

POLK CITY

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

January 19, 2021

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

1. Proclamation for Polk City School Choice Week

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

AGENDA

1. **PUBLIC HEARING - ORDINANCE 2020-11** – AN ORDINANCE OF POLK CITY, FLORIDA; AMENDING THE FUTURE LAND USE MAP OF THE CITY'S COMPREHENSIVE PLAN BY CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 3.22 ACRES LOCATED AT THE NORTHWEST CORNER OF THE INTERSECTION OF COMMONWEALTH AVENUE NORTH (SR 33) AND CITRUS GROVE BOULEVARD NORTH FROM COMMERCIAL TO RESIDENTIAL; TRANSMITTING THE AMENDMENT AND NOTIFYING THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE. **Second and Final Reading**
2. **PUBLIC HEARING - ORDINANCE 2020-12** – AN ORDINANCE OF POLK CITY, FLORIDA; AMENDING THE OFFICIAL POLK CITY ZONING MAP TO CHANGE THE ZONING ON APPROXIMATELY 18.71 ACRES LOCATED AT THE NORTHWEST CORNER OF COMMONWEALTH AVENUE (SR 33) AND CITRUS GROVE BOULEVARD NORTH FROM R-4 MIXED RESIDENTIAL USE AND PLANNED UNIT DEVELOPMENT TO PLANNED UNIT DEVELOPMENT TO ALLOW FOR 168 MULTIFAMILY DWELLING UNITS; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING AN EFFECTIVE DATE. **Second and Final Reading**

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
January 19, 2021

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 – December 21, 2020 – City Commission Meeting
2. Accept minutes – December 21, 2020 – City Commission Workshop

B. REPORTS

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

C. OTHER

**City Commission Meeting
January 19, 2021**

CONSENT AGENDA ITEM: Accept minutes for:

1. Accept minutes – December 21, 2020 – City Commission Workshop
2. Accept minutes – December 21, 2020 – City Commission Regular Meeting

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE: Minutes attached for review and approval

ATTACHMENTS:

3. Accept minutes – December 21, 2020 – City Commission Workshop
4. Accept minutes – December 21, 2020 – City Commission Regular Meeting

ANALYSIS: N/A

STAFF RECOMMENDATION: Approval of Minutes

CITY COMMISSION WORKSHOP MINUTES

December 21, 2020

Mayor LaCascia called the meeting to order at 6:00 pm.

ROLL CALL – Assistant to the City Manager Sheandolen Dunn

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

Absent: Commissioner Micheal T. Blethen

Agenda Review - City Commission Meeting – December 21, 2020

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

ORDER OF BUSINESS

Public Hearing – Ordinance 2020-11

Mayor LaCascia briefly discussed this Ordinance of Polk City, Florida, providing for the amendment of the Future Land Use Map of the Comprehensive Plan of Polk City, Florida, specifically, changing the Future Land Use Designation of Approximately 3.22 acres located in the Northwest corner of the Intersection of Commonwealth Avenue North (SR 33) and Citrus Grove Boulevard North from Commercial to Residential Medium (parcel Number 25-26-33-296500-102020); and transmitting said amendment to the Florida Department of Economic Opportunity for notification; providing for severability; and providing for an effective date. **First Reading**

Jennifer Codo-Salisbury (CFRPC) provided a thorough explanation and stated that Ordinance 2020-11 is a companion to Ordinance 2020-12.

Mayor LaCascia inquired about what would be done with this property and if it would be low-income housing?

Jennifer Codo-Salisbury responded this is 18.71 acres to be developed into 168 units (apartments or condos). A Traffic Study will be required and must meet all of Polk City's Land Development Code Regulations.

City Manager Jackson stated that if the traffic study is not met properly, the development will not be built.

Vice Mayor Kimsey stated that there is not enough transparency for the closely affected neighbors. Does not feel adequate notice was given.

Jennifer Codo-Salisbury responded that the neighbors within 300 feet of the subject area were notified ten (10) days in advance by US Mail of this Public Notice. This notice goes to property owners, not renter. Prior to the Second Reading of this Ordinance, a public notice will be posted on the property.

Public Hearing – Ordinance 2020-12

City Manager Jackson discussed this Ordinance of Polk City, Florida, amending the official Polk City Zoning Map to change the zoning on approximately 18.71 acres located at the Northwest corner of Commonwealth Avenue (SR 33) and Citrus Grove Boulevard North from R-4 Mixed Residential Use and Planned Unit Development to Planned Unit Development to allow for 168 Multi-family dwelling units; providing for severability; providing for repeal of conflicting ordinances; providing for an effective date. **First Reading**

Jennifer Codo-Salisbury provided a thorough explanation and stated that Ordinance 2020-12 is a companion to Ordinance 2020-11.

Purchase of Vacuum/Jetter on Trailer

City Manager Jackson and Utilities Director Lori Pearson discussed on several occasions over the last few years, Polk City has had to call ACT or borrow equipment from other cities to fix issues with clogged pipes, overflowing manholes, and cleaning out lift stations. This has become very expensive to the City.

Polk City has received a quote from Vermeer Southeast Sales and Service to purchase a new Vacuum/Jetter and Trailer in the amount of \$98,990.50.

This purchase is in the budget and Polk City will piggyback off the Florida Sheriff's Association Contract.

Staff recommended approval to purchase a Vacuum/Jetter and Trailer in the amount of \$98,990.50 from Vermeer Southeast Sales and Service.

Discussion of Polk City Community Library – Name Change

City Manager Jackson discussed the City experienced a tragic loss with the passing of Suzette Penton; however, prior to Suzette's passing there were thoughts of renaming the Polk City Community Library.

One of Suzette's passion was the Library and the people it served. It showed with the various programs she did for children and adults, but she rose to the occasion with the Summer Reading Program by making it adventurous and interesting. The Summer Reading Program had record breaking numbers under Suzette's guidance.

Staff, as well as citizens, would like the Library to be renamed in Suzette's honor. Some of the recommendations are:

The Suzette Marie Penton Community Library
The Suzette M. Penton Polk City Community Library

After lengthy discussion, the City Commission consensus was to rename the Library the **Suzette Penton Polk City Community Library**, in which a final vote will take place at the 7pm Regular Meeting.

CITY ATTORNEY ITEMS - None

CITY MANAGER ITEMS

Citrus Hill Water Line Project – City Manager Jackson provided an update. Would like to proceed with bids. Odom Contracting is willing to do the work that Polk City needs to have done.

V. Matt Williams Water Plant – Declared an emergency because of the shaft that was broken. Repair was \$34,000.

COMMISSIONER ITEMS - None

ADJOURNMENT – 6:50 pm

Patricia Jackson, City Manager

Joe LaCascia, Mayor

CITY COMMISSION MINUTES

December 21, 2020

Mayor LaCascia called the meeting to order at 7:00 pm.

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

ROLL CALL – Assistant to the City Manager Sheandolen Dunn

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

Absent: Commissioner Micheal T. Blethen

APPROVE CONSENT AGENDA

Mayor LaCascia discussed the write-offs on the Consent Agenda. Does not like to see this kind of trend, where there were quite a few write-offs in one area, Golden Gate Boulevard. Would like to see this kind of trend greatly minimized.

Chasity, Guinn, Assistant Public Works Director provided a thorough explanation. There are a lot of rentals and pay plans are not being fulfilled; while others are very high leaks. The deposit will be \$150 or \$300, based on the applicant's credit rating. The deposit has already been taken out if an applicant has vacated the premises without paying the final bill in full. The disconnect policy is in place and active as of today.

Motion by Commissioner Harper to approve the November 16, 2020 (City Commission Workshop), November 16, 2020 (City Commission Regular Meeting); this motion was seconded by Commissioner Carroll. **Unanimously approved by Voice Vote.**

Mayor LaCascia recognized Polk City's Public Works Director, Keith Prestage for his work during Suzette Penton's Celebration of Life Service. The scripture he chose was so reflective of Suzette's life. He did a superb job!

PUBLIC COMMENT

Mrs. Douglass Dillard (544 Meandering Way) is a Real Estate Agent and is interested in working with Polk City to advertise property that the City might be selling.

ORDER OF BUSINESS

Public Hearing – Ordinance 2020-11

Mayor LaCascia briefly discussed this Ordinance of Polk City, Florida; amending the Future Land Use Map of the City's Comprehensive Plan by changing the Future Land Use Designation of approximately 3.22 acres located at the Northwest corner of the intersection of Commonwealth Avenue North (SR 33) and Citrus Grove Boulevard North

from Commercial to Residential, transmitting the Amendment and notifying the Florida Department of Economic Opportunity; providing for severability; providing for an effective date. **First Reading**

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

Jennifer Codo-Salisbury (CFRPC) provided a thorough explanation stating that Ordinance 2020-11 is a companion to Ordinance 2020-12.

Vice Mayor Kimsey reiterated his previous comment from the Workshop, stating that there is not enough transparency for the closely affected neighbors. Does not feel adequate notice was given.

Jennifer Codo-Salisbury responded that the neighbors within 300 feet of the subject area were notified ten (10) days in advance by US Mail of this Public Notice. This notice goes to property owners, not renters. Prior to the Second Reading of this Ordinance, a Public Notice will be posted on the property.

Motion by Commissioner Harper to approve Ordinance 2020-11 on First Reading; this motion was seconded by Commissioner Carroll.

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

Motion carried 3/1.

Public Hearing – Ordinance 2020-12

City Manager Jackson discussed this Ordinance of Polk City, Florida, amending the official Polk City Zoning Map to change the zoning on approximately 18.71 acres located at the Northwest corner of Commonwealth Avenue (SR 33) and Citrus Grove Boulevard North from R-4 Mixed Residential Use and Planned Unit Development to Planned Unit Development to allow for 168 Multi-family dwelling units; providing for severability; providing for repeal of conflicting ordinances; providing for an effective date. **First Reading**

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

Jennifer Codo-Salisbury (CFRPC) provided a thorough explanation stating that Ordinance 2020-12 is a companion to Ordinance 2020-11.

Motion by Mayor LaCascia to approve Ordinance 2020-12 on First Reading; this motion was seconded by Commissioner Harper.

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

Motion carried 3/1.

Purchase of Vacuum/Jetter on Trailer

City Manager Jackson and Utilities Director Lori Pearson discussed on several occasions over the last few years, Polk City has had to call ACT or borrow equipment from other cities to fix issues with clogged pipes, overflowing manholes, and cleaning out lift stations. This has become very expensive to the City.

Polk City has received a quote from Vermeer Southeast Sales and Service to purchase a new Vacuum/Jetter and Trailer in the amount of \$98,990.50.

This purchase is in the budget and Polk City will piggyback off the Florida Sheriff's Association Contract.

Staff recommended approval to purchase a Vacuum/Jetter and Trailer in the amount of \$98,990.50 from Vermeer Southeast Sales and Service.

Motion by Commissioner Harper to approve the purchase of a Vacuum/Jetter on a Trailer from Vermeer Southeast Sales and Service; this motion was seconded by Commissioner Carroll.

Motion carried unanimously by Voice Vote.

Discussion of Polk City Community Library – Name Change

City Manager Jackson discussed the City experienced a tragic loss with the passing of Suzette Penton; however, prior to Suzette's passing there were thoughts of renaming the Polk City Community Library.

One of Suzette's passion was the Library and the people it served. It showed with the various programs she did for children and adults, but she rose to the occasion with the Summer Reading Program by making it adventurous and interesting. The Summer Reading Program had record breaking numbers under Suzette's guidance.

Staff, as well as citizens, would like the Library to be renamed in Suzette's honor. Some of the recommendations are:

The Suzette Marie Penton Community Library
The Suzette M. Penton Polk City Community Library

After lengthy discussion, the City Commission consensus was to rename the Library the **Suzette Penton Polk City Community Library**, in which a final vote will take place at the 7pm Regular Meeting.

City Attorney Cloud will draft the Resolution for the Library renaming.

Motion by Commissioner Harper to approve the renaming of the Polk City Library to the Suzette Penton Polk City Community Library; this motion was seconded by Vice Mayor Kimsey.

Motion carried unanimously by Voice Vote.

CITY MANAGER ITEMS

Vacation – City Manager Jackson will be taking vacation the week after Christmas.

CITY ATTORNEY ITEMS

Provided a brief update on the PRWC Mediation.

COMMISSIONER ITEMS

Vice Mayor Kimsey – Merry Christmas

Commissioner Carroll – Merry Christmas and Be Safe.

Commissioner Harper – Thanked everyone for coming. Merry Christmas and Happy New Year.

Mayor LaCascia – Merry Christmas and Happy New Year.

ANNOUNCEMENTS - None

ADJOURNMENT – 7.20 pm

Patricia Jackson, City Manager

Joe LaCascia, Mayor

**City Commission Meeting
January 19, 2021**

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

ANALYSIS:

STAFF RECOMMENDATION: Approval of Department Reports via Consent Agenda

Polk City Permits Added

From: 12/01/20 To: 12/31/2020

COMMERCIAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BC-2020-1524	205 SE BROADWAY BLVD, POLK CITY, FL 33868	4,664.00	12/17/2020
		Subtotal:	\$4,664.00

DEMO

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2020-17808	728 N CITRUS GROVE BLVD, POLK CITY, FL	1,200.00	12/04/2020
		Subtotal:	\$1,200.00

ELECTRICAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2020-17706	381 NOLANE LN, POLK CITY, FL	9,000.00	12/03/2020
		Subtotal:	\$9,000.00

MECHANICAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2020-18678	441 MARKLEN LOOP, POLK CITY, FL 33868	3,500.00	12/23/2020
BT-2020-18873	455 EDGEWATER DR, POLK CITY, FL 33868	6,800.00	12/30/2020
		Subtotal:	\$10,300.00

POOL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2020-17957	444 MARKLEN LOOP, POLK CITY, FL	0.00	12/07/2020
		Subtotal:	\$0.00

RE-ROOF

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2020-17578	227 LARKSPUR LN, POLK CITY, FL 33868	11,000.00	12/01/2020
BT-2020-17595	441 MARKLEN LOOP, POLK CITY, FL 33868	7,025.00	12/01/2020
BT-2020-18741	134 BAYBERRY DR, POLK CITY, FL 33868	19,687.00	12/24/2020
BT-2020-18874	9835 N HWY 33 POLK CITY, FL 33868	7,900.00	12/30/2020
		Subtotal:	\$45,612.00

RESIDENTIAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BR-2020-12307	377 CLEARWATER LAKE DR, POLK CITY, FL 33868	4,800.00	12/01/2020
BR-2020-12399	8765 MICMAC CT, POLK CITY, FL	96,800.00	12/03/2020
BR-2020-12402	8646 RINDGE RD, POLK CITY, FL	127,600.00	12/03/2020
BR-2020-12406	652 MEANDERING WAY, POLK CITY, FL	14,575.00	12/03/2020
BR-2020-12663	152 BRIDGES RD, POLK CITY, FL 33868	15,500.00	12/10/2020

BR-2020-12735	728 N CITRUS GROVE BLVD, POLK CITY, FL 33868	75,000.00	12/12/2020
BR-2020-12825	730 3RD ST, POLK CITY, FL 33868	1,000.00	12/15/2020
BR-2020-12944	416 2ND ST, POLK CITY, FL 33868	6,000.00	12/16/2020
BR-2020-12991	416 1ST ST, POLK CITY, FL 33868	3,300.00	12/17/2020
BR-2020-13068	203 S BOUGAINVILLEA AVE, POLK CITY, FL 33868	5,000.00	12/18/2020
BR-2020-13288	8773 MICMAC CT, POLK CITY, FL 33868	7,896.00	12/28/2020
BR-2020-13526	5457 ANIMOSH CT, POLK CITY, FL 33868	7,500.00	12/30/2020
Subtotal:		\$364,971.00	
Grand Total:		\$435,747.00	

67 SFR to Date
Kathy Delp

Code Enforcement Report

DECEMBER 2020

DATE	ADDRESS/CASE #	VIOLATION	STATUS
12/1/2020	CITY WIDE	SNIPE SIGNS	REMOVED 12
12/1/2020	CITY HALL	EMAILS AND PHONE CALLS	OFFICE
12/1/2020	CITY WIDE	FIELD	INSPECTIONS
12/1/2020	CE20-0161	NEEDED MORE TIME	EXTENDED
12/2/2020	CE20-0161	INSPECTED/COMPLIED	C/O
12/2/2020	CITY HALL	OFFICE	PAPER FIL
12/2/2020	CITY HALL	OFFICE	LIEN SEARCHS
12/2/2020	CE20-0179	INSPECTED / COMPLIED	C/O
12/2/2020	CITY HALL	OFFICE	RESEARCH
12/2/2020	FIELD	CITY WIDE	INSPECTIONS
12/2/2020	FIELD	MET W/OWNER	INSPECTED PROPERTY
12/3/2020	CITY HALL	EMAILS AND PHONE CALLS	OFFICE
12/3/2020	CITY WIDE	SNIPE SIGNS	REMOVED 2
12/3/2020	CITY HALL	PHOTOS	FILING PHOTOS INTO CASES
12/3/2020	CE20-0132	INSPECTED/COMPLIED	C/O
12/3/2020	CE20-0198	INSPECTED/COMPLIED	C/O
12/3/2020	CE20-0190	INSPECTED/COMPLIED	C/O
12/3/2020	CITY HALL	LIEN SEARCH	SCANED / EMAILED
12/8/2020	CITY HALL	VOICE MAIL MESSAGES	RETURNED
12/8/2020	OFFICE	EMAILS	SENT AND RETURNED
12/8/2020	CITY WIDE	SNIPE SIGNS	11 REMOVED
12/8/2020	CITY WIDE	FIELD	INSPECTIONS
12/8/2020	CITY HALL	LIEN SEARCH	SCANED / EMAILED
12/8/2020	CITY HALL	OFFICE	FILING PHOTOS INTO CASES
12/8/2020	CE20-0199	INSPECTED	LETTER
12/8/2020	CE20-0200	INSPECTED / COMPLIED	C/O
12/8/2020	CITY HALL	OFFICE	WORKED IN CASES PENDING
12/8/2020	OFFICE	ASSISTING RELITIVES	GOING OVER CASE
12/8/2020	CITY HALL	OFFICE	PREPING SM CASES
12/9/2020	CITY HALL	PHONE CALLES / EMAILS	SENT AND RETURNED
12/9/2020	CE20-0204	VIOLATION	LETTER
12/9/2020	CE20-0202	VIOLATION	LETTER

12/9/2020	CE20-0203	VIOLATION	LETTER
12/9/2020	CE20-0189	INSPECTED	C/O
12/9/2020	CE20-0161	INSPECTED	C/O
12/9/2020	CE20-0206	VIOLATION	LETTER
12/9/2020	CITY HALL	LIEN SEARCH	VERBAL OVER PHONE
12/9/2020	OFFICE	PAPERWORK FOR 6 SM CASES	LETTERS & POSTING
12/10/2020	CE20-0196	INSPECTED	C/O
12/10/2020	CITY HALL	OFFICE	6 CASES PAPER FOR SM
12/10/2020	FIELD	INSPECTED SM CASES	POSTED ALL 6
12/10/2020	POST OFFICE	MAILED 6 CERTIFIED	ATTACHED CERT. TO FILES
12/10/2020	CITY HALL	EMAILS AND PHONE CALLS	RETURNED
12/10/2020	CITY HALL	OFFICE	PHONE CALLS/EMAILS
12/14/2020	CITY HALL	OFFICE	RETURNED CALLS FR MESSAGES
12/14/2020	CITY HALL	EMAILS	RETURNED
12/14/2020	CITY HALL	OFFICE	LIEN SEARCHS
12/14/2020	FIELD	SNIPES SIGNS	REMOVED 11
12/14/2020	CE20-0172	INSPECTED/ COMPLIED	C/O
12/15/2020	CE20-0193	INSPECTED/COMPLIED	C/O
12/15/2020	FIELD	INSPECTIONS	CITY WIDE
12/15/2020	CE20-0207	VIOLATION	LETTER
12/15/2020	CE20-0206	INSPECTED/ COMPLIED	C/O
12/15/2020	CITY HALL	EMAILS AND PHONE CALLS	RETURNED
12/15/2020	CITY HALL	OFFICE	PHOTO FILING
12/15/2020	OFFICE	CITY HALL	FILE COMPLIED CASES
12/16/2020	CITY HALL	OFFICE	CALLS AND EMAILS
12/16/2020	CITY HALL	OFFICE	MET WITH CITIZEN OUTSIDE
12/16/2020	CITY WIDE	SNIPES SIGNS	REMOVED 4
12/16/2020	CITY HALL	OFFICE	FILED MIN. IN BOOK
12/16/2020	CITY WIDE	INSPECTIONS	FIELD
12/16/2020	CE20-0206	INSPECTED/COMPLIED	C/O
12/16/2020	CE20-0157	INSPECTED/COMPLIED	C/O
12/22/2020	CITY HALL	EMAILS AND PHONE CALLS	RETURNED
12/22/2020	CITY HALL	OFFICE	RESEARCHED COMPLAINT FR CO
12/22/2020	CITY HALL	LIEN SEARCH	RESEARCH
12/22/2020	CITY HALL	SENT OUT	LIEN REQUEST DONE
12/22/2020	CE20-0186	INSPECTED	STILL EXISTS
12/22/2020	CITY HALL	OFFICE	CHECKING PERMITS

POLK CITY
Simple Balance Sheet

For Fiscal Year: 2021 thru Fiscal Month: Dec, for Fund: 01

Account Number	Account Title	Ending Bal	Net Amount
01-101-100	Cash - Checking	2,990,993.70	
01-101-800	Cash - GF Police Public Safety Impact Fees	221,948.73	
01-101-801	Cash - GF Fire Public Safety Impact Fees	133,781.85	
01-101-802	Cash - GF Recreation Impact Fees	400,029.61	
01-101-803	Cash - GF Gen Gov't Facilities Impact Fees	434,325.16	
01-101-990	Van Fleet Cycling Challenge	859.09	
01-102-100	Cash on Hand	575.00	
01-115-100	Accounts Receivable - Utilities	7,257.14-	
01-115-120	Accounts Receivable - Local Bus Licenses	3,540.00	
01-115-200	Accounts Receivable - Year End	108,214.03-	
01-153-302	Restricted Cash - New Local Opt Gas Tax	175,794.04	
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**		4,647,982.37
01-202-100	Accounts Payable	733.64	
01-202-900	Customer Deposits	3,285.00	
01-208-300	Due to County - Impact Fees	243,425.32	
01-208-310	Due to DCA - Bldg Permit Surcharge	1,094.53	
01-208-320	Due to Dept of Business - License Fees	726.69	
01-208-330	Due to PCSO - Police Education Revenue	36.72	
01-217-200	Accrued Sales Tax	11.55	
01-218-100	Payroll Taxes Payable	0.02-	
01-218-200	FRS Retirement Payable	102.84-	
01-218-300	Health Plan Payable	1,002.30	
01-218-320	Supplemental Insurance Payable	3,979.48	
01-218-400	Dental Plan Payable	296.93	
01-218-410	Vision Plan Payable	1,113.18	
	** TOTAL LIABILITY**		255,602.48
01-243-100	Encumbrances Placed	23,477.05	
01-245-100	Reserved for Encumbrances	23,477.05-	
	** TOTAL ENCUMBRANCE**		0.00
01-271-100	Fund Balance Unreserved	3,637,015.60	
	** TOTAL EQUITY**		3,637,015.60
	** TOTAL REVENUE**		1,358,477.48
	** TOTAL EXPENSE**		603,113.19
	TOTAL LIABILITY AND EQUITY		4,647,982.37

POLK CITY
DECEMBER 2020 MONTHLY FINANCIALS

GENERAL FUND REVENUES
25.00 % Yr Complete For Fiscal Year: 2021 / 12

G/L ACCOUNT	DESCRIPTION	PRIOR YR REVENUE	2020 ANTICIPATED REVENUE	ADJ ANTICIPATED	2021 CURRENT REVENUE	2021 YTD REVENUE	(EXCESS)/DEFICIT	2021 PERCENTAGE REALIZED
01-311-100	Ad Valorem Taxes	947,333.85	1,040,510.00	1,040,510.00	857,090.93	907,812.91	132,697.09	87.25 %
01-312-300	9th Cent Gas Tax	11,473.46	13,968.00	13,968.00	1,422.39	1,422.39	12,545.61	10.18 %
01-312-400	Local Option Gas Tax	71,226.91	86,258.00	86,258.00	7,983.82	23,341.91	62,916.09	27.06 %
01-312-410	New Local Option Gas Tax	49,674.52	52,731.00	52,731.00	4,895.22	14,114.87	38,616.13	26.77 %
01-314-100	Electric - Utility Tax	100,670.41	112,579.00	112,579.00	9,685.45	20,942.06	91,636.94	18.60 %
01-314-300	Water - Utility Tax	82,367.17	88,123.00	88,123.00	5,399.43	10,821.98	77,301.02	12.28 %
01-314-301	Water - Utility Tax - Readiness to Se	1,615.15	0.00	0.00	0.00	0.00	0.00	0.00 %
01-314-400	Gas - Utility Tax	13,275.41	5,000.00	5,000.00	628.35	887.66	4,112.34	17.75 %
01-315-100	Communications Services Tax	184,638.06	205,410.00	205,410.00	16,369.36	48,094.05	157,315.95	23.41 %
01-316-100	Local Business Licenses	11,870.19	7,100.00	7,100.00	0.00	1,540.00	5,560.00	21.69 %
01-316-102	County Business Tax	477.70	300.00	300.00	48.33	187.56	112.44	62.52 %
01-316-103	FIC Delinquent Bus. Tax Program	1,110.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-322-100	Building Permits	78,940.17	11,290.00	11,290.00	6,850.13	21,253.61	(9,963.61)	188.25 %
01-322-101	Bldg Permit - Plan Checking	39,755.24	5,100.00	5,100.00	4,046.00	14,362.81	(9,262.81)	281.62 %
01-322-102	Bldg Permit - Admin Fee	4,980.00	400.00	400.00	600.00	1,620.00	(1,220.00)	405.00 %
01-322-103	Bldg Permit - Electrical	14,795.00	2,500.00	2,500.00	1,500.00	4,575.00	(2,075.00)	183.00 %
01-322-104	Bldg Permit - Plumbing	12,452.50	2,500.00	2,500.00	1,500.00	4,575.00	(2,075.00)	183.00 %
01-322-105	Bldg Permit - Mechanical	14,275.00	2,500.00	2,500.00	1,625.00	4,000.00	(1,500.00)	160.00 %
01-322-107	Bldg Permit - Cert of Occupancy	2,050.00	600.00	600.00	330.00	570.00	30.00	95.00 %
01-322-108	Bldg Permit - Inspections	86,369.66	100,000.00	100,000.00	10,635.00	22,661.00	77,339.00	22.66 %
01-323-100	Electric	36,868.69	76,492.00	76,492.00	0.00	0.00	76,492.00	0.00 %
01-323-300	Solid Waste	21,835.05	40,686.00	40,686.00	3,426.66	6,817.35	33,868.65	16.76 %
01-324-100	Police - Public Safety Impact Fee	53,513.89	1,290.00	1,290.00	5,804.91	27,346.74	(26,056.74)	2119.90 %
01-324-110	Fire/Rescue - Public Safety Impact Fe	27,698.53	690.00	690.00	3,105.99	9,497.75	(8,807.75)	1376.49 %
01-324-610	Parks & Recreation Impact Fee	83,476.02	20,803.00	20,803.00	9,361.44	27,389.27	(6,586.27)	131.66 %
01-324-710	Public Facilities Impact Fee	140,294.79	34,960.00	34,960.00	15,732.09	45,448.26	(10,488.26)	130.00 %
01-329-100	Contractors Registration	0.00	0.00	0.00	20.21	20.21	(20.21)	0.00 %
01-329-200	Other Lic./Fees/Permits	(1,163.47)	0.00	0.00	0.00	0.00	0.00	0.00 %
01-329-220	Site Plan Reviews	15,800.00	1,900.00	1,900.00	0.00	1,350.00	550.00	71.05 %
01-331-400	FEMA Federal Reimb. - Irma 2017	0.00	0.00	0.00	0.00	2,421.13	(2,421.13)	0.00 %
01-331-510	CDBG	750.00	650,000.00	650,000.00	0.00	0.00	650,000.00	0.00 %
01-334-400	FEMA State Reimb. - Irma 2017	0.00	0.00	0.00	0.00	134.51	(134.51)	0.00 %
01-335-120	MRS - State Sales Tax	59,063.48	59,636.00	59,636.00	4,998.21	14,994.63	44,641.37	25.14 %
01-335-122	SRS - 8th Cent. Motor Fuel Tax	17,276.89	17,415.00	17,415.00	1,459.61	4,378.85	13,036.15	25.14 %
01-335-123	MRS - Municipal Fuel Tax	7.00	7.00	7.00	0.65	1.91	5.09	27.29 %
01-335-140	Mobile Home License	6,891.93	5,184.00	5,184.00	1,957.99	2,465.61	2,718.39	47.56 %
01-335-150	Alcoholic Beverage License	978.88	1,126.00	1,126.00	0.00	97.89	1,028.11	8.69 %
01-335-180	Half-Cent Sales Tax	125,391.14	140,000.00	140,000.00	13,659.64	38,573.81	101,426.19	27.55 %
01-337-100	Library Coop Funding	43,226.22	31,990.00	31,990.00	0.00	0.00	31,990.00	0.00 %

POLK CITY
DECEMBER 2020 MONTHLY FINANCIALS

GENERAL FUND REVENUES
25.00 % Yr Complete For Fiscal Year: 2021 / 12

G/L ACCOUNT	DESCRIPTION	2020 PRIOR YR REVENUE	2021 ANTICIPATED REVENUE	ADJ ANTICIPATED	2021 CURRENT REVENUE	YTD REVENUE	2021 (EXCESS)/DEFICIT	2021 PERCENTAGE REALIZED
01-337-850	Polk County - Cares Act COVID-19	8,303.09	0.00	0.00	0.00	0.00	0.00	0.00 %
01-340-400	Solid Waste	329,293.35	318,612.00	318,612.00	26,342.08	54,437.86	264,174.14	17.09 %
01-340-700	Stormwater Utility Fees	33,742.42	30,000.00	30,000.00	2,895.16	5,760.32	24,239.68	19.20 %
01-340-900	Notary Fees	267.85	0.00	0.00	10.00	55.00	(55.00)	0.00 %
01-344-900	FDOT Maintenance Agreement	13,404.48	16,304.00	16,304.00	0.00	4,468.16	11,835.84	27.41 %
01-347-100	Library Income	5,254.74	4,500.00	4,500.00	286.10	1,970.84	2,529.16	43.80 %
01-351-120	Police Education	(19.90)	0.00	0.00	0.00	0.00	0.00	0.00 %
01-351-200	Fines, Penalties, and Forfeitures	8,759.62	4,000.00	4,000.00	488.66	4,932.40	(932.40)	123.31 %
01-359-100	Other Fines and/or Forfeitures	436.29	0.00	0.00	7.95	77.95	(77.95)	0.00 %
01-359-300	Late Fees	114.00	100.00	100.00	0.00	40.00	60.00	40.00 %
01-361-100	Interest Income	542.01	400.00	400.00	0.00	0.00	400.00	0.00 %
01-362-100	Activity Center Rentals	700.00	700.00	700.00	0.00	0.00	700.00	0.00 %
01-362-200	Donald Bronson Community Center Renta	6,100.00	5,500.00	5,500.00	250.00	550.00	4,950.00	10.00 %
01-365-100	Sales of Surplus Property	219.60	0.00	0.00	0.00	0.00	0.00	0.00 %
01-366-101	Private Donations - Christmas	1,925.00	1,775.00	1,775.00	0.00	2,000.00	(225.00)	112.68 %
01-366-102	Private Donations - Halloween	1,855.00	1,605.00	1,605.00	0.00	0.00	1,605.00	0.00 %
01-366-110	Private Donations - Library	76.75	0.00	0.00	0.00	0.00	0.00	0.00 %
01-369-100	Misc. Income	633.19	100.00	100.00	250.33	264.29	(164.29)	264.29 %
01-369-101	Misc Income - Copies and Faxes	4.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-369-102	Misc Income - Collection Allowance	(20,971.96)	5,000.00	5,000.00	38.35	77.67	4,922.33	1.55 %
01-369-120	Misc Income - Christmas	300.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-369-130	Misc Income - Halloween	60.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-369-400	Insurance Proceeds	2,155.40	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
01-369-500	Refund of State Gas Tax	894.41	0.00	0.00	0.00	122.26	(122.26)	0.00 %
01-381-400	Transfer From Enterprise Fund	25,000.00	155,000.00	155,000.00	0.00	0.00	155,000.00	0.00 %
DEPARTMENT TOTALS		2,780,308.78	3,364,144.00	3,364,144.00	1,020,705.44	1,358,477.48	2,005,666.52	40.38 %

POLK CITY
DECEMBER 2020 MONTHLY FINANCIALS

General Fund Expenditures
25.00 % Yr Complete For Fiscal Year: 2021 / 12

G/L ACCOUNT	DESCRIPTION	2020 ACTUALS	2021 ADOPTED BUDGET	2021 ADJ BUDGET	2021 MTD EXPENSES	2021 YTD EXPENSES	2021 AVAIL BUDGET	PERCENTAGE REALIZED
LEGISLATIVE								
01-511-120	Regular Salary - Wages - Legislative	11,100.00	10,800.00	10,800.00	0.00	1,800.00	9,000.00	16.67 %
01-511-160	Bonuses and Gift Certificates - Legis	2,707.11	2,500.00	2,500.00	0.00	2,707.10	(207.10)	108.28 %
01-511-210	Fica Taxes - Legislative	1,056.26	1,245.00	1,245.00	0.00	344.80	900.20	27.69 %
01-511-240	Worker#39;s Compensation - Legislati	13.61	20.00	20.00	0.00	12.67	7.33	63.35 %
01-511-400	Travel and Training - Legislative	100.00	4,500.00	4,500.00	0.00	0.00	4,500.00	0.00 %
01-511-470	Printing and Reproduction - Legislati	135.66	300.00	300.00	0.00	0.00	300.00	0.00 %
01-511-480	Promo Activities & Legal Ads - Legisl	1,910.00	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
01-511-490	Other Current Charges - Legislative	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-511-510	Office Supplies - Legislative	53.44	500.00	500.00	0.00	0.00	500.00	0.00 %
01-511-520	Operating Supplies - Legislative	114.56	1,000.00	1,000.00	0.00	0.00	500.00	0.00 %
01-511-540	Books, Pub., Sub., & Memberships - Le	3,322.00	4,000.00	4,000.00	364.00	0.00	1,000.00	0.00 %
DEPARTMENT TOTAL		20,512.64	29,365.00	29,365.00	364.00	8,348.57	21,016.43	28.43 %
EXECUTIVE								
01-512-120	Regular Salary - Wages - Executive	160,677.32	174,425.00	174,425.00	20,124.01	41,589.62	132,835.38	23.84 %
01-512-130	Other Salaries and Wages - Executive	4,800.12	4,800.00	4,800.00	553.86	1,292.34	3,507.66	26.92 %
01-512-160	Bonuses and Gift Certificates - Execu	25,663.26	26,500.00	26,500.00	0.00	28,695.18	(2,195.18)	108.28 %
01-512-210	Fica Taxes - Executive	14,289.21	18,101.00	18,101.00	1,555.53	5,791.70	12,309.30	32.00 %
01-512-220	Retirement Contribution - Executive	32,263.61	37,616.00	37,616.00	4,339.92	10,036.83	27,579.17	26.68 %
01-512-230	Life & Health Insurance - Executive	18,819.54	19,078.00	19,078.00	1,589.82	4,769.46	14,308.54	25.00 %
01-512-240	Worker#39;s Compensation - Executive	175.49	296.00	296.00	0.00	204.60	91.40	69.12 %
01-512-310	Professional Services - Executive	44.36	0.00	0.00	0.00	0.00	0.00	0.00 %
01-512-400	Travel and Training - Executive	742.22	9,000.00	9,000.00	0.00	150.00	8,850.00	1.67 %
01-512-410	Communication Services - Executive	990.82	1,400.00	1,400.00	109.52	328.56	1,071.44	23.47 %
01-512-460	Repairs and Maintenance - Executive	50.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-512-470	Printing and Reproduction - Executive	133.50	5,000.00	5,000.00	0.00	1,175.00	3,825.00	23.50 %
01-512-480	Promo Activities & Legal Ads - Execut	0.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
01-512-490	Other Current Charges - Executive	96.86	1,500.00	1,500.00	782.51	782.51	717.49	52.17 %
01-512-492	Recording & Other Fees - City Clerk	0.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
01-512-510	Office Supplies - Executive	243.54	2,000.00	2,000.00	27.42	84.71	1,915.29	4.24 %
01-512-520	Operating Supplies - Executive	2,085.11	3,000.00	3,000.00	71.99	71.99	2,928.01	2.40 %
01-512-540	Books, Pub., Sub., & Memberships - Ex	806.14	3,000.00	3,000.00	14.99	314.98	2,685.02	10.50 %

POLK CITY
 DECEMBER 2020 MONTHLY FINANCIALS

General Fund Expenditures
 25.00 % Yr Complete For Fiscal Year: 2021 / 12

G/L ACCOUNT	DESCRIPTION	2020 ACTUALS	2021 ADOPTED BUDGET	2021 ADJ BUDGET	2021 MTD EXPENSES	2021 YTD EXPENSES	2021 AVAIL BUDGET	PERCENTAGE REALIZED
DEPARTMENT TOTAL								
		261,881.10	308,716.00	308,716.00	29,169.57	95,287.48	213,428.52	30.87 %
=====								
CITY CLERK								
01-513-470	Printing and Reproduction - City Cler	3,389.76	0.00	0.00	0.00	0.00	0.00	0.00 %
01-513-510	Office Supplies - City Clerk	348.42	0.00	0.00	0.00	39.03	(39.03)	0.00 %
01-513-520	Operating Supplies - City Clerk	213.96	0.00	0.00	0.00	0.00	0.00	0.00 %
01-513-540	Books, Pub., Sub., & Memberships - Ci	260.00	0.00	0.00	0.00	0.00	0.00	0.00 %
DEPARTMENT TOTAL								
		4,212.14	0.00	0.00	0.00	39.03	(39.03)	0.00 %
=====								
LEGAL COUNSEL								
01-514-310	Professional Services - Legal Counsel	66,730.35	65,000.00	65,000.00	4,600.08	10,244.98	54,755.02	15.76 %
01-514-480	Promo Activities & Legal Ads - Legal	5,901.41	12,000.00	12,000.00	295.17	445.67	11,554.33	3.71 %
DEPARTMENT TOTAL								
		72,631.76	77,000.00	77,000.00	4,895.25	10,690.65	66,309.35	13.88 %
=====								
COMPREHENSIVE PLANNING								
01-515-310	Professional Services - Comp Planning	25,000.00	32,000.00	32,000.00	0.00	6,250.00	25,750.00	19.53 %
DEPARTMENT TOTAL								
		25,000.00	32,000.00	32,000.00	0.00	6,250.00	25,750.00	19.53 %
=====								
FINANCE AND ACCOUNTING								
01-516-120	Regular Salary - Wages - Fin & Acctng	87,674.55	95,468.00	95,468.00	11,047.21	22,830.91	72,637.09	23.91 %
01-516-140	Overtime - Fin & Acctng	203.11	544.00	544.00	0.00	0.00	544.00	0.00 %
01-516-210	Fica Taxes - Fin & Acctng	6,275.67	7,345.00	7,345.00	719.79	1,668.81	5,676.19	22.72 %
01-516-220	Retirement Contribution - Fin & Acctn	7,720.49	9,601.00	9,601.00	1,104.72	2,563.68	7,037.32	26.70 %
01-516-230	Life & Health Insurance - Fin & Acctn	18,531.78	18,802.00	18,802.00	2,434.47	5,566.15	13,235.85	29.60 %

POLK CITY
DECEMBER 2020 MONTHLY FINANCIALS

General Fund Expenditures
25.00 % Yr Complete For Fiscal Year: 2021 / 12

G/L ACCOUNT	DESCRIPTION	2020 ACTUALS	2021 ADOPTED BUDGET	2021 ADJ BUDGET	2021 MTD EXPENSES	2021 YTD EXPENSES	2021 AVAIL BUDGET	PERCENTAGE REALIZED
01-516-240	Worker#39/s Compensation - Fin & Acc	109.94	163.00	163.00	0.00	112.62	50.38	69.09 %
01-516-310	Professional Services - Fin & Acctng	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-516-400	Travel and Training - Fin & Acctng	877.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-516-410	Communication Services - Fin & Acctng	782.31	800.00	800.00	66.26	198.78	601.22	24.85 %
01-516-510	Office Supplies - Fin & Acctng	2,182.43	1,300.00	1,300.00	8.69	585.65	714.35	45.05 %
01-516-520	Operating Supplies - Fin & Acctng	1,352.75	2,000.00	2,000.00	0.00	102.99	1,897.01	5.15 %
01-516-540	Books, Pub., Sub., & Memberships - Fi	229.88	450.00	450.00	0.00	0.00	450.00	0.00 %
DEPARTMENT TOTAL		125,939.91	140,473.00	140,473.00	15,381.14	33,629.59	106,843.41	23.94 %
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DEBT SERVICE								
01-517-710	Principal - CB&T Debt Service Pmts	76,806.16	79,394.00	79,394.00	6,614.21	19,675.55	59,718.45	24.78 %
01-517-720	Interest - CB&T Debt Service Pmts	43,004.36	40,417.00	40,417.00	3,370.00	10,277.08	30,139.92	25.43 %
DEPARTMENT TOTAL		119,810.52	119,811.00	119,811.00	9,984.21	29,952.63	89,858.37	25.00 %
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LAW ENFORCEMENT								
01-521-305	Contract Labor - Law Enf	101,297.00	103,323.00	103,323.00	0.00	25,830.75	77,492.25	25.00 %
01-521-310	Professional Services - Law Enf	27,896.00	29,000.00	29,000.00	2,040.00	6,696.00	22,304.00	23.09 %
01-521-460	Repairs and Maintenance - Law Enf	3,099.00	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	100.00	100.00	0.00	0.00	100.00	0.00 %
DEPARTMENT TOTAL		132,292.00	133,023.00	133,023.00	2,040.00	32,526.75	100,496.25	24.45 %
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BUILDING AND ZONING								
01-524-120	Regular Salary - Wages - Bldg & Zonin	88,576.24	97,944.00	97,944.00	11,301.60	23,356.64	74,587.36	23.85 %
01-524-140	Overtime - Bldg & Zoning	266.82	504.00	504.00	0.00	0.00	504.00	0.00 %
01-524-210	Fica Taxes - Bldg & Zoning	6,539.89	7,531.00	7,531.00	843.49	1,957.15	5,573.85	25.99 %
01-524-220	Retirement Contribution - Bldg & Zoni	7,817.79	6,300.00	6,300.00	1,130.16	2,622.68	3,677.32	41.63 %

POLK CITY
DECEMBER 2020 MONTHLY FINANCIALS

General Fund Expenditures
25.00 % Yr Complete For Fiscal Year: 2021 / 12

G/L ACCOUNT	DESCRIPTION	2020 ACTUALS	2021 ADOPTED BUDGET	2021 ADJ BUDGET	2021 WTD EXPENSES	2021 YTD EXPENSES	2021 AVAIL BUDGET	2021 PERCENTAGE REALIZED
01-524-230	Life & Health Insurance - Bldg & Zoni	18,575.10	18,833.00	18,833.00	1,569.45	4,708.35	14,124.65	25.00 %
01-524-240	Worker#39;s Compensation - Bldg & Zo	977.40	1,705.00	1,705.00	0.00	1,176.15	528.85	68.98 %
01-524-310	Professional Services - Bldg & Zoning	120,682.28	100,900.00	100,900.00	9,652.76	28,965.62	71,934.38	28.71 %
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	50.00	450.00	10.00 %
01-524-480	Promo Activities & Legal Ads - Bldg &	432.20	0.00	0.00	0.00	0.00	0.00	0.00 %
01-524-510	Office Supplies - Bldg & Zoning	495.17	200.00	200.00	0.00	43.85	156.15	21.93 %
01-524-520	Operating Supplies - Bldg & Zoning	458.99	100.00	100.00	0.00	0.00	100.00	0.00 %
01-524-540	Books, Pub., Sub., & Memberships - Bl	179.88	120.00	120.00	14.99	29.98	90.02	24.98 %
DEPARTMENT TOTAL		245,001.76	235,637.00	235,637.00	24,512.45	62,910.42	172,726.58	26.70 %
CODE ENFORCEMENT								
01-529-120	Regular Salary - Wages - Code Enf	25,009.34	26,208.00	26,208.00	2,979.00	6,101.99	20,106.01	23.28 %
01-529-210	Pica Taxes - Code Enf	1,835.11	2,005.00	2,005.00	221.77	514.35	1,490.65	25.65 %
01-529-220	Retirement Contribution - Code Enf	2,192.28	2,621.00	2,621.00	297.90	691.04	1,929.96	26.37 %
01-529-230	Life & Health Insurance - Code Enf	9,062.92	9,353.00	9,353.00	767.19	2,301.57	7,051.43	24.61 %
01-529-240	Worker#39;s Compensation - Code Enf	403.08	684.00	684.00	0.00	471.98	212.02	69.00 %
01-529-310	Professional Services - Code Enf	5,500.00	6,900.00	6,900.00	0.00	1,500.00	5,400.00	21.74 %
01-529-400	Travel and Training - Code Enf	274.00	500.00	500.00	0.00	0.00	500.00	0.00 %
01-529-410	Communication Services - Code Enf	682.78	795.00	795.00	56.26	168.78	626.22	21.23 %
01-529-470	Printing and Reproduction - Code Enf	219.69	250.00	250.00	0.00	0.00	250.00	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	169.81	200.00	200.00	42.58	61.44	138.56	30.72 %
01-529-520	Operating Supplies - Code Enf	361.24	100.00	100.00	0.00	0.00	100.00	0.00 %
01-529-540	Books, Pub., Sub., & Memberships - Co	115.00	100.00	100.00	0.00	85.00	15.00	85.00 %
DEPARTMENT TOTAL		45,825.25	50,116.00	50,116.00	4,364.70	11,896.15	38,219.85	23.74 %
REFUSE/SANITATION								
01-534-341	Refuse Disposal - Residential - Refus	178,562.00	190,864.00	190,864.00	15,156.68	30,341.48	160,522.52	15.90 %
01-534-342	Refuse Disposal - Commercial - Refuse	86,505.46	86,687.00	86,687.00	0.00	22,504.97	64,182.03	25.96 %

POLK CITY
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General Fund Expenditures
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G/I ACCOUNT	DESCRIPTION	2020 ACTUALS	2021 ADOPTED BUDGET	2021 ADJ BUDGET	2021 MTD EXPENSES	2021 YTD EXPENSES	2021 AVAIL BUDGET	PERCENTAGE REALIZED
DEPARTMENT TOTAL		265,067.46	277,551.00	277,551.00	15,156.68	52,846.45	224,704.55	19.04 %
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	438.00	1,000.00	1,000.00	0.00	438.00	562.00	43.80 %
01-538-460	Repairs and Maintenance - Stormwater	16,095.00	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00 %
01-538-492	Recording & Other Fees - Stormwater	0.00	500.00	500.00	0.00	0.00	500.00	0.00 %
01-538-540	Books, Pub., Sub., & Memberships - St	500.00	500.00	500.00	100.00	100.00	400.00	20.00 %
DEPARTMENT TOTAL		17,033.00	57,000.00	57,000.00	100.00	538.00	56,462.00	0.94 %
GENERAL GOV'T BUILDINGS								
01-539-310	Professional Services - Gen Gov't	20,228.36	8,000.00	8,000.00	525.30	958.62	7,041.38	11.98 %
01-539-312	Professional Services - Other - Gen G	1,777.23	5,000.00	5,000.00	370.84	370.84	4,629.16	7.42 %
01-539-411	City Hall - Communication - Gen Gov&#	13,423.73	15,100.00	15,100.00	19.64	3,488.13	11,611.87	23.10 %
01-539-413	Public Works - Communication - Gen Go	2,403.28	2,000.00	2,000.00	0.00	628.92	1,371.08	31.45 %
01-539-414	Community Center-Communication-Gen Go	1,849.55	2,000.00	2,000.00	0.00	463.23	1,536.77	23.16 %
01-539-431	City Hall - Utilities - Gen Gov't	17,338.13	21,000.00	21,000.00	1,204.26	2,509.90	18,490.10	11.95 %
01-539-432	Activity Center - Utilities - Gen Gov	2,212.32	4,000.00	4,000.00	149.68	313.45	3,686.55	7.84 %
01-539-433	Public Works - Utilities - Gen Gov	2,802.04	3,000.00	3,000.00	175.19	384.48	2,615.52	12.82 %
01-539-434	Community Center-Utilities-Gen Gov	5,549.72	5,500.00	5,500.00	439.73	824.84	4,675.16	15.00 %
01-539-440	Rentals and Leases - Gen Gov't Bl	7,679.18	8,500.00	8,500.00	459.48	1,882.70	6,617.30	22.15 %
01-539-461	City Hall - Repairs & Maint - Gen Gov	31,955.15	12,000.00	12,000.00	354.64	1,011.63	10,988.37	8.43 %
01-539-462	Activity Center - Repairs & Maint - G	2,029.91	10,000.00	10,000.00	0.00	794.76	9,205.24	7.95 %
01-539-463	Public Works I - Repairs & Maint - Ge	3,151.94	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00 %
01-539-464	Community Center-Repairs & Maint-Gen	14,108.14	8,000.00	8,000.00	19.72	495.52	7,504.48	6.19 %
01-539-466	Public Works/Utilities Oper - Repairs	4,309.22	5,000.00	5,000.00	526.24	561.23	4,438.77	11.22 %
01-539-490	Other Current Charges - Gen Gov't	0.00	2,000.00	2,000.00	0.00	92.50	1,907.50	4.63 %
01-539-521	City Hall - Operating Supplies - Gen	5,008.68	6,000.00	6,000.00	99.92	125.91	5,874.09	2.10 %
01-539-522	Activity Center - Operating Supplies	1,071.74	1,000.00	1,000.00	0.00	52.22	947.78	5.22 %
01-539-523	Public Works - Operating Supplies - G	9.59	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %

POLK CITY
DECEMBER 2020 MONTHLY FINANCIALS

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G/L	ACCOUNT	DESCRIPTION	2020 ACTUALS	2021 ADOPTED BUDGET	2021 ADJ BUDGET	2021 MTD EXPENSES	2021 YTD EXPENSES	2021 AVAIL BUDGET	PERCENTAGE REALIZED
01-539-524	Community Center-Operating Supplies-G		1,469.91	1,400.00	1,400.00	0.00	52.22	1,347.78	3.73 %
01-539-526	Public Works/Utilities Oper - Operati		134.53	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
01-539-631	City Hall - Improv. O/T Bldgs - Gen G		0.00	0.00	0.00	0.00	15,285.00	(15,285.00)	0.00 %
01-539-634	Community Center - Improv. O/T Bldgs		1,638.55	0.00	0.00	0.00	0.00	0.00	0.00 %
01-539-643	Public Works - Mach. & Equipment - Ge		9,316.77	0.00	0.00	0.00	0.00	0.00	0.00 %
DEPARTMENT TOTAL			149,467.67	129,500.00	129,500.00	4,344.64	30,296.10	99,203.90	23.39 %
=====									
ROADS AND STREETS									
01-541-120	Regular Salary - Wages - Roads & Stre		179,747.09	236,128.00	236,128.00	27,190.04	56,117.65	180,010.35	23.77 %
01-541-140	Overtime - Roads & Streets		1,389.16	4,562.00	4,562.00	432.74	432.74	4,129.26	9.49 %
01-541-210	Fica Taxes - Roads & Streets		13,420.86	18,413.00	18,413.00	2,074.53	4,765.44	13,647.56	25.88 %
01-541-220	Retirement Contribution - Roads & Str		15,867.43	24,069.00	24,069.00	2,762.28	6,340.59	17,728.41	26.34 %
01-541-230	Life & Health Insurance - Roads & Str		40,249.29	51,748.00	51,748.00	4,317.52	12,952.56	38,795.44	25.03 %
01-541-240	Worker#39;s Compensation - Roads & S		12,386.28	22,082.00	22,082.00	0.00	16,638.24	5,443.76	75.35 %
01-541-310	Professional Services - Roads & Street		124.20	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00 %
01-541-311	Engineering Services - Roads & Street		0.00	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
01-541-400	Travel and Training - Roads & Streets		73.50	1,000.00	1,000.00	537.50	644.00	356.00	64.40 %
01-541-410	Communication Services - Roads & Stre		2,138.42	3,500.00	3,500.00	255.79	734.03	2,765.97	20.97 %
01-541-430	Utilities - Roads & Streets		32,357.33	30,000.00	30,000.00	2,969.07	4,922.45	25,077.55	16.41 %
01-541-460	Repairs and Maintenance - Roads & Str		7,171.38	15,000.00	15,000.00	0.00	72.50	14,927.50	0.48 %
01-541-461	Repairs & Maintenance-Equipment - Roa		12,064.04	8,000.00	8,000.00	306.10	1,900.20	6,099.80	23.75 %
01-541-464	Vehicle Fuel - Roads & Streets		5,538.88	8,000.00	8,000.00	653.35	1,560.30	6,439.70	19.50 %
01-541-465	Vehicle Maintenance - Roads & Streets		7,644.28	10,000.00	10,000.00	134.91	651.25	9,348.75	6.51 %
01-541-466	Public Works/Utilities Facility - Rep		939.73	6,000.00	6,000.00	605.84	835.02	5,164.98	13.92 %
01-541-493	Equipment Rental - Roads & Streets		0.00	2,000.00	2,000.00	300.00	300.00	1,700.00	15.00 %
01-541-510	Office Supplies - Roads & Streets		800.68	1,000.00	1,000.00	104.83	194.85	805.15	19.49 %
01-541-520	Operating Supplies - Roads & Streets		14,268.99	10,000.00	10,000.00	1,305.98	3,097.69	6,902.31	30.98 %
01-541-524	Chemicals - Roads & Streets		0.00	1,000.00	1,000.00	25.99	240.94	759.06	24.09 %
01-541-530	Road Materials & Supplies - Roads & S		4,250.57	9,000.00	9,000.00	0.00	1,278.22	7,721.78	14.20 %
01-541-531	Landscape Materials & Supplies - Road		5,342.45	5,000.00	5,000.00	294.31	1,427.21	3,572.79	28.54 %
01-541-540	Books, Pub., Sub., & Memberships - Ro		312.72	500.00	500.00	14.99	29.98	470.02	6.00 %
01-541-620	Buildings - Roads & Streets		0.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
01-541-630	Improvements Other than Building - Ro		146,736.90	650,000.00	650,000.00	0.00	0.00	650,000.00	0.00 %
01-541-640	Machinery & Equipment - Roads & Stree		62,009.62	31,000.00	31,000.00	0.00	0.00	7,522.95	0.00 %

POLK CITY
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General Fund Expenditures
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G/L ACCOUNT	DESCRIPTION	2020 ACTUALS	2021 ADOPTED BUDGET	2021 ADJ BUDGET	2021 MTD EXPENSES	2021 YTD EXPENSES	2021 AVAIL BUDGET	2021 PERCENTAGE REALIZED
DEPARTMENT TOTAL								
		564,833.80	1,159,002.00	1,159,002.00	44,285.77	115,135.86	1,020,389.09	9.93 %
LIBRARY								
01-571-120	Regular Salary - Wages - Library	73,448.52	96,106.00	96,106.00	11,964.67	21,554.46	74,551.54	22.43 %
01-571-140	Overtime - Library	904.94	1,124.00	1,124.00	0.00	0.00	1,124.00	0.00 %
01-571-210	Fica Taxes - Library	5,382.52	7,438.00	7,438.00	897.21	1,767.23	5,670.77	23.76 %
01-571-220	Retirement Contribution - Library	6,531.91	9,723.00	9,723.00	1,196.47	2,383.75	7,339.25	24.52 %
01-571-230	Life & Health Insurance - Library	18,490.03	18,730.00	18,730.00	1,560.81	4,682.43	14,047.57	25.00 %
01-571-240	Worker's Compensation - Library	105.04	165.00	165.00	0.00	113.22	51.78	68.62 %
01-571-310	Professional Services - Library	3,677.85	2,325.00	2,325.00	87.50	136.56	2,188.44	5.87 %
01-571-312	Professional Services - Other - Libra	95.00	3,000.00	3,000.00	882.00	882.00	2,118.00	29.40 %
01-571-400	Travel and Training - Library	0.00	700.00	700.00	0.00	0.00	700.00	0.00 %
01-571-410	Communication Services - Library	4,110.59	6,500.00	6,500.00	0.00	501.75	5,998.25	7.72 %
01-571-420	Education Reimbursement - Library	0.00	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
01-571-430	Utilities - Library	3,636.41	5,000.00	5,000.00	225.05	466.18	4,533.82	9.32 %
01-571-460	Repairs and Maintenance - Library	2,578.63	4,100.00	4,100.00	492.02	1,337.37	2,762.63	32.62 %
01-571-480	Promo Activities & Legal Ads - Librar	386.42	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
01-571-490	Other Current Charges - Library	42.79	0.00	0.00	0.00	0.00	0.00	0.00 %
01-571-510	Office Supplies - Library	495.06	1,500.00	1,500.00	0.00	75.32	1,424.68	5.02 %
01-571-520	Operating Supplies - Library	9,447.12	9,000.00	9,000.00	146.59	252.87	8,747.13	2.81 %
01-571-540	Books, Pub., Sub., & Memberships - Li	944.51	1,200.00	1,200.00	0.00	49.00	1,151.00	4.08 %
01-571-620	Buildings - Library	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
01-571-630	Improvements Other than Building - Li	12,510.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-571-660	Books, Pub.& Library Materials - Libr	16,431.77	18,000.00	18,000.00	805.27	3,191.50	14,808.50	17.73 %
DEPARTMENT TOTAL								
		159,219.11	201,611.00	201,611.00	18,257.59	37,393.64	164,217.36	18.55 %
PARKS								
01-572-310	Professional Services - Parks	10,114.07	0.00	0.00	0.00	0.00	0.00	0.00 %
01-572-430	Utilities - Parks	10,430.39	15,000.00	15,000.00	2,258.66	2,795.91	12,204.09	18.64 %
01-572-460	Repairs and Maintenance - Parks	24,926.76	15,000.00	15,000.00	6,484.28	6,937.41	8,062.59	46.25 %
01-572-493	Equipment Rental - Parks	630.42	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-572-520	Operating Supplies - Parks	2,260.20	2,000.00	2,000.00	259.96	259.96	1,740.04	13.00 %

POLK CITY
DECEMBER 2020 MONTHLY FINANCIALS

General Fund Expenditures
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G/L ACCOUNT	DESCRIPTION	2020 ACTUALS	2021 ADOPTED BUDGET	2021 ADJ BUDGET	2021 MTD EXPENSES	2021 YTD EXPENSES	2021 AVAIL BUDGET	2021 PERCENTAGE REALIZED
01-572-630	Improvements Other than Building - Pa	2,732.23	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
DEPARTMENT TOTAL		51,094.07	44,000.00	44,000.00	9,002.90	9,993.28	34,006.72	22.71 %
SPECIAL EVENTS								
01-574-310	Professional Services - Spec Events	560.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-574-440	Rentals and Leases - Spec Events	3,387.40	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-574-470	Printing and Reproduction - Spec Even	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	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	145.58	1,000.00	2,305.79	0.00	2,000.00	305.79	200.00 %
01-574-520	Operating Supplies - Spec Events	9,010.97	10,000.00	8,694.21	0.00	0.00	8,694.21	0.00 %
DEPARTMENT TOTAL		13,103.95	17,000.00	17,000.00	0.00	2,000.00	15,000.00	11.76 %
NON-DEPARTMENTAL								
01-590-310	Professional Services - Non-Dept	8,984.34	20,000.00	20,000.00	427.50	1,282.50	18,717.50	6.41 %
01-590-311	Engineering Services - Non-Dept	0.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
01-590-312	Professional Services - Other - Non-D	9,810.00	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00 %
01-590-315	Inmate Labor - GF Non - Dept	13,133.53	28,749.00	28,749.00	0.00	0.00	28,749.00	0.00 %
01-590-320	Accounting and Auditing - Non-Dept	14,502.40	17,000.00	17,000.00	3,453.45	4,245.86	12,754.14	24.98 %
01-590-450	Liability Insurance - Non-Dept	46,712.00	63,000.00	63,000.00	463.50	44,834.50	18,165.50	71.17 %
01-590-464	Vehicle Fuel - Non- Departmental	266.36	500.00	500.00	0.00	25.36	474.64	5.07 %
01-590-465	Vehicle Maintenance - Non-Departmenta	122.50	500.00	500.00	52.99	52.99	447.01	10.60 %
01-590-510	Office Supplies - Non-Departmental	713.26	2,000.00	2,000.00	149.95	209.93	1,790.07	10.50 %
01-590-520	Operating Supplies - Non-Dept	1,017.88	3,000.00	3,000.00	51.00	75.99	2,924.01	2.53 %
01-590-521	Emergencies & Contingencies - Operati	3,832.79	10,000.00	10,000.00	0.00	525.45	9,474.55	5.25 %
01-590-525	Uniforms - Non Dept	704.57	2,000.00	2,000.00	225.36	443.04	1,556.96	22.15 %
01-590-528	Postage - Non-Dept	226.45	1,000.00	1,000.00	105.85	3,105.85	(2,105.85)	310.59 %
01-590-540	Books, Pub., Sub., & Memberships -NON	2,725.00	3,000.00	3,000.00	459.21	2,770.55	229.45	92.35 %
01-590-930	Transfer - Police Public Safety Impac	0.00	1,290.00	1,290.00	0.00	0.00	1,290.00	0.00 %
01-590-931	Transfer to Fire Public Safety Impact	0.00	690.00	690.00	0.00	0.00	690.00	0.00 %
01-590-932	Transfer - Parks & Rec Impact Reserve	0.00	20,803.00	20,803.00	0.00	0.00	20,803.00	0.00 %
01-590-933	Transfer -Public Facility Impact Rese	0.00	34,960.00	34,960.00	0.00	0.00	34,960.00	0.00 %

POLK CITY
DECEMBER 2020 MONTHLY FINANCIALS

General Fund Expenditures
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G/L ACCOUNT	DESCRIPTION	2020 ACTUALS	2021 ADOPTED BUDGET	2021 ADJ BUDGET	2021 MTD EXPENSES	2021 YTD EXPENSES	2021 AVAIL BUDGET	2021 PERCENTAGE REALIZED
01-590-940	Reserves - Unrestricted Reserves - No	0.00	49,700.00	49,700.00	0.00	0.00	49,700.00	0.00 %
01-590-950	Transfer to Rstr Streets Paving-Non-D	0.00	52,957.00	52,957.00	0.00	0.00	52,957.00	0.00 %
01-590-991	Aids to Private Organizations - Non-D	350.00	3,500.00	3,500.00	350.00	350.00	3,150.00	10.00 %
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	7.50	0.00	0.00	0.00	0.00	0.00	0.00 %
01-590-996	Bad Debt - Non-Dept	8,722.63	10,000.00	10,000.00	1,473.69	1,473.69	8,526.31	14.74 %
01-590-999	Other - Non-Operating Charges - Non-D	10,487.14	12,190.00	12,190.00	607.37	3,982.88	8,207.12	32.67 %
DEPARTMENT TOTAL		122,318.35	352,339.00	352,339.00	7,819.87	63,378.59	288,960.41	17.99 %
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General Fund Revenues Total		2,700,308.78	3,364,144.00	3,364,144.00	1,020,705.44	1,358,477.48	2,005,666.52	59.62%
General Fund Expenditures Total		-2,395,244.42	-3,364,144.00	-3,364,144.00	-109,717.80	-609,115.19	-2,746,556.66	91.64%
Total Revenue vs. Expenditures		305,064.36	0.00	0.00	930,987.64	755,364.29	-740,890.14	

POLK CITY
Simple Balance Sheet

For Fiscal Year: 2021 thru Fiscal Month: Dec, for Fund: 05

Account Number	Account Title	Ending Bal	Net Amount
05-101-100	Cash - Checking	2,077,774.79	
05-101-710	Cash - Enterprise Fund Capital Imprvmnts	52,898.45	
05-101-800	Cash - Sewer Impact Fee Account	1,992,007.04	
05-101-900	Cash - Water Impact Fee Account	515,819.30	
05-101-913	DEP Loan - Sinking Fund	43,552.02	
05-101-915	Tax Exempt Leasing - Sinking Fund	29,356.05	
05-101-916	US Bank - Sink Fund	237,177.10	
05-101-917	US Bank - Renewal & Replacement Series	18,844.38	
05-101-918	DEP Loan WW531400 - Sink Fund	492.55	
05-101-919	DEP Loan WW531402 - Sink Fund	19,086.56	
05-101-920	Cash - Customer Deposits	351,332.00	
05-115-100	Accounts Receivable - Utilities	16,501.78-	
05-115-130	Accounts Receivable - Readiness to Serve	88,198.18	
05-117-200	Allowance for Uncollectible A/R	68,835.67-	
05-155-300	Prepaid Insurance - Deferred Bond Series 2017	34,491.40	
05-159-100	Deferred Outflows - Related to Pension	104,459.01	
05-159-200	Deferred Outflows - Loss on Refunding	747,878.23	
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	2,762,913.00	
05-164-100	Utility Plant in Service	14,600,307.00	
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	576,579.48	
05-167-900	Accumulated Depreciation - Equipment	4,316,835.07-	
05-169-900	CIP - Construction Costs	20,211.25	
	** TOTAL ASSET**		19,878,527.31
05-202-100	Accounts Payable	0.00	
05-202-900	Customer Deposits	343,693.92	
05-203-100	Accumulated Interest Payable	52,246.31	
05-203-600	SRF Loan WW51201P	1,934,354.67	
05-203-610	SRF Loan WW53140/SG531401 Effluent Disposal	33,938.94	
05-203-615	SRF Loan WW531402/SG531403	2,103,111.00	
05-203-710	US Bank 2017 Bond Note	7,935,000.00	
05-203-750	Tax Exempt Leasing Loan	22,847.48	
05-203-910	Unamortized Bond Premiums - US Bank	556,556.27	
05-208-305	Taxes Payable	10,455.76-	
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**		13,192,716.01
05-243-100	Encumbrances Placed	411.80	
05-245-100	Reserved for Encumbrances	411.80-	
	** 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	5,006,190.03	
05-271-200	Net Asset Adjustment Account	10,071.23-	
05-272-100	Retained Earnings	734,552.82	

POLK CITY
Simple Balance Sheet

For Fiscal Year: 2021 thru Fiscal Month: Dec, for Fund: 05

Account Number	Account Title	Ending Bal	Net Amount
	** TOTAL EQUITY**		6,365,901.22
	** TOTAL REVENUE**		613,647.80
	** TOTAL EXPENSE**		293,737.72
	TOTAL LIABILITY AND EQUITY		19,878,527.31

POLK CITY
DECEMBER 2020 MONTHLY FINANCIALS

ENTERPRISE FUND REVENUE
25.00 % Yr Complete For Fiscal Year: 2021 / 12

G/L ACCOUNT	DESCRIPTION	2020 PRIOR YR REVENUE	2021 ANTICIPATED REVENUE	ADJ ANTICIPATED	2021 CURRENT REVENUE	2021 YTD REVENUE	(EXCESS)/DEFICIT	2021 PERCENTAGE REALIZED
05-314-301	RTS - City 10% UTILITY	1,956.96	0.00	0.00	17.09	(3.42)	3.42	0.00 %
05-324-210	Water Impact Fees	148,495.00	34,940.00	34,940.00	19,217.00	52,410.00	(17,470.00)	150.00 %
05-324-220	Sewer Impact Fees	353,200.00	88,300.00	88,300.00	39,735.00	119,205.00	(30,905.00)	135.00 %
05-325-111	Connection Fees - Water - Cash Basis	71,340.00	17,400.00	17,400.00	9,135.00	24,795.00	(7,395.00)	142.50 %
05-325-112	Connection Fees - Water - Accrual Bas	3,840.44	0.00	0.00	0.00	0.00	0.00	0.00 %
05-325-210	Readiness to Serve Charge - Sewer	25,570.56	0.00	0.00	0.00	0.00	0.00	0.00 %
05-325-211	Readiness to Serve Charge - Water	19,568.05	0.00	0.00	170.90	(34.18)	34.18	0.00 %
05-329-200	Other Lic./Fees/Permits	4,862.64	1,300.00	1,300.00	171.60	308.88	991.12	23.76 %
05-340-300	Water Utility Revenue	1,276,748.86	1,423,995.00	1,423,995.00	111,037.22	207,261.61	1,216,733.39	14.55 %
05-340-500	Sewer Utility Revenue	1,191,404.65	1,331,832.00	1,331,832.00	105,059.25	200,804.91	1,131,027.09	15.08 %
05-359-100	Other Fines and/or Forfeitures	25,430.00	21,140.00	21,140.00	0.00	2,145.00	18,995.00	10.15 %
05-359-200	Non Sufficient Funds	1,140.00	1,206.00	1,206.00	175.00	380.00	826.00	31.51 %
05-359-300	Late Fees	18,994.50	30,000.00	30,000.00	4,315.50	6,405.00	23,595.00	21.35 %
05-369-100	Misc. Income	(1,503.76)	0.00	0.00	0.00	0.00	0.00	0.00 %
05-369-111	Cash Drawer Overage	20.00	0.00	0.00	0.00	(30.00)	30.00	0.00 %
05-369-112	Cash Drawer Overage - Bank Rec	2,114.64	0.00	0.00	0.00	0.00	0.00	0.00 %
05-369-400	Insurance Proceeds	5,681.63	0.00	0.00	0.00	0.00	0.00	0.00 %
DEPARTMENT TOTALS		3,148,864.17	2,950,113.00	2,950,113.00	289,033.56	613,647.80	2,336,465.20	20.80 %

POLK CITY
 DECEMBER 2020 MONTHLY FINANCIALS

Enterprise Fund Expenditures
 25.00 % Yr Complete For Fiscal Year: 2021 / 12

G/L ACCOUNT	DESCRIPTION	2020 ACTUALS	2021 ADOPTED BUDGET	2021 ADJ BUDGET	2021 MTD EXPENSES	2021 YTD EXPENSES	2021 AVAIL BUDGET	PERCENTAGE REALIZED
	Water							
05-533-120	Regular Salary - Wages - Water Oper	169,222.22	255,102.00	255,102.00	23,009.26	38,944.57	216,157.43	15.27 %
05-533-140	Overtime - Water Oper	3,992.69	7,539.00	7,539.00	138.14	1,599.75	5,939.25	21.22 %
05-533-210	Fica Taxes - Water Oper	12,804.84	20,092.00	20,092.00	1,721.65	3,384.23	16,707.77	16.84 %
05-533-220	Retirement Contribution - Water Oper	15,048.29	25,583.00	25,583.00	2,314.74	5,293.02	20,289.98	20.69 %
05-533-230	Life & Health Insurance - Water Oper	42,411.53	56,218.00	56,218.00	2,388.40	10,172.68	46,045.32	18.10 %
05-533-240	Worker's Compensation - Water Oper	6,304.58	6,036.00	6,036.00	0.00	2,910.39	3,125.61	48.22 %
05-533-310	Professional Services - Water Oper	49,998.51	20,000.00	20,000.00	200.00	1,494.16	18,505.84	7.47 %
05-533-311	Engineering Services - Water Oper	17,239.54	30,000.00	30,000.00	4,060.84	5,143.84	24,856.16	17.15 %
05-533-312	Professional Services - Other - Water	2,810.93	20,000.00	20,000.00	242.63	443.03	19,556.97	2.22 %
05-533-313	Professional Services - Polk Regional	3,781.42	0.00	23,000.00	0.00	1,585.20	21,414.80	0.00 %
05-533-400	Travel and Training - Water Oper	1,180.06	500.00	500.00	18.50	24.00	476.00	4.80 %
05-533-410	Communication Services - Water Oper	3,905.95	3,500.00	3,500.00	259.70	1,384.71	2,115.29	39.56 %
05-533-430	Utilities - Water Oper	1,453.33	0.00	0.00	102.38	349.48	(349.48)	0.00 %
05-533-431	Mt. Olive WTP - Utilities - Water Oper	4,303.94	6,900.00	6,900.00	358.42	727.33	6,172.67	10.54 %
05-533-432	Commonwealth WTP - Utilities - Water	393.06	4,620.00	4,620.00	431.69	452.43	4,167.57	9.79 %
05-533-433	V.Matt Williams WTP - Utilities - Wat	24,860.27	12,000.00	12,000.00	734.48	1,742.92	10,257.08	14.52 %
05-533-460	Repairs and Maintenance - Water Oper	29,799.35	40,000.00	40,000.00	5,730.54	6,763.09	33,236.91	16.91 %
05-533-461	Mt. Olive WTP - Repairs and Maint - W	19,381.71	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
05-533-462	Commonwealth WTP - Repairs and Maint	3,048.35	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
05-533-463	V.Matt Williams WTP - Repairs and Mai	4,156.25	10,000.00	10,000.00	0.00	(594.41)	10,594.41	(5.94) %
05-533-464	Vehicle Fuel - Water Oper	8,762.33	7,000.00	7,000.00	568.62	1,625.27	5,374.73	23.22 %
05-533-465	Vehicle Maintenance - Water Oper	6,670.90	8,000.00	8,000.00	4.35	133.30	7,866.70	1.67 %
05-533-466	Public Works/Utilities Facility - Rep	1,191.18	0.00	0.00	0.00	2.99	(2.99)	0.00 %
05-533-470	Printing and Reproduction - Water Oper	567.50	0.00	0.00	0.00	0.00	0.00	0.00 %
05-533-492	Recording & Other Fees - Water Oper	3,300.00	0.00	0.00	0.00	0.00	0.00	0.00 %
05-533-493	Equipment Rental - Water Oper	218.38	4,300.00	4,300.00	0.00	0.00	4,300.00	0.00 %
05-533-510	Office Supplies - Water Oper	454.00	1,000.00	1,000.00	65.23	94.38	905.62	9.44 %
05-533-520	Operating Supplies - Water Oper	17,319.24	15,000.00	15,000.00	277.89	917.25	13,670.95	6.12 %
05-533-524	Chemicals - Water Oper	5,920.25	9,000.00	9,000.00	243.00	811.00	8,189.00	9.01 %
05-533-526	Meter Supplies - New Installs - Water	78,672.44	80,000.00	80,000.00	0.00	6,855.30	83,144.70	7.62 %
05-533-527	Meter Supplies - Repairs & Maintenc	50,827.61	80,000.00	80,000.00	55.61	18,531.24	61,468.76	23.16 %
05-533-540	Books, Pub., Sub., & Memberships - Wa	759.88	2,000.00	2,000.00	0.00	223.60	1,776.40	11.18 %
05-533-605	Depreciation Expense - Water Oper	125,386.03	0.00	0.00	0.00	0.00	0.00	0.00 %
05-533-630	Improvements Other than Building - Wa	0.00	0.00	5,000.00	0.00	0.00	5,000.00	0.00 %
05-533-641	Mt. Olive WTP - Machinery & Equipment	124,934.00	80,000.00	80,000.00	0.00	0.00	80,000.00	0.00 %
05-533-710	Principal - Water Oper	0.00	81,559.00	81,559.00	0.00	0.00	81,559.00	0.00 %
05-533-720	Interest - Water Oper	74,104.73	71,763.00	71,763.00	0.00	0.00	71,763.00	0.00 %

POLK CITY
DECEMBER 2020 MONTHLY FINANCIALS

Enterprise Fund Expenditures
25.00 % Yr Complete For Fiscal Year: 2021 / 12

G/L ACCOUNT	DESCRIPTION	2020 ACTUALS	2021 ADOPTED BUDGET	2021 ADJ BUDGET	2021 MTD EXPENSES	2021 YTD EXPENSES	2021 AVAIL BUDGET	PERCENTAGE REALIZED
05-535-630	Improvements Other than Building - Se	0.00	15,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
05-535-640	Machinery & Equipment - Sewer Oper	0.00	92,682.00	92,682.00	0.00	0.00	92,682.00	0.00 %
05-535-641	Cardinal Hill - Mach & Equip - Sewer	0.00	60,000.00	60,000.00	0.00	0.00	60,000.00	0.00 %
05-535-710	Principal - Sewer Oper	852.80	358,501.00	358,501.00	(852.80)	(852.80)	359,353.80	(0.24) %
05-535-712	Principal - DEP Effluent Disposal Loa	0.00	0.00	0.00	0.00	9,063.82	(9,063.82)	0.00 %
05-535-720	Interest - Sewer Oper	294,131.09	287,565.00	287,565.00	(132.20)	(132.20)	287,697.20	(0.05) %
05-535-722	Interest - DEP Effluent Disposal Loan	5,078.00	0.00	0.00	0.00	19.75	(19.75)	0.00 %
05-535-730	Other Debt Service Costs - Sewer Oper	0.00	0.00	0.00	0.00	5,231.30	(5,231.30)	0.00 %
DEPARTMENT TOTAL		1,061,983.82	1,255,690.00	1,278,690.00	30,040.19	103,287.06	1,175,402.94	8.23 %
=====								
EF Non-Departmental								
05-590-310	Professional Services - Non-Dept	24,052.24	25,000.00	25,000.00	2,091.16	6,316.09	18,683.91	25.26 %
05-590-312	Professional Services - Other - Non-D	8,240.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
05-590-315	Inmate Labor - EF Non - Dept	13,133.51	28,749.00	28,749.00	0.00	0.00	28,749.00	0.00 %
05-590-320	Accounting and Auditing - Non-Dept	29,444.32	25,000.00	25,000.00	7,011.55	8,620.39	16,379.61	34.48 %
05-590-440	Rentals and Leases - Non-Dept	4,306.10	4,500.00	4,500.00	358.81	1,101.23	3,398.77	24.47 %
05-590-450	Liability Insurance - Non-Dept	46,712.00	63,000.00	63,000.00	463.50	44,834.50	18,165.50	71.17 %
05-590-510	Office Supplies - Non-Departmental	484.65	1,000.00	1,000.00	0.00	59.98	940.02	6.00 %
05-590-520	Operating Supplies - Non-Dept	230.50	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
05-590-521	Emergencies & Contingencies - Operati	14,921.00	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
05-590-525	Uniforms - Non Dept	1,604.90	4,500.00	4,500.00	0.00	0.00	4,500.00	0.00 %
05-590-528	Postage - Non-Dept	0.00	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
05-590-540	Books, Pub., Sub., & Memberships -NON	1,152.00	2,000.00	2,000.00	0.00	1,000.00	2,000.00	0.00 %
05-590-720	Interest - Bond 2017 Issue	(43,474.44)	0.00	0.00	0.00	2,311.34	(311.34)	115.57 %
05-590-730	Other Debt Service Costs	62,278.80	0.00	0.00	0.00	0.00	0.00	0.00 %
05-590-920	Transfer to General Fund - Non-Dept	25,000.00	155,000.00	155,000.00	0.00	0.00	155,000.00	0.00 %
05-590-930	Transfer to Water Impact Fee Reserves	0.00	34,940.00	34,940.00	0.00	0.00	34,940.00	0.00 %
05-590-931	Transfer to Sewer Impact Fee Reserves	0.00	73,300.00	73,300.00	0.00	0.00	73,300.00	0.00 %
05-590-940	Reserves - Unrestricted Reserves NON-	0.00	244,722.00	193,722.00	0.00	0.00	193,722.00	0.00 %
05-590-992	Unemployment Claims - Non-Dept	946.40	2,000.00	2,000.00	0.00	1,324.96	675.04	66.25 %
05-590-994	Bank Fees - Non-Dept	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
05-590-996	Bad Debt - Non-Dept	42,197.08	0.00	0.00	13,005.17	13,005.17	(13,005.17)	0.00 %
05-590-999	Other - Non-Operating Charges - Non-D	770.79	6,000.00	6,000.00	37.96	267.66	5,732.34	4.46 %

DEPARTMENT TOTAL		231,999.85	706,711.00	655,711.00	22,968.15	78,841.32	576,869.68	11.16 %
Enterprise Fund Revenues Total		3,148,964.17	2,950,113.00	2,950,113.00	289,033.56	613,647.80	2,336,465.20	20.80 %
Enterprise Fund Expenditures Total		-2,209,168.96	-2,950,113.00	-2,950,113.00	-151,807.58	-293,143.13	-2,656,969.87	9.94 %
Total Revenue vs. Expenditures		939,795.21	0.00	0.00	137,225.98	320,504.67	-320,504.67	

Library Monthly Report

December 2020

Circulation

Adult Books	697
Juvenile Books	664
DVD'S	703
Hot-Spots	24
Digital	94
Total Circulation	2182

New Borrowers

In City	2
In County	3
Digital	1
Total New Borrowers	6

Number of Programs

Adult	0
Juvenile	2
Young Adult	0
Total Programs	2

Program Attendance

Adult	23
Juvenile	45
Young Adult	0
Total Attendance	68

Reference Questions

Phone Calls	239
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Number of Computer Users

76

Total Patrons

564

Prepared by: Pam Peterson January 11,2021

Data below is for PCLC ... It is not in print area

Internet Safety

22

Voter Registration Inquiries

0

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

STATISTICAL DATA

West **Division**

January 7, 2021

Northwest District

To: Patricia Jackson, City Manager

From: Deputy Christina Poindexter #7376

Subject: Statistical report for December 2020

ACTIVITY	
FELONY ARREST	3
AFFIDAVITS FELONY	0
MISDEMEANOR ARREST	4
AFFIDAVITS MISDEMEANOR	1
OUT OF COUNTY/STATE WARRANT ARRESTS	0
PROCAP WARRANT ARREST	0
TOTAL ARRESTS	8
SEARCH WARRANTS	0
FIELD INTERROGATION REPORTS	0
TRAFFIC CITATIONS	11
INTELLIGENCE REPORTS	1
STOLEN PROPERTY RECOVERED	0
HRS. TRANSPORTING/ AGENCIES/DIVISIONS	0
OFFENSE REPORTS	39
NARCOTICS SEIZED	0
ASSETS SEIZED	0
PATROL NOTICES	0
FOXTROT REPORTS	11
TOW-AWAY NOTICES	0
COMMUNITY CONTACTS	2100
TRAFFIC STOPS	34
TOTAL DISPATCHED CALLS FOR SERVICE	113

In December 2020, there were zero (0) PROCAP captured crimes as compared to four (4) in December 2019. We ended year 2019 with 50 total PROCAP crimes for the year, we ended 2020 with 26 PROCAP related crimes. We are sitting at -48% in crimes as compared to last year to date.

CaseNo	Inc From	Inc To	DOW	Location	Narrative	Det	PRINTS	VIDEO	CASE STATUS
BURGLARY CONVEYANCE									

Department of Law Enforcement																														
Polk City - 2019 - 2020																														
	January		February		March		April		May		June		July		August		September		October		November		December		YTD Totals		Monthly	YTD		
	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	Change	2019	2020	
Robbery	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	3	0	0	1	0	0	0	0	0	0	3	2	0%	0.3	0.2
Burg. Business	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	1	0%	0.1	0.1
Burg. Residence	2	1	2	0	0	0	0	0	1	0	0	0	0	0	0	2	0	0	1	1	0	2	0	0	10	2	0%	0.8	0.2	
Burg. Structure	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0%	0.1	0.1
Burg. Conveyance	0	0	1	1	0	0	0	0	1	0	0	0	14	0	0	0	0	1	0	0	1	1	0	0	17	3	-100%	1.4	0.3	
Vehicle Theft	0	1	0	0	2	1	0	0	1	0	1	0	0	0	1	0	0	2	0	0	0	0	0	0	6	3	0%	0.5	0.3	
Grand Theft	1	0	1	0	1	0	0	0	0	1	1	1	0	1	1	0	0	1	1	0	0	0	0	0	6	4	0%	0.5	0.3	
Petit Theft	0	0	0	0	0	0	0	0	0	2	0	0	1	0	0	0	0	2	0	0	0	0	0	1	0	2	4	0%	0.2	0.3
Mail Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0%	0.1	0.0
Retail Theft	0	0	0	0	0	0	0	1	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0%	0.0	0.3
Criminal Mischief	0	0	0	1	0	0	0	1	0	0	0	0	0	0	2	0	0	1	0	0	0	0	1	0	3	3	0%	0.3	0.3	
Totals	4	2	4	3	3	2	0	2	3	3	2	3	16	1	4	1	5	5	3	3	2	1	4	0	50	26	-100%	4.2	2.2	
% Change	-50%		-25%		-33%		200%		0%		50%		-94%		-75%		0%		0%		-50%		N/A		-48%				-48%	

Public Works Report

December 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 (Repairs and Maintenance of Equipment, Electrical, plumbing, Building Maintenance, Vehicle Maintenance, etc.)
- Ongoing effort to build storage shelves in our Old Public Works building to support storage of old Records.
- In collaboration with Feeding Tampa Bay we held Food Drive at Bronson Center to help feed our Neighbors bi-weekly.
- Cleaning and maintaining of all City facilities.

January Objectives:

Continue maintaining the mowing and preventive maintenance of all City facilities, service equipment. Continuing our food drive efforts. Public Works will be addressing Streetscape issues. Installing windows at the Library and Activity Center, we will be installing new fence to secure the Public works/Utilities Facility. We will be removing Christmas decorations.

**City Commission Meeting
January 19, 2021**

PRESENTATIONS/RECOGNITIONS: Polk City School Choice Week

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

This proclamation is in recognition of Polk City School Choice Week

ATTACHMENT:

Polk City School Choice Proclamation

ANALYSIS: N/A

STAFF RECOMMENDATION:

Recognize January 24-30, 2021 Polk City School Choice Week



Proclamation

WHEREAS all children in POLK CITY should have access to the highest-quality education possible; and,

WHEREAS POLK CITY recognizes the important role that an effective education plays in preparing all students in POLK CITY to be successful adults; and,

WHEREAS quality education is critically important to the economic vitality of POLK CITY; and,

WHEREAS POLK CITY is home to a multitude of high-quality public and nonpublic schools from which parents can choose for their children, in addition to families who educate their children in the home; and

WHEREAS, educational variety not only helps to diversify our economy, but also enhances the vibrancy of our community; and,

WHEREAS POLK CITY has many high-quality teaching professionals in all types of school settings who are committed to educating our children; and,

WHEREAS, School Choice Week is celebrated across the country by millions of students, parents, educators, schools and organizations to raise awareness of the need for effective educational options;

NOW, THEREFORE, I, Joe LaCascia do hereby recognize **January 24-30, 2021** as **POLK CITY School Choice Week**, and I call this observance to the attention of all of our citizens.

City of Polk City

Joe LaCascia, Mayor

ATTEST:

City Manager/Clerk

**City Commission Meeting
January 19, 2021**

AGENDA ITEM #1: **PUBLIC HEARING - ORDINANCE 2020-11 – AN ORDINANCE OF POLK CITY, FLORIDA; AMENDING THE FUTURE LAND USE MAP OF THE CITY’S COMPREHENSIVE PLAN BY CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 3.22 ACRES LOCATED AT THE NORTHWEST CORNER OF THE INTERSECTION OF COMMONWEALTH AVENUE NORTH (SR 33) AND CITRUS GROVE BOULEVARD NORTH FROM COMMERCIAL TO RESIDENTIAL; TRANSMITTING THE AMENDMENT AND NOTIFYING THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE. **Second and Final Reading****

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Ordinance 2020-11 – SPECIFICALLY, CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 3.22 ACRES LOCATED AT THE NORTHWEST CORNER OF THE INTERSECTION OF COMMONWEALTH AVENUE NORTH (SR 33) AND CITRUS GROVE BOULEVARD NORTH FROM COMMERCIAL TO RESIDENTIAL.

ATTACHMENT:

Ordinance 2020-11

ANALYSIS:

The applicant, Mohamed Elaswad, is requesting a **Future Land Use Map Amendment** to change the Future Land Use designation from Commercial to Residential Medium on approximately 3.22 acres tract of land. The applicant is proposing residential development on the property.

On Monday, December 7, 2020, the Polk City Planning Commission held a Public Hearing and voted to forward the Future Land Use Map Amendment to the City Commission with a recommendation of approval.

On Monday, December 21, 2020, the Polk City Commission approved Ordinance 2020-11 on First Reading.

STAFF RECOMMENDATION:

Approve Ordinance 2020-11 on Second and Final Reading.

ORDINANCE 2020-11

AN ORDINANCE OF POLK CITY, FLORIDA; AMENDING THE FUTURE LAND USE MAP OF THE CITY'S COMPREHENSIVE PLAN BY CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 3.22 ACRES LOCATED AT THE NORTHWEST CORNER OF THE INTERSECTION OF COMMONWEALTH AVENUE NORTH (SR 33) AND CITRUS GROVE BOULEVARD NORTH FROM COMMERCIAL TO RESIDENTIAL; TRANSMITTING THE AMENDMENT AND NOTIFYING THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, pursuant to the Act, the City has adopted a comprehensive plan ("Comprehensive Plan"); and

WHEREAS, the Act authorizes a local government desiring to revise its comprehensive plan to prepare and adopt comprehensive plan amendments; and

WHEREAS, the City has prepared an amendment to the Future Land Use Map of the Comprehensive Plan to designate certain property within the City with a Future Land Use classification of "Residential Medium;" and

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

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

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

NOW, THEREFORE BE IT ORDAINED that the City Commission of Polk City, Florida, as follows:

Section 1. The Future Land Use Map of the City's Comprehensive Plan is hereby amended to include the map amendment set forth in Exhibit "A," attached hereto and incorporated herein by reference, which applies the "Residential Medium" Future Land Use designation to the property as designated on such Exhibit.

Section 2. If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.

Section 3. All existing ordinances or parts of existing ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. An official, true, and correct copy of this Ordinance and the City's Comprehensive Plan, as adopted and amended from time to time, shall be maintained by the City Clerk. The City Clerk shall make copies available to the public for a reasonable publication charge.

Section 5. A copy shall be provided to the Florida Department of Economic Opportunity (hereinafter the "DEO"), as required by Section 163.3187, Florida Statutes.

Section 6. This small scale amendment shall not become effective until thirty-one (31) days after adoption. If challenged within thirty (30) days after adoption, the amendment shall not become effective until the State Land Planning Agency or the Administration Commission, respectively, issues a final order determining the adopted amendment is in compliance.

INTRODUCED AND PASSED on First Reading the 21st day of December, 2020.

POLK CITY, FLORIDA

Joe LaCascia, Mayor

ATTEST:

Approved as to form and correctness:

Patricia R. 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 _____, 2021.

POLK CITY, FLORIDA

Joe LaCascia, Mayor

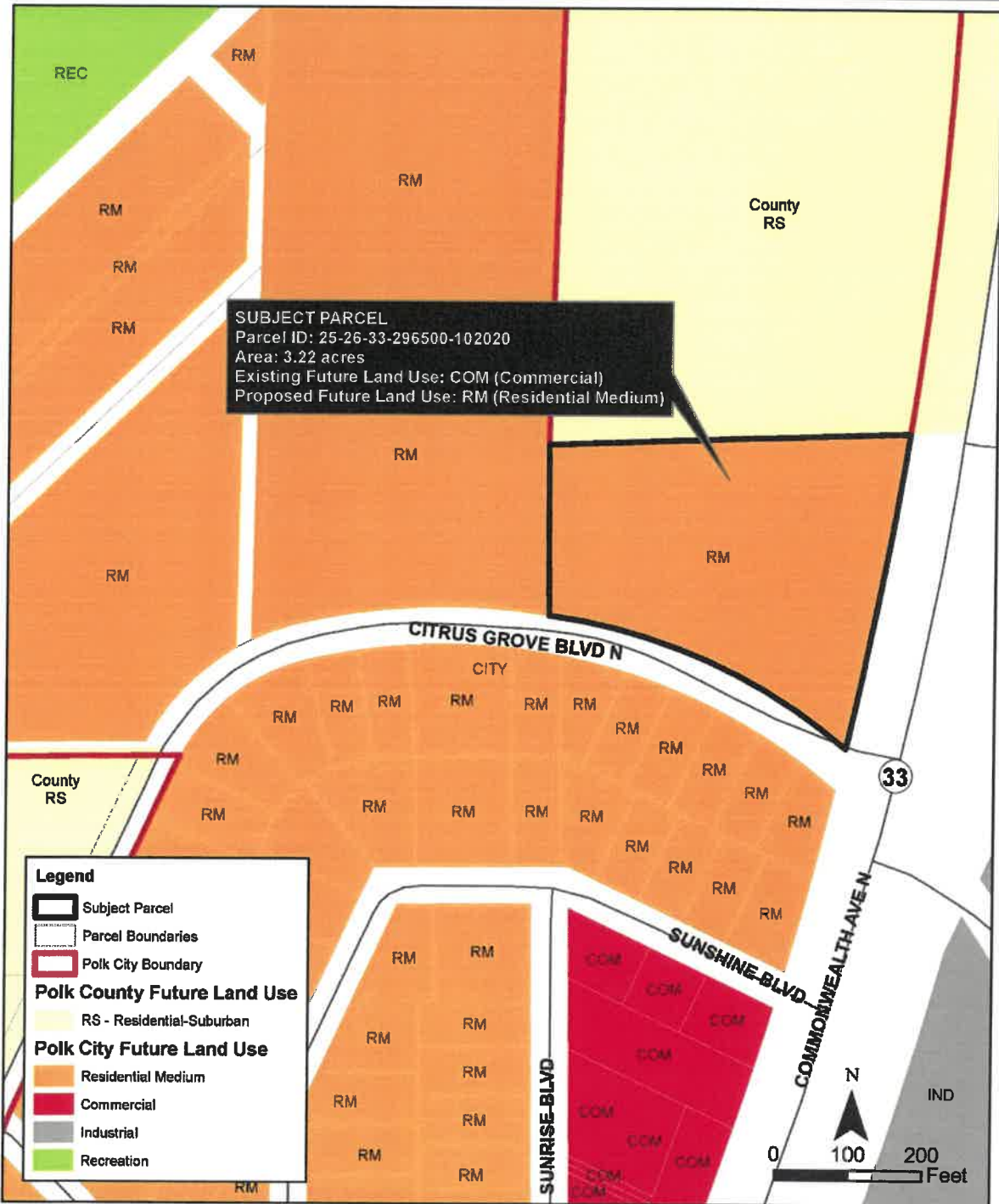
ATTEST:

Patricia R. Jackson, City Manager/Clerk

ORDINANCE NO. 2013-1302

EXHIBIT "A"

POLK CITY
PROPOSED FUTURE LAND USE MAP





**CITY OF POLK CITY
FUTURE LAND USE MAP AMENDMENT
OVERVIEW REPORT
JANUARY 19, 2021**

TO: POLK CITY COMMISSION

FROM: CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

SUBJECT: **Ordinance 2020-11:** Future Land Use Map Amendment on approximately 3.22 acres located at the northwest corner of the intersection of Commonwealth Avenue North and Citrus Grove Boulevard North from Commercial to Residential Medium (Polk County Parcel ID: 25-26-33-296500-102020).

AGENDA & HEARING DATES:

Planning Commission Meeting: December 7, 2020 at 6:00 PM

City Commission Meeting (First Reading): December 21, 2020 at 7:00 PM

City Commission Meeting (Second Reading): January 19, 2021 at 7:00 PM

OWNER: Dr. Mohamed Elawad/Mike Levine (Representative)

PLANNING COMMISSION ACTION:

On Monday, December 7, 2020, the Polk City Planning Commission voted to forward the Future Land Use Map Amendment to the City Commission with a recommendation of approval.

Attachments

- Overview Report
- Location Map
- Aerial Photo Map
- Existing Future Land Use Map
- Proposed Future Land Use Map

OVERVIEW REPORT

PROJECT DESCRIPTION/REQUEST:

Property Location/Request:

The property is located at the northwest intersection of Commonwealth Avenue North (SR 33) and Citrus Grove Boulevard North.

The applicant, Mohamed Elaswad, is requesting a Future Land Use Map Amendment to change the Future Land Use from Commercial to Residential Medium on approximately 3.22 acre tract of land. The applicant is proposing residential development on the tract (+/- 3.22 acres).

FUTURE LAND USE AMENDMENT	
Applicant/Owner	Dr. Mohamed Elaswad
Property Size	±3.22 acres
Previous Hearing Dates	None
Parcel IDs	25-26-33-296500-102020 (3.22 acres)
Future Land Use	Existing: Commercial Proposed: Residential Medium

SITE ANALYSIS:

Description of Property:

The property is a 3.22 acre parcel that is currently vacant.

Future Land Use:

The property has Future Land Use designation of Commercial. This request is to change the Future Land Use on the 3.22 acre parcel to Residential Medium so the entire parcel can be developed residentially as part of a Planned Unit Development. A description of each Future Land Use designation, consistent with the City of Polk City Comprehensive Plan, is provided below.

The subject property currently has a **Future Land Use** designation of Commercial. Future Land Use Element Policy 7.6 of the City's Comprehensive Plan defines Commercial as follows:

Policy 7.6:

*The primary function of the **Commercial** classification is to accommodate the shopping needs of residents living in and near Polk City. The Commercial classification permits neighborhood service commercial uses; and accommodates traditional retail commercial needs of the market area both along the highway and in the downtown core of the market area. This category permits schools and other public uses appropriate to commercial areas. Floor area ratio for commercial structures shall not exceed 0.35.*

The **Requested Future Land Use** of Residential Medium is defined by Policy 7.5 of the Future Land Use Element of the City’s Comprehensive Plan.

Policy 7.5: *The primary function of the **Residential Medium Density** classification is to accommodate multi family residential development. Permitted uses include duplexes, apartments, condominiums, manufactured (mobile) home parks or subdivisions, RV parks, and single family homes. Intensity is one single family home per lot; or one duplex per lot; or two buildings of five units each per lot. Maximum density is 10.0 residential dwelling units per acre. This category permits schools and other public uses appropriate to residential neighborhoods.*

Under the Residential Medium Future Land Use designation, there is the potential for 32 dwelling units on the site (3.22 acres x 10 dwelling units per acre).

Surrounding Existing Uses:

The following table indicates the Existing Future Land Use, Zoning, and Existing Use for the property surrounding the site.

<p><u>Northwest:</u> FLU: Residential Medium Density ZONING: Planned Unit Development EXISTING USE: Vacant land</p>	<p><u>North:</u> FLU: Polk County Residential Suburban ZONING: Polk County Residential Suburban EXISTING USE: Vacant land</p>	<p><u>Northeast:</u> FLU: Conservation ZONING: Conservation EXISTING USE: Vacant land</p>
<p><u>West:</u> FLU: Residential Medium Density ZONING: Planned Unit Development EXISTING USE: Vacant land</p>	<p><u>Subject Property</u> FLU: Commercial ZONING: Planned Unit Development EXISTING USE: Vacant land</p>	<p><u>East:</u> FLU: Industrial ZONING: Industrial EXISTING USE: Vacant land</p>
<p><u>Southwest:</u> FLU: Residential Medium Density ZONING: R-4 Mixed Residential Use EXISTING USE: Single Family Residential</p>	<p><u>South:</u> FLU: Residential Medium Density ZONING: R-4 Mixed Residential Use EXISTING USE: Single Family Residential</p>	<p><u>Southeast:</u> FLU: Industrial ZONING: Industrial EXISTING USE: Vacant land, Unimproved lot</p>

PUBLIC FACILITIES AND SERVICES ANALYSIS

Any future development of the subject property will be required to undergo concurrency review during the site plan approval process. The following is an analysis of current conditions and capacity of public facilities that would be impacted by maximum development of the site.

Under the Residential Medium Future Land Use designation, there is the potential for 32 dwelling units on the site (3.22 acres x 10 dwelling units per acre).

Potable water

Additional development resulting from this change can be adequately served by the Polk City potable water delivery system.

Wastewater

Additional development resulting from this change can be adequately served by the Polk City current wastewater system.

Traffic Circulation

The proposed FLUM will not have a substantial impact on traffic on U.S. Highway 33. The developer will be required to obtain concurrency approval prior to additional development of these properties.

Drainage:

Stormwater LOS is based on each new development project meeting the standards as reviewed and permitted by Southwest Florida Water Management District (SWFWMD). The LOS standard is consistent with SWFWMD standard and met on a project by project basis. There are no current deficiencies noted. New development will have to meet SWFWMD standards during the site plan approval process.

Recreation:

The City has adequate recreation and open space.

Solid Waste:

Polk County plans solid waste capacity for all municipalities in Polk County as well as unincorporated Polk County. It has been determined by Polk County that there is sufficient capacity for Polk City to meet LOS standards for approximately 65 years. Solid waste within Polk City is collected by a private company.

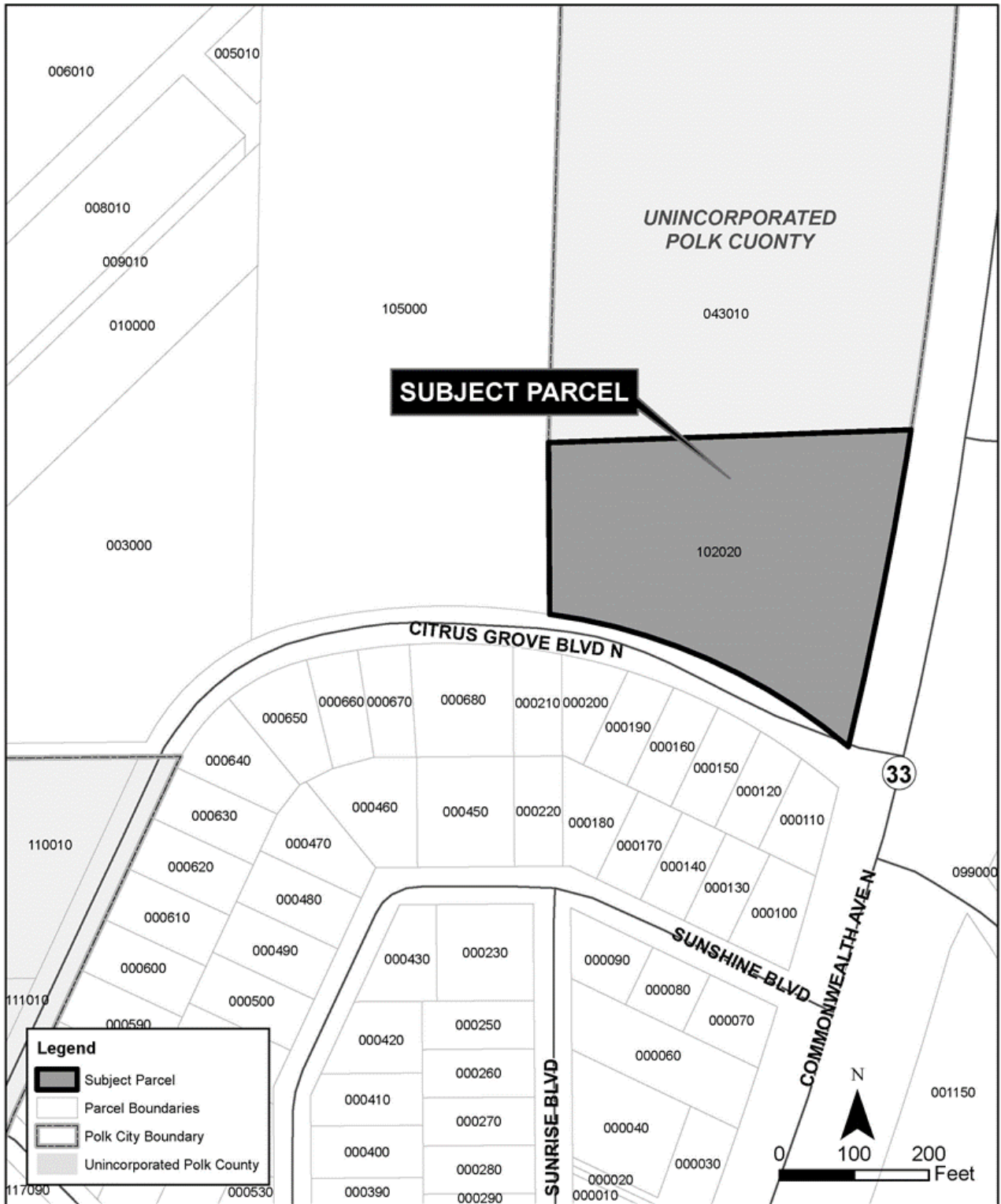
School Concurrency:

There is adequate school capacity.

Emergency Services:

The County provides police protection, EMS, and fire protection. A volunteer fire department also serves the area.

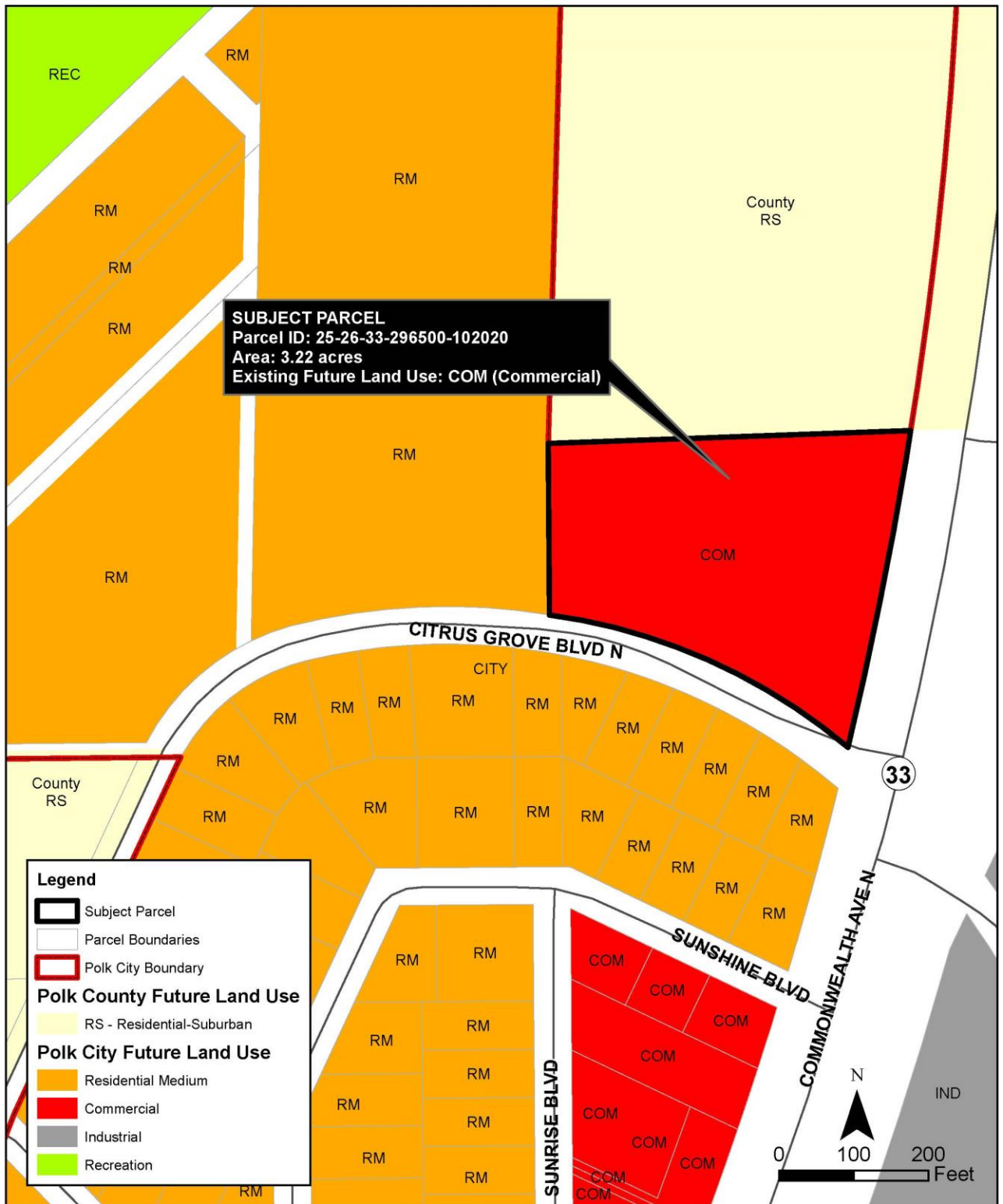
LOCATION MAP



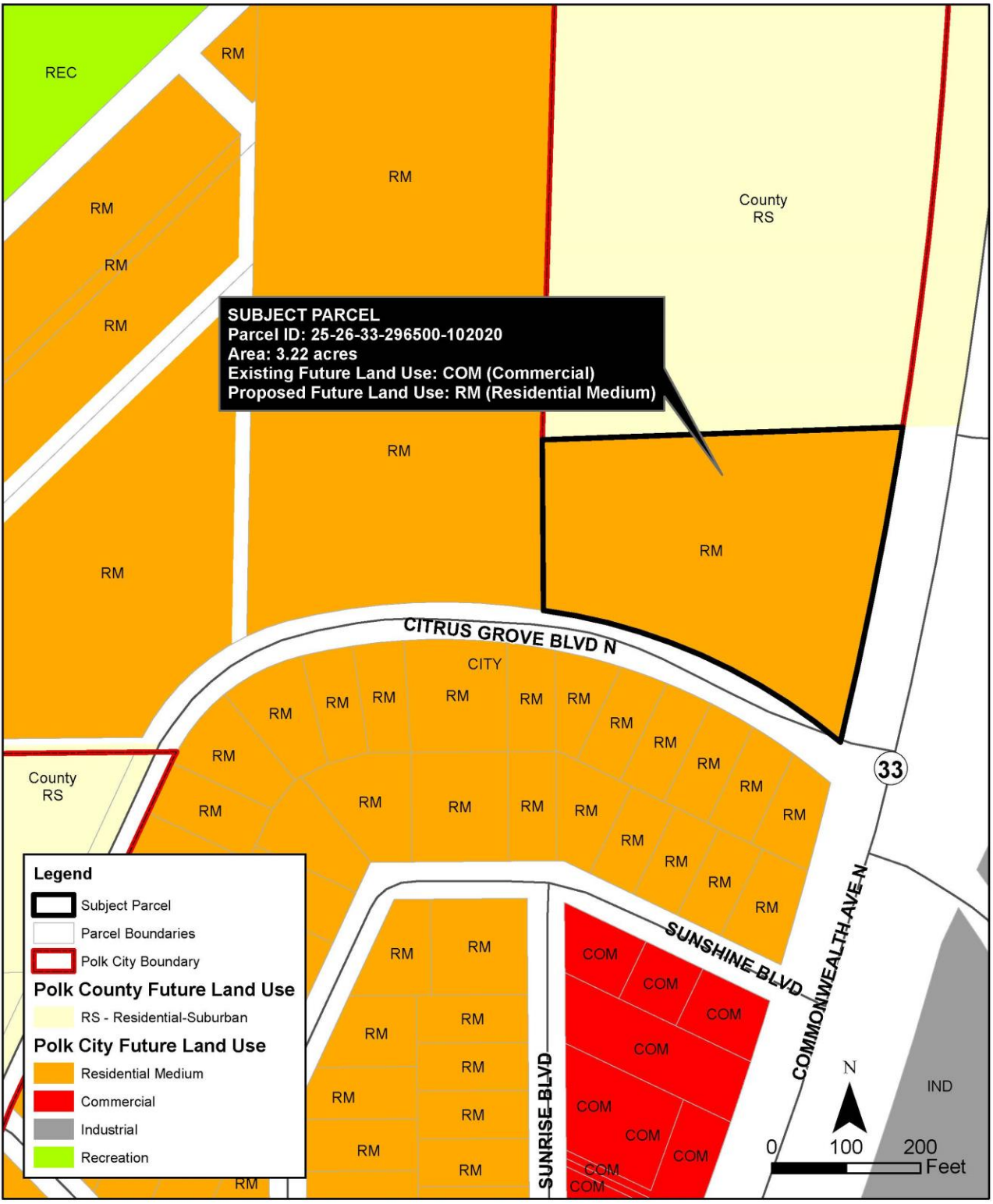
POLK CITY
AERIAL PHOTO MAP



**POLK CITY
EXISTING FUTURE LAND USE MAP**



**POLK CITY
PROPOSED FUTURE LAND USE MAP**



**City Commission Meeting
January 19, 2021**

AGENDA ITEM #2:

PUBLIC HEARING - ORDINANCE 2020-12 – AN ORDINANCE OF POLK CITY, FLORIDA; AMENDING THE OFFICIAL POLK CITY ZONING MAP TO CHANGE THE ZONING ON APPROXIMATELY 18.71 ACRES LOCATED AT THE NORTHWEST CORNER OF COMMONWEALTH AVENUE (SR 33) AND CITRUS GROVE BOULEVARD NORTH FROM R-4 MIXED RESIDENTIAL USE AND PLANNED UNIT DEVELOPMENT TO PLANNED UNIT DEVELOPMENT TO ALLOW FOR 168 MULTIFAMILY DWELLING UNITS; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING AN EFFECTIVE DATE. **Second and Final Reading**

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Ordinance 2020-12 – APPROXIMATELY 18.71 ACRES LOCATED AT THE NORTHWEST CORNER OF COMMONWEALTH AVENUE (SR 33) AND CITRUS GROVE BOULEVARD NORTH FROM R-4 MIXED RESIDENTIAL USE AND PLANNED UNIT DEVELOPMENT TO PLANNED UNIT DEVELOPMENT TO ALLOW FOR **168 MULTIFAMILY DWELLING UNITS.**

ATTACHMENT:

Ordinance 2020-12

ANALYSIS:

The applicant, Mohamed Elswad, is requesting a **Zoning Map Amendment**, an applicant-initiated rezoning of approximately 18.71 acres located west of North Commonwealth Avenue and north of Citrus Gove Boulevard North from Planned Unit Development and R-4 Mixed Residential Use to Planned Unit Development to allow for **168 multifamily apartments or condominiums**. These uses correspond with the Residential Medium Future Land Use designation.

On Monday, December 7, 2020, the Polk City Planning Commission held a Public Hearing and voted to forward the Rezoning to the City Commission with a recommendation of approval.

On Monday, December 21, 2020, the Polk City Commission approved Ordinance 2020-12 on First Reading.

STAFF RECOMMENDATION:

Approve Ordinance 2020-12 on Second and Final Reading.

ORDINANCE 2020-12

AN ORDINANCE OF POLK CITY, FLORIDA; AMENDING THE OFFICIAL POLK CITY ZONING MAP TO CHANGE THE ZONING ON APPROXIMATELY 18.71 ACRES LOCATED AT THE NORTHWEST CORNER OF COMMONWEALTH AVENUE (SR 33) AND CITRUS GROVE BOULEVARD NORTH FROM R-4 MIXED RESIDENTIAL USE AND PLANNED UNIT DEVELOPMENT TO PLANNED UNIT DEVELOPMENT TO ALLOW FOR 168 MULTIFAMILY DWELLING UNITS; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING AN EFFECTIVE DATE.

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

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

(1) The applicant, Mohamed El Aswad, is the owner of certain property located within the corporate limits of Polk City, Florida, described by the following parcel numbers: PARCEL NUMBERS 25-26-33-296500-102020; 25-26-33-296500-105000; 25-26-29-295302-003000; 25-26-29-295302-010000; and 25-26-29-295302-009010 (hereafter "Property").

(2) The Property consists of approximately 18.71 acres, and, if approved, would change the Official Zoning Map by changing the zoning classification assigned to this property from R-4 Mixed Residential Use and Planned Unit Development to Planned Unit Development as depicted on the map attached to and incorporated in this Ordinance as Exhibit "A".

(3) Pursuant to applicable provisions of the City's Land Development Code, including but not limited to Section 2.04.02.16(V), the Planning Commission has reviewed and recommended for approval subject to conditions said application.

(4) The City Commission of Polk City, Florida, held meetings and hearings regarding the Property, with due public notice having been provided, to obtain public comment, and considered all written and oral comments received during public hearings, including supporting documents; and

(5) The City previously adopted Ordinance No. 1098, creating Article 2 of the City's Unified Land Development Code (hereafter "ULDC") so as to create a Planned Unit Development district within its ULDC.

(6) Among its many purposes, the City's PUD District ordinance is intended to provide a method for consideration and approval of unique zoning districts for individual Planned Unit Developments, which are not provided for or allowed in other City zoning

districts.

(7) The standards and procedures of the PUD district are intended to promote flexibility of design and to permit planned diversification and integration of uses and structures, while at the same time reserving to the City Commission the absolute authority to establish limitations and regulations for the development deemed necessary to protect the public health, safety and welfare.

(8) No development plan shall be approved for a PUD without adequate on-site and offsite public facilities, including but not limited to storm drainage, sanitary sewers, roadway capacity, fire/rescue service, police service, water distribution system and recreation facilities.

(9) In exercise of its authority, the City Commission has determined that in order for the proposed development to be approved, it must be subject to conditions of approval to ensure compliance with the ULDC and the City's Comprehensive Plan.

(10) The PUD Ordinance requires that any proposed PUD must be adopted by ordinance, shall contain a conceptual site plan demonstrating or requiring compliance with the conditions set forth in the PUD Ordinance, and generally depicting the nature, intensity, and location of various uses.

SECTION 2. APPROVAL OF PLANNED UNIT DEVELOPMENT; CONDITIONS OF APPROVAL. The Official Zoning Map of Polk City is hereby amended so as to assign the zoning classification of Planned Unit Development (PUD) District to the Property. The City also hereby approves the conceptual site plan depicted in Exhibit "B" attached to and incorporated in this Ordinance subject to the following conditions of approval:

(1) The proposed project shall meet all applicable regulations of the City of Polk City, Florida.

(2) The proposed developmental area of this site shall be limited to the uses and proposed site design that shall be approved by the Planning Commission and the City Commission.

(3) Any modification to the approved Site Plan shall be approved by the Planning Commission and the City Commission unless the proposed modifications are minor and in accordance with the City's ULDC.

(4) With the exception of clearing for access roads, survey lines, construction trailers, equipment staging areas, fencing, and specific building sites, construction shall commence within 90 days after completion of clearing and grubbing.

(5) The Applicant shall provide discharge control and treatment of the stormwater run-off in accordance with all applicable agency requirements in effect at the

time of the permit application. The drainage system shall be maintained in an acceptable condition in accordance with the stormwater management plan.

(6) Development shall conform to the El Aswad PUD Land Use Plan dated October 2020, and to the following conditions of approval. Development based upon this approval shall comply with all other applicable federal, state, and city laws, rules, ordinances and regulations, which are incorporated herein by reference, except to the extent the applicable laws, ordinances, and regulations are expressly waived or modified by these conditions, or by action approved by the City Commission of Polk City.

(7) Prior to approval of any future site plans, construction plans, or issuance of any building permits, the Applicant shall enter into a recordable developer's agreement for the provision of water and wastewater service by Polk City. At a minimum, said agreement shall provide for the connection of the Property to the City's water and wastewater system, extension of the City's existing wastewater pipeline to the Property at the expense of the Applicant, construction and installation of all onsite and proximate offsite improvements necessary for the City to provide water and wastewater service to the Property, and for payment of applicable water and wastewater capital charges to the City for water and wastewater service capacity adequate to service the development within the Property.

(8) A preliminary site plan must be submitted and approved by the Planning Commission and the City Commission within one (1) calendar year after approval of this Ordinance.

(9) Prior to approval of the preliminary site plan, the Applicant shall submit for City review and approval a traffic study and analysis of the transportation impacts of development on the Property.

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

SECTION 4. COPY ON FILE. This Ordinance shall be codified and made part of the official Code of Ordinances of Polk City.

SECTION 5. REPEAL OF ORDINANCES IN CONFLICT. All other ordinances of Polk City, or portions thereof which conflict with this or any part of this Ordinance are hereby repealed.

SECTION 6. EFFECTIVE DATE. This Ordinance shall become effective immediately upon its passage and approval as a non-emergency ordinance at two regular meetings of the City Commission.

INTRODUCED, PASSED on FIRST READING, this 21st day of December, 2020.

POLK CITY, FLORIDA

Joe LaCascia, Mayor

ATTEST:

**APPROVED AS TO FORM AND
CORRECTNESS**

Patricia R. 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 _____, 2021.

Joe LaCascia, Mayor

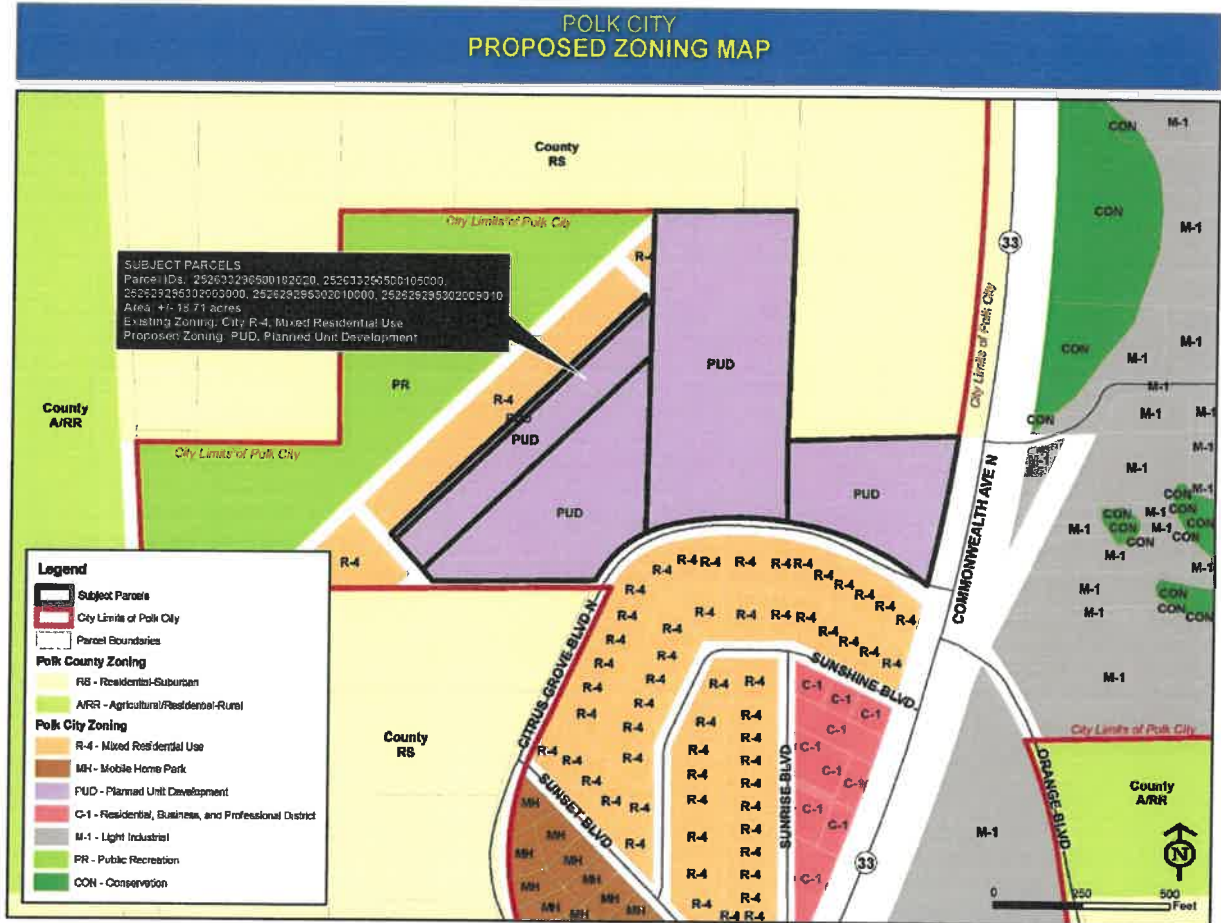
ATTEST:

Patricia R. Jackson, City Manager/Clerk

ORDINANCE 2020-12

EXHIBIT "A"

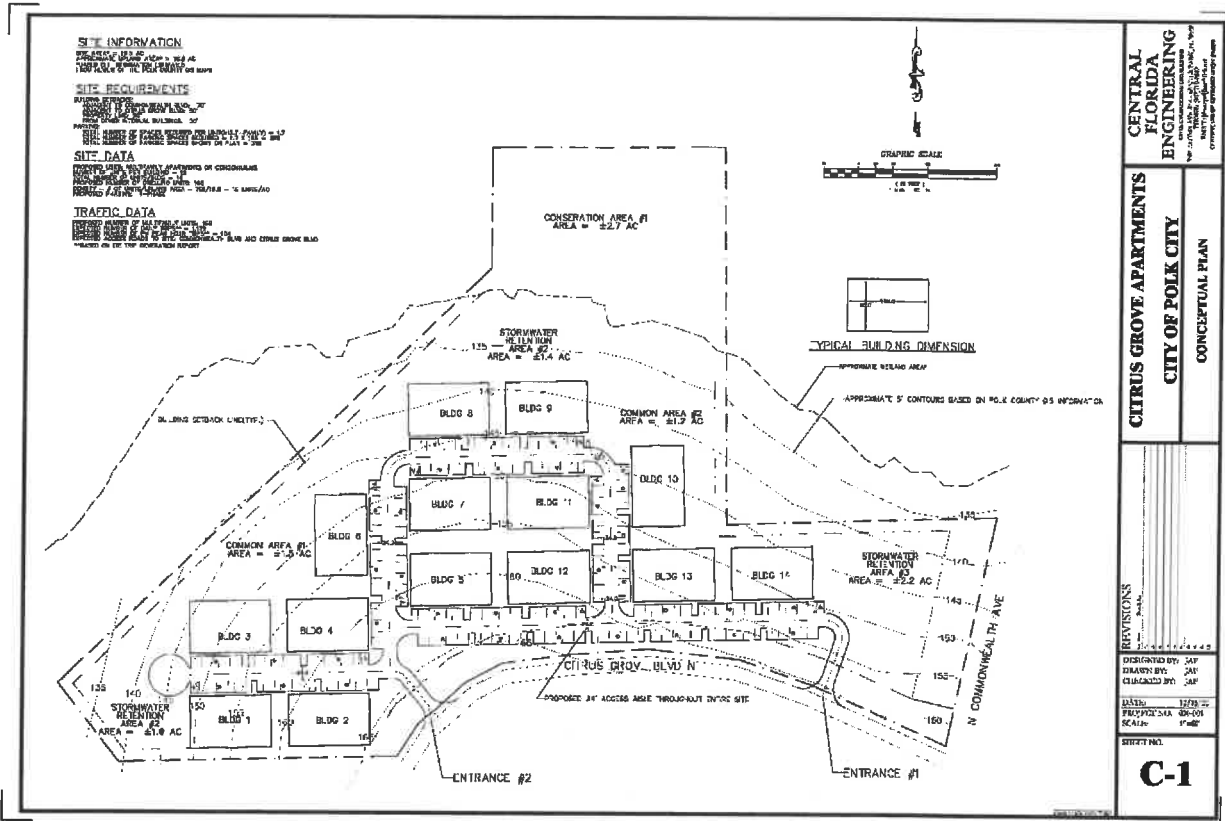
Zoning Map Amendment



ORDINANCE 2020-12

EXHIBIT "B"

Conceptual Site Plan





**CITY OF POLK CITY
ZONING MAP AMENDMENT
OVERVIEW REPORT
JANUARY 19, 2021**

TO: POLK CITY COMMISSION

FROM: Central Florida Regional Planning Council

SUBJECT: Ordinance 2020-12: Rezoning: An applicant-initiated rezoning of approximately 18.71 acres located west of North Commonwealth Avenue and north of Citrus Gove Boulevard North from Planned Unit Development and R-4 Mixed Residential Use to Planned Unit Development to allow for **168 multifamily apartments or condominiums** (Parcel numbers: 25-26-33-296500-102020; 25-26-33-296500-105000; 25-26-29-295302-003000; 25-26-29-295302-010000; and 25-26-29-295302-009010).

AGENDA DATES:

Planning Commission Meeting: December 7, 2020 at 6:00 PM

City Commission Meeting (First Reading): December 21, 2020 at 7:00 PM

City Commission Meeting (Second Reading): January 19, 2021 at 7:00 PM

OWNER/APPLICANT: Mohamed Elaswad / Mike Levine (Representative)

PLANNING COMMISSION ACTION:

On Monday, December 7, 2020, the Polk City Planning Commission voted to forward the rezoning to the City Commission with a recommendation of approval.

ATTACHMENTS:

- Location Map
- Aerial Map
- Existing Zoning Map
- Proposed Zoning Map
- Concept Plan
- Site Photos
- Sect. 2.04.02.16 Planned Unit Development District
- Application

PROJECT DESCRIPTION/REQUEST:

Project Location

The property is located at the northwest corner of the intersection of Commonwealth Avenue North (SR 33) and Citrus Grove Boulevard North and on the north side of Citrus Grove Boulevard North.

Request

The applicant, Mohamed Elswad, is requesting a Zoning Map Amendment An applicant-initiated rezoning of approximately 18.71 acres located west of North Commonwealth Avenue and north of Citrus Gove Boulevard North from Planned Unit Development and R-4 Mixed Residential Use to Planned Unit Development to allow for 168 multifamily apartments or condominiums. These uses correspond with the Residential Medium Future Land Use designation.

ZONING MAP AMENDMENT	
Applicant	Mohamed El Aswad
Property Owner	Mohamed El Aswad
Property Size	18.71 acres
Previous Hearing Dates	2013 – Future Land Use Map Amendment and Rezoning
Parcel ID	25-26-33-296500-102020 (3.22 acres) 25-26-33-296500-105000 (8.01 acres) 25-26-29-295302-003000 (4.53 acres) 25-26-29-295302-010000 (2.5 acres) 25-26-29-295302-009010 (0.45 acres)
Zoning	Existing: R-4 Mixed Residential Use; Planned Unit Development Proposed: Planned Unit Development

SITE ANALYSIS:

Description of Property

The property is currently vacant.

Zoning

The property has three zoning designations on two parcels (refer to the Existing Zoning Map). This request is to change the Zoning on parcels totaling 18.71 acres to Planned Unit Development (PUD) to allow for 168 multi-family dwelling units.

A description of each existing Zoning designation as defined in the City of Polk City’s Land Development Code is provided below.

2.04.02.06 R-4 Mixed Residential Use

- (B) *Purpose:* To establish areas within the City of Polk City that allows for a combination of all residential uses, including single family homes, duplexes, apartments, townhouses and condominiums.

The purpose of the requested Zoning of Planned Unit Development as defined in the Polk City’s Land Development Code is provided below. (Section 2.04.02.16 is attached)

2.04.02.16 Planned Unit Development District.

(B) *Purpose*

1. The planned unit development district is intended to provide a method for consideration and approval of unique zoning districts for individual Planned Unit Developments (PUD), which are not provided for or allowed in the zoning districts otherwise established by this chapter.

Surrounding Uses

SR 33 is located directly east of the subject property. Commercial and industrial properties are located east of SR 33. Residential properties are located south of the site. The property to the west is vacant. Vacant property is located to the north in Polk County. The following table indicates the Future Land Use (FLU), Zoning and Existing Use for the properties surrounding the site.

<p><u>Northwest:</u> FLU: Polk County Residential Suburban ZONING: Polk County Residential Suburban EXISTING USE: Vacant</p>	<p><u>North:</u> FLU: Polk County Residential Suburban ZONING: Polk County Residential Suburban EXISTING USE: Vacant</p>	<p><u>Northeast:</u> FLU: Polk County Residential Suburban ZONING: Polk County Residential Suburban EXISTING USE: Vacant</p>
<p><u>West:</u> FLU: Residential Medium ZONING: R-4 Mixed Residential Use EXISTING USE: Vacant.</p>	<p><u>Subject Parcel</u> FLU: Residential Medium ZONING: R-4 Mixed Residential Use; Planned Unit Development EXISTING USE: Vacant</p>	<p><u>East:</u> FLU: Polk County Residential Suburban ZONING: Polk County Residential Suburban EXISTING USE: Vacant</p>
<p><u>Southwest:</u> FLU: Residential Medium ZONING: R-4 Mixed Residential Use EXISTING USE: Residential</p>	<p><u>South:</u> FLU: Residential Medium ZONING: R-4 Mixed Residential Use EXISTING USE: Residential</p>	<p><u>Southeast:</u> FLU: Residential Medium ZONING: R-4 Mixed Residential Use EXISTING USE: Residential</p>

PUBLIC FACILITIES AND SERVICES ANALYSIS:

The subject property will be required to undergo concurrency review during the development approval process. The following is an analysis of current conditions and capacity of public facilities that would be impacted by maximum development of the site.

Potable water

To estimate potential potable water consumption for residential component, it is estimated that for residential uses, approximately 110 gallons per capita per day (gpcpd) can be assumed. Below are the estimates for the subject parcels using this equation:

- *Estimated water consumption for Residential based on maximum development potential of 168 residential dwelling units and 2.75 people per household:*

$$[168 \text{ units} \times 2.75 \text{ people per household} = 462 \text{ people}] \times [110 \text{ (gpcpd)}] = 50,820 \text{ gpcpd}$$

The City's water use permit (WUP) allows an average pumping of 967,200 gallons per day. Average daily water use in Polk City is 486,543, or one-half of its WUP capacity. No negative impacts are anticipated at this time. When development occurs on the subject parcel, the developer would be required to extend municipal water service to the site, and the City would require additional potable water calculations to be performed to address the possible need for additional permitted capacity.

Wastewater

To estimate potential wastewater treatment for the residential component, it is estimated that for residential uses, approximately 100 gallons per capita per day (gpcpd) can be assumed. Below are the estimates for the subject parcels using this equation:

- *Estimated wastewater treatment for Residential based on maximum development potential of 168 residential dwelling units and 2.75 people per household:*

$$[168 \text{ units} \times 2.75 \text{ people per household} = 462 \text{ people}] \times [100 \text{ (gpcpd)}] = 46,200 \text{ gpcpd}$$

The current treatment capacity of the Mount Olive Treatment Plant is 215,000 gallons per day, and the current volume treated is approximately 93 percent of capacity. No negative impacts are anticipated at this time. When development occurs on the subject parcel, the developer would be required to extend municipal wastewater service to the site, and the City would require additional wastewater calculations to be performed to address the possible need for additional permitted capacity.

Traffic Circulation

A detailed traffic study will be required prior to site plan approval.

Drainage

Stormwater Level of Service is based on each new development project meeting the standards as reviewed and permitted by Southwest Florida Water Management District (SWFWMD). Development of the site will have to meet SWFWMD standards during the site plan approval process.

Recreation

The proposed Planned Unit Development will create minimum impacts on the recreation system.

Solid Waste

Polk County plans solid waste capacity for all municipalities in Polk County as well as unincorporated Polk County. Solid waste capacity would not be adversely impacted by the proposed Residential Medium Future Land Use.

School Concurrency

To be provided by the School Board of Polk County.

Emergency Services

The County provides police protection, EMS, and fire protection.

CONDITIONS OF APPROVAL:

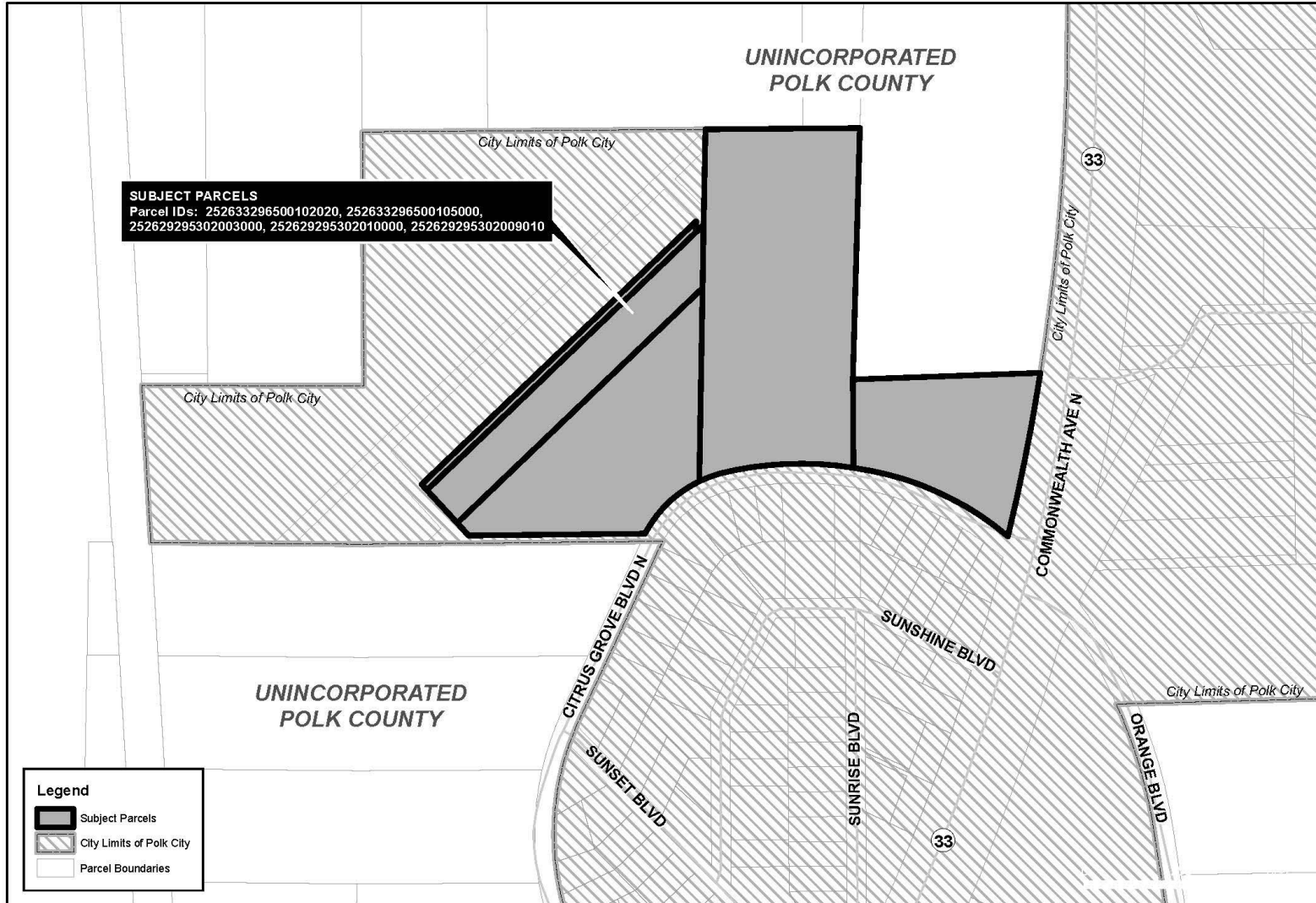
The applicant submitted a conceptual site plan. This conceptual site plan will be binding upon City Commission approval. The following conditions are proposed in addition to the conceptual site plan.

Prior to submittal of a final site plan and construction drawings the following will be required:

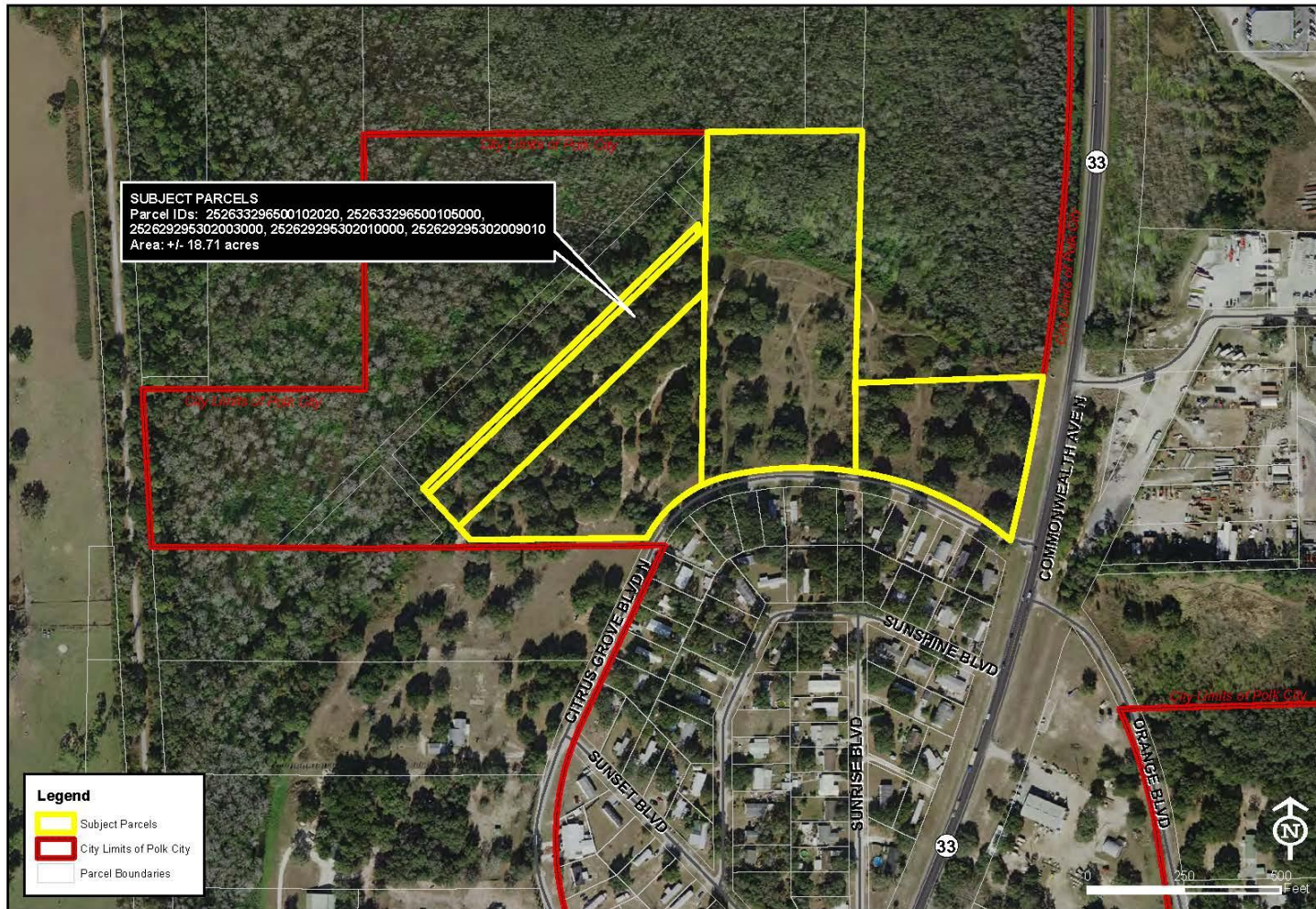
1. The proposed project shall meet all regulations of the City of Polk City, Florida.
2. Proposed developmental area of this site shall be limited to the uses and proposed site design that shall be approved by the Planning Commission and the City Commission.
3. Any modification to the approved Site Plan shall be approved by the Planning Commission and the City Commission unless the proposed modifications are minor and in accordance with the City's ULDC.
4. With the exception of clearing for access roads, survey lines, construction trailers, equipment staging areas, fencing, and specific building sites, construction shall commence within 90 days after completion of clearing and grubbing.
5. The Applicant shall provide discharge control and treatment of the stormwater run-off in accordance with all applicable agency requirements in effect at the time of the permit application. The drainage system shall be maintained in an acceptable condition in accordance with the stormwater management plan.
6. Development shall conform to the Elawad PUD Land Use Plan dated October 2020, and to the following conditions of approval. Development based upon this approval shall comply with all other applicable federal, state, and city laws, rules, ordinances and regulations, which are incorporated herein by reference, except to the extent the applicable laws, ordinances, and regulations are expressly waived or modified by these conditions, or by action approved by the City Commission of Polk City.

7. Prior to approval of any future site plans, construction plans, or issuance of any building permits, the Applicant shall enter into a recordable developer's agreement for the provision of water and wastewater service by Polk City. At a minimum, said agreement shall provide for the connection of the Property to the City's water and wastewater system, extension of the City's existing wastewater pipeline to the Property at the expense of the Applicant, construction and installation of all onsite and proximate offsite improvements necessary for the City to provide water and wastewater service to the Property, and for payment of applicable water and wastewater capital charges to the City for water and wastewater service capacity adequate to service the development within the Property.
 8. A preliminary site plan must be submitted and approved by the Planning Commission and the City Commission within one (1) calendar year after approval of this Ordinance.
 9. Prior to approval of the preliminary site plan, the Applicant shall submit for City review and approval a traffic study and analysis of the transportation impacts of development on the Property.
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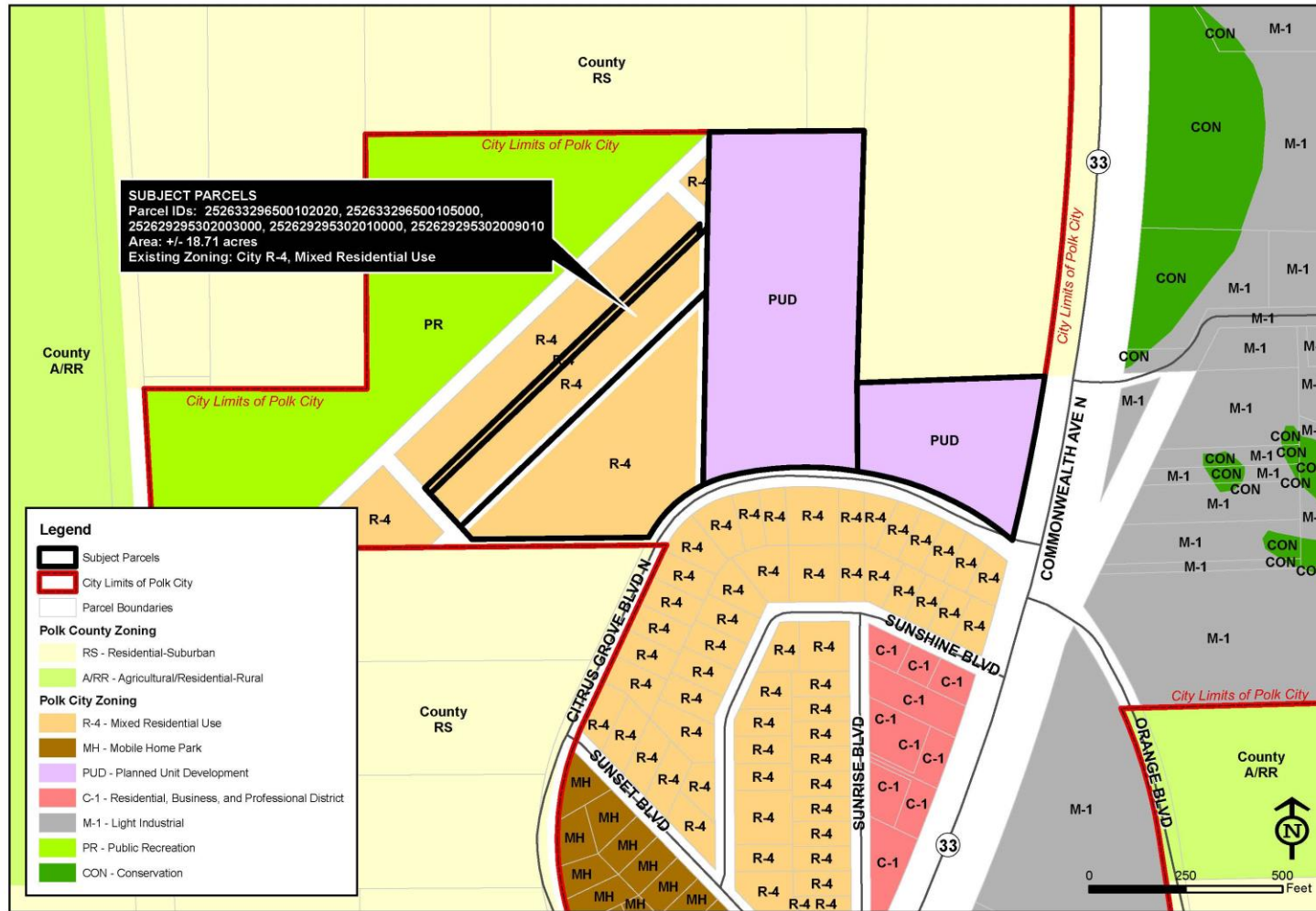
LOCATION MAP



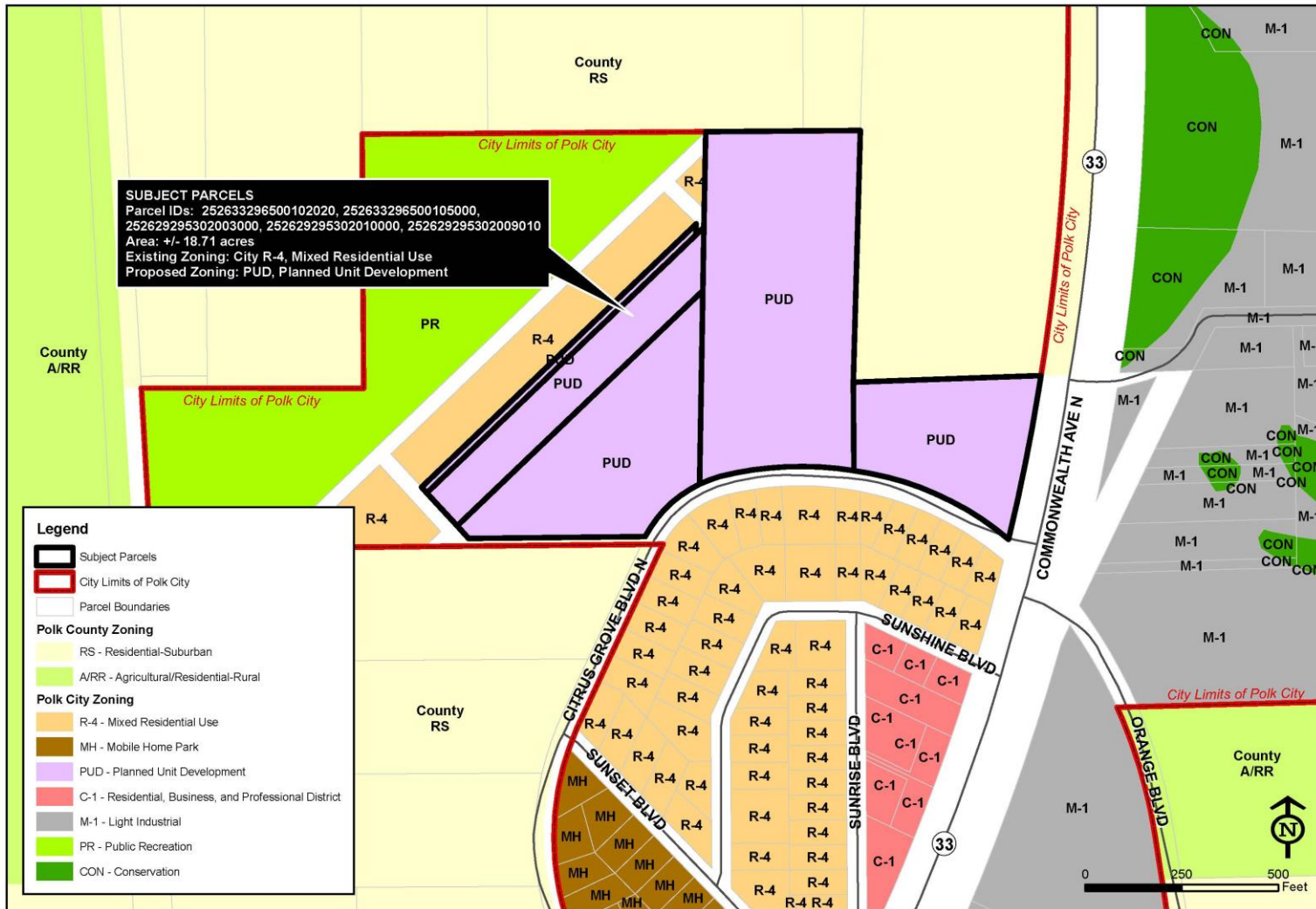
POLK CITY AERIAL PHOTO MAP



POLK CITY EXISTING ZONING MAP



POLK CITY PROPOSED ZONING MAP



SITE INFORMATION

SITE AREA* = 19.5 AC
 APPROXIMATE UPLAND AREA* = 16.8 AC
 *BASED OFF INFORMATION ESTIMATED FROM REVIEW OF THE POLK COUNTY GIS MAPS

SITE REQUIREMENTS

BUILDING SETBACKS:
 ADJACENT TO COMMONWEALTH BLVD: 70'
 ADJACENT TO CITRUS GROVE BLVD: 50'
 PROPERTY LINE: 20'
 FROM OTHER INTERNAL BUILDINGS: 30'

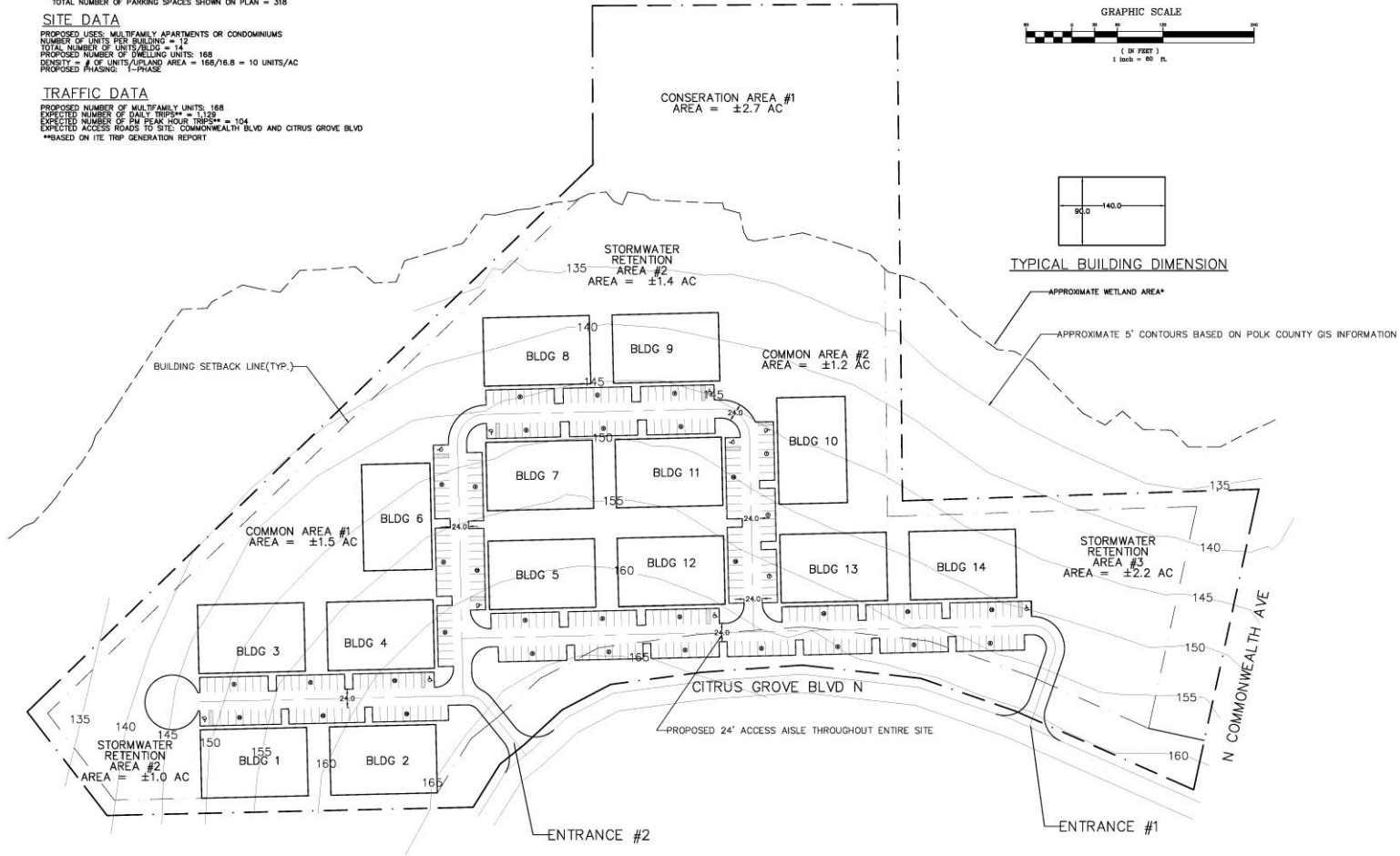
PARKING:
 TOTAL NUMBER OF SPACES REQUIRED PER UNIT(MULTI-FAMILY) = 1.7
 TOTAL NUMBER OF PARKING SPACES REQUIRED = 1.7 X 168 = 286
 TOTAL NUMBER OF PARKING SPACES SHOWN ON PLAN = 318

SITE DATA

PROPOSED USES, MULTIFAMILY APARTMENTS OR CONDOMINIUMS
 NUMBER OF UNITS PER BUILDING = 12
 TOTAL NUMBER OF UNITS/BLDG. = 144
 PROPOSED NUMBER OF DWELLING UNITS: 168
 DENSITY = # OF UNITS/UPLAND AREA = 168/16.8 = 10 UNITS/AC
 PROPOSED PHASING: 1-PHASE

TRAFFIC DATA

PROPOSED NUMBER OF MULTIFAMILY UNITS: 168
 EXPECTED NUMBER OF DAILY TRIPS** = 1,120
 EXPECTED NUMBER OF PM PEAK-HOUR TRIPS** = 104
 EXPECTED ACCESS ROADS TO SITE: COMMONWEALTH BLVD AND CITRUS GROVE BLVD
 **BASED ON ITE TRIP GENERATION REPORT



CENTRAL FLORIDA ENGINEERING
 CIVIL ENGINEERING CONSULTANT
 5386 ALOMA AVE #14, WINTER PARK, FL 32792
 EMAIL: cfec@centralflaeng.com
 CERTIFICATE OF AUTHORIZATION #25899

CITRUS GROVE APARTMENTS
CITY OF POLK CITY
CONCEPTUAL PLAN

REVISIONS

No.	Date	Description

DESIGNED BY: JAF
 DRAWN BY: JAF
 CHECKED BY: JAF

DATE: 10/15/20
 PROJECT NO. 096-001
 SCALE: 1"=60'

SHEET NO.
C-1