3,905.00	72.11 %
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	1,510.00	10,095.00	10,905.00	48.07 %
GENERAL GOV'T BUILDINGS								
01-539-310	Professional Services - Gen Gov't	18,033.01	22,000.00	22,000.00	1,407.00	9,434.55	12,565.45	42.88 %
01-539-312	Professional Services - Other - Gen G	1,807.00	6,000.00	6,000.00	105.00	826.68	5,173.32	13.78 %
01-539-411	City Hall - Communication - Gen Gov&#	13,566.49	15,500.00	15,500.00	1,126.36	7,818.68	7,681.32	50.44 %
01-539-413	Public Works - Communication - Gen Go	1,866.91	2,200.00	2,200.00	208.02	1,361.06	838.94	61.87 %
01-539-414	Community Center-Communication-Gen Go	1,686.78	2,000.00	2,000.00	153.08	1,082.11	917.89	54.11 %
01-539-431	City Hall - Utilities - Gen Gov't	15,832.67	23,000.00	23,000.00	1,059.09	7,662.31	15,337.69	33.31 %
01-539-432	Activity Center - Utilities - Gen Gov	4,658.25	4,000.00	4,000.00	160.08	1,084.64	2,915.36	27.12 %
01-539-433	Public Works - Utilities - Gen Gov	2,466.57	3,000.00	3,000.00	182.97	1,315.69	1,684.31	43.86 %
01-539-434	Community Center-Utilities-Gen Gov	5,235.40	5,500.00	5,500.00	348.56	2,626.52	2,873.48	47.75 %

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01-541-490	Other Current Charges - Roads & Stree	6.60	0.00	0.00	0.00	0.00	0.00	0.00 %
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	117.24	206.83	793.17	20.68 %
01-541-520	Operating Supplies - Roads & Streets	12,810.30	10,000.00	10,000.00	940.66	7,330.89	2,669.11	73.31 %
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	1,958.16	4,250.57	10,749.43	28.34 %
01-541-531	Landscape Materials & Supplies - Road	0.00	0.00	0.00	0.00	4,228.92	(4,228.92)	0.00 %
01-541-540	Books, Pub., Sub., & Memberships - Ro	208.20	500.00	500.00	14.99	182.79	317.21	36.56 %
01-541-630	Improvements Other than Building - Ro	0.00	100,000.00	100,000.00	96,398.40	146,736.90	(46,736.90)	146.74 %
01-541-640	Machinery & Equipment - Roads & Stree	9,061.76	50,000.00	50,000.00	0.00	27,763.33	8,974.52	55.53 %
DEPARTMENT TOTAL		340,352.09	545,817.00	545,817.00	122,271.20	378,525.78	154,029.07	69.35 %
LIBRARY								
01-571-120	Regular Salary - Wages - Library	74,947.60	83,606.00	83,606.00	6,558.58	40,280.19	43,325.81	48.18 %
01-571-140	Overtime - Library	451.71	986.00	986.00	0.00	471.11	514.89	47.78 %
01-571-210	Fica Taxes - Library	5,542.34	6,471.00	6,471.00	482.59	3,091.89	3,379.11	47.78 %
01-571-220	Retirement Contribution - Library	6,229.31	7,165.00	7,165.00	555.52	3,578.94	3,586.06	49.95 %
01-571-230	Life & Health Insurance - Library	16,125.88	18,756.00	18,756.00	1,540.91	10,952.87	7,803.13	58.40 %
01-571-240	Worker's Compensation - Library	0.00	195.00	195.00	0.00	105.04	89.96	53.87 %
01-571-310	Professional Services - Library	4,938.44	2,000.00	2,000.00	446.00	2,603.90	(603.90)	130.20 %
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	332.77	2,455.96	3,744.04	39.61 %
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	234.03	2,034.92	2,465.08	45.22 %
01-571-460	Repairs and Maintenance - Library	3,617.00	4,100.00	4,100.00	0.00	1,980.93	2,119.07	48.32 %
01-571-480	Promo Activities & Legal Ads - Librar	583.48	2,500.00	2,500.00	0.00	386.42	2,113.58	15.46 %
01-571-490	Other Current Charges - Library	0.00	0.00	0.00	0.00	42.79	(42.79)	0.00 %
01-571-510	Office Supplies - Library	449.83	1,300.00	1,300.00	88.60	371.68	928.32	28.59 %
01-571-520	Operating Supplies - Library	3,804.76	9,000.00	9,000.00	586.45	2,446.53	6,553.47	27.18 %
01-571-540	Books, Pub., Sub., & Memberships - Li	706.07	600.00	600.00	0.00	53.00	547.00	8.83 %
01-571-630	Improvements Other than Building - Li	0.00	0.00	0.00	0.00	12,510.00	(12,510.00)	0.00 %
01-571-660	Books, Pub. & Library Materials - Libr	16,033.54	17,000.00	17,000.00	1,216.22	9,364.86	7,635.14	55.09 %
DEPARTMENT TOTAL		141,933.91	169,619.00	169,619.00	12,041.67	92,731.03	76,887.97	54.67 %

POLK CITY
 APRIL 2020 GF MONTHLY FINANCIALS

General Fund Expenditures
 58.33 % Yr Complete For Fiscal Year: 2020 / 4

G/L ACCOUNT	DESCRIPTION	2019 ACTUALS	2020 ADOPTED BUDGET	2020 ADJ BUDGET	2020 MTD EXPENSES	2020 YTD EXPENSES	2020 AVAIL BUDGET	PERCENTAGE REALIZED
PARKS								
01-572-310	Professional Services - Parks	1,056.50	0.00	0.00	0.00	5,189.07	(5,189.07)	0.00 %
01-572-430	Utilities - Parks	7,026.15	23,000.00	23,000.00	592.50	5,460.85	17,539.15	23.74 %
01-572-460	Repairs and Maintenance - Parks	12,232.19	15,000.00	15,000.00	429.43	13,274.42	1,725.58	88.50 %
01-572-493	Equipment Rental - Parks	0.00	1,000.00	1,000.00	0.00	630.42	369.58	63.04 %
01-572-520	Operating Supplies - Parks	1,829.33	1,200.00	1,200.00	411.44	1,392.51	(192.51)	116.04 %
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 %
01-572-640	Machinery & Equipment - Parks	0.00	0.00	0.00	0.00	562.98	(562.98)	0.00 %
DEPARTMENT TOTAL		22,144.17	50,200.00	50,200.00	1,433.37	26,510.25	23,689.75	52.81 %
SPECIAL EVENTS								
01-574-310	Professional Services - Spec Events	680.00	2,000.00	2,000.00	0.00	560.00	1,440.00	28.00 %
01-574-440	Rentals and Leases - Spec Events	125.00	1,000.00	1,000.00	0.00	3,387.40	(2,387.40)	338.74 %
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 %
01-574-490	Other Current Charges - Spec Events	0.00	0.00	0.00	0.00	145.58	(145.58)	0.00 %
01-574-520	Operating Supplies - Spec Events	8,652.46	11,000.00	11,000.00	0.00	8,815.22	2,184.78	80.14 %
DEPARTMENT TOTAL		9,457.46	16,500.00	16,500.00	0.00	12,908.20	3,591.80	78.23 %
NON-DEPARTMENTAL								
01-590-310	Professional Services - Non-Dept	9,785.28	25,000.00	25,000.00	656.68	5,311.74	19,688.26	21.25 %
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	0.00	21,561.39	7,187.61	75.00 %
01-590-320	Accounting and Auditing - Non-Dept	19,271.44	17,000.00	17,000.00	610.09	6,469.23	10,530.77	38.05 %
01-590-450	Liability Insurance - Non-Dept	65,121.50	70,000.00	70,000.00	0.00	46,519.00	23,481.00	66.46 %
01-590-464	Vehicle Fuel - Non- Departmental	443.55	500.00	500.00	13.28	167.32	332.68	33.46 %

POLK CITY
APRIL 2020 GF MONTHLY FINANCIALS

General Fund Expenditures
58.33 % Yr Complete For Fiscal Year: 2020 / 4

G/L		2019	2020	2020	2020	2020	2020	PERCENTAGE
ACCOUNT	DESCRIPTION	ACTUALS	ADOPTED BUDGET	ADJ BUDGET	MTD EXPENSES	YTD EXPENSES	AVAIL BUDGET	REALIZED
01-590-465	Vehicle Maintenance - Non-Departmenta	823.41	500.00	500.00	0.00	57.50	442.50	11.50 %
01-590-510	Office Supplies - Non-Departmental	937.63	2,000.00	2,000.00	21.28	231.22	1,768.78	11.56 %
01-590-520	Operating Supplies - Non-Dept	2,625.27	3,000.00	3,000.00	0.00	1,017.88	1,982.12	33.93 %
01-590-521	Emergencies & Contingencies - Operati	1,676.27	20,000.00	20,000.00	0.00	3,726.07	16,273.93	18.63 %
01-590-525	Uniforms - Non Dept	2,899.14	4,500.00	4,500.00	0.00	619.85	3,880.15	13.77 %
01-590-528	Postage - Non-Dept	766.10	1,000.00	1,000.00	0.00	73.25	926.75	7.33 %
01-590-540	Books, Pub., Sub., & Memberships -NON	0.00	0.00	0.00	0.00	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	350.00	4,650.00	7.00 %
01-590-992	Unemployment Claims - Non-Dept	0.00	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
01-590-994	Bank Fees - Non-Dept	0.00	0.00	0.00	0.00	7.50	(7.50)	0.00 %
01-590-996	Bad Debt - Non-Dept	(2,476.98)	3,000.00	3,000.00	0.00	8,722.63	(5,722.63)	290.75 %
01-590-999	Other - Non-Operating Charges - Non-D	(877.25)	5,500.00	5,500.00	2,698.30	6,975.09	(1,475.09)	126.82 %
DEPARTMENT TOTAL		139,585.62	621,018.00	621,018.00	3,999.63	104,534.67	516,483.33	16.83 %
General Fund Revenues Total		2,619,645.45	2,944,564.00	2,944,564.00	266,177.32	2,030,501.23	914,062.77	31.04%
General Fund Expenditures Total		-2,086,282.51	-2,944,564.00	-2,944,564.00	-305,124.51	-1,502,877.48	-1,428,322.37	48.51%
Total Revenue vs. Expenditures		583,362.94	0.00	0.00	-38,947.19	527,623.75	-514,259.60	

POLK CITY
Simple Balance Sheet

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

Account Number	Account Title	Ending Bal	Net Amount
05-101-100	Cash - Checking	1,601,453.50	
05-101-710	Cash - Enterprise Fund Capital Imprvmnts	52,898.45	
05-101-800	Cash - Sewer Impact Fee Account	1,581,349.04	
05-101-900	Cash - Water Impact Fee Account	428,469.30	
05-101-913	DEP Loan - Sinking Fund	14,517.34	
05-101-915	Tax Exempt Leasing - Sinking Fund	13,699.49	
05-101-916	US Bank - Sink Fund	426,918.74	
05-101-917	US Bank - Renewal & Replacement Series	18,844.38	
05-101-918	DEP Loan WW531400 - Sink Fund	164.19	
05-101-920	Cash - Customer Deposits	351,394.56	
05-115-100	Accounts Receivable - Utilities	21,777.35	
05-115-130	Accounts Receivable - Readiness to Serve	67,328.41	
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	68,835.67-	
05-155-300	Prepaid Insurance - Deferred Bond Series 2017	37,363.62	
05-159-100	Deferred Outflows - Related to Pension	104,459.01	
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	12,306,369.59	
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	470,766.19	
05-167-900	Accumulated Depreciation - Equipment	3,849,088.68-	
05-169-900	CIP - Construction Costs	2,140,430.47	
	** TOTAL ASSET**		18,881,500.35
05-202-100	Accounts Payable	187,551.35-	
05-202-300	Construction Payables	206,855.85	
05-202-305	Retainage Payable	93,375.00	
05-202-900	Customer Deposits	325,164.56	
05-203-100	Accumulated Interest Payable	53,780.56	
05-203-600	SRF Loan WW51201P	2,059,675.11	
05-203-610	SRF Loan WW53140/SG531401 Effluent Disposal	35,641.30	
05-203-615	SRF Loan WW531402/SG531403	1,284,410.00	
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	Unamortized Bond Premiums - US Bank	602,902.93	
05-208-305	Taxes Payable	544.91-	
05-225-100	Deferred Inflows - Related to Pension	14,550.02	
05-234-100	L-T-D - Current Portion	399,250.00	
05-234-901	Less: Current Portion of LTD	399,250.00-	
05-235-900	Net Pension Liability	206,873.16	
	** TOTAL LIABILITY**		12,925,207.01
05-243-100	Encumbrances Placed	164,183.16	
05-245-100	Reserved for Encumbrances	164,183.16-	
	** TOTAL ENCUMBRANCE**		0.00
05-250-100	Contributed Capital	598,715.40	
05-255-100	Change in Fund Balance	36,514.20	

POLK CITY
 Simple Balance Sheet

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

Account Number	Account Title	Ending Bal	Net Amount
05-271-100	Fund Balance Unreserved	4,084,895.41	
05-271-200	Net Asset Adjustment Account	10,071.23-	
05-272-100	Retained Earnings	734,552.82	
	** TOTAL EQUITY**		5,444,606.60
	** TOTAL REVENUE**		1,925,100.88
	** TOTAL EXPENSE**		1,415,526.63
	TOTAL LIABILITY AND EQUITY		18,879,387.86

POLK CITY
 APRIL 2020 EF MONTHLY FINANCIALS

ENTERPRISE FUND REVENUE
 58.33 % Yr Complete For Fiscal Year: 2020 / 4

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	158.93	(158.93)	0.00 %
05-324-210	Water Impact Fees	85,603.00	162,471.00	162,471.00	15,723.00	113,555.00	48,916.00	69.89 %
05-324-220	Sewer Impact Fees	211,920.00	410,595.00	410,595.00	39,735.00	282,560.00	128,035.00	68.82 %
05-325-111	Connection Fees - Water - Cash Basis	42,430.16	81,840.00	81,840.00	7,830.00	56,115.00	25,725.00	68.57 %
05-325-112	Connection Fees - Water - Accrual Bas	3,045.00	500.00	500.00	0.00	3,840.44	(3,340.44)	768.09 %
05-325-210	Readiness to Serve Charge - Sewer	30,892.30	29,148.00	29,148.00	0.00	2,741.30	26,406.70	9.40 %
05-325-211	Readiness to Serve Charge - Water	21,260.00	21,704.00	21,704.00	0.00	1,589.37	20,114.63	7.32 %
05-329-200	Other Lic./Fees/Permits	2,661.00	2,000.00	2,000.00	0.00	800.00	1,200.00	40.00 %
05-331-350	Sewer/Wastewater Grants	0.00	0.00	0.00	0.00	248,489.00	(248,489.00)	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	109,075.76	596,887.99	617,991.01	49.13 %
05-340-500	Sewer Utility Revenue	1,091,753.54	1,149,532.00	1,149,532.00	99,915.55	579,739.72	569,792.28	50.43 %
05-359-100	Other Fines and/or Forfeitures	30,795.00	23,800.00	23,800.00	0.00	20,530.00	3,270.00	86.26 %
05-359-200	Non Sufficient Funds	1,560.00	1,300.00	1,300.00	25.00	685.00	615.00	52.69 %
05-359-300	Late Fees	30,996.00	29,000.00	29,000.00	0.00	11,707.50	17,292.50	40.37 %
05-369-100	Misc. Income	(505.68)	0.00	0.00	0.00	0.00	0.00	0.00 %
05-369-111	Cash Drawer Overage	0.00	0.00	0.00	0.00	20.00	(20.00)	0.00 %
05-369-400	Insurance Proceeds	0.00	0.00	0.00	0.00	5,681.63	(5,681.63)	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		2,854,772.00	3,256,769.00	3,256,769.00	272,304.31	1,925,100.88	1,331,668.12	59.11 %

POLK CITY
 APRIL 2020 EF MONTHLY FINANCIALS

Enterprise Fund Expenditures
 58.33 % Yr Complete For Fiscal Year: 2020 / 4

G/L ACCOUNT	DESCRIPTION	2019 ACTUALS	2020 ADOPTED BUDGET	2020 ADJ BUDGET	2020 MTD EXPENSES	2020 YTD EXPENSES	2020 AVAIL BUDGET	PERCENTAGE REALIZED
Water								
05-533-120	Regular Salary - Wages - Water Oper	176,307.51	205,272.00	205,272.00	11,810.22	85,709.55	119,562.45	41.75 %
05-533-140	Overtime - Water Oper	2,916.21	5,262.00	5,262.00	0.00	2,643.77	2,618.23	50.24 %
05-533-210	Fica Taxes - Water Oper	13,253.83	16,106.00	16,106.00	876.98	6,851.55	9,254.45	42.54 %
05-533-220	Retirement Contribution - Water Oper	36,384.70	17,832.00	17,832.00	1,000.32	8,191.85	9,640.15	45.94 %
05-533-230	Life & Health Insurance - Water Oper	42,373.15	54,105.00	54,105.00	3,864.74	24,944.80	29,160.20	46.10 %
05-533-240	Worker's Compensation - Water Oper	7,570.00	9,746.00	9,746.00	0.00	6,304.58	3,441.42	64.69 %
05-533-310	Professional Services - Water Oper	28,291.81	20,000.00	20,000.00	3,696.20	12,769.24	7,230.76	63.85 %
05-533-311	Engineering Services - Water Oper	(1,558.00)	30,000.00	30,000.00	0.00	2,937.50	27,062.50	9.79 %
05-533-312	Professional Services - Other - Water	3,952.02	20,000.00	20,000.00	471.95	1,685.01	18,314.99	8.43 %
05-533-313	Professional Services - Polk Regional	2,871.00	5,000.00	5,000.00	312.80	1,226.62	3,773.38	24.53 %
05-533-400	Travel and Training - Water Oper	872.95	500.00	500.00	9.25	174.25	325.75	34.85 %
05-533-410	Communication Services - Water Oper	4,160.22	3,500.00	3,500.00	345.11	2,151.20	1,348.80	61.46 %
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	98.96	678.80	(678.80)	0.00 %
05-533-431	Mt. Olive WTP - Utilities - Water Oper	3,191.68	6,900.00	6,900.00	156.59	13,381.74	(6,481.74)	193.94 %
05-533-432	Commonwealth WTP - Utilities - Water	1,501.25	4,620.00	4,620.00	70.49	213.34	4,406.66	4.62 %
05-533-433	V.Matt Williams WTP - Utilities - Water	12,853.99	12,000.00	12,000.00	1,149.22	16,102.52	(4,102.52)	134.19 %
05-533-460	Repairs and Maintenance - Water Oper	39,221.53	40,000.00	40,000.00	1,008.55	6,071.22	33,928.78	15.18 %
05-533-461	Mt. Olive WTP - Repairs and Maint - W	34,080.99	10,000.00	10,000.00	0.00	7,648.00	2,352.00	76.48 %
05-533-462	Commonwealth WTP - Repairs and Maint	0.00	8,000.00	8,000.00	0.00	2,586.00	5,414.00	32.33 %
05-533-463	V.Matt Williams WTP - Repairs and Mai	0.00	8,000.00	8,000.00	0.00	4,061.41	3,938.59	50.77 %
05-533-464	Vehicle Fuel - Water Oper	10,665.49	7,000.00	7,000.00	663.30	4,637.70	2,362.30	66.25 %
05-533-465	Vehicle Maintenance - Water Oper	13,133.97	8,000.00	8,000.00	0.00	238.31	7,761.69	2.98 %
05-533-466	Public Works/Utilities Facility - Rep	4,265.01	6,000.00	6,000.00	29.02	555.03	5,444.97	9.25 %
05-533-470	Printing and Reproduction - Water Oper	0.00	0.00	0.00	0.00	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	(1,000.00)	5,300.00	(23.26) %
05-533-493	Equipment Rental - Water Oper	0.00	0.00	0.00	0.00	218.38	(218.38)	0.00 %
05-533-510	Office Supplies - Water Oper	252.66	1,000.00	1,000.00	44.84	158.27	841.73	15.83 %
05-533-520	Operating Supplies - Water Oper	24,075.89	15,000.00	15,000.00	812.46	8,891.11	6,108.89	59.27 %
05-533-524	Chemicals - Water Oper	3,233.99	9,000.00	9,000.00	542.00	4,012.00	4,988.00	44.58 %
05-533-526	Meter Supplies - New Installs - Water	56,117.68	90,000.00	90,000.00	6,488.00	77,422.44	12,577.56	86.02 %
05-533-527	Meter Supplies - Repairs & Maintenan	11,814.64	20,000.00	20,000.00	564.45	35,731.74	(14,468.64)	178.66 %
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	179.88	479.88	(479.88)	0.00 %
05-533-605	Depreciation Expense - Water Oper	122,184.87	0.00	0.00	0.00	0.00	0.00	0.00 %
05-533-640	Machinery & Equipment - Water Oper	0.00	120,000.00	120,000.00	0.00	0.00	81,011.31	0.00 %
05-533-641	Mt. Olive WTP - Machinery & Equipment	0.00	150,000.00	150,000.00	540.00	124,934.00	(79,868.00)	83.29 %

POLK CITY
 APRIL 2020 EF MONTHLY FINANCIALS

Enterprise Fund Expenditures
 58.33 % Yr Complete For Fiscal Year: 2020 / 4

G/L		2019	2020	2020	2020	2020	2020	PERCENTAGE
ACCOUNT	DESCRIPTION	ACTUALS	ADOPTED BUDGET	ADJ BUDGET	MTD EXPENSES	YTD EXPENSES	AVAIL BUDGET	REALIZED
05-533-642	Commonwealth WTP - Machinery & Equipm	0.00	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
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	0.00	0.00	0.00	5,318.75	6,382.50	(21,275.00)	0.00 %
05-533-660	Other Capital Assets - Water Operatio	0.00	0.00	0.00	0.00	32,177.50	(32,177.50)	0.00 %
05-533-710	Principal - Water Oper	0.00	79,277.00	79,277.00	0.00	22,227.30	57,049.70	28.04 %
05-533-720	Interest - Water Oper	76,351.08	72,847.00	72,847.00	0.00	37,681.16	35,165.84	51.73 %
DEPARTMENT TOTAL		738,310.12	1,104,267.00	1,104,267.00	40,054.08	561,235.27	385,479.64	50.82 %

Sewer								
05-535-120	Regular Salary - Wages - Sewer Oper	109,003.76	130,319.00	130,319.00	7,757.54	50,853.90	79,465.10	39.02 %
05-535-140	Overtime - Sewer Oper	3,492.28	3,475.00	3,475.00	0.00	2,211.94	1,263.06	63.65 %
05-535-210	Fica Taxes - Sewer Oper	8,464.96	10,235.00	10,235.00	581.76	4,131.72	6,103.28	40.37 %
05-535-220	Retirement Contribution - Sewer Oper	20,007.96	11,332.00	11,332.00	657.06	5,011.14	6,320.86	44.22 %
05-535-230	Life & Health Insurance - Sewer Oper	22,997.52	30,744.00	30,744.00	1,936.53	13,694.42	17,049.58	44.54 %
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	35,123.80	25,000.00	25,000.00	2,260.00	31,989.00	(6,989.00)	127.96 %
05-535-311	Engineering Services - Sewer Oper	(1,558.00)	20,000.00	20,000.00	0.00	8,238.75	11,761.25	41.19 %
05-535-312	Professional Services - Other - Sewer	4,566.06	14,000.00	14,000.00	0.00	391.66	13,608.34	2.80 %
05-535-400	Travel and Training - Sewer Oper	1,941.52	2,000.00	2,000.00	20.47	45.47	1,954.53	2.27 %
05-535-410	Communication Services - Sewer Oper	3,299.99	3,500.00	3,500.00	239.65	1,581.58	1,918.42	45.19 %
05-535-411	Cardinal Hill WWTP - Comm Srvcs - Sew	975.47	1,500.00	1,500.00	0.00	131.70	1,368.30	8.78 %
05-535-412	Mt. Olive WWTP - Comm Srvcs - Sewer O	2,376.00	2,500.00	2,500.00	197.95	1,427.70	1,072.30	57.11 %
05-535-430	Utilities - Sewer Oper	6,216.09	7,000.00	7,000.00	455.16	3,385.95	3,614.05	48.37 %
05-535-431	Cardinal Hill WWTP - Utilities - Sewe	18,679.65	21,000.00	21,000.00	3,959.27	11,595.98	9,404.02	55.22 %
05-535-432	Mt. Olive WWTP - Utilities - Sewer Op	7,476.06	11,000.00	11,000.00	605.13	4,700.45	6,299.55	42.73 %
05-535-460	Repairs and Maintenance - Sewer Oper	53,550.80	100,000.00	100,000.00	130.35	50,984.75	49,015.25	50.98 %
05-535-461	Cardinal Hill - Repairs and Maint - S	4,887.70	40,000.00	40,000.00	0.00	1,494.00	38,506.00	3.74 %
05-535-464	Vehicle Fuel - Sewer Oper	12,007.80	4,000.00	4,000.00	652.62	6,918.53	(2,918.53)	172.96 %
05-535-465	Vehicle Maintenance - Sewer Oper	13,287.66	8,000.00	8,000.00	154.51	1,383.45	6,616.55	17.29 %
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	100.00	900.00	10.00 %
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	44.80	158.20	841.80	15.82 %

POLK CITY
APRIL 2020 EF MONTHLY FINANCIALS

Enterprise Fund Expenditures
58.33 % Yr Complete For Fiscal Year: 2020 / 4

G/L		2019	2020	2020	2020	2020	2020	PERCENTAGE
ACCOUNT	DESCRIPTION	ACTUALS	ADOPTED BUDGET	ADJ BUDGET	MTD EXPENSES	YTD EXPENSES	AVAIL BUDGET	REALIZED
05-535-520	Operating Supplies - Sewer Oper	11,207.82	8,000.00	8,000.00	843.91	4,326.42	3,673.58	54.08 %
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	1,976.00	3,952.00	(3,952.00)	0.00 %
05-535-524	Chemicals - Sewer Oper	30,789.99	17,000.00	17,000.00	2,923.00	10,149.00	6,851.00	59.70 %
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	300.00	700.00	30.00 %
05-535-605	Depreciation Expense - Sewer Oper	207,323.29	0.00	0.00	0.00	0.00	0.00	0.00 %
05-535-630	Improvements Other than Building - Se	0.00	50,000.00	50,000.00	6,805.00	6,805.00	43,195.00	13.61 %
05-535-640	Machinery & Equipment - Sewer Oper	930.00	80,000.00	80,000.00	0.00	0.00	73,368.93	0.00 %
05-535-641	Cardinal Hill - Mach & Equip - Sewer	950.00	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00 %
05-535-650	Construction In Progress - Sewer Oper	0.00	410,595.00	410,595.00	40,791.97	273,883.71	136,711.29	66.70 %
05-535-710	Principal - Sewer Oper	0.00	319,972.00	319,972.00	0.00	63,134.52	256,837.48	19.73 %
05-535-720	Interest - Sewer Oper	302,312.44	295,533.00	295,533.00	0.00	148,143.45	147,389.55	50.13 %
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		909,441.15	1,688,153.00	1,688,153.00	72,992.68	711,124.39	970,397.54	42.12 %
=====								
EF Non-Departmental								
05-590-310	Professional Services - Non-Dept	27,327.92	25,000.00	25,000.00	1,943.11	14,008.54	10,991.46	56.03 %
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	0.00	21,561.36	7,187.64	75.00 %
05-590-320	Accounting and Auditing - Non-Dept	30,497.31	17,000.00	17,000.00	1,238.66	13,134.52	3,865.48	77.26 %
05-590-440	Rentals and Leases - Non-Dept	4,609.06	0.00	0.00	381.79	2,538.69	(2,538.69)	0.00 %
05-590-450	Liability Insurance - Non-Dept	26,351.50	70,000.00	70,000.00	0.00	46,519.00	23,481.00	66.46 %
05-590-510	Office Supplies - Non-Departmental	840.65	1,000.00	1,000.00	0.00	209.94	790.06	20.99 %
05-590-520	Operating Supplies - Non-Dept	843.76	3,000.00	3,000.00	21.27	45.67	2,954.33	1.52 %
05-590-521	Emergencies & Contingencies - Operati	7,197.82	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	299.00	1,271.29	3,228.71	28.25 %
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	0.00	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	25,000.00	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 %

POLK CITY
 APRIL 2020 EF MONTHLY FINANCIALS

Enterprise Fund Expenditures
 58.33 % Yr Complete For Fiscal Year: 2020 / 4

G/L		2019	2020	2020	2020	2020	2020	PERCENTAGE
ACCOUNT	DESCRIPTION	ACTUALS	ADOPTED BUDGET	ADJ BUDGET	MTD EXPENSES	YTD EXPENSES	AVAIL BUDGET	REALIZED
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 %
05-590-996	Bad Debt - Non-Dept	11,249.07	0.00	0.00	0.00	42,197.08	(42,197.08)	0.00 %
05-590-999	Other - Non-Operating Charges - Non-D	4,729.74	0.00	0.00	86.86	528.88	(528.88)	0.00 %
DEPARTMENT TOTAL		196,548.94	464,347.00	464,347.00	3,970.69	143,166.97	321,180.03	30.83 %
Enterprise Fund Revenues Total		2,854,772.00	3,256,769.00	3,256,769.00	272,304.31	1,925,100.88	1,331,668.12	59.11%
Enterprise Fund Expenditures Total		-1,844,300.21	-3,256,769.00	-3,256,769.00	-117,017.45	-1,415,526.63	-1,677,057.21	43.46%
Total Revenue vs. Expenditures		1,010,471.79	0.00	0.00	155,286.86	509,574.25	-345,389.09	

Library Reports 10/2019 - 09/2020

	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	*Mar-20	*Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Totals
Circulation													
Adult Books	1273	1318	1049	1204	1107	1272	1245						8468
Juvenile Books	1035	787	949	909	1257	1264	777						6978
DVD'S	858	829	912	1299	1066	744	635						6343
Hot-Spots	20	20	25	20	20	25	20						150
Digital	75	93	73	75	84	94	92						586
Total Circulation	3261	3047	3008	3507	3534	3399	2769						22,525
New Borrowers													
In City	5	11	24	21	20	9	0						90
In County	3	18	4	6	5	3	5						44
Digital	7	12	5	9	13	16	9						71
Total New Borrowers	15	41	33	36	38	28	14						205
Number of Programs													
Adult	5	2	1	2	2	0	0						12
Juvenile	5	3	4	1	2	2	0						17
Young Adult	1	0	1	0	1	0	0						3
Total Programs	11	5	6	3	5	2	0						32
Program Attendance													
Adult	89	21	21	21	23	8	0						183
Juvenile	119	20	26	11	14	16	0						206
Young Adult	33	0	5	0	6	2	0						46
Total Attendance	241	41	52	32	43	26	0						435
Reference Questions													
<i>Phone Calls</i>	190	178	258	224	195	232	261						1538
Number of Computer Users													
	212	194	191	185	223	121	0						1126
Total Patrons													
	1716	1615	1278	1308	1352	846	328						8443

* Library checkouts are reflecting a lower number than actual checkouts. Renewals will be added in as soon as the county can get the numbers to us.

Prepared by: Suzette Penton May 06, 2020

Library Reports 10/2019 - 09/2020

	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	*Mar-20	*Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Totals
Circulation													
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Digital	75	93	73	75	84	94	92						586
Total Circulation	3261	3047	3008	3507	3534	3399	2769						22,525
New Borrowers													
In City	5	11	24	21	20	9	0						90
In County	3	18	4	6	5	3	5						44
Digital	7	12	5	9	13	16	9						71
Total New Borrowers	15	41	33	36	38	28	14						205
Number of Programs													
Adult	5	2	1	2	2	0	0						12
Juvenile	5	3	4	1	2	2	0						17
Young Adult	1	0	1	0	1	0	0						3
Total Programs	11	5	6	3	5	2	0						32
Program Attendance													
Adult	89	21	21	21	23	8	0						183
Juvenile	119	20	26	11	14	16	0						206
Young Adult	33	0	5	0	6	2	0						46
Total Attendance	241	41	52	32	43	26	0						435
Reference Questions													
<i>Phone Calls</i>	190	178	258	224	195	232	261						1538
Number of Computer Users													
	212	194	191	185	223	121	0						1126
Total Patrons													
	1716	1615	1278	1308	1352	846	328						8443

* Library checkouts are reflecting a lower number than actual checkouts. Renewals will be added in as soon as the county can get the numbers to us.

Prepared by: Suzette Penton May 06, 2020

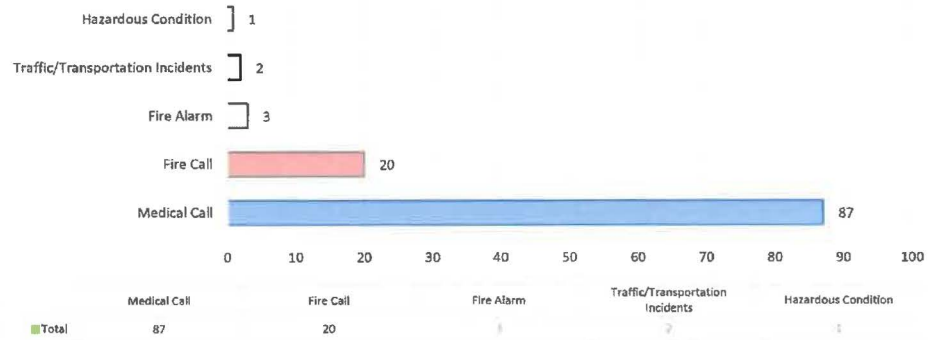
Previous Month Incidents by Call Category

Total Incidents: 34



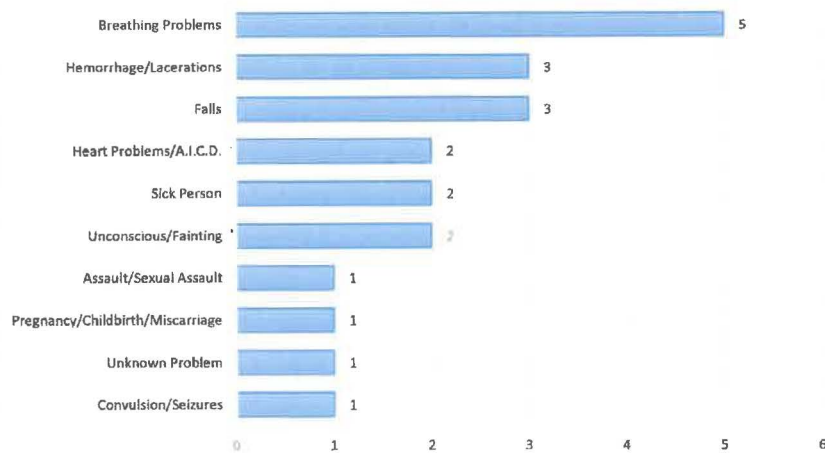
Year to Date Incidents by Call Category

Total Incidents: 113



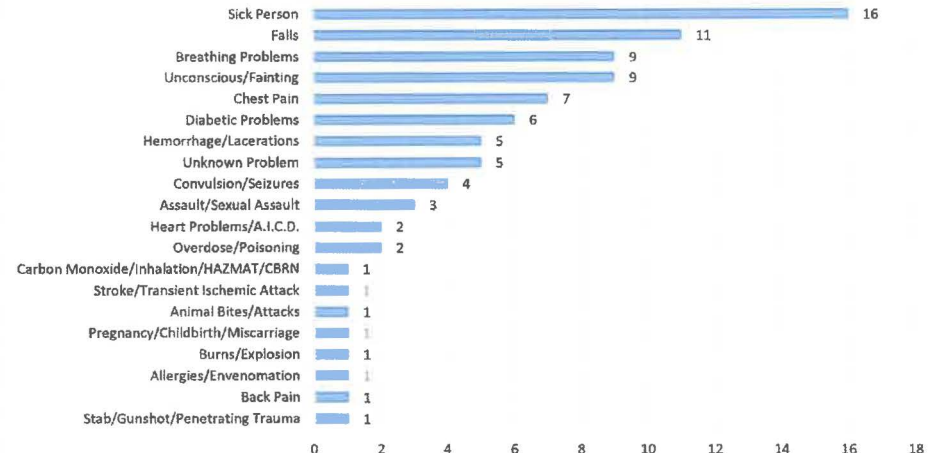
Previous Month Medical Calls by Category

Total Incidents: 21



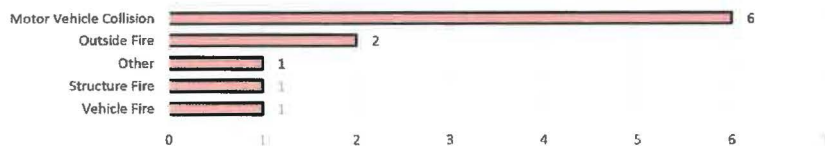
Year to Date Medical Calls by Category

Total Incidents: 87



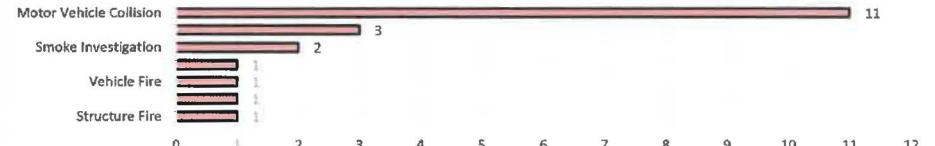
Previous Month Fire Calls by Category

Total Incidents: 11



Year to Date Fire Calls by Category

Total Incidents: 20



Total Calls: YTD - 113 Last Mo. - 34

Dispatch to Arrival: Average: 5:10, 90th Percentile: 9:57
Total Response Time: Average: 6:18, 90th Percentile: 12:45

Submitted by:
Polk County Deputy Fire Chief, Tony Crouse

Public Works Report

March 2020

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.
- 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-5 (Repairs and Maintenance of Equipment, Electrical, plumbing, Building Maintenance, Vehicle Maintenance, etc.)

April Objectives:

Continue maintaining the mowing and preventive maintenance of all City facilities, service equipment. Replacing Bronson Center carpet, City Hall areas.

Submitted By:

Keith Prestage, Public Works Director

Public Works Report

April 2020

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,
- Monitored and serviced all storm drains throughout Polk City.
- Completed Work Orders-10 (Repairs and Maintenance of Equipment, Electrical, plumbing, Building Maintenance, Vehicle Maintenance, etc.)
- Replaced Bronson Center Carpet and Painted.
- In collaboration with Feeding Tampa Bay we held Food Drive at Bronson Center to help feed our Neighbors bi-weekly.
- Replaced areas of City Hall carpet.
- Set up Library with protection shields for Covid 19.
- Received new Inmate truck.

May Objectives:

Continue maintaining the mowing and preventive maintenance of all City facilities, service equipment. Build storage shelves in our Public Works loft area to organize our event and janitorial supplies. Continue efforts with Food Drive.

Submitted By:

Keith Prestage, Public Works Director

**City Commission Meeting
May 26, 2020**

AGENDA ITEM #1: **PUBLIC HEARING - ORDINANCE 2020-04** – AN ORDINANCE OF POLK CITY, FLORIDA, AMENDING THE POLK CITY CODE OF ORDINANCES (THE “CITY CODE”); CREATING CHAPTER 7 IN THE CITY CODE; TO PROVIDE FOR CIVIL EMERGENCIES; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING AN EFFECTIVE DATE. **Second and Final Reading**

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Ordinance 2020-04 – Amending the Polk City Code of Ordinances (The “City Code”), creating Chapter 7 in the City Code; to provide for Civil Emergencies.

ATTACHMENTS:

Ordinance 2020-04

ANALYSIS:

This Ordinance will be permanent; replacing Emergency Ordinances 2020-02 and 2020-03 (adopted on April 3, 2020) as they will expire on or before August 31, 2020.

This First Reading of this Ordinance was approved on April 30, 2020.

STAFF RECOMMENDATION:

Approve Ordinance 2020-04 on **Second and Final Reading**.

ORDINANCE 2020-04

AN ORDINANCE OF POLK CITY, FLORIDA, AMENDING THE POLK CITY CODE OF ORDINANCES (THE "CITY CODE"); CREATING CHAPTER 7 IN THE CITY CODE; TO PROVIDE FOR CIVIL EMERGENCIES; REPEALING ALL ORDINANCES IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; 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) Novel Coronavirus Disease 2019 (COVID-19) is a severe acute respiratory illness that can spread among humans through respiratory transmission and presents with symptoms similar to those of influenza.

(2) On March 1, 2020, Ron DeSantis, Governor of the State of Florida, issued Executive Order No. 20-51, directing the Florida Department of Health to issue a Public Health Emergency.

(3) Governor DeSantis issued Executive Order No. 20-52, attached hereto as Exhibit "A" and incorporated herein by reference declaring that a State of Emergency exists in every county in the State of Florida as a consequence of Coronavirus Disease 2019 (COVID-19), a severe acute respiratory illness that can spread among humans through respiratory transmission and presents with symptoms similar to those of influenza.

(4) On March 1, 2020, the State Surgeon General and State Health Officer declared that a Public Health Emergency exists in the State of Florida as a result of COVID-19.

(5) On March 9, 2020, Governor DeSantis declared that a state of emergency exists in the State of Florida as a result of the continued spread of COVID-19.

(6) The World Health Organization declared COVID-19 a Public Health Emergency of International Concern.

(7) On March 13, the President of the United States issued a national emergency declaration regarding COVID-19.

(8) COVID-19 has created or imminently threatens to create conditions that may severely affect the public health, safety, welfare and security of the citizens, residents and visitors of Polk City, Florida.

(9) Florida law, including §§ 286.011 and 166.041, Florida Statutes, requires that meetings of elected and appointed officials (“Bodies”), for the conduct of public business, must be held following procedures (notice, access of meetings, opportunity to be heard, the taking of minutes, etc.) that ensure that the public is able to participate in and be aware of the decision making process (the “Sunshine Law”).

(10) Previously, when asked whether a public body complies with the Sunshine Law when one or more members of the Body wish to participate in a meeting electronically from a remote location, the Florida Attorney General (“AG”) has opined that a quorum of the Body must be physically present in order to allow a member, who due to “extraordinary circumstances” is unable to physically attend the meeting, to appear and participate electronically.

(11) On March 19, 2020, the AG issued an AGO 2020-03 which provides that “unless and until legislatively or judicially determined otherwise, if a quorum is required to conduct official business, local government bodies may only conduct meetings by teleconferencing or other technological means if either a statute permits a quorum to be present by means other than in-person, or the in-person requirement for constituting a quorum is lawfully suspended by the Governor during the state of emergency.”

(12) On March 20, 2020, Governor DeSantis issued Executive Order Number 20-69 which suspends any Florida Statute that requires a quorum to be present in person or requires a local government body to meet at a specific public place and permits local government bodies to utilize communications media technology such as telephonic and video conferencing, as provided in section 120.54(5)(b)2., Florida Statutes.

(13) The current outbreak of Coronavirus (COVID-19) has made the City Commission acutely aware that provisions must be made to ensure that the business of municipal governance can occur without unnecessarily exposing either City personnel or members of the public to a risk of infection while ensuring public access and open government.

(14) The City Commission finds that there is a clear and present danger in holding a public “in person” meeting for those attending and those who come in contact with those attending, both now and if there are future similar pandemic events.

(15) The technology exists to conduct public meetings using technology in which the City can comply with the provisions of the Sunshine Law while preserving human life.

(16) Section 252.38, Florida Statutes, provides for emergency management powers of political subdivisions of the State of Florida, including, without limitation, counties such as Polk County, and municipalities such as Wauchula (the “City”).

(17) Pursuant to Section 252.38(3)(a), Florida Statutes, the Legislature has empowered municipalities to declare a state of local emergency.

(18) In order to mitigate or prevent these impacts, on March 16, 2020, the City Commission then found that it is necessary to declare a state of emergency within the entire incorporated limits of the Polk City pursuant to the City's Charter, Chapter 252, Florida Statutes, through the adoption of Resolution No. 2020-02 (the "March 16 Resolution").

(19) The City Commission also possesses broad home rule powers that authorize it to protect the public health, safety, and welfare, declare emergencies, and protect its citizens, and has by those powers adopted emergency ordinance nos. 2020-02 and 2020-03 on April 3, 2020, to enable it to declare civil emergencies and to hold commission meetings using communications media technology.

(20) To amend, extend, and update its March 16 Resolution to invoke its home rule powers for the purpose of better protecting the lives of its citizens, residents, employees, and visitors in order to mitigate or prevent these impacts, on April 3, 2020, the City Commission then found that it is necessary to approve Resolution No. 2020-03 pursuant to the City's Charter, Chapter 252, Florida Statutes, and the City's home rule authority, including that set forth in Article VIII, Section 2(b), Florida Constitution, and Section 166.021, Florida Statutes.

(21) By their terms, emergency ordinance nos. 2020-02 and 2020-03, will expire on or before August 31, 2020.

(22) The City now wishes to adopt permanent replacements for these two emergency ordinances that can be permanently codified.

SECTION 2. CREATION OF CHAPTER 7, CITY CODE.. Chapter 7 of the Code of Ordinances, Polk City, Florida, is hereby amended to read as follows:

"Chapter 7 - CIVIL EMERGENCIES

Sec. 7-1. - Intent.

- (a) It is the intent of this chapter to provide the necessary organization, powers and authority to enable the timely and effective use of all available city resources to prepare for, respond to, and recover from emergencies, natural and manmade, likely to affect the security, safety or health of the city and its residents, whether such events occur within or without the corporate limits of the city.
- (b) Nothing in this chapter shall be intended to relieve city departments of their normally assigned duties, responsibilities and functions.
- (c) Nothing in this chapter shall be construed as a delegation of authority to abridge or diminish the legislative or administrative powers of the city commission.

Sec. 7-2. - Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Emergency or state of emergency means a condition which threatens or adversely affects the public health, safety or security and which is or threatens to be beyond the control of those public and private agencies normally responsible for the management of such a condition resulting from an act or threatened act of war, riot, terrorism, mob or other act of violence; from a weather event such as flood, hurricane or tornado; from a disruption of the city's utility system; or from any other cause.

Normal average retail price means the price at retail for merchandise, goods or services at which similar merchandise, goods or services were being sold during the 90 days immediately preceding a declaration of public emergency.

Sec. 7-3. - Applicability of provisions.

All officers, employees, contractors, vendors, boards, commission, authorities and other agencies of the city are subject to the provisions of this chapter.

Sec. 7-4. - Powers, duties and responsibilities.

The city manager shall have the following powers, duties and responsibilities:

- (1) To declare a state of emergency or to recommend the declaration of a state of emergency by the city commission, and to inform the city commission of the reasons for and status of events requiring the declaration;
- (2) To direct the creation, revision and exercise of emergency response plans conforming to state and county emergency plans for the mitigation of, preparation for, response to, and recovery from emergencies;
- (3) To direct the efforts of the various city departments in the preparation for, response to and recovery from emergency conditions; and
- (4) To promulgate emergency regulations necessary for the protection of life and property, establishment of public order and control of adverse conditions affecting public welfare resulting from an emergency.

Sec. 7-5. - Declaration of a state of emergency.

- (a) The city commission, mayor, mayor pro tem, city manager and assistant city manager, in the order named, shall have the authority to declare a state of emergency by proclamation. Upon the absence or unavailability of the mayor, the mayor pro tem may issue such a declaration and, upon the absence or unavailability of the mayor and the mayor pro tem, the city manager or, upon the absence or unavailability of the city manager, the assistant city manager may issue such a declaration.
- (b) Any declaration of a state of emergency and all emergency regulations activated under the provisions of this chapter shall be confirmed by the city commission by resolution within five working days of such declaration or at the next regularly

scheduled meeting of the city commission, whichever occurs first, unless the nature of the emergency renders a meeting of the city commission extremely impractical. Confirmation of the emergency declaration shall disclose the reasons for, anticipated impacts of, actions proposed and taken to manage the emergency, and other pertinent data relating to the emergency requiring the declaration.

(c) Emergency resolutions authorized by this chapter shall include, but are not limited to the following subjects:

- (1) Evacuation.
- (2) Curfews; declaration of areas off-limits.
- (3) Suspension or regulation of sale of alcoholic beverages, explosives or combustibles.
- (4) Prohibiting the sales of merchandise, goods or services at more than the normal average retail price.
- (5) Water use restrictions.
- (6) Suspension of local building regulations.
- (7) Rationing of fuel, ice and other essentials.
- (8) Emergency procurement procedures.
- (9) Temporary modification of personnel policies.
- (10) Temporary suspension or modification of utility rates, fees, charges, billing, termination, and/or service policies set by ordinance or resolution.

(d) A declaration of a state of emergency shall activate the emergency plans applicable to the city.

(e) A state of emergency, when declared as provided herein, shall continue in effect from day to day until declared to be terminated.

(f) Upon the declaration of a state of emergency, the city manager shall post a written notice of such declaration upon the main bulletin board in the city hall, and shall notify by telephone each newspaper of general circulation within the city.

Sec. 7-6. - Termination of a state of emergency.

A state of emergency shall be terminated upon the certification of the officer or agency requesting the declaration of the state of emergency that the conditions leading to or causing the emergency conditions no longer exist and that the city's agencies and departments are able to manage the situation without extraordinary assistance. Notice of such termination shall be made to the public by the city manager by the same means as the notice of the declaration of the state of emergency.

Sec. 7-7. - Weather emergencies.

(a) A state of emergency may be declared because of weather conditions when the National Weather Service or a state, county or local emergency management agency informs the city or the public that emergency conditions resulting from

meteorological conditions are present or are imminent. Meteorological conditions covered by this section include, but are not limited to, hurricanes, floods, tornadoes or other severe weather conditions and the results therefrom.

- (b) Declaration of a state of emergency because of weather conditions shall authorize the issuance of emergency resolutions provided for in subsections 7-5(c)(1)—(8), as may be required.

Sec. 7-8. - Police emergencies.

- (a) A state of emergency may be declared because of civil unrest when the chief of police certifies to the city manager that an emergency condition arising from hostile actions of others, armed or unarmed, requires extraordinary measures for control, including but not limited to curfew; blockade; proscription of the sale of firearms and other weapons, alcoholic beverages, explosives and combustibles; evacuation and other like actions.

- (b) Declaration of a state of emergency because of civil unrest shall authorize the issuance of emergency resolutions provided for in subsections 7-5(c)(1), (2), (3), (4) and (8), as may be required.

Sec. 7-9. - Utility emergencies.

- (a) A state of emergency may be declared because of utility conditions when the director of the electric and water utilities department certifies to the city manager that:

- (1) A condition exists or is imminent that endangers the safety, potability, quantity, availability, transmission, distribution, treatment, or storage of water through or within the city water utility system; or
- (2) A condition exists or is imminent that endangers the safety, quality, availability, transmission or distribution of electricity through or within the city's electric utility system; and
- (3) Extraordinary actions to control and correct the situation are required, including but not limited to emergency purchase, call-in of off-duty personnel, assistance by other communities and agencies, and other like actions.

- (b) Declaration of a state of emergency because of utility conditions shall authorize the issuance of emergency resolutions provided for in subsections 7-5(c)(1), (2), (5) and (8), as may be required.

Sec. 7-10. - Fire emergencies.

- (a) A state of emergency may be declared because of fire when the fire chief certifies to the city manager that an actual or potential condition arising from fire, explosion, chemical spill, building or bridge collapse, or plane, train or other vehicle accident requires extraordinary measures for control, including but not limited to calling out of off-duty and reserve personnel, evacuation, and other like actions.

(b) Declaration of a state of emergency because of fire shall authorize the issuance of emergency resolutions provided for in subsections 7-5(c)(1), (2), (5) and (8), as may be required.

Sec. 7-11. - Suspension of local building regulations.

The city manager may authorize the suspension of local building regulations during and following a declared state of emergency when the chief building official certifies that such action is necessary to the expeditious restoration of property damaged by the emergency event. Such suspension of building regulations may be applied on a case-by-case basis as required to remedy specific conditions and to facilitate the provision of emergency housing to disaster victims. The chief building official shall specify the provisions of the building code to be suspended and the reasons therefore when certifying the necessity of such suspension to the city manager.

Sec. 7-12. - Certification of emergency conditions.

A certification of emergency conditions to the city manager may be verbal, but each verbal certification shall be confirmed in writing within 24 hours following an emergency declaration.

Sec. 7-13. – Limited Authorization For Public Meetings without Physical Presence . The City Manager is hereby authorized, pursuant to the Home Rule authority of the City Commission, during a declared public health emergency to:

a) arrange for the City Commission to meet electronically using communications media technology;

b) promulgate rules of procedure that will ensure compliance with the Sunshine Law and other relevant laws and statutes;

c) provide technology and administrative support as necessary to fulfill these objectives.

Such a meeting may only be conducted without the physical presence of the City Commission members if and only if (1) an emergency is declared based upon an infectious disease, (2) the Governor or the State Legislature has authorized the use of CMT or otherwise waived the “in person” quorum requirement, (3) the meeting be properly noticed, (4) minutes be taken, and (5) the public be permitted to attend via technology such as teleconferencing or web-based conferencing.”

SECTION 3. SEVERABILITY. If any provision of this ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, such provision and such holding shall not affect the validity of any other provision, and to that end, the provisions of this ordinance are hereby declared severable.

SECTION 4. CONFLICTS. All ordinances or parts of ordinances in conflict herewith are hereby repealed, replaced, and superseded to the extent of such conflict, including but not limited to Ordinance nos. 2020-02 and 2020-03.

SECTION 6. INCLUSION INTO CITY CODE. It is the intention of the City Commission that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the City.

SECTION 7. EFFECTIVE DATE. This ordinance shall take effect in accordance with general law.

INTRODUCED AND PASSED on FIRST READING, this ___ day of _____, 2020.

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 _____, 2020.

Joe LaCascia, Mayor

ATTEST:

Patricia Jackson, City Manager/City Clerk

**City Commission Meeting
May 26, 2020**

AGENDA ITEM # 2: COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM PROJECTS

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Community Development Block Grant Program Projects

ATTACHMENTS:

1. CDBG Information Sheet

ANALYSIS:

The Citizens Advisory Task Force (CATF) held a meeting on February 27, 2020, whereby the public and the Task Force discussed what activities are eligible for the program and discussed what projects may be considered.

After lengthy discussion, the CDBG Citizen Advisory Task Force recommended three items for one project on Citrus Grove Boulevard and adjacent areas that qualify: Paving of Citrus Grove Blvd., replace existing sidewalk in that area and also drainage for that area.

This meeting will be **Public Hearing** for the public to once again give their input, as well as consider what the CDBG Citizen Advisory Task Force recommended.

STAFF RECOMMENDATION:

The CATF is recommending paving of Citrus Grove Boulevard, replace the sidewalk and drainage in that area.

CITY OF POLK CITY
FFY 2019 COMMUNITY DEVELOPMENT BLOCK GRANT
FIRST PUBLIC HEARING – MAY 26, 2020

Purpose of the Hearing

- Two public hearings are required to ensure the public can voice opinions on the proposed application.
- This hearing is held to outline the type of grants that are possible; a second hearing will be held to review the draft application before it is submitted to DEO.

Program Overview

The Florida Small Cities Community Development Block Grant Program is a competitive grant program that awards funds to eligible cities, counties, towns and villages. An eligible city must have a population under 50,000, and an eligible county must have a population under 200,000.

CDBG Program Objectives

- Benefit low and moderate income persons (a minimum of 51%)
- Aid in the prevention or elimination of slum or blight
- Other urgent community development needs

Regular Categories and Activities - \$650,000

A local government may apply for only one of these grants, and may have only one of these grants open, at any given time. There is a set application due date each year, scheduled for August, 2020. Communities are scored and ranked against other communities applying in the same category.

- **Housing Rehabilitation (HR)** – Assists low and moderate income residents with physical improvements that address code, safety and other rehabilitation items. In some cases, severely damaged structures may be demolished and replaced.

OR

- **Neighborhood Revitalization (NR)** – Assists communities with infrastructure improvements, such as paving, fire protection, drinking water, sewer, flood and drainage, handicap accessibility in public facilities, and other similar activities. It is required that no less than 51% of the residents who benefit from these activities be low to moderate income.

OR

- **Commercial Revitalization (CR)** – Provides funds to address improvements to downtown or commercial districts, including water, sewer, sidewalks, parking, building facades, etc. Alachua does not meet the community wide 51% LMI Percentage for a Commercial Revitalization category application. The HUD calculated city-wide LMI is 39.75%. A city-wide income survey or a determination of slum and blight conditions would be required to apply.

Economic Development Category – up to \$1,500,000 (Depending on job creation numbers)

A local government can be awarded one new economic development grant every year and there is *no limit to the number of these grants that can be open* at any given time, provided all grants are on schedule. A local government may apply for an economic development grant even if it has an open housing, neighborhood, or commercial grant, provided that grant is on schedule. There is no deadline – funds are awarded on a first come/first serve basis. Funds are awarded based upon the number of jobs the project will create or retain at a ratio of \$34,999 per job, up to \$1,500,000.

These funds are used to build infrastructure necessary to attract new businesses or retain expanding businesses. *Job creation is required*, and at least 51% of the jobs created must be available to low-to-

moderate income persons. (Low to moderate income jobs are defined as positions requiring no more than a high school diploma. If additional training is required, the company must provide this training at no cost to the employee.)

It is important to note that the Economic Development Category requires the participation of a business that is willing to commit to job creation or job retention.

TWO RECOMMENDED MOTIONS:

Motion 1: "Motion to apply for a FFY 2019 CDBG application in the Neighborhood Revitalization Category."

Motion 2: "Motion to apply for a FFY 2019 CDBG application in the Economic Development Category should an eligible potential business come forward to partner with the City."