

**GOVERNMENT CENTER WILL BE OPEN FOR MEETING
SOCIAL DISTANCING AND MASKS ARE ENCOURAGED**

POLK CITY

City Commission Meeting (7 pm)

January 18, 2022

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 – National School Choice Week

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

AGENDA

1. **PUBLIC HEARING –ORDINANCE 2021-02**, AN ORDINANCE OF POLK CITY, FLORIDA, AMENDING THE POLK CITY COMPREHENSIVE PLAN, ADDING A PROPERTY RIGHTS ELEMENT TO ENSURE THAT PRIVATE PROPERTY RIGHTS ARE CONSIDERED IN LOCAL DECISION MAKING CONSISTENT WITH FLORIDA STATUTES 163.3177(6); PROVIDING FOR TRANSMISSION TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY FOR REVIEW AND COMPLIANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE, **second and final reading**
 - a. **Open Public Hearing**
 - b. **Close Public Hearing**
 - c. **Discussion and Action from the Commission**
2. **PUBLIC HEARING – ORDINANCE 2021-08**, AN ORDINANCE OF POLK CITY, FLORIDA; AMENDING THE POLK CITY CODE OF ORDINANCES AND THE UNIFIED LAND DEVELOPMENT CODE OF POLK CITY, FLORIDA, INCLUDING ARTICLE 2, REGULATIONS FOR SPECIFIC DISTRICT, ARTICLE 3. DEVELOPMENT DESIGN AND IMPROVEMENT STANDARDS AND ARTICLE 7, DEVELOPMENT APPROVAL PROCESS; TO PROVIDE CLARIFICATIONS SPECIFIC TO THE GREEN SWAMP AREA OF CRITICAL STATE CONCERN AND TO PROVIDE FOR CONSISTENCY WITH THE POLK CITY COMPREHENSIVE PLAN; PROVIDING FOR APPLICABILITY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE, **second and final reading**
 - a. **Open Public Hearing**
 - b. **Close Public Hearing**
 - c. **Discussion and Action from Commission**
3. **Purchase of 2022 F250 Regular Cab Truck**

CITY MANAGER ITEMS

CITY ATTORNEY ITEMS

COMMISSIONER ITEMS

Vice Mayor Kimsey
Commissioner Blethen
Commissioner Carroll
Commissioner Harper
Mayor LaCascia

ANNOUNCEMENTS

Polk City Municipal Election April

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.

ONSENT AGENDA
January 18, 2022

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. Approve minutes December 20, 2021 Regular City Commission Meeting

B. REPORTS

1. Building Permits Report – December 2021
2. Code Enforcement Report – December 2021
3. Financial Report – N/A
4. Library Report – N/A
5. Polk County Fire Rescue – N/A
6. Polk Sheriff's Report – December 2021
7. Public Works Report – December 2021
8. Utilities Report – N/A

C. OTHER

City Commission Meeting
January 18, 2022

CONSENT AGENDA ITEM: Approve Minutes

INFORMATION ONLY
 ACTION REQUESTED

ISSUE:

Approve minutes for the December 20, 2021, Commission Meeting

ATTACHMENTS:

December 20, 2021

ANALYSIS: N/A

STAFF RECOMMENDATION: Approval of Minutes

CITY COMMISSION MINUTES

December 20, 2021

Vice Mayor Don Kimsey called the meeting to order at 7:00 pm.

Pastor Lawlor, New Life Community Church gave the invocation.

Those present recited the Pledge of Allegiance led by Vice Mayor Kimsey.

ROLL CALL – Assistant to the City Manager Sheandolen Dunn

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

Absent: Mayor Joe LaCascia

APPROVE CONSENT AGENDA

May 8, 2021 (City Commission Workshop), September 2, 2021 (City Commission Workshop), October 12, 2021 (City Commission Workshop), November 15, 2021 (City Commission Meeting), November 18, 2021 (Special City Commission Meeting) minutes.

Approved by Voice Vote 4/0.

PRESENTATIONS/RECOGNITIONS - None

PUBLIC COMMENT - None

ORDER OF BUSINESS

PUBLIC HEARING - ORDINANCE 2021-06

An Ordinance of Polk City, Florida; amending an approved Planned Unit Development-X to permit a clubhouse and pool; adding a development phasing schedule to permit three phases of development; providing for conflicts, codification, severability and an effective date. **Second and Final Reading**

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

Vice Mayor Kimsey stated that nothing has changed since the First Reading of this Ordinance.

Motion by Commissioner Harper to approve Ordinance 2021-06 on Second and Final Reading; this motion was seconded by Commissioner Blethen.

No discussion or questions by Commission.

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

Motion carried 4/0.

PUBLIC HEARING - ORDINANCE 2021-07

An Ordinance of Polk City, Florida, amending the Polk City Code of Ordinances and the Unified Land Development Code of Polk City, Florida, including Article 7, Development Review Process and Article 8, Administration and Enforcement; to update the types of Comprehensive Plan Amendment review to include expedited state review, state coordinated review, and small scale; providing for applicability; providing for repeal of conflicting ordinances, providing for severability; providing an effective date. **Second and Final Reading**

City Attorney Cloud read the Ordinance by title only. Vice Mayor Kimsey opened the Public Hearing. No one spoke for or against this Ordinance. Vice Mayor Kimsey closed the Public Hearing.

No discussion from the City Commission or the Public.

Motion by Commissioner Blethen to approve Ordinance 2021-07 on Second and Final Reading; this motion was seconded by Commissioner Carroll.

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

Motion carried 4/0.

PUBLIC HEARING - ORDINANCE 2021-08 – An Ordinance of Polk City, Florida; amending the Polk City Code of Ordinances and the Unified Land Development Code of Polk City, Florida including Article 2, Regulations for Specific District, Article 3 Development Design and Improvement Standards and Article 7, Development Approval Process; to provide clarifications specific to the Green Swamp Area of Critical Concern and to provide for consistency with the Polk City Comprehensive Plan; Providing for Applicability; Providing for Repeal of Conflicting Ordinances; Providing for Severability; Providing for an Effective Date. **First Reading**

City Attorney Cloud read the Ordinance by title only. Vice Mayor Kimsey opened the Public Hearing.

Jennifer Codo-Salisbury (CFRPC) made a brief presentation on the purpose of the amendment to this Ordinance and was prepared to address any questions or concerns from the City Commission and the Public.

No questions or comments.

Motion by Commissioner Harper to approve Ordinance 2021-08 on First Reading; this motion was seconded by Commissioner Carroll.

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

Motion carried 4/0.

Republic Services – Amendment Four to Solid Waste & Recycling Collection Franchise Agreement

Amendment Four will be a 5-year Contract with 5% increase annually.

Trey Richardson and Mary Boyer (Republic Services) have met with the City Commission to address the Contract for five (5) years with a five percent (5%) increase to the rates during the extension period. If approved, this extension will begin on January 1, 2022 and end on December 31, 2027.

No questions or comments.

Motion by Commissioner Carroll to approve the Republic Services Amendment Four to Solid Waste & Recycling Collection Franchise Agreement; this motion was seconded by Commissioner Harper.

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

Motion carried 4/0.

Purchase of Commercial Slope Mower

This item was removed from the Agenda as more research needs to be completed.

PLANNING COMMISSION APPOINTMENTS

City Manager Jackson discussed the Polk City's Planning Commission which has two members whose terms end December 31, 2021, they are Robert Baker and Antonio Thomas. Mr. Thomas has missed three consecutive meetings. Staff would like to recommend the following members be appointed for the term beginning January 1, 2022 and ending December 31, 2024:

- Robert Baker
- Eugene Gorski, who currently serves as Second Alternate and attends every meeting.
- Antonio Thomas to fill the unexpired term of Eugene Gorski as Second Alternate; term ending December 31, 2023

Edward Hanks has requested to be an alternate due to his work schedule. Staff recommended the following:

- William Fienga be appointed to fill the unexpired term of Edward Hanks ending December 31, 2022 (Mr. Fienga is currently First Alternate and attends meetings)
- Edward Hanks be appointed First Alternate to fill the unexpired term of William Fienga ending December 31, 2023

Polk City's Land Development Code requires that members of the Planning Commission must be a registered voter of Polk City, and a full-time resident of the city, owners or appointed employees of businesses within the city limits, or live within five miles of the city limits in unincorporated Polk County.

Motion by Commissioner Harper to approve the appointments of Robert Baker, Eugene Gorski, Antonio Thomas, William Fienga and Edward Hanks as recommended; this motion was seconded by Commissioner Blethen.

Motion carried by Voice Vote.

CITY MANAGER ITEMS

Will be taking some vacation time after Christmas. Wished everyone a Merry Christmas.

CITY ATTORNEY

Will be taking some vacation time after Christmas. Wished everyone a Merry Christmas.

COMMISSIONER ITEMS

Commissioner Blethen – None

Commissioner Carroll – Merry Christmas

Commissioner Harper – Thanked everyone for coming and Merry Christmas

Vice Mayor Kimsey – Read a favorite quote

ANNOUNCEMENTS - None

ADJOURNMENT – 7:35 pm

Patricia Jackson, City Manager

Joe LaCascia, Mayor

**City Commission Meeting
January 18, 2022**

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 2021
2. Code Enforcement Report – December 2021
3. Financial Report – October 2021
4. Library Report – N/A
5. Polk County Fire Rescue – N/A
6. Polk Sheriff's Report – December 2021
7. Public Works Report – December 2021
8. Utilities Report – December 2021

ANALYSIS:

STAFF RECOMMENDATION: Approval of Department Reports via Consent Agenda

Polk City Permits Added

From: 12/01/21 To: 12/31/2021

COMMERCIAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BC-2021-1477	121 COMMONWEALTH AVE, POLK CITY, FL 33868	2,000.00	12/06/2021
		Subtotal:	\$2,000.00

ELECTRICAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2021-20875	120 CARTER BLVD, POLK CITY, FL 33868	2,400.00	12/09/2021
BT-2021-21711	8731 CONOY AVE, POLK CITY, FL 33868	37,000.00	12/28/2021
		Subtotal:	\$39,400.00

FENCE WALL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2021-20461	390 NOLANE LN, POLK CITY, FL 33868	5,028.44	12/02/2021
		Subtotal:	\$5,028.44

RE-ROOF

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2021-20829	737 3RD ST, POLK CITY, FL 33868	2,000.00	12/08/2021
BT-2021-21034	107 SUNSHINE BLVD, POLK CITY, FL 33868	11,285.00	12/13/2021
BT-2021-21117	337 HONEY BEE LN, POLK CITY, FL 33868	1,234.00	12/14/2021
BT-2021-21144	341 HONEY BEE LN, POLK CITY, FL 33868	9,972.00	12/14/2021
BT-2021-21297	341 HONEY BEE LN, POLK CITY, FL 33868	11,400.00	12/16/2021
		Subtotal:	\$35,891.00

RESIDENTIAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BR-2021-13686	505 ORANGE BLVD, POLK CITY, FL 33868	2,500.00	12/01/2021
BR-2021-13758	127 HYDRANGEA AVE, POLK CITY, FL 33868	0.00	12/02/2021
BR-2021-13764	127 HYDRANGEA AVE, POLK CITY, FL 33868	2,300.00	12/02/2021
BR-2021-13883	737 3RD ST, POLK CITY, FL 33868	2,000.00	12/07/2021
BR-2021-14022	518 N CITRUS GROVE BLVD, POLK CITY, FL 33868	13,500.00	12/08/2021
BR-2021-14047	751 MEANDERING WAY, POLK CITY, FL 33868	10,000.00	12/10/2021
BR-2021-14267	9615 VOYLES LOOP, POLK CITY, FL 33868	208,002.00	12/17/2021
		Subtotal:	\$238,302.00

Grand Total: \$320,621.44

*12 SFR to Date
Kathy Delp*

Code Enforcement Report

DECEMBER 2021

SNIPE SIGNS REMOVED	66	
LIEN SEARCHES	24	
INSPECTIONS	37	
CLOSED OUT CASES	36	
SPECIAL MAGISTRATE CASES	6	
CLOSED OUT SPECIAL MAGISTRATE CASES	4	
CASE SUBJECTS		
REFERRED TO COUNTY	16	
DISABLE VEHICLES	0	
BUILDING WITHOUT PERMIT	6	
OVERGROWTH	3	
HOUSE NUMBERS	0	
FENCE/INSPECTIONS	5	
JUNK AND DEBRIS	11	
RV/TRAILER PARKING	5	
OPEN STRUCTURE	0	
MET WITH CITIZEN	11	
NOISE	0	
PLACE LIEN	1	
CLOSE OUT LIEN	0	
YARD SALE	1	
ANIMAL	2	
POSTINGS	6	
EXTENDED CASES	6	
ACCESSORY USE	0	
POOLS	0	

For Fiscal Year: 2022 thru Fiscal Month: Oct, for Fund: 01

Account Number	Account Title	Ending Bal	Net Amount
01-101-100	Cash - Checking	1,708,200.79	
01-101-990	Library Van Fleet Cycling Challenge	859.09	
01-102-100	Cash on Hand	575.00	
01-115-100	Accounts Receivable - Utilities	4,822.66-	
01-115-120	Accounts Receivable - Local Bus Licenses	3,540.00	
01-115-200	Accounts Receivable - Year End	46,100.39-	
01-117-100	Allowance for Bad Debt	2,590.82-	
01-151-100	Investments - FL SAFE GF	1,100,247.66	
01-151-902	Investments - FL SAFE GF Reserves	77,781.51	
01-153-302	Restricted Cash - New Local Opt Gas Tax	171,348.76	
01-153-303	Restricted Cash - Building and Codes	72,335.03	
01-160-902	Reserve Account	100,000.59	
01-160-903	Reserve Acct - Emergencies & Contingency	62,924.00	
	** TOTAL ASSET**		3,244,298.56
01-202-100	Accounts Payable	52,710.16	
01-202-900	Customer Deposits	3,135.00	
01-208-300	Due to County - Impact Fees	14,425.60	
01-208-310	Due to DCA - Bldg Permit Surcharge	777.95	
01-208-320	Due to Dept of Business - License Fees	554.14	
01-208-330	Due to PCSO - Police Education Revenue	215.29	
01-217-200	Accrued Sales Tax	39.71	
01-218-100	Payroll Taxes Payable	0.02-	
01-218-200	FRS Retirement Payable	127.78-	
01-218-300	Health Plan Payable	147.58-	
01-218-320	Supplemental Insurance Payable	5,151.61	
01-218-400	Dental Plan Payable	19.36	
01-218-410	Vision Plan Payable	1,402.69	
	** TOTAL LIABILITY**		78,156.13
	** TOTAL ENCUMBRANCE**		0.00
01-271-100	Fund Balance Unreserved	4,366,441.73	
01-271-150	Fund Balance - Restatement	1,089,182.23-	
	** TOTAL EQUITY**		3,277,259.50
	** TOTAL REVENUE**		66,748.01
	** TOTAL EXPENSE**		177,865.08
	TOTAL LIABILITY AND EQUITY		3,244,298.56

POLK CITY
OCTOBER 2021 FINANCIAL REPORT

GENERAL FUND REVENUES
33.33 % Yr Complete For Fiscal Year: 2022 / 1

G/L ACCOUNT	DESCRIPTION	2021 PRIOR YR REVENUE	2022 ANTICIPATED REVENUE	ADJ ANTICIPATED	2022 CURRENT REVENUE	2022 YTD REVENUE	2022 (EXCESS)/DEFICIT	PERCENTAGE REALIZED
01-311-100	Ad Valorem Taxes	1,054,782.19	1,055,018.00	1,055,018.00	0.00	820,054.87	234,963.13	77.73 %
01-312-300	9th Cent Gas Tax	15,697.12	13,968.00	13,968.00	1,552.99	2,947.94	11,020.06	21.10 %
01-312-400	Local Option Gas Tax	96,109.18	92,977.00	92,977.00	0.00	0.00	92,977.00	0.00 %
01-312-410	New Local Option Gas Tax	60,740.30	58,483.00	58,483.00	0.00	0.00	58,483.00	0.00 %
01-314-100	Electric - Utility Tax	123,156.04	120,630.00	120,630.00	0.00	33,172.59	87,457.41	27.50 %
01-314-300	Water - Utility Tax	68,460.78	70,443.00	70,443.00	0.00	6,489.92	63,953.08	9.21 %
01-314-301	Water - Utility Tax - Readiness to Se	7,072.81	0.00	0.00	0.00	6,471.42	(6,471.42)	0.00 %
01-314-400	Gas - Utility Tax	9,671.44	8,912.00	8,912.00	0.00	2,802.63	6,109.37	31.45 %
01-315-100	Communications Services Tax	204,466.88	189,274.00	189,274.00	0.00	0.00	189,274.00	0.00 %
01-316-100	Local Business Licenses	10,126.43	7,100.00	7,100.00	0.00	2,720.00	4,380.00	38.31 %
01-316-102	County Business Tax	1,935.91	433.00	433.00	0.00	0.00	433.00	0.00 %
01-322-100	Building Permits	38,166.84	55,000.00	55,000.00	51.00	4,567.52	50,432.48	8.30 %
01-322-101	Bldg Permit - Plan Checking	23,655.31	5,250.00	5,250.00	55.00	2,493.25	2,756.75	47.49 %
01-322-102	Bldg Permit - Admin Fee	4,850.00	1,000.00	1,000.00	20.00	960.00	40.00	96.00 %
01-322-103	Bldg Permit - Electrical	8,400.00	6,250.00	6,250.00	0.00	875.00	5,375.00	14.00 %
01-322-104	Bldg Permit - Plumbing	7,025.00	6,250.00	6,250.00	0.00	750.00	5,500.00	12.00 %
01-322-105	Bldg Permit - Mechanical	8,450.00	6,250.00	6,250.00	0.00	1,625.00	4,625.00	26.00 %
01-322-107	Bldg Permit - Cert of Occupancy	1,860.00	1,500.00	1,500.00	30.00	120.00	1,380.00	8.00 %
01-322-108	Bldg Permit - Inspections	78,177.00	100,900.00	100,900.00	210.00	12,305.00	88,595.00	12.20 %
01-322-109	Bldg Permit - Demolition	56.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-323-100	Electric	62,771.98	75,000.00	75,000.00	0.00	21,610.10	53,389.90	28.81 %
01-323-300	Solid Waste	39,284.00	42,641.00	42,641.00	3,755.25	11,421.51	31,219.49	26.79 %
01-329-100	Contractors Registration	20.21	0.00	0.00	0.00	0.00	0.00	0.00 %
01-329-200	Other Lic./Fees/Permits	0.00	0.00	0.00	30.00	30.00	(30.00)	0.00 %
01-329-220	Site Plan Reviews	2,700.00	1,350.00	1,350.00	0.00	0.00	1,350.00	0.00 %
01-331-400	FEMA Federal Reimb. - Irma 2017	2,421.13	0.00	0.00	0.00	0.00	0.00	0.00 %
01-331-510	CDBG	0.00	650,000.00	650,000.00	0.00	0.00	650,000.00	0.00 %
01-334-400	FEMA State Reimb. - Irma 2017	134.51	0.00	0.00	0.00	0.00	0.00	0.00 %
01-335-120	MRS - State Sales Tax	63,209.53	67,296.00	67,296.00	0.00	5,591.79	61,704.21	8.31 %
01-335-122	SRS - 8th Cent. Motor Fuel Tax	18,071.08	19,652.00	19,652.00	0.00	1,503.68	18,148.32	7.65 %
01-335-123	MRS - Municipal Fuel Tax	8.12	8.00	8.00	0.00	0.70	7.30	8.75 %
01-335-140	Mobile Home License	6,349.09	5,184.00	5,184.00	0.00	537.74	4,646.26	10.37 %
01-335-150	Alcoholic Beverage License	1,223.61	1,027.00	1,027.00	0.00	0.00	1,027.00	0.00 %
01-335-180	Half-Cent Sales Tax	175,814.86	173,428.00	173,428.00	0.00	0.00	173,428.00	0.00 %
01-337-100	Library Coop Funding	61,258.21	31,990.00	31,990.00	0.00	0.00	31,990.00	0.00 %
01-340-400	Solid Waste	345,658.68	353,360.00	353,360.00	35,839.19	94,907.37	258,452.63	26.86 %
01-340-700	Stormwater Utility Fees	34,602.53	34,585.00	34,585.00	2,914.66	8,929.02	25,655.98	25.82 %
01-340-900	Notary Fees	275.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-344-900	FDOT Maintenance Agreement	17,872.64	16,304.00	16,304.00	0.00	0.00	16,304.00	0.00 %

POLK CITY
 OCTOBER 2021 FINANCIAL REPORT

GENERAL FUND REVENUES
 33.33 % Yr Complete For Fiscal Year: 2022 / 1

G/L ACCOUNT	DESCRIPTION	2021 PRIOR YR REVENUE	2022 ANTICIPATED REVENUE	ADJ ANTICIPATED	2022 CURRENT REVENUE	2022 YTD REVENUE	2022 (EXCESS)/DEFICIT	PERCENTAGE REALIZED
01-347-100	Library Income	5,209.58	5,500.00	5,500.00	39.90	865.73	4,634.27	15.74 %
01-351-110	Police Fines	5,495.66	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00 %
01-351-200	Fines, Penalties, and Forfeitures	17,630.67	5,000.00	5,000.00	1,877.68	1,877.68	3,122.32	37.55 %
01-351-300	Code Enforcement Fines	20,015.94	0.00	0.00	0.00	4,008.39	(4,008.39)	0.00 %
01-359-100	Other Fines and/or Forfeitures	115.90	0.00	0.00	0.00	66.00	(66.00)	0.00 %
01-359-300	Late Fees	65.50	100.00	100.00	0.00	16.50	83.50	16.50 %
01-361-100	Interest Income	72.10	0.00	0.00	0.00	0.00	0.00	0.00 %
01-361-200	Interest/Dividends - FL SAFE	205.17	523.00	523.00	0.00	178.11	344.89	34.06 %
01-362-100	Activity Center Rentals	1,350.00	550.00	550.00	0.00	1,000.00	(450.00)	181.82 %
01-362-200	Donald Bronson Community Center Renta	4,199.00	2,500.00	2,500.00	0.00	550.00	1,950.00	22.00 %
01-365-100	Sales of Surplus Property	15.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-366-100	Private Donations	0.00	0.00	0.00	0.00	100.00	(100.00)	0.00 %
01-366-101	Private Donations - Christmas	2,000.00	1,800.00	1,800.00	0.00	0.00	1,800.00	0.00 %
01-366-102	Private Donations - Halloween	0.00	1,605.00	1,605.00	0.00	2,000.00	(395.00)	124.61 %
01-366-110	Private Donations - Library	47.50	0.00	0.00	0.00	0.00	0.00	0.00 %
01-369-100	Misc. Income	5,966.07	300.00	300.00	0.00	0.00	300.00	0.00 %
01-369-101	Misc Income - Copies and Faxes	2.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-369-102	Misc Income - Collection Allowance	4,719.14	5,000.00	5,000.00	0.00	88.29	4,911.71	1.77 %
01-369-130	Misc Income - Halloween	0.00	0.00	0.00	0.00	40.00	(40.00)	0.00 %
01-369-400	Insurance Proceeds	1,451.00	1,400.00	1,400.00	0.00	0.00	1,400.00	0.00 %
01-369-500	Refund of State Gas Tax	1,749.21	700.00	700.00	0.00	0.00	700.00	0.00 %
01-381-400	Transfer From Enterprise Fund	155,000.00	130,000.00	130,000.00	0.00	0.00	130,000.00	0.00 %
DEPARTMENT TOTALS		2,879,843.85	3,430,441.00	3,430,441.00	46,375.67	1,053,677.75	2,376,763.25	30.72 %

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G/L ACCOUNT	DESCRIPTION	2021 ACTUALS	2022 ADOPTED BUDGET	2022 ADJ BUDGET	2022 MTD EXPENSES	2022 YTD EXPENSES	2022 AVAIL BUDGET	PERCENTAGE REALIZED
LEGISLATIVE								
01-511-120	Regular Salary - Wages - Legislative	10,800.00	10,800.00	10,800.00	900.00	3,600.00	7,200.00	33.33 %
01-511-160	Bonuses and Gift Certificates - Legis	2,707.10	2,725.00	2,725.00	0.00	2,707.10	17.90	99.34 %
01-511-210	Fica Taxes - Legislative	1,033.30	1,245.00	1,245.00	68.87	482.54	762.46	38.76 %
01-511-240	Worker's Compensation - Legislative	12.67	20.00	20.00	0.00	13.13	6.87	65.65 %
01-511-400	Travel and Training - Legislative	144.79	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-511-405	TRAINING - LEGISLATIVE	0.00	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
01-511-408	Meeting Expense Allowance - Legislati	0.00	500.00	500.00	0.00	100.00	400.00	20.00 %
01-511-470	Printing and Reproduction - Legislati	0.00	500.00	500.00	0.00	0.00	500.00	0.00 %
01-511-480	Promo Activities & Legal Ads - Legisl	0.00	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00 %
01-511-490	Other Current Charges - Legislative	0.00	3,000.00	3,000.00	54.95	54.95	2,945.05	1.83 %
01-511-510	Office Supplies - Legislative	0.00	500.00	500.00	0.00	0.00	500.00	0.00 %
01-511-520	Operating Supplies - Legislative	2,306.82	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-511-540	Books, Pub., Sub., & Memberships - Le	3,484.00	4,000.00	4,000.00	0.00	3,514.00	486.00	87.85 %
DEPARTMENT TOTAL		20,488.68	33,790.00	33,790.00	1,023.82	10,471.72	23,318.28	30.99 %
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EXECUTIVE								
01-512-120	Regular Salary - Wages - Executive	169,041.62	185,786.00	185,786.00	7,145.30	56,725.07	129,060.93	30.53 %
01-512-130	Other Salaries and Wages - Executive	4,800.12	4,800.00	4,800.00	184.62	1,476.96	3,323.04	30.77 %
01-512-160	Bonuses and Gift Certificates - Execu	28,695.18	36,000.00	36,000.00	0.00	30,914.99	5,085.01	85.87 %
01-512-210	Fica Taxes - Executive	15,643.40	19,900.00	19,900.00	551.79	6,745.89	13,154.11	33.90 %
01-512-220	Retirement Contribution - Executive	38,190.72	43,129.00	43,129.00	1,658.72	13,153.07	29,975.93	30.50 %
01-512-230	Life & Health Insurance - Executive	19,237.96	20,999.00	20,999.00	0.00	1,749.94	19,249.06	8.33 %
01-512-240	Worker's Compensation - Executive	204.60	335.00	335.00	0.00	225.92	109.08	67.44 %
01-512-400	Travel Expenses - Executive	5,464.11	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
01-512-405	Training - Executive	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-512-408	Meeting Expense Allowance - Executive	0.00	500.00	500.00	0.00	25.00	475.00	5.00 %
01-512-410	Communication Services - Executive	1,307.76	1,400.00	1,400.00	0.00	107.84	1,292.16	7.70 %
01-512-470	Printing and Reproduction - Executive	2,223.54	5,000.00	5,000.00	0.00	950.00	4,050.00	19.00 %
01-512-480	Promo Activities & Legal Ads - Execut	0.00	1,500.00	1,500.00	102.11	102.11	1,397.89	6.81 %
01-512-490	Other Current Charges - Executive	2,610.79	4,000.00	4,000.00	74.20	258.04	3,741.96	6.45 %
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	584.45	2,000.00	2,000.00	0.00	211.37	1,788.63	10.57 %
01-512-520	Operating Supplies - Executive	924.32	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %

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G/L ACCOUNT	DESCRIPTION	2021 ACTUALS	2022 ADOPTED BUDGET	2022 ADJ BUDGET	2022 MTD EXPENSES	2022 YTD EXPENSES	2022 AVAIL BUDGET	PERCENTAGE REALIZED
01-512-540	Books, Pub., Sub., & Memberships - Ex	1,414.69	3,200.00	3,200.00	579.94	784.92	2,415.08	24.53 %
01-512-630	Improvements Other than Building - Ex	2,799.98	0.00	0.00	0.00	0.00	0.00	0.00 %
DEPARTMENT TOTAL		293,143.24	337,049.00	337,049.00	10,296.68	113,431.12	223,617.88	33.65 %
CITY CLERK								
DEPARTMENT TOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
LEGAL COUNSEL								
01-514-310	Professional Services - Legal Counsel	72,266.43	40,000.00	40,000.00	0.00	9,008.06	30,991.94	22.52 %
01-514-480	Promo Activities & Legal Ads - Legal	5,113.75	15,000.00	15,000.00	0.00	949.52	14,050.48	6.33 %
DEPARTMENT TOTAL		77,380.18	55,000.00	55,000.00	0.00	9,957.58	45,042.42	18.10 %
COMPREHENSIVE PLANNING								
01-515-310	Professional Services - Comp Planning	25,000.00	30,000.00	30,000.00	0.00	7,500.00	22,500.00	25.00 %
DEPARTMENT TOTAL		25,000.00	30,000.00	30,000.00	0.00	7,500.00	22,500.00	25.00 %
FINANCE AND ACCOUNTING								
01-516-120	Regular Salary - Wages - Fin & Acctng	91,316.64	98,145.00	98,145.00	3,025.54	22,198.27	75,946.73	22.62 %
01-516-140	Overtime - Fin & Acctng	0.00	562.00	562.00	0.00	0.00	562.00	0.00 %
01-516-210	Fica Taxes - Fin & Acctng	6,107.88	7,551.00	7,551.00	187.51	1,345.44	6,205.56	17.82 %
01-516-220	Retirement Contribution - Fin & Acctn	9,612.28	10,680.00	10,680.00	327.37	2,401.88	8,278.12	22.49 %
01-516-230	Life & Health Insurance - Fin & Acctn	18,942.15	20,724.00	20,724.00	0.00	1,725.96	18,998.04	8.33 %
01-516-240	Worker's Compensation - Fin & Acctng	112.62	178.00	178.00	0.00	119.34	58.66	67.04 %

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01-516-310	Professional Services - Fin & Acctng	2,250.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-516-400	Travel Expenses - Fin & Acctng	200.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
01-516-405	Training - Finance	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-516-410	Communication Services - Fin & Acctng	791.88	800.00	800.00	0.00	65.42	734.58	8.18 %
01-516-470	Printing and Reproduction - Fin & Acc	0.00	750.00	750.00	0.00	0.00	750.00	0.00 %
01-516-510	Office Supplies - Fin & Acctng	987.04	1,400.00	1,400.00	0.00	113.18	1,286.82	8.08 %
01-516-520	Operating Supplies - Fin & Acctng	966.32	2,000.00	2,000.00	0.00	109.08	1,890.92	5.45 %
01-516-540	Books, Pub., Sub., & Memberships - Fi	363.99	450.00	450.00	0.00	179.88	270.12	39.97 %
DEPARTMENT TOTAL		131,650.80	148,740.00	148,740.00	3,540.42	28,258.45	120,481.55	19.00 %
DEBT SERVICE								
01-517-710	Principal - CB&T Debt Service Pmts	79,618.90	82,189.00	82,189.00	0.00	13,606.82	68,582.18	16.56 %
01-517-720	Interest - CB&T Debt Service Pmts	40,191.62	37,623.00	37,623.00	0.00	6,361.60	31,261.40	16.91 %
DEPARTMENT TOTAL		119,810.52	119,812.00	119,812.00	0.00	19,968.42	99,843.58	16.67 %
LAW ENFORCEMENT								
01-521-305	Contract Labor - Law Enf	103,323.00	105,389.00	105,389.00	0.00	26,347.25	79,041.75	25.00 %
01-521-310	Professional Services - Law Enf	28,200.00	112,112.00	112,112.00	1,984.50	48,649.65	63,462.35	43.39 %
01-521-460	Repairs and Maintenance - Law Enf	0.00	500.00	500.00	0.00	0.00	500.00	0.00 %
01-521-510	Office Supplies - Law Enf	0.00	100.00	100.00	0.00	0.00	100.00	0.00 %
01-521-520	Operating Supplies - Law Enf	0.00	100.00	100.00	0.00	0.00	100.00	0.00 %
DEPARTMENT TOTAL		131,523.00	218,201.00	218,201.00	1,984.50	74,996.90	143,204.10	34.37 %
BUILDING AND ZONING								
01-524-120	Regular Salary - Wages - Bldg & Zonin	94,988.05	100,393.00	100,393.00	3,232.91	27,774.43	72,618.57	27.67 %
01-524-140	Overtime - Bldg & Zoning	0.00	517.00	517.00	0.00	0.00	517.00	0.00 %
01-524-210	Fica Taxes - Bldg & Zoning	7,303.40	7,720.00	7,720.00	240.43	2,061.11	5,658.89	26.70 %

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01-524-220	Retirement Contribution - Bldg & Zoni	10,002.05	10,918.00	10,918.00	349.80	3,005.19	7,912.81	27.53 %
01-524-230	Life & Health Insurance - Bldg & Zoni	18,993.52	20,755.00	20,755.00	0.00	1,729.57	19,025.43	8.33 %
01-524-240	Worker's Compensation - Bldg & Zonin.	1,176.15	1,641.00	1,641.00	0.00	1,280.30	360.70	78.02 %
01-524-310	Professional Services - Bldg & Zoning	104,707.42	100,900.00	100,900.00	3,152.00	7,675.41	93,224.59	7.61 %
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 Expenses - Bldg & Zoning	50.00	250.00	250.00	0.00	0.00	250.00	0.00 %
01-524-405	Training - Building	0.00	250.00	250.00	0.00	0.00	250.00	0.00 %
01-524-510	Office Supplies - Bldg & Zoning	206.77	200.00	200.00	0.00	21.03	178.97	10.52 %
01-524-520	Operating Supplies - Bldg & Zoning	0.00	100.00	100.00	0.00	99.00	1.00	99.00 %
01-524-540	Books, Pub., Sub., & Memberships - Bl	164.89	120.00	120.00	14.99	29.98	90.02	24.98 %
01-524-630	Improvements Other than Building - Bl	0.00	13,000.00	13,000.00	0.00	0.00	13,000.00	0.00 %
DEPARTMENT TOTAL		237,592.25	257,764.00	257,764.00	6,990.13	43,676.02	214,087.98	16.94 %
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CODE ENFORCEMENT								
01-529-120	Regular Salary - Wages - Code Enf	25,197.39	26,863.00	26,863.00	1,017.55	8,136.18	18,726.82	30.29 %
01-529-210	Fica Taxes - Code Enf	1,936.30	2,055.00	2,055.00	75.71	605.38	1,449.62	29.46 %
01-529-220	Retirement Contribution - Code Enf	2,659.44	2,906.00	2,906.00	110.10	880.34	2,025.66	30.29 %
01-529-230	Life & Health Insurance - Code Enf	9,481.34	10,314.00	10,314.00	0.00	855.05	9,458.95	8.29 %
01-529-240	Worker's Compensation - Code Enf	471.98	655.00	655.00	0.00	506.69	148.31	77.36 %
01-529-310	Professional Services - Code Enf	6,000.00	6,900.00	6,900.00	500.00	2,000.00	4,900.00	28.99 %
01-529-400	Travel Expenses - Code Enf	325.00	250.00	250.00	0.00	0.00	250.00	0.00 %
01-529-405	Training - Codes	0.00	250.00	250.00	0.00	0.00	250.00	0.00 %
01-529-410	Communication Services - Code Enf	671.88	795.00	795.00	0.00	55.42	739.58	6.97 %
01-529-470	Printing and Reproduction - Code Enf	0.00	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	89.45	200.00	200.00	0.00	103.15	96.85	51.58 %
01-529-520	Operating Supplies - Code Enf	0.00	100.00	100.00	0.00	0.00	100.00	0.00 %
01-529-540	Books, Pub., Sub., & Memberships - Co	85.00	100.00	100.00	0.00	85.00	15.00	85.00 %
01-529-630	Improvements Other than Building - Co	0.00	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00 %
DEPARTMENT TOTAL		46,917.78	58,038.00	58,038.00	1,703.36	13,227.21	44,810.79	22.79 %
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G/L ACCOUNT	DESCRIPTION	2021 ACTUALS	2022 ADOPTED BUDGET	2022 ADJ BUDGET	2022 MTD EXPENSES	2022 YTD EXPENSES	2022 AVAIL BUDGET	PERCENTAGE REALIZED
REFUSE/SANITATION								
01-534-341	Refuse Disposal - Residential - Refus	191,695.58	196,001.00	196,001.00	16,449.28	49,289.92	146,711.08	25.15 %
01-534-342	Refuse Disposal - Commercial - Refuse	96,398.59	86,687.00	86,687.00	0.00	34,612.87	52,074.13	39.93 %
DEPARTMENT TOTAL		288,094.17	282,688.00	282,688.00	16,449.28	83,902.79	198,785.21	29.68 %
STORMWATER								
01-538-311	Engineering Services - Stormwater	0.00	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00 %
01-538-400	Travel Expenses - Stormwater	914.99	500.00	500.00	0.00	0.00	500.00	0.00 %
01-538-405	Training - Stormwater	0.00	500.00	500.00	0.00	0.00	500.00	0.00 %
01-538-460	Repairs and Maintenance - Stormwater	9,938.99	20,000.00	20,000.00	0.00	1,161.34	18,838.66	5.81 %
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	600.00	100.00	100.00	0.00	100.00	0.00	100.00 %
DEPARTMENT TOTAL		11,453.98	25,600.00	25,600.00	0.00	1,261.34	24,338.66	4.93 %
GENERAL GOV'T BUILDINGS								
01-539-310	Professional Services - Gen Gov't Bl.	8,059.84	11,000.00	11,000.00	0.00	2,625.29	8,374.71	23.87 %
01-539-312	Professional Services - Other - Gen G	2,015.86	0.00	0.00	0.00	0.00	0.00	0.00 %
01-539-411	City Hall - Communication - Gen Gov'	14,096.43	15,500.00	15,500.00	1,134.10	4,595.56	10,904.44	29.65 %
01-539-413	Public Works - Communication - Gen Go	2,578.95	3,500.00	3,500.00	220.98	1,099.36	2,400.64	31.41 %
01-539-414	Community Center-Communication-Gen Go	1,858.44	2,000.00	2,000.00	154.66	618.96	1,381.04	30.95 %
01-539-431	City Hall - Utilities - Gen Gov't Bl.	19,204.88	19,000.00	19,000.00	1,318.67	4,950.64	14,049.36	26.06 %
01-539-432	Activity Center - Utilities - Gen Gov	2,234.90	2,500.00	2,500.00	74.62	660.77	1,839.23	26.43 %
01-539-433	Public Works - Utilities - Gen Gov't.	2,695.82	2,500.00	2,500.00	121.23	554.87	1,945.13	22.19 %
01-539-434	Community Center-Utilities-Gen Gov't.	5,334.96	4,500.00	4,500.00	177.70	1,298.85	3,201.15	28.86 %
01-539-440	Rentals and Leases - Gen Gov't Bldgs	9,428.83	10,000.00	10,000.00	559.81	1,353.74	8,646.26	13.54 %
01-539-461	City Hall - Repairs & Maint - Gen Gov	22,231.42	24,000.00	24,000.00	982.30	1,392.94	22,607.06	5.80 %
01-539-462	Activity Center - Repairs & Maint - G	11,190.94	9,000.00	9,000.00	0.00	0.00	9,000.00	0.00 %
01-539-463	Public Works I - Repairs & Maint - Ge	1,059.69	10,000.00	10,000.00	88.92	88.92	9,911.08	0.89 %
01-539-464	Community Center-Repairs & Maint-Gen	4,881.35	8,000.00	8,000.00	0.00	288.43	7,711.57	3.61 %
01-539-466	Public Works/Utilities Oper - Repairs	5,913.56	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %

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G/L		2021	2022	2022	2022	2022	2022	PERCENTAGE
ACCOUNT	DESCRIPTION	ACTUALS	ADOPTED BUDGET	ADJ BUDGET	MTD EXPENSES	YTD EXPENSES	AVAIL BUDGET	REALIZED
01-539-490	Other Current Charges - Gen Gov't Bl.	92.50	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-539-521	City Hall - Operating Supplies - Gen	9,295.64	8,000.00	8,000.00	42.80	1,331.92	6,668.08	16.65 %
01-539-522	Activity Center - Operating Supplies	725.62	3,000.00	3,000.00	7.97	150.47	2,849.53	5.02 %
01-539-523	Public Works - Operating Supplies - G	875.38	1,500.00	1,500.00	539.89	539.89	960.11	35.99 %
01-539-524	Community Center-Operating Supplies-G	1,438.92	2,400.00	2,400.00	13.86	615.81	1,784.19	25.66 %
01-539-526	Public Works/Utilities Oper - Operati	29.24	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
01-539-531	Landscape Materials & Supplies - Buil	0.00	4,000.00	4,000.00	20.98	20.98	3,979.02	0.52 %
01-539-631	City Hall - Improv. O/T Bldgs - Gen G	15,285.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-539-641	City Hall - Mach. & Equipment - Gen G	1,985.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-539-643	Public Works - Mach. & Equipment - Ge	0.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
DEPARTMENT TOTAL		142,513.17	153,900.00	153,900.00	5,458.49	22,187.40	131,712.60	14.42 %
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ROADS AND STREETS								
01-541-120	Regular Salary - Wages - Roads & Stre	218,915.42	229,212.00	229,212.00	7,729.87	55,549.25	173,662.75	24.23 %
01-541-140	Overtime - Roads & Streets	911.78	2,952.00	2,952.00	0.00	1,024.99	1,927.01	34.72 %
01-541-210	Fica Taxes - Roads & Streets	17,033.88	17,761.00	17,761.00	587.08	4,259.59	13,501.41	23.98 %
01-541-220	Retirement Contribution - Roads & Str	23,190.70	24,138.00	24,138.00	836.37	6,121.34	18,016.66	25.36 %
01-541-230	Life & Health Insurance - Roads & Str	52,527.12	59,600.00	59,600.00	0.00	3,224.44	56,375.56	5.41 %
01-541-240	Worker's Compensation - Roads & Stre.	16,638.24	22,923.00	22,923.00	0.00	16,634.42	6,288.58	72.57 %
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 Expenses - Roads & Streets	1,239.00	500.00	500.00	0.00	50.00	450.00	10.00 %
01-541-405	Training - Streets	0.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
01-541-410	Communication Services - Roads & Stre	4,273.91	3,500.00	3,500.00	0.00	290.76	3,209.24	8.31 %
01-541-430	Utilities - Roads & Streets	30,067.64	35,000.00	35,000.00	395.27	4,873.95	30,126.05	13.93 %
01-541-460	Repairs and Maintenance - Roads & Str	2,973.98	10,000.00	10,000.00	2,506.95	4,603.31	5,396.69	46.03 %
01-541-461	Repairs & Maintenance-Equipment - Roa	10,101.06	10,000.00	10,000.00	1,478.21	2,628.26	7,371.74	26.28 %
01-541-464	Vehicle Fuel - Roads & Streets	7,056.31	10,000.00	10,000.00	0.00	1,404.08	8,595.92	14.04 %
01-541-465	Vehicle Maintenance - Roads & Streets	8,517.95	10,000.00	10,000.00	0.00	986.10	9,013.90	9.86 %
01-541-466	Public Works/Utilities Facility - Rep	1,622.73	0.00	0.00	0.00	0.00	0.00	0.00 %
01-541-492	Recording & Other Fees - Roads & Stre	117.55	0.00	0.00	0.00	0.00	0.00	0.00 %
01-541-493	Equipment Rental - Roads & Streets	300.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-541-510	Office Supplies - Roads & Streets	1,085.62	1,000.00	1,000.00	0.00	119.44	880.56	11.94 %
01-541-520	Operating Supplies - Roads & Streets	10,205.49	12,000.00	12,000.00	337.96	2,439.72	9,560.28	20.33 %
01-541-524	Chemicals - Roads & Streets	756.82	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-541-530	Road Materials & Supplies - Roads & S	5,481.47	9,000.00	9,000.00	475.00	2,592.03	6,407.97	28.80 %

POLK CITY
 OCTOBER 2021 FINANCIAL REPORT

General Fund Expenditures
 33.33 % Yr Complete For Fiscal Year: 2022 / 1

G/L ACCOUNT	DESCRIPTION	2021 ACTUALS	2022 ADOPTED BUDGET	2022 ADJ BUDGET	2022 MTD EXPENSES	2022 YTD EXPENSES	2022 AVAIL BUDGET	PERCENTAGE REALIZED
01-541-531	Landscape Materials & Supplies - Road	3,892.83	5,000.00	5,000.00	0.00	29.30	4,970.70	0.59 %
01-541-540	Books, Pub., Sub., & Memberships - Ro	384.76	500.00	500.00	14.99	59.96	440.04	11.99 %
01-541-630	Improvements Other than Building - Ro	0.00	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00 %
01-541-640	Machinery & Equipment - Roads & Stree	31,858.73	35,000.00	35,000.00	8,958.00	8,958.00	26,042.00	25.59 %
01-541-650	Construction in Progress - Roads & St	5,000.00	650,000.00	650,000.00	0.00	1,396.55	648,603.45	0.21 %
DEPARTMENT TOTAL		454,152.99	1,205,086.00	1,205,086.00	23,319.70	117,245.49	1,087,840.51	9.73 %
LIBRARY								
01-571-120	Regular Salary - Wages - Library	66,234.05	93,719.00	93,719.00	2,751.38	22,728.14	70,990.86	24.25 %
01-571-140	Overtime - Library	0.00	484.00	484.00	0.00	0.00	484.00	0.00 %
01-571-210	Fica Taxes - Library	5,104.26	7,206.00	7,206.00	206.59	1,707.54	5,498.46	23.70 %
01-571-220	Retirement Contribution - Library	7,004.86	10,192.00	10,192.00	297.70	2,459.16	7,732.84	24.13 %
01-571-230	Life & Health Insurance - Library	15,814.97	30,978.00	30,978.00	0.00	1,727.31	29,250.69	5.58 %
01-571-240	Worker's Compensation - Library	113.22	170.00	170.00	0.00	113.61	56.39	66.83 %
01-571-310	Professional Services - Library	1,002.38	2,500.00	2,500.00	0.00	87.50	2,412.50	3.50 %
01-571-312	Professional Services - Other - Libra	1,557.40	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
01-571-400	Travel Expenses - Library	0.00	500.00	500.00	0.00	0.00	500.00	0.00 %
01-571-405	Training - Library	0.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
01-571-410	Communication Services - Library	4,301.50	6,500.00	6,500.00	108.86	928.83	5,571.17	14.29 %
01-571-430	Utilities - Library	3,927.64	5,100.00	5,100.00	95.45	598.70	4,501.30	11.74 %
01-571-460	Repairs and Maintenance - Library	8,236.37	4,200.00	4,200.00	101.54	101.54	4,098.46	2.42 %
01-571-480	Promo Activities & Legal Ads - Librar	164.42	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
01-571-510	Office Supplies - Library	183.59	1,500.00	1,500.00	0.00	76.08	1,423.92	5.07 %
01-571-520	Operating Supplies - Library	7,352.99	10,000.00	10,000.00	7.17	974.67	9,025.33	9.75 %
01-571-540	Books, Pub., Sub., & Memberships - Li	758.40	2,600.00	2,600.00	0.00	30.00	2,570.00	1.15 %
01-571-640	Machinery & Equipment - Library	3,868.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-571-660	Books, Pub.& Library Materials - Libr	10,561.98	18,500.00	18,500.00	269.74	3,143.08	15,356.92	16.99 %
DEPARTMENT TOTAL		136,186.03	201,149.00	201,149.00	3,838.43	34,676.16	166,472.84	17.24 %
PARKS								
01-572-310	Professional Services - Parks	647.50	0.00	0.00	0.00	62.50	(62.50)	0.00 %

POLK CITY
OCTOBER 2021 FINANCIAL REPORT

General Fund Expenditures
33.33 % Yr Complete For Fiscal Year: 2022 / 1

G/L ACCOUNT	DESCRIPTION	2021 ACTUALS	2022 ADOPTED BUDGET	2022 ADJ BUDGET	2022 MTD EXPENSES	2022 YTD EXPENSES	2022 AVAIL BUDGET	PERCENTAGE REALIZED
01-572-430	Utilities - Parks	14,077.25	15,000.00	15,000.00	2,694.12	6,409.74	8,590.26	42.73 %
01-572-460	Repairs and Maintenance - Parks	27,310.17	30,000.00	30,000.00	23.99	2,063.93	27,936.07	6.88 %
01-572-493	Equipment Rental - Parks	240.21	2,000.00	2,000.00	0.00	343.85	1,656.15	17.19 %
01-572-520	Operating Supplies - Parks	3,440.80	2,000.00	2,000.00	0.00	374.07	1,625.93	18.70 %
01-572-640	Machinery & Equipment - Parks	0.00	5,500.00	5,500.00	0.00	0.00	5,500.00	0.00 %
DEPARTMENT TOTAL		45,715.93	54,500.00	54,500.00	2,718.11	9,254.09	45,245.91	16.98 %
SPECIAL EVENTS								
01-574-310	Professional Services - Spec Events	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-574-440	Rentals and Leases - Spec Events	0.00	23,000.00	23,000.00	0.00	9,514.99	13,485.01	41.37 %
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	2,305.79	1,000.00	1,000.00	0.00	42.25	957.75	4.23 %
01-574-520	Operating Supplies - Spec Events	427.57	1,000.00	1,000.00	0.00	465.46	534.54	46.55 %
DEPARTMENT TOTAL		2,733.36	29,000.00	29,000.00	0.00	10,022.70	18,977.30	34.56 %
NON-DEPARTMENTAL								
01-590-310	Professional Services - Non-Dept	13,597.67	25,000.00	25,000.00	0.00	4,300.00	20,700.00	17.20 %
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	0.00	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00 %
01-590-315	Inmate Labor - GF Non - Dept	21,561.38	28,749.00	28,749.00	0.00	0.00	28,749.00	0.00 %
01-590-320	Accounting and Auditing - Non-Dept	17,103.87	17,000.00	17,000.00	210.37	1,743.99	15,256.01	10.26 %
01-590-450	Liability Insurance - Non-Dept	58,980.50	86,345.00	86,345.00	0.00	56,986.75	29,358.25	66.00 %
01-590-464	Vehicle Fuel - Non- Departmental	243.66	500.00	500.00	0.00	50.08	449.92	10.02 %
01-590-465	Vehicle Maintenance - Non-Departmenta	177.98	500.00	500.00	0.00	1,041.17	(541.17)	208.23 %
01-590-490	Other Current Charges - Non Dept	25.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-590-510	Office Supplies - Non-Departmental	1,012.15	2,000.00	2,000.00	0.00	185.38	1,814.62	9.27 %
01-590-520	Operating Supplies - Non-Dept	2,675.67	3,000.00	3,000.00	149.84	203.16	2,796.84	6.77 %
01-590-521	Emergencies & Contingencies - Operati	5,809.45	6,843.00	6,843.00	0.00	0.00	6,843.00	0.00 %
01-590-525	Uniforms - Non Dept	3,608.58	3,000.00	3,000.00	332.93	1,148.19	1,851.81	38.27 %
01-590-528	Postage - Non-Dept	1,255.30	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %

POLK CITY
OCTOBER 2021 FINANCIAL REPORT

General Fund Expenditures
33.33 % Yr Complete For Fiscal Year: 2022 / 1

G/L ACCOUNT	DESCRIPTION	2021 ACTUALS	2022 ADOPTED BUDGET	2022 ADJ BUDGET	2022 MTD EXPENSES	2022 YTD EXPENSES	2022 AVAIL BUDGET	PERCENTAGE REALIZED
01-590-540	Books, Pub., Sub., & Memberships -NON	3,281.95	3,000.00	3,000.00	0.00	187.88	2,812.12	6.26 %
01-590-550	Pre-Employment Exam/Drug Test	0.00	500.00	500.00	0.00	0.00	500.00	0.00 %
01-590-551	Immunizations - Employees	0.00	500.00	500.00	0.00	0.00	500.00	0.00 %
01-590-552	DOT Testing	0.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
01-590-554	Employee Holiday Dinner	0.00	0.00	0.00	135.67	555.67	(555.67)	0.00 %
01-590-931	Transfer to Fire Public Safety Impact	870.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-590-933	Transfer to Public Facility Impact Fe	(1,187.14)	0.00	0.00	0.00	0.00	0.00	0.00 %
01-590-991	Aids to Private Organizations - Non-D	1,155.95	1,000.00	1,000.00	350.00	350.00	650.00	35.00 %
01-590-992	Unemployment Claims - Non-Dept	0.00	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
01-590-996	Bad Debt - Non-Dept	1,308.28	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
01-590-999	Other - Non-Operating Charges - Non-D	(1,422.13)	12,190.00	12,190.00	39.12	311.26	11,878.74	2.55 %
DEPARTMENT TOTAL		130,058.12	220,127.00	220,127.00	1,217.93	67,063.53	153,063.47	30.47 %

General Fund Revenues Total	2,879,843.85	3,430,441.00	3,430,441.00	46,375.67	1,053,677.75	2,376,763.25	69.28%
General Fund Expenditures Total	-2,298,626.27	-3,430,441.00	-3,430,441.00	-78,540.85	-667,100.92	-2,747,843.08	80.10%
Total Revenue vs. Expenditures	581,217.58	0.00	0.00	-32,165.18	386,576.83	-371,079.83	

POLK CITY
 Simple Balance Sheet

For Fiscal Year: 2022 thru Fiscal Month: Oct, for Fund: 08

Account Number	Account Title	Ending Bal	Net Amount
08-101-100	GF Police Public Safety Impact Fees	3,225.65	
08-101-101	GF Fire Public Safety Impact Fees	1,725.73	
08-101-102	GF Recreation Impact Fees	5,200.89	
08-101-103	GF Gen Gov't Facilities Impact Fees	8,740.57	
08-151-100	Investments - FL SAFE GF Police Public Safety	213,332.64	
08-151-101	Investments - FL SAFE GF Fire Pulbic Safety	134,833.83	
08-151-102	Investments - FL SAFE GF Recreation	403,200.35	
08-151-103	Investments - FL SAFE GF Facilities	447,809.94	
	** TOTAL ASSET**		1,218,069.60
08-271-100	Fund Balance Unreserved	121,269.70	
08-271-150	Fund Balance - Restatement	1,089,182.23	
	** TOTAL EQUITY**		1,210,451.93
	** TOTAL REVENUE**		7,617.67
	** TOTAL EXPENSE**		0.00
	TOTAL LIABILITY AND EQUITY		1,218,069.60

POLK CITY
Simple Balance Sheet

For Fiscal Year: 2022 thru Fiscal Month: Oct, for Fund: 05

Account Number	Account Title	Ending Bal	Net Amount
05-101-100	Cash - Checking	2,006,850.30	
05-101-913	DEP Loan - Sinking Fund	14,517.34	
05-101-916	US Bank - Sink Fund	556,085.47	
05-101-917	US Bank - Renewal & Replacement Series	187,594.83	
05-101-918	DEP Loan WW531400 - Sink Fund	164.21	
05-101-919	DEP Loan WW531402 - Sink Fund	13,258.03	
05-101-920	Cash - Customer Deposits	342,731.00	
05-115-100	Accounts Receivable - Utilities	40,780.49	
05-115-130	Accounts Receivable - Readiness to Serve	26,348.03	
05-117-100	Allowance for Bad Debt	17,614.09-	
05-117-200	Allowance for Uncollectible A/R	68,835.67-	
05-151-100	Investments - FL SAFE EF	600,135.10	
05-151-902	Investments - FL SAFE EF Reserves	125,420.23	
05-155-300	Prepaid Insurance - Deferred Bond Series 2017	31,706.89	
05-159-100	Deferred Outflows - Related to Pension	101,024.77	
05-159-200	Deferred Outflows - Loss on Refunding	687,501.65	
05-160-902	Reserve Account	100,000.00	
05-160-903	Reserve Acct - Emergencies & Contingency	48,044.00	
05-160-905	Reserve Acct - CIP Service Truck	103,677.23	
05-161-900	Fixed Assets - Land	2,762,913.00	
05-164-100	Utility Plant in Service	15,386,508.20	
05-165-900	Acc.Dep. - Improvements Other than Build	327,211.43-	
05-166-900	Equipment & Furniture	590,179.66	
05-167-900	Accumulated Depreciation - Equipment	4,209,848.07-	
05-169-900	CIP - Construction Costs	20,211.25	
	** TOTAL ASSET**		19,122,142.42
05-202-100	Accounts Payable	76,672.50	
05-202-900	Customer Deposits	338,681.00	
05-203-100	Accumulated Interest Payable	50,654.17	
05-203-600	SRF Loan WW51201P	1,805,995.81	
05-203-610	SRF Loan WW53140/SG531401 Effluent Disposal	32,223.62	
05-203-615	SRF Loan WW531402/SG531403	805,004.96	
05-203-710	US Bank 2017 Bond Note	7,675,000.00	
05-203-910	Unamortized Bond Premiums - US Bank	511,625.21	
05-208-305	Taxes Payable	3,715.15-	
05-225-100	Deferred Inflows - Related to Pension	4,361.28	
05-234-100	L-T-D - Current Portion	1,753,885.21	
05-234-901	Less: Current Portion of LTD	1,753,885.21-	
05-235-900	Net Pension Liability	237,687.81	
	** TOTAL LIABILITY**		11,534,191.21
	** 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	8,565,747.71	
05-271-150	Fund Balance - Restatement	2,245,690.34-	
05-271-200	Net Asset Adjustment Account	10,071.23-	
05-272-100	Retained Earnings	734,552.82	
	** TOTAL EQUITY**		7,679,768.56
	** TOTAL REVENUE**		6,192.76
	** TOTAL EXPENSE**		98,010.11

For Fiscal Year: 2022 thru Fiscal Month: Oct, for Fund: 05

Account Number	Account Title	Ending Bal	Net Amount
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TOTAL LIABILITY AND EQUITY

19,122,142.42

POLK CITY
 OCTOBER 2021 FINANCIAL REPORT

ENTERPRISE FUND REVENUE
 8.33 % Yr Complete For Fiscal Year: 2022 / 10

G/L ACCOUNT	DESCRIPTION	2021 PRIOR YR REVENUE	2022 ANTICIPATED REVENUE	ADJ ANTICIPATED	2022 CURRENT REVENUE	2022 YTD REVENUE	2022 (EXCESS)/DEFICIT	PERCENTAGE REALIZED
05-314-301	RTS - City 10% UTY T	1,668.11	258.00	258.00	0.00	0.00	258.00	0.00 %
05-325-111	Connection Fees - Water - Cash Basis	34,365.00	26,100.00	26,100.00	1,740.00	1,740.00	24,360.00	6.67 %
05-325-210	Readiness to Serve Charge - Sewer	19,910.82	18,522.00	18,522.00	0.00	0.00	18,522.00	0.00 %
05-325-211	Readiness to Serve Charge - Water	16,679.84	15,842.00	15,842.00	0.00	0.00	15,842.00	0.00 %
05-329-200	Other Lic./Fees/Permits	5,640.92	2,206.00	2,206.00	0.00	0.00	2,206.00	0.00 %
05-331-370	Small Community Wastewater Grant	1,316,160.00	0.00	0.00	0.00	0.00	0.00	0.00 %
05-331-500	American Rescue Plan Act - ARPA Imple	682,163.00	0.00	0.00	0.00	0.00	0.00	0.00 %
05-340-300	Water Utility Revenue	1,296,696.81	1,376,712.00	1,376,712.00	(298.63)	(298.63)	1,377,010.63	0.02-%
05-340-500	Sewer Utility Revenue	1,248,012.42	1,297,800.00	1,297,800.00	(1,513.08)	(1,513.08)	1,299,313.08	0.12-%
05-359-100	Other Fines and/or Forfeitures	12,540.00	15,620.00	15,620.00	3,400.00	3,400.00	12,220.00	21.77 %
05-359-200	Non Sufficient Funds	1,200.00	1,140.00	1,140.00	150.00	150.00	990.00	13.16 %
05-359-300	Late Fees	26,673.00	36,795.00	36,795.00	2,677.50	2,677.50	34,117.50	7.28 %
05-361-200	Interest/Dividends - FL SAFE	126.36	322.00	322.00	36.97	36.97	285.03	11.48 %
05-369-100	Misc. Income	39.61	0.00	0.00	0.00	0.00	0.00	0.00 %
05-369-111	Cash Drawer Overage	(0.14)	0.00	0.00	0.00	0.00	0.00	0.00 %
05-369-112	Cash Drawer Overage - Bank Rec	2,751.95	0.00	0.00	0.00	0.00	0.00	0.00 %
05-381-900	Cash Carry Forward	0.00	170,590.00	170,590.00	0.00	0.00	170,590.00	0.00 %
DEPARTMENT TOTALS		4,664,627.70	2,961,907.00	2,961,907.00	6,192.76	6,192.76	2,955,714.24	0.21 %

POLK CITY
OCTOBER 2021 FINANCIAL REPORT

Enterprise Fund Expenditures
8.33 % Yr Complete For Fiscal Year: 2022 / 10

G/L		2021	2022	2022	2022	2022	2022	PERCENTAGE
ACCOUNT	DESCRIPTION	ACTUALS	ADOPTED BUDGET	ADJ BUDGET	MTD EXPENSES	YTD EXPENSES	AVAIL BUDGET	REALIZED
	Water							
05-533-120	Regular Salary - Wages - Water Oper	211,223.74	260,567.00	260,567.00	18,078.88	18,078.88	242,488.12	6.94 %
05-533-140	Overtime - Water Oper	4,954.66	8,725.00	8,725.00	0.00	0.00	8,725.00	0.00 %
05-533-210	Fica Taxes - Water Oper	16,492.13	20,601.00	20,601.00	1,351.96	1,351.96	19,249.04	6.56 %
05-533-220	Retirement Contribution - Water Oper	23,397.31	26,711.00	26,711.00	1,956.13	1,956.13	24,754.87	7.32 %
05-533-230	Life & Health Insurance - Water Oper	48,376.38	69,733.00	69,733.00	4,533.82	4,533.82	65,199.18	6.50 %
05-533-240	Worker's Compensation - Water Oper	2,910.39	6,002.00	6,002.00	3,744.11	3,744.11	2,257.89	62.38 %
05-533-310	Professional Services - Water Oper	23,020.90	35,000.00	35,000.00	2,152.00	2,152.00	32,848.00	6.15 %
05-533-311	Engineering Services - Water Oper	7,879.84	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00 %
05-533-312	Professional Services - Other - Water	2,414.15	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
05-533-313	Professional Services - Polk Regional	3,871.08	23,000.00	23,000.00	251.93	251.93	22,748.07	1.10 %
05-533-400	Travel Expenses - Water Oper	2,039.02	750.00	750.00	0.00	0.00	750.00	0.00 %
05-533-405	Training - Water Oper	0.00	750.00	750.00	0.00	0.00	750.00	0.00 %
05-533-410	Communication Services - Water Oper	5,783.66	8,000.00	8,000.00	467.31	467.31	7,532.69	5.84 %
05-533-430	Utilities - PW/Utilities Facility Wat	1,692.30	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
05-533-431	Mt. Olive WTP - Utilities - Water Ope	4,484.23	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00 %
05-533-432	Commonwealth WTP - Utilities - Water	2,944.21	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
05-533-433	V.Matt Williams WTP - Utilities - Wat	8,676.94	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00 %
05-533-460	Repairs and Maintenance - Water Oper	54,531.31	60,000.00	60,000.00	877.00	877.00	59,123.00	1.46 %
05-533-461	Mt. Olive WTP - Repairs and Maint - W	1,827.02	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
05-533-462	Commonwealth WTP - Repairs and Maint	3,710.52	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00 %
05-533-463	V.Matt Williams WTP - Repairs and Mai	35,594.42	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00 %
05-533-464	Vehicle Fuel - Water Oper	8,813.41	10,000.00	10,000.00	1,019.11	1,019.11	8,980.89	10.19 %
05-533-465	Vehicle Maintenance - Water Oper	5,344.76	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00 %
05-533-466	Public Works/Utilities Facility - Rep	2,440.83	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
05-533-470	Printing and Reproduction - Water Ope	0.00	600.00	600.00	0.00	0.00	600.00	0.00 %
05-533-490	Other Current Charges - Water Oper	99.98	0.00	0.00	0.00	0.00	0.00	0.00 %
05-533-492	Recording & Other Fees - Water Oper	4,440.00	4,200.00	4,200.00	0.00	0.00	4,200.00	0.00 %
05-533-510	Office Supplies - Water Oper	852.70	700.00	700.00	0.00	0.00	700.00	0.00 %
05-533-520	Operating Supplies - Water Oper	11,188.96	11,000.00	11,000.00	2.37	2.37	10,997.63	0.02 %
05-533-521	Mt.Olive WTP - Operating Supplies - W	0.00	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
05-533-522	Commonwealth WTP - Operating Supplies	0.00	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
05-533-523	V.Matt Williams WTP - Operating Suppl	0.00	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
05-533-524	Chemicals - Water Oper	3,793.50	9,000.00	9,000.00	0.00	0.00	9,000.00	0.00 %
05-533-526	Meter Supplies - New Installs - Water	37,845.69	76,000.00	76,000.00	0.00	0.00	76,000.00	0.00 %
05-533-527	Meter Supplies - Repairs & Maintenanc	55,184.08	85,000.00	85,000.00	49.73	49.73	84,950.27	0.06 %
05-533-540	Books, Pub., Sub., & Memberships - Wa	1,548.54	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
05-533-620	Buildings - Water Oper	0.00	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00 %

POLK CITY
OCTOBER 2021 FINANCIAL REPORT

Enterprise Fund Expenditures
8.33 % Yr Complete For Fiscal Year: 2022 / 10

G/L		2021	2022	2022	2022	2022	2022	PERCENTAGE
ACCOUNT	DESCRIPTION	ACTUALS	ADOPTED BUDGET	ADJ BUDGET	MTD EXPENSES	YTD EXPENSES	AVAIL BUDGET	REALIZED
05-533-630	Improvements Other than Building - Wa	850.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
05-533-634	SCADA System - Water Oper	0.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
05-533-640	Machinery & Equipment - Water Oper	529.85	63,381.00	63,381.00	0.00	0.00	63,381.00	0.00 %
05-533-650	Construction In Progress - Water Oper	136.00	0.00	0.00	0.00	0.00	0.00	0.00 %
05-533-710	Principal - Water Oper	0.00	60,473.00	60,473.00	0.00	0.00	60,473.00	0.00 %
05-533-720	Interest - Water Oper	71,773.05	69,356.00	69,356.00	0.00	0.00	69,356.00	0.00 %
05-533-994	Bank Fees - Water Oper	3.19	0.00	0.00	0.00	0.00	0.00	0.00 %
DEPARTMENT TOTAL		670,668.75	1,032,549.00	1,032,549.00	34,484.35	34,484.35	998,064.65	3.34 %

Sewer

05-535-120	Regular Salary - Wages - Sewer Oper	104,781.54	144,639.00	144,639.00	9,527.60	9,527.60	135,111.40	6.59 %
05-535-140	Overtime - Sewer Oper	4,865.74	5,712.00	5,712.00	0.00	0.00	5,712.00	0.00 %
05-535-210	Fica Taxes - Sewer Oper	8,496.04	11,502.00	11,502.00	716.58	716.58	10,785.42	6.23 %
05-535-220	Retirement Contribution - Sewer Oper	11,985.14	13,083.00	13,083.00	1,030.89	1,030.89	12,052.11	7.88 %
05-535-230	Life & Health Insurance - Sewer Oper	24,158.05	35,905.00	35,905.00	2,595.03	2,595.03	33,309.97	7.23 %
05-535-240	Worker's Compensation - Sewer Oper	2,875.13	4,393.00	4,393.00	3,645.48	3,645.48	747.52	82.98 %
05-535-310	Professional Services - Sewer Oper	30,438.06	20,000.00	20,000.00	680.00	680.00	19,320.00	3.40 %
05-535-311	Engineering Services - Sewer Oper	20,978.80	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00 %
05-535-312	Professional Services - Other - Sewer	758.32	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
05-535-400	Travel Expenses - Sewer Oper	571.58	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
05-535-405	Training - Sewer Oper	0.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
05-535-410	Communication Services - Sewer Oper	4,086.59	4,000.00	4,000.00	343.39	343.39	3,656.61	8.58 %
05-535-411	Cardinal Hill WWTP - Comm Srvcs - Sew	125.10	1,550.00	1,550.00	0.00	0.00	1,550.00	0.00 %
05-535-412	Mt. Olive WWTP - Comm Srvcs - Sewer O	2,396.60	2,800.00	2,800.00	199.80	199.80	2,600.20	7.14 %
05-535-430	Utilities - PW/Utilities Facility Sew	5,586.75	5,165.00	5,165.00	0.00	0.00	5,165.00	0.00 %
05-535-431	Cardinal Hill WWTP - Utilities - Sewe	25,790.23	2,100.00	2,100.00	0.00	0.00	2,100.00	0.00 %
05-535-432	Mt. Olive WWTP - Utilities - Sewer Op	8,417.66	11,000.00	11,000.00	0.00	0.00	11,000.00	0.00 %
05-535-460	Repairs and Maintenance - Sewer Oper	56,155.00	120,000.00	120,000.00	1,754.00	1,754.00	118,246.00	1.46 %
05-535-461	Cardinal Hill - Repairs and Maint - S	73,844.17	171,913.00	171,913.00	0.00	0.00	171,913.00	0.00 %
05-535-464	Vehicle Fuel - Sewer Oper	10,731.40	10,000.00	10,000.00	813.91	813.91	9,186.09	8.14 %
05-535-465	Vehicle Maintenance - Sewer Oper	11,258.43	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00 %
05-535-466	Public Works/Utilities Facility - Rep	2,437.84	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
05-535-470	Printing and Reproduction - Sewer Ope	0.00	100.00	100.00	0.00	0.00	100.00	0.00 %
05-535-490	Other Current Charges - Sewer Oper	108.91	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
05-535-492	Recording & Other Fees - Sewer Oper	3,260.66	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %

POLK CITY
OCTOBER 2021 FINANCIAL REPORT

Enterprise Fund Expenditures
8.33 % Yr Complete For Fiscal Year: 2022 / 10

G/L ACCOUNT	DESCRIPTION	2021 ACTUALS	2022 ADOPTED BUDGET	2022 ADJ BUDGET	2022 MTD EXPENSES	2022 YTD EXPENSES	2022 AVAIL BUDGET	PERCENTAGE REALIZED
05-535-493	Equipment Rental - Sewer Oper	0.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
05-535-510	Office Supplies - Sewer Oper	852.39	700.00	700.00	0.00	0.00	700.00	0.00 %
05-535-520	Operating Supplies - Sewer Oper	6,258.10	8,000.00	8,000.00	432.00	432.00	7,568.00	5.40 %
05-535-522	Cardinal Hill WWTP - Sludge Hauling	25,510.31	41,000.00	41,000.00	0.00	0.00	41,000.00	0.00 %
05-535-524	Chemicals - Sewer Oper	29,319.80	33,000.00	33,000.00	1,036.00	1,036.00	31,964.00	3.14 %
05-535-540	Books, Pub., Sub., & Memberships - Se	164.94	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
05-535-620	Buildings - Sewer Oper	0.00	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00 %
05-535-630	Improvements Other than Building - Se	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
05-535-640	Machinery & Equipment - Sewer Oper	99,520.34	191,489.00	191,489.00	0.00	0.00	191,489.00	0.00 %
05-535-710	Principal - Sewer Oper	(852.80)	337,726.00	337,726.00	0.00	0.00	337,726.00	0.00 %
05-535-712	Principal - DEP Effluent Disposal Loa	0.00	26,995.00	26,995.00	0.00	0.00	26,995.00	0.00 %
05-535-720	Interest - Sewer Oper	284,385.24	277,548.00	277,548.00	0.00	0.00	277,548.00	0.00 %
05-535-722	Interest - DEP Effluent Disposal Loan	19.75	1,635.00	1,635.00	0.00	0.00	1,635.00	0.00 %
05-535-730	Other Debt Service Costs - Sewer Oper	45,812.57	0.00	0.00	0.00	0.00	0.00	0.00 %
DEPARTMENT TOTAL		905,098.38	1,566,455.00	1,566,455.00	22,774.68	22,774.68	1,543,680.32	1.45 %
=====								
EF Non-Departmental								
05-590-310	Professional Services - Non-Dept	33,102.27	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00 %
05-590-312	Professional Services - Other - Non-D	3,550.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
05-590-315	Inmate Labor - EF Non - Dept	21,561.37	28,749.00	28,749.00	0.00	0.00	28,749.00	0.00 %
05-590-320	Accounting and Auditing - Non-Dept	28,536.88	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00 %
05-590-440	Rentals and Leases - Non-Dept	4,298.99	4,500.00	4,500.00	88.74	88.74	4,411.26	1.97 %
05-590-450	Liability Insurance - Non-Dept	58,980.50	86,345.00	86,345.00	40,891.00	40,891.00	45,454.00	47.36 %
05-590-490	Other Current Charges - Non Dept	25.00	0.00	0.00	0.00	0.00	0.00	0.00 %
05-590-510	Office Supplies - Non-Departmental	862.20	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
05-590-520	Operating Supplies - Non-Dept	946.60	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
05-590-521	Emergencies & Contingencies - Operati	4,741.67	11,300.00	11,300.00	0.00	0.00	11,300.00	0.00 %
05-590-525	Uniforms - Non Dept	3,373.76	4,500.00	4,500.00	182.25	182.25	4,317.75	4.05 %
05-590-528	Postage - Non-Dept	2,038.35	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
05-590-540	Books, Pub., Sub., & Memberships -NON	2,311.34	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
05-590-720	Interest - Bond 2017 Issue	(42,146.55)	0.00	0.00	0.00	0.00	0.00	0.00 %
05-590-730	Other Debt Service Costs	60,526.58	0.00	0.00	0.00	0.00	0.00	0.00 %
05-590-920	Transfer to General Fund - Non-Dept	155,000.00	130,000.00	130,000.00	0.00	0.00	130,000.00	0.00 %
05-590-940	Reserves - Unrestricted Reserves NON-	0.00	19,510.00	19,510.00	0.00	0.00	19,510.00	0.00 %
05-590-992	Unemployment Claims - Non-Dept	1,694.60	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %

POLK CITY
OCTOBER 2021 FINANCIAL REPORT

Enterprise Fund Expenditures
8.33 % Yr Complete For Fiscal Year: 2022 / 10

G/L ACCOUNT	DESCRIPTION	2021 ACTUALS	2022 ADOPTED BUDGET	2022 ADJ BUDGET	2022 MTD EXPENSES	2022 YTD EXPENSES	2022 AVAIL BUDGET	PERCENTAGE REALIZED
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	12,261.50	0.00	0.00	0.00	0.00	0.00	0.00 %
05-590-999	Other - Non-Operating Charges - Non-D	(38,443.30)	6,000.00	6,000.00	(410.91)	(410.91)	6,410.91	(6.85)%
DEPARTMENT TOTAL		313,221.76	362,904.00	362,904.00	40,751.08	40,751.08	322,152.92	11.23 %

Enterprise Fund Revenues Total	4,664,627.70	2,961,907.00	2,961,907.00	6,192.76	6,192.76	2,955,714.24	0.21%
Enterprise Fund Expenditures Total	-1,888,988.89	-2,961,908.00	-2,961,908.00	-98,010.11	-98,010.11	2,863,897.61	3.31%
Total Revenue vs. Expenditures	2,775,638.81	-1.00	-1.00	-91,817.35	-91,817.35	5,819,611.85	

POLK CITY
 Simple Balance Sheet

For Fiscal Year: 2022 thru Fiscal Month: Oct, for Fund: 09

Account Number	Account Title	Ending Bal	Net Amount
09-101-800	EF Sewer Impact Fee Account	308,830.04	
09-101-900	EF Water Impact Fee Account	236,691.09	
09-151-800	Investements - Sewer Impact	1,632,594.85	
09-151-900	Investements - Water Impact	265,459.15	
	** TOTAL ASSET**		2,443,575.13
	** TOTAL LIABILITY**		0.00
	** TOTAL ENCUMBRANCE**		0.00
09-271-100	Unreserved Fund Balance	189,879.07	
09-271-150	Fund Balance - Restatement	2,245,690.34	
	** TOTAL EQUITY**		2,435,569.41
	** TOTAL REVENUE**		8,005.72
	** TOTAL EXPENSE**		0.00
	TOTAL LIABILITY AND EQUITY		2,443,575.13

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

STATISTICAL DATA

West **Division**

January 10, 2022 Northwest District

To: Patricia Jackson , City Manager

From: Deputy Christina Poindexter #7376

Subject: Statistical report for December, 2021.

ACTIVITY	
FELONY ARREST	2
AFFIDAVITS FELONY	0
MISDEMEANOR ARREST	6
AFFIDAVITS MISDEMEANOR	1
OUT OF COUNTY/STATE WARRANT ARRESTS	0
PROCAP WARRANT ARREST	0
TOTAL ARRESTS	9
SEARCH WARRANTS	0
FIELD INTERROGATION REPORTS	0
TRAFFIC CITATIONS	16
INTELLIGENCE REPORTS	0
STOLEN PROPERTY RECOVERED	0
HRS. TRANSPORTING/ AGENCIES/DIVISIONS	0
OFFENSE REPORTS	45
NARCOTICS SEIZED	
ASSETS SEIZED	
PATROL NOTICES	0
FOXTROT REPORTS	8
TOW-AWAY NOTICES	0
COMMUNITY CONTACTS	800
TRAFFIC STOPS	36
TOTAL DISPATCHED CALLS FOR SERVICE	128

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Due to the end of year 2021 I will not have the end of year information for crime comparison at this time. Gray bar stats are not completed for view at this time.

December 2021

Public Works

Summary: Below is a summary of Public Works actions for the month:

1. Finance, Budget & Procurement
 - a. Purchase 2 new BAD BOYZ lawn mowers IAW FY22 budget.
 - b. Received final quote for new PW & Utilities 30x20 storage shed.
 - c. Working quotes for trail brush cutter, 4 post vehicle lift, and F250 Truck.
 - d. Received approved PO for basketball fence extension. Walker Fence confirmed receipt on 28 DEC 21 and working to gather materials and schedule job in middle February.
 - e. Received signed contract for Polk City to utilize the Inmate Work Crews. Projected start date IAW contract is 25 JAN 22. Reached out to Warden to facilitate start of Inmate Work Crew.
2. Administration & Logistics Operations
 - a. Ms. Owens assumed role performing Public Works Department administrative and logistics functions (Accounts Payable, procurement, mail processing, WEX Cards, etc..)
 - b. Built 300 boxes for United Way Food Drive.
3. Streets & Signs
 - a. Repaired or replaced damaged stop signs and street signs (total 20) on the City footprint and Van Fleet Trail Head to include ordering supplies to replace 22 additional signs.
 - b. Completed surveillance of city signs and updated in DIAMOND MAPS. Order \$2819.04 of required replacement parts to replace & repair stop signs, speed limit signs and street signs.
4. Stormwater:
 - a. Completed Polk City Stormwater Management Program SOP based on Florida 3 DEC 21 DEP MS4 Audit Assessment. Received final approval from Matt Erwin that Polk City is now compliant with all actions associated with audit. We have now begun our annual preventive & proactive inspection for the city, completing all industrial, commercial, and institutional sites within the city.
 - b. Completed surveillance city Stormwater System and entered into DIAMOND MAPS. Only one Illicit Discharge was found of a house dumping sink water into ditch. Cide Enforcement has issued notice.
 - c. Began conducting lift station surveillance and entering results and pictures into DIAMOND MAPS.
5. Parks & Recreation (Freedom Park, Courts, McMaingle Park, and Fishing Pier)
 - a. Inspected and removed trash from all areas
 - b. Spot pressure washed Bronson Center sidewalks, skate park area, old public works picnic area, concrete pad, parking lot and painted graffiti at skate park.

6. Facilities (Library, City Hall, Bronson Center, Old Public Works Facility, Activity Center and New Public Work/Utility facilities)
 - a. Completed custodial duties on all facilities
 - b. Replaced door blinds in Administrative Asst office door
 - c. Replaced A/C thermostat in Activity Center
 - d. Cleaned up IT wires in Finance Office & repaired audio/video in City Chambers.
 - e. Cleaned/organized PW upstairs storage identifying excess for surplus.
 - f. Unclogged main sewer line and fixed plumbing leak at library and Freedom Park.
7. Mowing & Landscaping:
 - a. Mowed sewer plant spray area, triangle between Voyles Loop Road & SR33, SR33 ditches area vicinity Berkley Road and overpass, Van Fleet Trail Head & exercise area along with Bascom Ct Retention Pond, Bronson Center and City Hall.
 - b. Removed vegetation from old spray field fence along SR33.
 - c. Removed trash at all city facilities, streets and areas that required clean-up to include SR 33 from Mt Olive Road north to Yamaha Lane as well as 559 from Camp Gilead Road to City Limits sign.
 - d. Kirkland's Tree Svc completed the removal of the tree at 4th Street & Pine.
 - e. Weeded, trimmed all flower beds and treated Aphids/Sooty Mold on Palm Plants at City Hall
8. Fleet Maintenance
 - a. Replaced broken taillight on F150
 - b. Repaired Broken exhaust guard on John Deere tractor
 - c. Serviced Toro lawn mower
 - d. Validated that 1998 F250 FORD truck with TELSTA Bucket Lift System can no longer be serviced by manufacture due to service life has ended.
 - e. Waller Power Equipment City completed repairs on the 2013 SCAG mower.

January Objectives:

1. Continue proactive/preventive maintenance of all City facilities and equipment.
2. Public Works will complete updating city signs (stop & street names) to code on the numbered streets and identify other city areas requiring sign repair, and schedule them by priority.
3. Utilize DIAMOND MAPS program to perform surveillance of all city assets and record all actions taken creating a historical data base for works completed, to include road, street and sidewalk conditions.
4. Cleanup back pole barn area as well as shop storage area and prepare excess and unserviceable for surplus/disposal.
5. Continue to set conditions to procure equipment/resources identified in the 2021-2022 Budget.

Submitted by: Keith J. McVeigh, Public Works Director

UTILITY DEPARTMENT

December 2021

Summary: Water/Wastewater continued to maintain sampling of the Wastewater Treatment Plant. Continued to pull all samples for the Water Plants. All samples remain in compliance. Completed monthly MORs/DMR reports for DEP. Completed monthly SWFWMD report as required. Met all DEP requirements to keep Polk City in compliance.

- All lift stations continue to have preventive maintenance. We are continuing to get all Verbatims/Auto dialers running properly. Generators are being maintained.

Service Completed

- Monthly meter reading
- No reads for the Utility Billing
- Work Orderrs
- Turn On -
- Turn off -
- Misc. (rereads, laptops, vacation turn on, TBO from shut off) -
- Fire Hydrant flushing and maintenance is being done weekly
- Valve exercising is being done weekly
- Continue preventative maintenance/housekeeping is being done
- WWTF is maintained by wasting, decanting, housekeeping
- Mowed all water/wastewater plants, perk ponds, ribs, liftstations, and Ruth rd.
- Sprayed weeds

I would like to add I am working with Gerry Hartman on the Cardinal Hill WWTF Permit Renewal

January Objectives: Meet all DEP requirements to stay in compliance, continuing to maintain work orders and locates.

Submitted by:

Lori Pearson, Utility Director

City Commission Meeting
January 18, 2022

CONSENT AGENDA ITEM: PROCLAMATION

INFORMATION ONLY
 ACTION REQUESTED

ISSUE:

Proclamation – National School Choice Week

ATTACHMENTS:

Proclamation

ANALYSIS: N/A

STAFF RECOMMENDATION:



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 non-public 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, Mayor do hereby recognize January 23–29, 2022 as **POLK CITY SCHOOL CHOICE WEEK**, and I call this observance to the attention of all of our citizens.

Polk City

Joe LaCascia, Mayor

ATTEST:

City Manager/City Clerk

**City Commission Meeting
January 18, 2022**

AGENDA ITEM #1: ORDINANCE 2021-02 – Property Rights Element

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

ORDINANCE 2021-02 – An Ordinance of Polk City, Florida, amending the Polk City Comprehensive Plan, adding a Property Rights Element to ensure that private property rights are considered in local decision making consistent with Florida Statutes 163.3177(6); providing for transmission to the Florida Department of Economic Opportunity for review and compliance; providing for severability; providing for conflict; and providing for an effective date. **Second and Final Reading**

ATTACHMENTS:

- Ordinance 2021-02
- Staff Overview Report

ANALYSIS:

On Tuesday, September 7, 2021, the Polk City Planning Commission held a Public Hearing to amend the Polk City Comprehensive Plan by adding a Property Rights Element to ensure that private property rights are considered in local decision making consistent with Florida Statutes 163.3177(6)(i). The Planning Commission voted unanimously to forward the proposed amendment to the City Commission with a recommendation of approval.

Ordinance 2021-02 was forwarded to DEO for review, comments and compliance. Please see attached staff report for additional information.

STAFF RECOMMENDATION:

Approve Ordinance 2021-02 on **Second and Final Reading**.

ORDINANCE 2021-02

AN ORDINANCE OF POLK CITY, FLORIDA, AMENDING THE POLK CITY COMPREHENSIVE PLAN, ADDING A PROPERTY RIGHTS ELEMENT TO ENSURE THAT PRIVATE PROPERTY RIGHTS ARE CONSIDERED IN LOCAL DECISION MAKING CONSISTENT WITH FLORIDA STATUTES 163.3177(6); PROVIDING FOR TRANSMISSION TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY FOR REVIEW AND COMPLIANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

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

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

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

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

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

(4) Effective July 1, 2021, statutory provisions in Chapter 163, Florida Statutes, related to comprehensive plans, were amended to require each local government to adopt a property rights element into their comprehensive plan.

(5) Inclusion of the property rights element is intended to protect provide property rights and to ensure they are considered in local decision-making.

(6) The City has prepared a text amendment to add a new Property Rights Element of the Comprehensive Plan consistent Florida Statutes 163.3177(6).

(7) In exercise of its authority the Commission has determined it necessary to adopt this amendment to the Plan, which is attached hereto as **Exhibit "A"** and by this reference made a part hereof, to ensure that the Plan is in full compliance with the laws of the State of Florida.

(8) Pursuant to Section 163.3184, Florida Statutes, the City Commission held a meeting and hearing on Ordinance 2021-16, 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.

(9) In the exercise of its authority, the City Commission has determined that it is necessary to adopt the proposed text amendment to the Comprehensive Plan contained herein to encourage the most appropriate use of land, water, and resources consistent with the public interest; to 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.

(10) The City Commission finds that the proposed text amendment to the Comprehensive Plan contained herein is in the best interests of the health, safety, and welfare of the general public and the City's residents, furthers the purposes of, and is consistent with, the City's Comprehensive Plan, and is consistent with and compliant with State law, including, but not limited to, Chapter 163, Part II, Florida Statutes.

SECTION 2. ADOPTION OF PROPERTY RIGHTS ELEMENT TEXT AMENDMENTS. The City Commission hereby adopts a new element as a part of the City's Comprehensive Plan to be named the "Property Rights Element" of the City's Comprehensive Plan. This adoption occurs at the behest of the Florida Legislature as a mandatory element in accordance with § 163.3177(6), Fla. Stat.

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

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

SECTION 5. CODIFICATION. 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 will make copies available to the public for a reasonable publication charge.

SECTION 6. TRANSMITTAL. Within ten (10) days of final passage and adoption of this Ordinance, the City shall forward a copy hereof, and all supporting data and analysis, to the Florida Department of Economic Opportunity and any other agency or local government that provided timely comments to the City, as required by Section 163.3184(3)(c)2, Florida Statutes.

SECTION 7. EFFECTIVE DATE. The effective date of this Plan amendment, if the amendment is not timely challenged, shall be 45 days after the State Land Planning Agency notifies the local government that the plan amendment package is complete. If

timely challenged, this amendment shall become effective on the date the State Land Planning Agency, or the Administration Commission enters a final order determining this adopted amendment to be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Council, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the state land planning agency.

INTRODUCED AND PASSED on First Reading this 20th day of September, 2021.

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 _____, 2022.

Joe LaCascia, Mayor

ATTEST:

Patricia R. Jackson, City Manager/Clerk

EXHIBIT "A"
POLK CITY ORDINANCE 2021-02

NEW PROPERTY RIGHTS ELEMENT

Proposed Text Amendments to the Comprehensive Plan

GOAL 1: **Consistent with Section 163.3177(6), Florida Statutes, Polk City shall consider the following private property rights in local decision making.**

Objective 1: **Protect private property rights in Polk City.**

Policy 1.1: The right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.

Policy 1.2: The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.

Policy 1.3: The right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.

Policy 1.4: The right of a property owner to dispose of his or her property through sale or gift.



**POLK CITY
COMPREHENSIVE PLAN AMENDMENTS
SEPTEMBER 21, 2021**

TO: Polk City Commission

FROM: Central Florida Regional Planning Council

SUBJECT: **Ordinance 2021-02:** Proposed comprehensive plan amendment to add a Property Rights Element to the Comprehensive Plan to ensure that private property rights are considered in local decision making consistent with Florida Statutes 163.3177(6)(i). The amendments include the creation of a Property Rights Element in the Comprehensive Plan.

AGENDA & HEARING DATES:

Planning Commission Hearing: September 7, 2021, 6:30 PM (Public Hearing)

City Commission Transmittal Public Hearing: September 20, 2021 (First Reading, Transmittal Public Hearing)

ATTACHMENTS:

- Background
- Section 163.3177(6)(i), Florida Statutes
- Draft Amendments to be added to the Comprehensive Plan consistent with Florida Statutes

PLANNING COMMISSION ACTION: On Tuesday, September 7, 2021, the Planning Commission held a public hearing and unanimously voted forward the proposed Property Rights Element to the City Commission **with a recommendation of approval.**

CITY COMMISSION MOTION OPTIONS:

1. I move the City Commission forward the proposed Ordinance 2021-02 containing the proposed Property Rights Element to the Florida Department of Economic Opportunity for review.
2. I move the City Commission forward the proposed Ordinance 2021-02 containing the proposed Property Rights Element **with changes** to the Florida Department of Economic Opportunity for review.

BACKGROUND:

House Bill 59, which became law on June 29, 2021 adds Section 163.3177(6)(i) to the Florida Statutes. This new law, which became effective July 1, 2021, requires all jurisdictions to adopt a property rights element into their comprehensive plan. Inclusion of the property rights element is intended to protect provide property rights and to ensure they are considered in local decision-making.

The new element must be adopted before any other Comprehensive Plan amendment, including Future Land Use Map amendments. Section 163.3177(6)(i) of Florida Statutes states the following:

Section 163.3177(6)(i), Florida Statutes

In accordance with the legislative intent expressed in ss. 163.3161(10) and 187.101(3) that governmental entities respect judicially acknowledged and constitutionally protected private property rights, each local government shall include in its comprehensive plan a property rights element to ensure that private property rights are considered in local decisionmaking. A local government may adopt its own property rights element or use the following statement of rights:

The following rights shall be considered in local decisionmaking:

1. The right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.
2. The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.
3. The right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.
4. The right of a property owner to dispose of his or her property through sale or gift.

Each local government must adopt a property rights element in its comprehensive plan by the earlier of the date of its adoption of its next proposed plan amendment that is initiated after July 1, 2021, or the date of the next scheduled evaluation and appraisal of its comprehensive plan pursuant to s. 163.3191. If a local government adopts its own property rights element, the element may not conflict with the statement of rights provided in subparagraph 1.

The **proposed text amendments** add a Property Rights Element to the Polk City Comprehensive Plan. The proposed text is based on the language included in Florida Statutes 163.3177(6)(i).

Text to be added to the Comprehensive Plan is shown as underlined.

PROPOSED DRAFT

PROPERTY RIGHTS ELEMENT

Policy 1:

Consistent with Section 163.3177(6), Florida Statutes, Polk City shall consider the following private property rights in local decision making:

1. The right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.
2. The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.
3. The right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.
4. The right of a property owner to dispose of his or her property through sale or gift.

**City Commission Meeting
January 18, 2022**

AGENDA ITEM #2: ORDINANCE 2021-08 – LDC TEXT AMENDMENTS

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

ORDINANCE 2021-08 – An Ordinance of Polk City, Florida; amending the Polk City Code of Ordinances and the Unified Land Development Code of Polk City, Florida including Article 2, Regulations for Specific District, Article 3 Development Design and Improvement Standards and Article 7, Development Approval Process; to provide clarifications specific to the Green Swamp Area of Critical Concern and to provide for consistency with the Polk City Comprehensive Plan; Providing for Applicability; Providing for Repeal of Conflicting Ordinances; Providing for Severability; Providing for an Effective Date. **Second and Final Reading**

ATTACHMENTS:

- Ordinance 2021-08
- First page of staff report (Ordinance shows all of the changes and text)

ANALYSIS:

The purpose of the proposed amendments is to provide clarifications specific to the Green Swamp Area of Critical State Concern and to provide general clarification within the Land Development Code.

The City Commission adopted Ordinance 2021-08 on first reading December 20, 2021.

CFRPC Staff Member will be at the City Commission Meeting to address any questions or concerns regarding this Ordinance.

STAFF RECOMMENDATION:

Approve Ordinance 2021-08 on **Second and Final Reading**.

ORDINANCE 2021-08

AN ORDINANCE OF POLK CITY, FLORIDA; AMENDING THE POLK CITY CODE OF ORDINANCES AND THE UNIFIED LAND DEVELOPMENT CODE OF POLK CITY, FLORIDA INCLUDING ARTICLE 2, REGULATIONS FOR SPECIFIC DISTRICT, ARTICLE 3 DEVELOPMENT DESIGN AND IMPROVEMENT STANDARDS AND ARTICLE 7, DEVELOPMENT APPROVAL PROCESS; TO PROVIDE CLARIFICATIONS SPECIFIC TO THE GREEN SWAMP AREA OF CRITICAL STATE CONCERN AND TO PROVIDE FOR CONSISTENCY WITH THE POLK CITY COMPREHENSIVE PLAN; PROVIDING FOR APPLICABILITY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

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

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

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

(2) The City Commission recognizes the need for procedures and regulations for the review and consideration development in the Green Swamp Area of Critical State Concern within Polk City.

(3) The City Commission has determined that additional clarification, consistency with the Polk City Comprehensive Plan, and reduction of extra requirements will provide a more user-friendly Unified Land Development Code.

(4) Pursuant to Section 166.041(c)2, Florida Statutes, the Planning Commission and the City Commission have held meetings and hearings to amend the Unified Land Development Code as presented in Sections 2, 3, and 4 and made a part hereof.

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

SECTION 2. AMENDMENT TO SECTION 2.04.02.16, UNIFIED LAND DEVELOPMENT CODE, CONTAINED IN SECTION 78-1, POLK CITY CODE. Section 2.04.02.16, Unified Land Development Code, is hereby amended to read as follows:

2.04.02.16 Planned Unit Development District

(A) *FLUM designation:* ~~The primary~~ All uses of a Planned Use Development must be consistent with the future land use designation of the property.

(B) *Purpose and intent.*

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.
2. The standards and procedures of this 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 Council the absolute authority to establish limitations and regulations for the development deemed necessary to protect the public health, safety and welfare. In so doing, the PUD district is designed to:
 - a. Promote more efficient and economic uses of land, including bypassed lands.
 - b. Encourage more compatible and harmonious development of contiguous lands.
 - c. Promote home ownership opportunities for all residents of the community.
 - d. Provide flexibility to meet changing needs, technologies, economics, and consumer preferences.
 - e. Be totally controllable based on the needs of the city, in terms of the impact on the proposed site and surrounding neighborhoods.
 - f. Encourage uses of land, which reduce transportation needs and which conserve energy and natural resources.
 - g. Preserve to the greatest extent possible, and utilize in a harmonious fashion, existing landscaping features and amenities.
 - h. Provide for more usable and suitably located recreational facilities, open spaces and scenic areas, either commonly owned or publicly owned,

than would otherwise be provided under conventional land-development procedures.

- i. Lower development and building costs by permitting smaller networks of utilities and streets and the use of more economical building types and shared facilities.
- J. Accomplish more desirable living and working environments than would be possible through the strict application of minimum requirements of the city's other zoning and subdivision regulations.
- k. Permit the combining and coordinating of architectural styles, building forms, and building relationships within a planned unit development.
- l. Provide an environment of stable character compatible with surrounding developments.
- m. Permit specific limitations and requirements in excess of those included in other zoning districts, based on the unique characteristics of the individual site, where necessary to the public health, safety, or welfare, or for the protection or preservation of lands, either internal or external to the planned unit development.

(C) *Voluntary use.* The PUD district shall be a voluntary process commenced by an applicant for PUD (zoning designation). The city shall not initiate a PUD rezoning on privately owned property or designate specific lands for planned unit development in its adopted Comprehensive Plan.

(D) *Minimum conditions for approval.* The approval of planned unit development rezoning or development plan may not be approved unless the following minimum conditions are met:

1. The minimum size of the proposed development shall be five (5) acres for a residential development and two (2) acres for a nonresidential development.
2. Minimum setbacks at the perimeter of the development shall be equal to those of the abutting districts. Otherwise, there shall be no minimum lot size, setbacks, percentage of lot coverage, or lot width except as specified in the PUD approval document.

(E) *Permitted uses.* Except where certain uses are specifically disallowed or restricted as part of the PUD approval:

1. In a commercial PUD, the uses allowed in Polk City's C-1 and C-2 zoning districts may be permitted as principal or accessory uses.
2. In an industrial PUD, the uses allowed in Polk City's M-1 and M-2I-H zoning districts may be permitted as principal or accessory uses.
3. In a residential PUD, the following uses shall be permitted:
 - a. Dwelling, one-family;
 - b. Dwelling, two-family;
 - c. Dwelling, multifamily;
 - d. Townhouses;
 - e. Public and private recreation facilities;
 - f. Churches and other houses of worship;
 - g. Child and adult daycare centers;
 - h. Convenience, goods, retail and personal service stores primarily intended and designed to service the residents of the PUD;
 - i. Essential services;
 - j. Home occupations subject to the provisions contained herein.

(F) *Internal compatibility.* All land uses within the proposed development shall be compatible with other proposed uses. The planning commission and the city council shall consider the following factors in judging internal compatibility:

1. The streetscape.
2. The existence or absence of, and the location of, open spaces, plazas, recreational areas and common areas.
3. The use of existing and proposed landscaping.
4. The treatment of pedestrian ways.
5. Focal points and vistas.
6. The use of the topography, physical environment and other natural features.
7. Traffic and pedestrian circulation pattern.
8. The use and variety of building setback lines, separations and buffering.
9. The use and variety of building groupings.
10. The use and variety of building sizes and architectural styles.
11. The use and variety of materials.

12. The separation and buffering of parking areas and sections of parking areas.
13. The variety and design of dwelling types.
14. The particular land uses proposed and the conditions and limitations thereon.
15. The form of ownership proposed for various uses.
16. Any other factor deemed relevant to the privacy, safety, preservation, protection or welfare of any proposed use within the proposed development.

(G) *External compatibility.* All proposed land uses shall be compatible with existing and planned uses of properties surrounding the proposed development. The planning commission and the city council shall consider the following factors in judging external compatibility:

1. All of those factors listed in the preceding section, with particular attention to those areas of the development located on or near its perimeter and the conditions and limitations thereon.
2. The particular uses proposed near the development perimeter and the conditions and limitations on those uses.
3. The type, number and location of surrounding external uses.
4. The Comprehensive Plan goals and objectives and zoning regulations for surrounding external uses.
5. Any other factor deemed relevant to the privacy, safety, preservation, protection or welfare of lands surrounding the proposed development and any existing or planned use of such lands.

(H) *Intensity of development.* The residential density and intensity of use of a development plan shall have no undue adverse impact upon the physical and environmental characteristics of the site and surrounding lands. Within the policy limitations of the Comprehensive Plan, the permitted residential density and intensity of use in a proposed development may be adjusted upward or downward in consideration of the following factors:

1. The location of various proposed uses within the development and the degree of compatibility of such uses with each other and with surrounding uses.
2. The amount and type of protection provided for the safety, habitability and privacy of land uses both internal and external to the development.
3. The existing residential density and intensity of use of surrounding lands.

4. The availability and location of utilities services and public facilities and services.
5. The amount and size of open spaces, plazas, common areas and recreation areas.
6. The use of energy-saving techniques and devices, including sun and wind orientation.
7. The existence and treatment of any environmental hazards to the development of surrounding lands.
8. The access to and suitability of transportation arteries proposed within the development and existing external transportation systems and arteries.
9. The environmental suitability of the site for proposed uses.
910. Any other factor deemed relevant to the limitation of the intensity of development for the benefit of the public health, welfare and safety.

- (I) *Open spaces, plazas and recreation.* Open spaces, plazas and recreation areas provided within a development plan shall be evaluated based on conformance with the goals and objectives of the Comprehensive Plan and the sufficiency of such areas to provide appropriate recreational opportunities, protect sensitive natural areas, conserve areas of unique beauty or historical significance, provide structure to neighborhood design, and encourage compatible and cooperative relationships between adjoining land uses.
- (J) *Sidewalks, trails, bikeways.* The design of a development plan should, whenever feasible, incorporate appropriate pedestrian and bicycle access ways to provide for a variety of transportation alternatives.
- (K) *Environmental constraints.* The site of the proposed development shall be suitable for use without hazards to persons either on or off the site from the likelihood of increased flooding, erosion or other dangers, annoyances or inconveniences. The condition of the soil groundwater level, drainage and topography shall all be appropriate to the type, pattern and intensity of development intended.
- (L) *Internal access and circulation.* Every dwelling unit or other use permitted in a development plan shall have access to a public street either directly or by way of a private road, pedestrian way, common area guaranteeing access. Private roads and other access ways

shall be required to be constructed to ensure that they are safe and maintainable.

- (M) *External transportation access.* The proposed development shall be located on, and provide access to, a major street as designated in the Comprehensive Plan unless, due to the size of the development and the type of uses proposed, it will not adversely affect the type or amount of traffic adjoining local streets.
- (N) *Off-street parking.* Sufficient off-street parking and loading facilities for bicycles and other vehicles as well as cars shall be provided. The requirements of Section 3.03.00 of this chapter shall be used as a general guide in determining the needs for such facilities. Parking areas shall be constructed in accordance with such standards as are approved by the city council to ensure that they *are* safe and maintainable and that they allow for sufficient privacy for adjoining uses.
- (O) *Public facilities.* No development plan shall be approved without adequate on-site and off-site public facilities, including but not limited to schools, storm drainage, sanitary sewers, roadway capacity, fire/rescue service, police service, water distribution system and recreational facilities, which shall serve the proposed development.
- (P) *Unified control.* The applicant shall furnish the city with sufficient evidence to the satisfaction of the city attorney that the applicant is in complete and unified possession and control of the entire area of the proposed planned unit development, whether the applicant shall provide to the city all necessary documents and information that may be required by the city attorney to ensure that the development project may be lawfully completed according to the plans submitted. No application shall be considered until the requirements of this section have been fully complied with.
- (Q) *Phasing.* The city council may permit or require the phasing or staging of the proposed development. When provisions for phasing are included in the development plan, each phase of development must be planned and related to previous development, surrounding properties, and the available public facilities and services so that a failure to proceed with subsequent phases will not adversely affect public facilities or interests, or surrounding properties.

- (R) *Development time limits.* The city council shall establish reasonable periods of time for the completion of the total proposed development, any development phases, any dedicated public facilities which *are* part of the development; and facilities planned for common areas. These time limits may be extended by the city council for reasonable periods upon the petition of an applicant for an amendment to the development plan and based upon good cause, as determined by the city council. Any extension of time shall not automatically extend the normal expiration date of a building permit, site plan approval or other development order. **If** time limits contained in the approved development plan *are* not complied with and not extended for good cause, the city council may rezone the property or any part of it or amend the approved development plan so as to best protect adjoining properties and the public health, safety and welfare.
- (S) *Bonds.* The city council may include in the development plan requirements for bonds (or appropriate alternatives) conditioned upon the satisfactory and timely completion of facilities in the development plan, for the benefit of the city and purchasers from the applicant, when the development time limits and phasing schedule do not preclude the sale of individual units prior to the completion of such facilities. In the event that a requirement for bonds or appropriate alternative is not provided for in the plan, then the requirements for such bonds required in this chapter shall be complied with.
- (T) *Applicability of other chapters.* All building code, housing code and other land use regulations of the city *are* applicable to the PUD district, except for those permitting special exceptions and variances and except to the extent that they conflict with a specific provision of the approved development plan. Analogous land use regulations applying to other areas of the development shall be as determined by the city council as part of the approved development plan or, if not determined therein, during the site plan approval process set forth in this chapter, giving due regard to the purpose of each such regulation and the similarity of each area of the planned unit development to other zoning districts in terms of permitted uses.
- (U) *Variances applicable to the planned unit development.* A property within a planned unit development may apply for a variance provided that all of the following criteria are met:

1. The development order does not prohibit individual property owners from applying for variances.
2. The variance request is not contrary to the recorded covenants and deed restrictions.

(V) *Administrative procedures.* A PUD shall be adopted in the same manner as a rezoning ordinance, except that it shall contain a conceptual master development plan demonstrating or requiring compliance with conditions set forth herein and generally depicting the nature, intensity and location of various uses. The PUD Ordinance may provide that minor ~~modifications~~ amendments to the conceptual site plan shall be permitted upon approval by the development director.

SECTION 3. AMENDMENT TO SECTION 3.12.00, UNIFIED LAND DEVELOPMENT CODE, CONTAINED IN SECTION 78-1, POLK CITY CODE. Section 3.12.00, Unified Land Development Code, is hereby amended to read as follows:

3.12.00 Regulations for the GREEN SWAMP AREA OF CRITICAL STATE CONCERN

3.12.01 Purpose and Intent

All development within the Polk City portion of the Green Swamp Area of Critical State Concern shall occur in accordance with the regulations stated within this Code in addition to all other laws and policies within Florida Statutes, and the Polk City Comprehensive Plan. Where there is a conflict in policy or standard, the more stringent shall apply.

3.12.01.01 Applicability.

The Green Swamp Area of Critical State Concern (ACSC) was designated in 1979 by the Florida Legislature pursuant to Florida Statutes. It is legally described within Rule 28-26.002, Florida Administrative Code as adopted in the Polk City Comprehensive Plan. The boundary of the Green Swamp ACSC as it relates to the boundaries of the Polk City limits is depicted on the Future Land Use Map

~~The Green Swamp Area of Critical State Concern (ACSC) has been established in Florida statutes and is again established as designated on the Polk City Land Use Map Series.~~

A. State Review. Development orders within the Green Swamp Area of Critical State Concern are required to issue and to render to the Department of Economic Opportunity (DEO) development orders pursuant to FAC 73C-44.002.

B. Examples of actions for which issuance and rendition of a development order include but are not limited to:

i. Zoning;

- ii. Rezoning;
- iii. Special use or special exception;
- iv. Variance;
- v. Plat approval;
- vi. Major development review;
- vii. Community impact assessment;
- viii. Building permit;
- ix. Fill permit;
- x. Excavation permit;
- xi. Landclearing or landscaping permit;
- xii. Any change or amendment to a previously issued development order;
- xiii. Any other action having the effect of permitting development as defined in section 380.04, F.S.

3.12.01.02 Vested Projects.

Existing developments and projects granted Vesting Certificates from Polk County and approved by the Department of Community Affairs (DCA) shall be vested from all requirements of this Chapter and the Green Swamp sections of the Polk City Comprehensive Plan. Those developments are listed in the Polk City Comprehensive Plan, in the Future Land Use Element following Policy 8.10.19. In addition to these projects, all lots of record are exempt from the residential densities established for the Green Swamp ACSC.

1. Residential density exemptions relate to density only and all other requirements of the Comprehensive Plan and this Code apply. However, waivers may be granted if the application of the dimensional regulations of this Code would result in inability to develop a single-family residence. Any waiver shall be consistent with prior settlement agreements and be applied on a case-by-case basis only to the particular lot which could not otherwise be developed with a typical single-family residence, and then only to the minimum extent necessary to provide a reasonable beneficial use of the lot.

3.12.03 Planned Unit Development (PUD) in the Green Swamp ACSC

A. **Planned Unit Development.** All Planned Unit Development within the Green Swamp ACSC shall meet the following standards:

1. Use of innovative design techniques and additional open space.
2. Conservation of natural resources.
3. Utilization of land economically and efficiently.

4. Efficient use of existing and programmed public services and facilities.
 5. Creation of attractive and functional development that is compatible with surrounding uses and utilizes wetlands and flood plain areas as the required open space.
- B. PUDs located in the Green Swamp ACSC shall be consistent with Section 2.04.02.16 Planned Unit Development District.
- C. ***Performance Standards for Residential PUD's Located in the Green Swamp ACSC.*** Applicable performance standards for Residential Planned Unit Developments (PUDs) are set forth in Article 3, Section ~~3.08.04~~ 3.09.06, "Uses Requiring a Site Development Plan in the Green Swamp ACSC" of this Code.
- D. ***Performance Standards for Mixed-Use PUDs Located in the Green Swamp ACSC.*** Applicable performance standards for Planned Unit Developments (PUDs) are set forth in Polk City's Unified Land Development Code, Article 7, Section 7.11.00. **Additionally, the following standards apply:**
1. If the non-residential uses are intended to serve other customers than contained in the residential portion of the development, the applicant must demonstrate that the proposed non-residential uses meets a spacing of one mile from any other non-residential activity center.
 2. Non-residential uses in the RL-1X, RL-2X, RL-3X RL-4X and RMX land use districts shall be limited to the uses and dimensions listed:
 - a. Personal Services.
 - b. General retail and no larger than 5,000 square feet, such as bakeries, hardware stores and convenience stores, excluding gasoline services.
 - c. Offices and financial institutions, excluding drive-through windows.
 - d. Government and civic uses.
 - e. The maximum non-residential structures shall not exceed 19,999 square feet when developed as a residentially based mixed-use development.
- E. ***Procedures for Planned Unit Development Located within the Green Swamp ACSC.*** Procedures for Planned Unit Developments are set forth in this Code in Section 7.11.00.
- F. ***Minor ~~Modifications~~ Amendments to Planned Unit Development Located in the Green Swamp ACSC.*** Procedures for Planned Unit Developments are set forth in this Code in Section 7.11.00.

3.12.04 Reserved

3.12.05 Polk City/Urban Growth Special Protection Area (PC-SPA)

- A. **Connection to Public Facilities.** All development within the Polk City-SPA shall be connected to central water and sewer and shall be on paved roads.
- B. **Use of On-Site Sewerage Treatment and Disposal Systems (OSTDS) (Septic Tanks).** The use of septic tanks shall not be permitted.
- C. **Residential Densities.** Residential development shall comply with the densities provided in the Polk City Comprehensive Plan Future Land Use Element, Table 3.11(B).
- D. **Bonus Densities.** Residential development shall not exceed a gross density of one dwelling unit per five acres (1 du/5ac) in the RS land use districts, unless developed in compliance with Article 3, Section 3.11.02, above. Densities may be increased up to three units per acre (3 du/ac) subject to the bonus points in Table 3.12(C) and following the density schedule in Table 3.12(D).

Table 3.12(C) - Density Bonuses for Planned Unit Development (PUD)

0 to 99.9 acres	Points	100 acres or more	Points
10-20 % open space (+)	1 point	21-30 % open space (+)	1 point
21-30 % open space (+)	2 points	31-40 % open space (+)	2 points
31-40 % open space (+)	3 points	41-50 % open space (+)	3 points
41-50 % open space (+)	4 points	51-60 % open space (+)	4 points
Xeriscaping	2 points	Xeriscaping	2 points
Creation of wildlife habitat	2 points	Creation of wildlife habitat	2 points
Water reuse	1 point	Water reuse	1 point
Internal sidewalks (one side of road)	2 points	Internal sidewalks (one side of road)	2 points
Internal sidewalks (both sides of road)	4 points	Internal sidewalks (both sides of road)	4 points
Underground utilities	2 points	Underground utilities	2 points
Active recreation facility	3 points	Active recreation facility	3 points
Preserved nature trails	4 points	Preserved nature trails	4 points
Two Canopy trees per residential lot	2 points	Two Canopy trees per residential lot	2 points
Canopy streets (min. 40 feet on center)	5 points	Canopy streets (40 min feet on center)	5 points
Connection to centralized sewer	5 points	Connection to centralized sewer	5 points

0 to 99.9 acres	Points	100 acres or more	Points
2 roadway access points to the development	5 points	2 roadway access points to the development	5 points
3 or more roadway access points to the development	7 points	3 or more roadway access points to the development	7 points
Sidewalk connections to adjacent development	3 points	Sidewalk connections to adjacent development	3 points
PUD located within 1 mile from public school	2 points	PUD located within 1 mile from public school	2 points
PUD located within 2 miles from public school⁽²⁾	1 point	PUD located within 2 miles from public school⁽²⁾	1 point
PUD located within 1 mile from fire station	2 points	PUD located within 1 mile from fire station	2 points
PUD located within 2 miles from fire station⁽²⁾	1 point	PUD located within 2 miles from fire station⁽²⁾	1 point
PUD located within 2 miles from activity center	2 points	PUD located within 2 miles from activity center	2 points
Infill Development	5 points	Infill Development	5 points
(1) Open Space shall comply with the definition in Chapter 10 and Section 750 whichever is more restrictive.			
(2) May not be used in conjunction with other location bonus points for the same facility.			

Table 3.12(D) - Density Bonus Awards for Polk City SPA

Points	Density Permitted (du/ac)	Points	Density Permitted (du/ac)
5	0.4	13	2
7	1	14	2.2
8	1.2	15	2.4
9	1.4	16	2.5
10	1.5	17	2.7
11	1.6	18	2.8
12	1.8	20	3

- E. **Open Space.** Residential development shall provide an open space set aside of at least 30 percent of the total land area of the development. The

open space shall be located in a large common area or areas and in buffers and shall not be located within individual platted lots.

F. ***Impervious Surface Ratio Standards.*** Development shall comply with the following standards:

1. Detached single-family lots shall not exceed an impervious surface ratio of 50 percent.
2. Non-residential development shall not exceed an impervious surface ratio of 60 percent.
3. Development within the BPCX districts shall not exceed an impervious surface ratio of 70 percent.

SECTION 4. AMENDMENT TO SECTION 7.11.00, UNIFIED LAND DEVELOPMENT CODE, CONTAINED IN SECTION 78-1, POLK CITY CODE. Section 7.11.00, Unified Land Development Code, is hereby amended to read as follows:

7.11.00 Planned Unit Development (PUD)

The PUD approval process shall address land use density and intensity, building types, location of major roads and interior road networks, and the design for public utility service(s). The City Commission may exercise broad discretion in the Conceptual Master Development Plan review process, and such review process shall be deemed to be an integral part of the zoning decision pertaining to such property.

As a condition for processing a PUD application, the Development Director or the City Commission may require the owner of the property to undertake specific studies or reports to be submitted regarding soil types, environmental aspects of the land or the impact of the proposed development on City utilities, roads, or other facilities. Proximity to wetlands, nature of vegetation, site specific and off-site environmental characteristics and impacts, and other appropriate matters of impact on the community may be taken into consideration by the City Commission. The property owner may be required to provide whatever design features are necessary to minimize adverse impacts on the community or abutting properties, including the provision of any needed off-site improvements.

- (A) *Conceptual Master Development Plan.* Development requirements in a PUD are established through an approved Conceptual Master Development Plan (Plan) to be consistent with the City's Comprehensive Plan. The Plan shall establish the overall development concept, dividing the development site into tracts and assigning generalized land use types to each (i.e., recreation, retail commercial, townhouses,

low-density single family, etc.), and depicting the approximate locations of roads, water bodies, utility plants, and other features of the development site.

Tracts proposed for uses other than residential or commercial development shall be labeled on the Plan as to type of use proposed (i.e., recreation, open space, utility sites, etc.) and acreage. Written information as to proposed land use type, proposed density/intensity of land use, and acreage of tracts and rights-of-way shall be included with the PUD application and considered part of the Plan. The application shall also include the allowable density/intensity of the adopted Future Land Use designation of the proposed development.

- (B) *Conceptual Master Development Plan Advisory Meeting.* At the option of the applicant (when a property is located in the Polk City Exemption Area), the Development Director shall schedule a Conceptual Master Development Plan pre-application conference, at which time the applicant may outline his proposal to all appropriate City staff members. A pre-application conference shall be required for properties located in the Green Swamp Area of Critical State Concern. The purpose of the pre-application conference is to assist the developer in clearly understanding all relevant City Code requirements, identify development issues specific to the proposed project, and discuss any other procedural issues relative to the review of the request.
- (C) *Requirements for Conceptual Master Development Plan Review.* The review and approval of a Conceptual Master Development Plan constitutes a zoning change resulting in a PUD designation. The determination by the Planning Commission and City Commission concerning the appropriateness of the Conceptual Master Development Plan shall be based on the same factors as any other change of zoning designation, including consistency with the Future Land Use Map and compatibility with surrounding land uses.

In addition to other requirements of the rezoning process, applications for PUD designation shall include the following, as required by the Development Director:

- (1) A letter of transmittal officially submitting the proposal for approval, signed by the developer or his authorized representative.
- (2) Firm evidence of unified control by the developer of the entire proposed PUD site and a signed statement that, if he proceeds with the proposed development, he will:
 - a. Abide by the officially approved Conceptual Master Development Plan of the development, and such other conditions and modifications as may be included.
 - b. Provide proposed agreements, covenants, or other appropriate mechanisms for completion of the undertaking in accordance with

the approved Conceptual Master Development Plan as well as for the continuing operation and maintenance of such areas, functions, and facilities as are not to be provided, operated, and maintained at general public expense.

- c. Bind development successors in title to any commitments made as a condition of development approval.
 - d. Secure written consents and agreements from all property owners of record within the PUD that they have given the applicant authority to act in their behalf and that said representative or agent has the delegated authority to represent the owner or owners and they agree that all commitments made by the aforementioned representative or agent are binding.
- (3) A statement of the applicant's interest in the property to be rezoned, including certificate of title or attorney as to ownership and, if a contract purchaser, written consent of the seller/owner; or, if a lease, a copy of the lease agreement and written consent of the owner(s).
- (4) A certified boundary survey of the tract prepared by a surveyor registered with the State of Florida showing the location and type of boundary evidence related to the State Plane Coordinate System, and the accurate legal description of the property in metes and bounds and a computation of the total acreage of the tract to the nearest tenth of an acre. Survey must have been done within one (1) year prior to filing.
- (5) Electronic and hard copies of a scaled Conceptual Master Development Plan of the entire proposal showing the following information:
- a. A key map at a convenient scale showing existing roads, streams, street rights-of-way and street intersections; the location of the nearest public roads on all four sides; a statement indicating the distance to all public improvements such as schools, firehouses, public recreational areas and the like, that would serve the subject development; a description of how the proposed development is in conformity with the Polk City Comprehensive Plan and all relevant laws, ordinances, and regulations.
 - b. Location, with pavement type, right-of-way, names, and other related appurtenances of all existing public streets adjoining or traversing the site. In the event no public street now adjoins the site, sufficient description by metes and bounds as to identify the location of the site shall be required.

- c. Identification of the name, plat book, and page number of any recorded subdivision comprising all or part of the site.
- d. Identification and location of any existing water courses, lakes, wooded areas, or other significant natural physical features upon the site, as well as on adjacent property within 250 feet of outside boundaries and proposed alterations to said features.
- e. Location and spatial arrangement of all land uses proposed, including the number of acres in each land use, proposed residential densities, and development type (i.e., single-family residential, multifamily residential, commercial shopping center, hotel/motel, mixed use, etc.).
- f. All existing and proposed means of vehicular access to and from the site, including an internal traffic circulation plan depicting arterial and collector streets.
- g. A transportation analysis, prepared by a professional in the field of transportation planning, to include an estimate of average trips/land use, total average daily trips, distribution of total peak hour trips on existing and/or proposed transportation network, and distribution splits onto existing and/or proposed transportation network (may be waived at Development Director's discretion).
- h. Location of existing structures and/or open space facilities of adjacent properties within 250 feet of any boundary line of the site (use of a recent aerial photo is adequate).
- i. A statement by the applicant of the major planning assumptions and objectives of the development project including but not limited to:
 - 1. Size and/or scope of development.
 - 2. Projected Population.
 - 3. Proposed timing and phases of development.
 - 4. Proposed ownership and forms of organization to maintain common open space and facilities.
- j. A general layout of the types, quantities, and location of trees and other such significant vegetative features (use of a recent aerial photo is adequate).

- k. A map of Soil Conservation Service Soil Classification by Soil Associations.
- l. A general floodplain map indicating areas subject to inundation and high groundwater levels up to the 100-year flood zone boundary, at a scale of one inch to 500 feet.
- m. Delineation of all wetland areas on the site including type (i.e., FDEP jurisdictional, SWFWMD isolated, and all others). For the purpose of Conceptual Master Development Plan review, wetland areas may be assumed using the best available data sources including, but not limited to, aerial photographs, recognized published reports/studies, etc.
- n. The most recent aerial photograph available, with the areas to be modified delineated.
- o. Preliminary drainage plan showing existing topographic contours at one (1) foot intervals, identification of the major natural drainage basin(s) of the site, areas for proposed stormwater management retention/detention basins, and location of outfall.
- p. A description of anticipated potable water and sanitary sewer demands of the proposed development and what facilities are available or projected to be available to meet this demand.
- q. A school impact analysis.
- qr. Any other reasonable information that may be required by the Development Director that is commensurate with the intent and purpose of this Code.

Upon receipt of the materials described above, the Development Director shall transmit copies of relevant materials to the various City and county officials and agencies as appropriate.

When review of the proposed PUD is complete, the Development Director shall provide review of the project to the Planning Commission for its review and consideration. The Development Director shall include with his recommendations the zoning application and a written report that shall include all pertinent documents, comments of the reviewing City officials, and any other applicable documentation or graphics.

- (D) *Planning Commission Review and Recommendation.* The Planning Commission shall hear the request at a regularly scheduled public hearing, and recommend to the City Commission whether the proposed rezoning be approved, approved with

modifications or conditions, or denied. The official minutes of the meeting shall include a summary of the reasons for the Board's Planning Commission's advisory recommendation. In support of its recommendation, the Board Planning Commission shall make findings as to:

- (1) The suitability of the area for the type and pattern of development proposed in relation to the physical characteristics of the land, relation to surrounding areas, concurrency, and other requirements of this Code.
- (2) Conformity of the proposed development with the Comprehensive Plan of Polk City.
- (3) Conformity with these regulations, or as to desirable modification of such regulations in the particular case, based on determination that such modifications are justified as meeting public purposes.
- (4) Compatibility with surrounding land uses.
- (5) All such other review criteria as may be appropriate.

In consultation with the City Attorney, the Board shall also assess the adequacy of the following items relating to arrangements for ownership, operation, and maintenance of common properties and/or facilities that are not provided at public expense:

- (1) Evidence of unified control of the overall development site.
- (2) Suitability of any proposed agreements, or contracts, or other instruments that are to be executed to create or provide the facilities.
- (3) The need for such instruments or for amendments in those that have been proposed.

(E) *Action by City Commission.* Upon completion of required action by the Planning Commission, the Development Director shall transmit the application to the City Commission and place the item on the next available regular agenda. That transmittal may include all pertinent documents submitted by the applicant, the Development Director's report and recommendation, the Planning Commission findings, and any other applicable documentation or graphics. The City Clerk shall keep all this material as part of the public record of the City Commission. The City Commission may:

- (1) Deny the application.
- (2) Phase the application to ensure compliance with the standards herein and other standards and requirements in this Code.

- (3) Modify the application so that these standards are met.
- (4) Grant conditional approval or modification of the application, attaching whatever reasonable conditions or requirements the City Commission deems necessary to ensure compliance with these standards or maximum mitigation of the adverse impacts of the development.

Conditions placed on a request by the City Commission may include requiring the applicant, at his cost and expense, to:

- (A) Finance or dedicate land for public rights-of-way, easements, parks and open space, school sites, or other such sites as may be necessary to protect the health, safety, and welfare of the residents of the PUD.
 - (B) Finance or construct potable water, wastewater, or drainage facilities.
 - (C) Any other reasonable conditions necessary to ensure compliance with these standards, if the applicant agrees in writing in a recordable agreement binding upon his successors and assigns, that no further processing of the development request, pursuant to the provisions of this Code, shall occur until the requirements of this article are met. Attachment of these conditions shall be voluntary on the part of the applicant, and agreement by the applicant to provide any conditions will not, in any way, obligate the City to approve the subject application. Any conditional approval shall be based solely on the fact that the development application, as modified or conditioned, meets the standards of this article, and may not be based solely on the granting of certain conditions deemed favorable by the City unless the standards of the Planned Unit Development district are thereby met.
- (A) *General Uses.* Approval of a Planned Unit Development shall constitute a rezoning of the subject property and amendment to the Official Zoning Map. Any and all development of the approved PUD shall be in strict conformance with the Conceptual Master Development Plan, as approved by the City Commission.

In the event of an amendment to the Comprehensive Plan, the Land Development Code, or other applicable regulations that occurs prior to completion of construction of the PUD, all subsequent development that has not received approval under the City's Subdivision Regulations or Site Development Plan Regulations as of the date of the amendment shall be consistent with the new regulations. Approval of development under these sections of the Code shall be valid for one year. Unless

construction begins on or before the first anniversary date, development approval shall be null and void, and the new standards shall apply.

Previous approval of a Conceptual Master Development Plan shall not by itself convey the right to develop property in a manner that is inconsistent with the Comprehensive Plan and current codes. Prior to approval of further Subdivision Plats or Site Development Plans within the PUD, the Conceptual Master Development Plan shall be amended to reflect amended codes or other requirements.

7.11.04 Amendment or Termination of a PUD

Once PUD approval is granted, all development within the PUD development site shall be in conformity with the approved Conceptual Master Development Plan. In the event a developer wishes to deviate significantly from the approved development pattern, he shall either submit an amended Conceptual Master Development Plan or apply for a conventional zoning classification through the normal rezoning process.

The addition to or removal of any tract or parcel from a PUD shall require an amendment to the Conceptual Master Development Plan. Any amendment, variation, or adjustment of a Conceptual Master Development Plan shall require approval according to the following:

- (1) *Major Amendment.* Submission for review and approval by the Planning Commission and City Commission.
- (2) *Minor Amendment.* Submission for review and approval by the Development Director.

The Development Director shall determine whether a proposed Conceptual Master Development Plan amendment is a major amendment or a minor amendment consistent with requirements of Polk City Land Development Code Section 8.10.02 Administrative Approval of Minor Field Adjustments and Section 8.10.03 Major Deviation from Development Permits and Development Orders. The determination shall be based on, but not limited to the following: any substantial change to the Conceptual Master Development Plan, including increase in density, change in permitted uses, change in stormwater runoff characteristics, rearrangement of designated open space or recreation areas, change in traffic patterns and trip generation, or other similar changes shall be considered a major amendment to the plan; any proposed minor changes in configuration or similar changes shall be considered a minor amendment to the plan. The Development Director may, at his discretion, forward any application for plan amendment to one or more individual departments for review and recommendation both as to its classification as a major or minor amendment and as to whether it should be approved, approved with conditions, or denied.

SECTION 5. CODIFICATION OF ORDINANCE. This Ordinance shall be codified in the Code of Ordinances of Polk City, Florida, and incorporated into the Unified Land Development Code which is a part thereof. A certified copy of this enacting ordinance shall be located in the Office of the City Clerk of Polk City. The City Clerk shall also make copies available to the public for a reasonable publication charge.

SECTION 6. SEVERABILITY. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

SECTION 7. CONFLICTING ORDINANCES AND RESOLUTIONS. All existing ordinances and resolutions of Polk City in conflict with this ordinance are repealed to the extent necessary to give this Ordinance full force and effect.

SECTION 8. EFFECTIVE DATE. This Ordinance shall become effective immediately upon its passage.

INTRODUCED AND PASSED on FIRST READING, this __ day of _____, 2021.

POLK CITY, FLORIDA

Joe LaCascia, Mayor

ATTEST:

**APPROVED AS TO FORM AND
CORRECTNESS**

Patricia Jackson, City Manager/Clerk

Thomas A. Cloud, City Attorney

PASSED AND DULY ADOPTED ON SECOND READING, with a quorum present and voting by the City Commission of Polk City, Florida meeting in Regular Session this ___ day of _____, 2022.

Joe LaCascia, Mayor

ATTEST:

Patricia Jackson, City Manager/City Clerk



**POLK CITY COMMISSION
TEXT AMENDMENT TO THE LAND DEVELOPMENT CODE
STAFF REPORT & PROPOSED AMENDMENTS**

JANUARY 18, 2022

TO: Polk City Commission

FROM: Central Florida Regional Planning Council

SUBJECT: Ordinance 2021-08: Text Amendments to the Land Development Code:
City-initiated text amendment to Articles 2, 3, and 7 of the Polk City Land Development Code. The purpose of the proposed amendments is to provide clarifications specific to the Green Swamp Area of Critical State Concern and to provide general clarification within the Land Development Code.

AGENDA & HEARING DATES:

Planning Commission Public Hearing: December 6, 2021

City Commission First Reading: December 20, 2021

City Commission Second Reading: January 18, 2022

PLANNING AND ZONING BOARD ACTION: On Monday, December 6, 2021, the Planning Commission held a public hearing and unanimously voted forward the proposed amendments to the City Commission.

CITY COMMISSION ACTION: On Monday, December 20, 2021, the City Commission unanimously voted to approve Ordinance 2021-08 on first reading.

**ATTACHMENT: An overview and the proposed amendments.
Ordinance 2021-08**

CITY COMMISSION MOTION OPTIONS:

1. I move the City Commission **adopt** Ordinance 2021-08.
2. I move City Commission **adopt** Ordinance 2021-08 **with changes**.
3. I move the City Commission **deny** Ordinance 2021-08.

**City Commission Meeting
January 18, 2022**

AGENDA ITEM #3: Purchase of 2022 F250 Ford Truck

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Purchase of 2022 F250 Ford Regular Cab with an 8-foot bed.

ATTACHMENTS:

Memo from Public Works Director
Quote from Weikert Ford

ANALYSIS:

The City Manager and Public Works Director are requesting permission to purchase a F250 Ford Regular Cab with an 8-foot bed, which would allow safer operation for the employee(s) driving the vehicle and when pulling any type of trailer or cargo. The City can piggy-back the County Contract without a separate agreement through Weikert Ford, as we did with the last purchase from Weikert Ford.

The cost to purchase the 2022 F250 is \$27,749.35, which is the City's FY 2022 Budget.

The 2001 city owned F150 has exceeded its life expectancy and is displaying extreme signs of wear and tear. Please see the attached memo from the Public Works Director for additional information regarding the 2001 F150 Truck.

A copy of the County Contract can be obtained from the City Manager

STAFF RECOMMENDATION:

Approve the purchase of a 2022 F250 Ford Regular Cab with an 8-foot bed from Weikert Ford using the County Contract.



CITY OF POLK CITY
123 Broadway Boulevard SE
Polk City, Florida 33868
Telephone 863.984.1375
Fax 863.984.2334
www.mypolkcity.org

Memorandum

To: Patricia Jackson, City Manager
From: Keith McVeigh, Public Works Director
Date: January 11, 2022

SUBJECT: Replace 2001 Ford F150 Regular Cab Truck

The 2001 city owned F150 (VIN 1FTRF17W82NA41875) has exceeded its life expectancy and is displaying extreme signs of wear and tear. This vehicle was manufactured in October 2001 and purchased new in 2002; therefore, it is 19 years old, and as of January 6, 2020, has 135,000 miles on the odometer, which is now no longer operational. It is also demonstrating additional mechanical issues such as the starter is failing to engage/disengage properly and the transmission is not operating correctly. The vehicle is no longer being driven as it is a safety hazard due to the transmission shifting into reverse on its own creating a very dangerous situation to the operator of the vehicle and/or the public. The age and mechanical condition of the vehicle has generated high repair cost is no longer economical to repair.

The Public Works Department is requesting permission to purchase a F250 Ford Regular Cab with an 8-foot bed, which would allow safer operation for the employee driving the vehicle and when pulling any type of trailer or cargo. The cost difference between an F150 Regular Cab (\$21,042.40) and an F250 Regular Cab (\$27,749.35) is \$6,706.60.

It is recommended that Polk City piggy-back off a Polk County contract with Weikert Ford to purchase a new Ford F-250 Regular Cab as we have done previously.

Cost - \$27,749.35.


11 JAN 2022
Keith J. McVeigh – Public Works Director



January 11, 2022

Polk City

Dear Sir or Madam:

Weikert Ford Inc submits the following proposal:
2022 F250 2WD Reg Cab 142" wheelbase XL
With all standard equipment:
Auto Transmission
V-8 gas engine
Air Condition
Trailer Brake Controller

Cost each \$27,749.35

Note: The above price does not include battery tax (\$1.50), tire tax (\$7.00), tag, and is subject to any material substitutions and/or price increases instituted by Ford Motor Co. or any corrections to option content and order time limits.

Sincerely,

Bob Weikert

Weikert Ford Inc.
21399 Hwy 27
Lake Wales, FL 33859
863-734-2270

CK# _____ Date _____
Department Approval _____
Manager Approval _____
Vendor# _____ Reviewed By _____
GL# _____
GL# _____

This is for the purchase of a new F250 Ford Super Duty, (Purchase Order # P001) for Polk City, Florida to be utilized by the Public Works Department.