

## POLK CITY

### City Commission Meeting (7pm)

March 21, 2023

Polk City Government Center  
123 Broadway Blvd., SE

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**CALL TO ORDER** – Mayor Joe LaCascia

**INVOCATION** – Pastor Walter Lawlor, New Life Community Church

**PLEDGE OF ALLEGIANCE** – Mayor Joe LaCascia

**ROLL CALL** – Assistant City Manager Sheandolen Dunn

**ESTABLISHMENT OF A QUORUM**

**APPROVE CONSENT AGENDA**

**PRESENTATIONS AND RECOGNITIONS**

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

### AGENDA

1. **PUBLIC HEARING - Ordinance 2023-01** – An Ordinance of the City Commission of Polk City, Florida; Amending Section 2.05.02, Polk City Land Development Code, removing requirements for City Commission Approval of Boat Docks and Providing for Corrections; Repealing all Ordinances in Conflict; providing for severability; Providing for Conflict; providing for Codification; and providing an effective date. **First Reading**
2. **Carter Boulevard Resurfacing**

### CITY MANAGER ITEMS

### CITY ATTORNEY ITEMS

### COMMISSIONER ITEMS

Commissioner Nichols  
Commissioner Blethen  
Vice Mayor Harper  
Mayor LaCascia

### ANNOUNCEMENTS

### ADJOURNMENT

**CONSENT AGENDA**  
**March 21, 2023**

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. February 21, 2023 – Regular City Commission Meeting

**B. REPORTS**

1. Building Permits Report – February 2023
2. Code Enforcement Report – February 2023
3. Financial Report – February 2023
4. Library Report – February 2023
5. Polk Sheriff's Report – February 2023
6. Public Works Report – February 2023
7. Utilities Report – February 2023
8. Utility Billing Report – February 2023

**C. OTHER**

**City Commission Meeting  
March 21, 2023**

**CONSENT AGENDA ITEM:**      Accept minutes for:

February 21, 2023 – City Commission Meeting

INFORMATION ONLY  
 ACTION REQUESTED

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**ISSUE:** Minutes attached for review and approval

**ATTACHMENTS:**

February 21, 2023 – City Commission Meeting

**ANALYSIS:** N/A

**STAFF RECOMMENDATION:**      Approval of Minutes

## **CITY COMMISSION MINUTES**

February 21, 2023

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Mayor LaCascia 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 Mayor LaCascia.

### **ROLL CALL** – Assistant City Manager Sheandolen Dunn

**Present:** Mayor Joe LaCascia, Vice Mayor Wayne Harper, Commissioner Micheal T. Blethen, Commissioner Charles Nichols and City Manager Patricia Jackson, City Attorney Thomas Cloud

### **APPROVE CONSENT AGENDA**

**Motion by Vice Mayor Harper** to approve the January 17, 2023 (Regular City Commission Meeting), as well as the Reports and Other items on the Consent Agenda; this motion was seconded by Commissioner Blethen.

**Approved by Voice Vote 4/0.**

### **PRESENTATIONS/RECOGNITIONS**

Mayor LaCascia presented a proclamation for the Irish American Heritage Month.

### **PUBLIC COMMENT**

Clifford Byrd (619 Smith Road) spoke regarding the property for sale next to the Cemetery. Inquired if Polk City would have an interest to purchase this property.

City Attorney Cloud advised does the city have a need for the cemetery. What is the Fair Market Value? What Polk City would pay for the property? What would the property be used for?

Brief discussion ensued.

Virginia Bermeo (8739 Rindge Road) spoke on the possibility of a red light being installed at Mt. Olive Road and SR 33.

City Manager Jackson explained there will be a red light installed as part of the requirements placed on the developer of the warehouse coming in on the west side. This light must be installed prior to the operation of the warehouse. The warehouse construction was to resume in February, but has not, so we are not sure at this moment when the construction will resume.

## **ORDER OF BUSINESS**

### **ORDINANCE 2022-11**

Marissa Barmby (CFRPC) provided a thorough overview and discussion of Ordinance 2022-11 – Annexation - An Ordinance of the City Commission of Polk City, Florida; voluntarily annexing property into the Corporate limits of Polk City, Florida, pursuant to section 171.044, Florida Statutes; amending the city boundary to include said property; providing findings; providing for notice by publication of the proposed annexation; filing a certified copy of the ordinance as provided by law; providing for conflicts, severability, and an effective date. **Second and Final Reading**

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

**Motion by Commissioner Blethen** to approve Ordinance 2022-11 on **Second and Final Reading**; this motion was seconded by Vice Mayor Harper.

**Roll Call Vote:** Commissioner Nichols–aye, Vice Mayor Harper–aye, Commissioner Blethen–aye, Mayor LaCascia–aye

**No further discussion by Commission or the Public.**

**Motion carried 4/0.**

### **ORDINANCE 2022-12**

Marissa Barmby (CFRPC) provided a thorough overview and discussion of Ordinance 2022-12 – Future Land Use Amendment – An Ordinance of Polk City, Florida, amending the Future Land Use Map of the City’s Comprehensive Plan by changing the Future Land Use Designation of approximately 1.37 acres from Polk County Convenience Center-X (CC-X) to City Convenience Center-X (CCX) in the Green Swamp Area of Critical State Concern; transmitting said amendment to the Florida Department of Economic Opportunity for finding of Compliance; providing for findings, severability, conflicts and an effective date. **Second and Final Reading**

Mrs. Barmby explained that this Ordinance and its companion (Ordinance 2022-13) were forwarded to DEO and SWFWMD for review. There were no comments back to Polk City from any of the agencies.

City Attorney Cloud read this Ordinance by title only. Mayor LaCascia opened the Public Hearing.

Barbara Zukowski (5041 Southshore Drive) spoke in regards to the draining in this area and what will go in this area.

Marisa Barmby explained the process and before this property is developed, the developer still has numerous stages of approvals to go through before final approval can be done.

No further discussion by Commission or the Public.

Mayor LaCascia closed the Public Hearing.

**Motion by Commissioner Nichols** to approve Ordinance 2022-12 on **Second and Final Reading**; this motion was seconded by Vice Mayor Harper.

**Roll Call Vote:** Vice Mayor Harper – aye, Commissioner Nichols -aye, Mayor LaCascia – aye, Commissioner Blethen – aye

**Motion carried 4/0.**

**ORDINANCE 2022-13**

Marissa Barmby (CFRPC) provided a thorough overview and discussion of Ordinance 2022-13 – Zoning – An Ordinance amending the official zoning map of Polk City, Florida, to change the zoning for approximately 1.37 acres located at 0 State Road 33 (Parcel Number 24-27-01-000000-012020) from Polk County Convenience Center-X (CCX) to City Convenience Center-X (CCX) in the Green Swamp Area of Critical State Concern; providing for severability, and providing an effective date. This is a companion to Ordinance 2022-12. **Second and Final Reading**

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

**Motion by Commissioner Blethen** to approve Ordinance 2022-13 on **Second and Final Reading**; this motion was seconded by Vice Mayor Harper.

**No Discussion by Commission or the Public.**

**Roll Call Vote:** Mayor LaCascia – aye, Commissioner Blethen – aye, Vice Mayor Harper – aye, Commissioner Nichols -aye

**Motion carried 4/0.**

**CATTLE GRAZING LEASE AGREEMENT**

City Manager Jackson stated in 2015 Mr. Bush contacted Polk City regarding five acres the City owns adjacent to the Joshua Land property which he currently leases for his cattle business. Upon accidental discovery there is no perimeter fence in place. Therefore, his cattle was free to graze on the five acres that Polk City owns. It is Mr. Bush's desire to continue occupying this property and will maintain such at his expense.

Upon discovery that the 2015 lease expired, Mr. Bush desires to renew the lease for five years in the amount of \$10.00 per month, but with an automatic extension for an additional five (5) years, which would terminate this lease in 2033.

**Motion by Commissioner Nichols** to approve the Cattle Grazing Lease Agreement with the terms as presented; this motion was seconded by Vice Mayor Harper.

**Motion carried by Voice Vote 4/0.**

**Resolution 2023-01 - Polk City Employee Handbook**

City Manager Jackson briefly discussed the new Employee Handbook that was presented at the January 17 meeting. This item was tabled until the February 2023 to address the lunch hour time frame.

**Motion by Commissioner Blethen** to adopt Resolution 2023-01 as presented; this motion was seconded by Vice Mayor Harper.

No Discussion by the Commission or the public.

**Roll Call Vote:** Vice Mayor Harper – aye, Commissioner Blethen – aye, Mayor LaCascia – aye, Commissioner Nichols – aye

**Motion carried 4/0.**

**CITY COMMISSION VACANCY – DISTRICT #2**

City Manager Jackson briefly discussed the District #2 vacancy on the City Commission. This vacancy will be advertised on the City’s website and in the newsletter and will include a map of District #2. If persons are interested in serving on the Commission, they must submit a letter of interest.

City Commission provided a consensus to advertise the District #2 Vacancy.

**CITY MANAGER ITEM** - None

**CITY ATTORNEY**

SB 740 has been introduced, looking at whether or not to decrease the Florida counties from 67 to 40. The constitution must be amended. Will keep the Commission on the progress of SB 740.

**COMMISSIONER ITEMS**

**Commissioner Nichols** – None

**Commissioner Blethen** – None

**Vice Mayor Harper** – None

**Mayor LaCascia** – None

**ANNOUNCEMENTS** – None

**ADJOURNMENT** – 7:35 pm

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Patricia Jackson, City Manager

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Joe LaCascia, Mayor



**City Commission Meeting  
March 21, 2023**

**CONSENT AGENDA ITEM:**      Department Monthly Reports

     INFORMATION ONLY  
  X   ACTION REQUESTED

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**ISSUE:** Department Reports attached for review and approval.

**ATTACHMENTS:**

Monthly Department Reports for:

1. Building Permits Report – February 2023
2. Code Enforcement Report – February 2023
3. Financial Report – February 2023
4. Library Report – February 2023
5. Polk Sheriff's Report – February 2023
6. Public Works Report – February 2023
7. Utilities Report – February 2023
8. Utility Billing Report – February 2023

**ANALYSIS:**

**STAFF RECOMMENDATION:**      Approval of Department Reports via Consent Agenda

## Polk City Permits Added

From: 02/01/23 To: 02/28/2023

### DEMO

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2023-2749	410 2ND ST, POLK CITY, FL 33868	800.00	02/05/2023
BT-2023-3082	213 HONEY BEE LN, POLK CITY, FL 33868	1,200.00	02/08/2023
<b>Subtotal:</b>		<b>\$2,000.00</b>	

### ELECTRICAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2023-2605	511 ROSEWOOD LN, POLK CITY, FL 33868	19,568.00	02/02/2023
BT-2023-4111	417 ASHLEY RD, POLK CITY, FL 33868	6,000.00	02/22/2023
BT-2023-4572	0 FS 119 CITY,	1,200.00	02/28/2023
<b>Subtotal:</b>		<b>\$26,768.00</b>	

### GAS

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2023-3553	597 MEANDERING WAY, POLK CITY, FL 33868	1,500.00	02/14/2023
<b>Subtotal:</b>		<b>\$1,500.00</b>	

### MECHANICAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2023-2871	658 GORDON RD, POLK CITY, FL 33868	8,943.00	02/07/2023
<b>Subtotal:</b>		<b>\$8,943.00</b>	

### PLUMBING

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2023-3291	748 4TH ST, POLK CITY, FL 33868	1,425.00	02/10/2023
<b>Subtotal:</b>		<b>\$1,425.00</b>	

### RE-ROOF

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2023-2636	210 BAYBERRY DR, POLK CITY, FL 33868	32,130.00	02/02/2023
BT-2023-4208	135 CLEARWATER AVE, POLK CITY, FL 33868	20,666.00	02/22/2023
BT-2023-4471	231 GREENLEAF LN, POLK CITY, FL 33868	25,000.00	02/27/2023
<b>Subtotal:</b>		<b>\$77,796.00</b>	

### RESIDENTIAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BR-2023-1107	426 ROSEWOOD LN, POLK CITY, FL 33868	11,381.95	02/06/2023
BR-2023-1293	333 NOLANE LN, POLK CITY, FL 33868	62,600.00	02/09/2023
BR-2023-1354	417 ASHLEY RD, POLK CITY, FL 33868	1,500.00	02/13/2023
BR-2023-1355	417 ASHLEY RD, POLK CITY, FL 33868	0.00	02/13/2023

BR-2023-1365	598 MARKLEN LOOP, POLK CITY, FL 33868	1,875.00	02/13/2023
BR-2023-1386	598 MARKLEN LOOP, POLK CITY, FL 33868	1,875.00	02/13/2023
BR-2023-1450	136 CLEARWATER CT, POLK CITY, FL 33868	500.00	02/14/2023
BR-2023-1504	557 HOMECOMING WAY, POLK CITY, FL 33868	160,000.00	02/15/2023
BR-2023-1553	136 CLEARWATER CT, POLK CITY, FL 33868	900.00	02/16/2023
BR-2023-1554	136 CLEARWATER CT, POLK CITY, FL 33868	900.00	02/16/2023
BR-2023-1756	540 HOMECOMING WAY, POLK CITY, FL 33868	13,982.00	02/22/2023
BR-2023-1908	<del>165 LAYNEWADE RD, POLK CITY, FL 33868</del> <i>duplicate</i>	<del>200,000.00</del>	<del>02/28/2023</del>
BR-2023-1932	165 LAYNEWADE RD, POLK CITY, FL 33868	200,000.00	02/28/2023
<b>Subtotal:</b>		<b>\$55,513.95</b>	

**Grand Total: \$73,945.95**

*3 SFR To Date  
Kathy Delp*

# Code Enforcement Report

## MARCH 2023

SNIPES SIGNS REMOVED	28	
LIEN SEARCHES	22	
INSPECTIONS	59	
CLOSED OUT CASES	23	
SPECIAL MAGISTRATE CASES	7	
COUNTY REF.	21	
MET WITH CITIZEN.	19	
CLOSED OUT SPECIAL MAGISTRATE CASES	4	
<b>CASE SUBJECTS</b>		
DISABLE VEHICLES	5	
BUILDING WITHOUT PERMIT	7	
OVERGROWTH	1	
HOUSE NUMBERS	1	
BUSINESS LICENSE	1	
FENCE	4	
JUNK AND DEBRIS	10	
RV/TRAILER PARKING	11	
OPEN STRUCTURE	1	
PLACED LIEN	0	
LIENS PLACED OR WRITTEN	3	
NOISE	0	
CLOSE OUT LIEN	0	
YARD SALE	4	
ANIMAL	3	
POSTINGS	6	
EXTENDED CASES	11	
ACCESSORY USE	4	
POOLS	1	

CITY OF POLK CITY  
Simple Balance Sheet

For Fiscal Year: 2023 thru Month: Feb  
Fund: 01 OPERATING FUND

Account Number	Account Title	Ending Bal	Net Amount
01-101-100	Cash - Checking	2,475,879.22	
01-101-920	Cash - Customer Deposits	125.00	
01-101-990	Library Van Fleet Cycling Challenge	8,577.98-	
01-102-100	Cash on Hand	875.00	
01-115-100	Accounts Receivable - Utilities	1,955.66-	
01-115-120	Accounts Receivable - Local Bus Licenses	3,540.00	
01-115-200	Accounts Receivable - Year End	5,112.08-	
01-117-100	Allowance for Bad Debt	131.83-	
01-151-100	Investments - FL SAFE GF	1,122,184.94	
01-151-902	Investments - FL SAFE GF Reserves	79,332.36	
01-153-302	Restricted Cash - New Local Opt Gas Tax	260,094.83	
01-160-902	Reserve Account	100,000.59	
01-160-903	Reserve Acct - Emergencies & Contingency	62,924.00	
	** TOTAL ASSET**		4,089,178.39
01-202-100	Accounts Payable	15.43-	
01-202-900	Customer Deposits	5,460.00	
01-208-300	Due to County - Impact Fees	18,416.96	
01-208-310	Due to DCA - Bldg Permit Surcharge	38.45	
01-208-320	Due to Dept of Business - License Fees	46.29-	
01-208-330	Due to PCSO - Police Education Revenue	48.71	
01-217-200	Accrued Sales Tax	53.62	
01-218-100	Payroll Taxes Payable	922.81-	
01-218-200	FRS Retirement Payable	18,477.82	
01-218-300	Health Plan Payable	1,107.71	
01-218-320	Supplemental Insurance Payable	4,460.90	
01-218-400	Dental Plan Payable	138.08	
01-218-410	Vision Plan Payable	2,193.87	
	** TOTAL LIABILITY**		49,411.59
01-243-100	Encumbrances Placed	41,643.08	
01-245-100	Reserved for Encumbrances	41,643.08-	
	** TOTAL ENCUMBRANCE**		0.00
01-271-100	Fund Balance Unreserved	3,954,812.77	
	** TOTAL EQUITY**		3,954,812.77
	** TOTAL REVENUE**		1,249,247.23
	** TOTAL EXPENSE**		1,164,293.20
	TOTAL LIABILITY AND EQUITY		4,089,178.39

CITY OF POLK CITY  
FEBRUARY 2023 MONTHLY FINANCIALS

GENERAL FUND REVENUES  
41.66 % Yr Complete For Fiscal Year: 2023 / 2

G/L ACCOUNT	DESCRIPTION	2022 PRIOR YR REVENUE	2022 ANTICIPATED REVENUE	2023 ANTICIPATED REVENUE	ADJ ANTICIPATED	2023 CURRENT REVENUE	2023 YTD REVENUE	(EXCESS)/DEFICIT	2023 PERCENTAGE REALIZED
01-311-100	AD VALOREM TAXES	1,089,839.34	1,195,430.00	1,195,430.00		21,840.28	663,897.44	531,532.56	55.54 %
01-312-300	9th Cent Gas Tax	17,283.70	16,713.00	16,713.00		15,351.92	18,616.00	(1,903.00)	111.39 %
01-312-400	Local Option Gas Tax	96,902.95	100,883.00	100,883.00		9,380.17	26,433.32	74,449.68	26.20 %
01-312-410	New Local Option Gas Tax	61,160.78	63,927.00	63,927.00		5,513.88	22,271.49	41,655.51	34.84 %
01-314-100	Electric - Utility Tax	141,319.36	123,172.00	123,172.00		10,528.34	42,839.17	80,332.83	34.78 %
01-314-300	Water - Utility Tax	82,384.42	74,824.00	74,824.00		0.00	5,905.60	68,918.40	7.89 %
01-314-301	Water - Utility Tax - Readiness to Se	6,459.62	6,471.00	6,471.00		0.00	5,919.67	551.33	91.48 %
01-314-400	Gas - Utility Tax	19,771.29	11,000.00	11,000.00		2,060.05	8,183.27	2,816.73	74.39 %
01-315-100	Communications Services Tax	194,756.70	209,948.00	209,948.00		0.00	66,691.93	143,256.07	31.77 %
01-316-100	Local Business Licenses	10,910.43	7,100.00	7,100.00		30.00	2,746.00	4,354.00	38.68 %
01-316-102	County Business Tax	2,105.45	246.00	246.00		107.75	507.21	(261.21)	206.18 %
01-322-100	Building Permits	33,224.30	100,000.00	100,000.00		912.25	8,655.72	91,334.28	8.67 %
01-322-101	Bldg Permit - Plan Checking	15,985.73	5,775.00	5,775.00		474.50	4,608.00	1,167.00	79.79 %
01-322-102	Bldg Permit - Admin Fee	3,760.00	1,500.00	1,500.00		360.00	1,540.00	(40.00)	102.67 %
01-322-103	Bldg Permit - Electrical	5,275.00	6,875.00	6,875.00		250.00	1,575.00	5,300.00	22.91 %
01-322-104	Bldg Permit - Plumbing	3,775.00	6,875.00	6,875.00		125.00	750.00	6,125.00	10.91 %
01-322-105	Bldg Permit - Mechanical	4,650.00	6,875.00	6,875.00		375.00	1,625.00	5,250.00	23.64 %
01-322-107	Bldg Permit - Cert of Occupancy	540.00	500.00	500.00		90.00	240.00	260.00	48.00 %
01-322-108	Bldg Permit - Inspections	44,715.00	200,900.00	200,900.00		3,045.00	9,950.00	190,950.00	4.95 %
01-323-100	Electric	99,575.38	58,000.00	58,000.00		0.00	21,802.63	36,197.37	37.59 %
01-323-300	Solid Waste	52,241.33	50,561.00	50,561.00		0.00	0.00	50,561.00	0.00 %
01-329-200	Other Lic./Rees/Permits	30.00	0.00	0.00		0.00	0.00	0.00	0.00 %
01-329-220	Site Plan Reviews	13,950.00	0.00	0.00		0.00	1,824.70	(1,824.70)	0.00 %
01-331-500	CDBG - Community Development Block Gr	0.00	625,000.00	625,000.00		0.00	0.00	625,000.00	0.00 %
01-335-120	MRS - State Sales Tax	88,539.92	86,379.00	86,379.00		7,198.24	35,991.21	50,387.79	41.67 %
01-335-122	SRS - 8th Cent. Motor Fuel Tax	22,749.96	21,733.00	21,733.00		1,811.04	9,055.24	12,677.76	41.67 %
01-335-123	MRS - Municipal Fuel Tax	13.08	12.00	12.00		0.92	4.53	7.47	37.75 %
01-335-140	Mobile Home License	7,476.81	5,636.00	5,636.00		19,067.50	22,597.08	(16,961.08)	400.94 %
01-335-150	Alcoholic Beverage License	1,125.71	1,027.00	1,027.00		0.00	0.00	1,027.00	0.00 %
01-335-180	Half-Cent Sales Tax	209,871.36	204,181.00	204,181.00		22,640.07	60,147.38	144,033.62	29.46 %
01-337-100	Library Coop Funding	50,566.95	50,567.00	50,567.00		0.00	0.00	50,567.00	0.00 %
01-340-400	Solid Waste	427,879.37	437,790.00	437,790.00		40,861.36	155,541.16	282,248.84	35.53 %
01-340-700	Stormwater Utility Fees	35,645.96	35,738.00	35,738.00		3,005.66	12,036.14	23,701.86	33.68 %
01-340-900	Notary Fees	20.00	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	4,468.16	11,835.84	27.41 %
01-347-100	Library Income	5,602.61	3,500.00	3,500.00		350.50	8,096.98	(4,596.98)	231.34 %
01-351-200	Police Fines, Penalties, and Forfeitu	12,062.78	8,000.00	8,000.00		79.98	1,433.20	6,566.80	17.92 %
01-351-300	Code Enforcement Fines	8,817.31	0.00	0.00		7.85	26.91	(26.91)	0.00 %
01-359-100	Other Fines and/or Forfeitures	66.00	0.00	0.00		0.00	0.00	0.00	0.00 %

CITY OF POLK CITY  
 FEBRUARY 2023 MONTHLY FINANCIALS

GENERAL FUND REVENUES  
 41.66 % Yr Complete For Fiscal Year: 2023 / 2

G/L ACCOUNT	DESCRIPTION	2022 PRIOR YR REVENUE	2023 ANTICIPATED REVENUE	ADJ ANTICIPATED	2023 CURRENT REVENUE	2023 YTD REVENUE	(EXCESS)/DEFICIT	2023 PERCENTAGE REALIZED
01-359-300	Late Fees	48.00	0.00	0.00	10.50	215.60	(215.60)	0.00 %
01-361-200	Interest/Dividends - FL SAFE	8,482.47	2,000.00	2,000.00	0.00	15,065.66	(13,065.66)	753.28 %
01-362-100	Activity Center Rentals	3,300.00	2,000.00	2,000.00	450.00	2,150.00	(150.00)	107.50 %
01-362-200	Donald Bronson Community Center Renta	9,200.00	4,800.00	4,800.00	0.00	2,300.00	2,500.00	47.92 %
01-365-100	Sales of Surplus Property	12,216.54	0.00	0.00	0.00	0.00	0.00	0.00 %
01-366-100	Private Donations	100.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-366-101	Private Donations - Christmas	1,125.00	1,000.00	1,000.00	0.00	750.00	250.00	75.00 %
01-366-102	Private Donations - Halloween	3,125.00	1,000.00	1,000.00	0.00	500.00	500.00	50.00 %
01-366-110	Private Donations - Library	53.50	0.00	0.00	0.00	58.00	(58.00)	0.00 %
01-369-100	Misc. Income	4,909.08	500.00	500.00	175.90	587.01	(87.01)	117.40 %
01-369-101	Misc Income - Copies and Faxes	5.00	0.00	0.00	0.00	3.57	(3.57)	0.00 %
01-369-102	Misc Income - Collection Allowance	4,252.67	2,000.00	2,000.00	595.10	1,176.09	823.91	58.80 %
01-369-130	Misc Income - Halloween	40.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-369-500	Refund of State Gas Tax	1,312.87	1,000.00	1,000.00	421.87	451.16	548.84	45.12 %
01-381-400	Transfer From Enterprise Fund	100,000.00	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00 %
01-381-900	Cash Carry Forward	0.00	134,000.00	134,000.00	0.00	0.00	134,000.00	0.00 %
DEPARTMENT TOTALS		3,037,096.37	3,991,742.00	3,991,742.00	167,140.63	1,249,247.23	2,742,494.77	31.30 %

CITY OF POLK CITY  
FEBRUARY 2023 MONTHLY FINANCIALS

General Fund Expenditures  
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G/L ACCOUNT	DESCRIPTION	2022 ACTUALS	2023 ADOPTED BUDGET	2023 ADJ BUDGET	2023 MTD EXPENSES	2023 YTD EXPENSES	2023 AVAIL BUDGET	PERCENTAGE REALIZED
LEGISLATIVE								
01-511-120	Regular Salary - Legislative	10,800.00	10,800.00	10,800.00	900.00	4,500.00	6,300.00	41.67 %
01-511-160	Bonuses and Gift Certificates - Legis	2,707.10	2,725.00	2,725.00	0.00	8,121.25	(5,396.25)	298.03 %
01-511-210	Fica Taxes - Legislative	1,033.34	1,245.00	1,245.00	68.83	965.48	279.52	77.55 %
01-511-240	Worker's Compensation - Legislati	13.13	20.00	20.00	0.00	10.94	9.06	54.70 %
01-511-400	Travel and Training - Legislative	0.00	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00 %
01-511-405	TRAINING - LEGISLATIVE	0.00	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
01-511-408	Meeting Expense Allowance - Legislati	480.00	500.00	500.00	0.00	812.45	(312.45)	162.49 %
01-511-470	Printing and Reproduction - Legislati	0.00	400.00	400.00	0.00	0.00	400.00	0.00 %
01-511-480	Promo Activities & Legal Ads - Legisl	830.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-511-490	Other Current Charges - Legislative	54.95	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
01-511-510	Office Supplies - Legislative	52.37	500.00	500.00	0.00	20.24	479.76	4.05 %
01-511-520	Operating Supplies - Legislative	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-511-540	Books, Pub., Sub., & Memberships - Le	4,030.96	3,800.00	3,800.00	0.00	3,564.00	236.00	93.79 %
DEPARTMENT TOTAL		20,001.85	31,490.00	31,490.00	968.83	17,994.36	13,495.64	57.14 %
EXECUTIVE								
01-512-120	Regular Salary - Wages - Executive	193,660.55	219,110.00	219,110.00	16,854.58	79,368.44	139,741.56	36.22 %
01-512-130	Other Salaries and Wages - Executive	4,800.12	4,800.00	4,800.00	369.24	2,030.82	2,769.18	42.31 %
01-512-140	Overtime - Executive	0.00	0.00	0.00	0.00	4,719.92	(4,719.92)	0.00 %
01-512-160	Premium Pay and Non Merit Pay - Execu	30,914.99	32,000.00	32,000.00	0.00	56,930.08	(24,930.08)	177.91 %
01-512-210	Fica Taxes - Executive	16,796.26	22,198.00	22,198.00	1,298.50	11,818.71	10,379.29	53.24 %
01-512-220	Retirement Contribution - Executive	44,089.98	52,981.00	52,981.00	4,075.45	23,458.32	29,522.68	44.28 %
01-512-230	Life & Health Insurance - Executive	21,364.56	25,137.00	25,137.00	2,140.08	10,725.26	14,411.74	42.67 %
01-512-240	Worker's Compensation - Executive	225.92	372.00	372.00	0.00	266.44	105.56	71.62 %
01-512-400	Travel Expenses - Executive	1,400.24	5,000.00	5,000.00	0.00	179.00	4,821.00	3.58 %
01-512-405	Training - Executive	610.00	4,000.00	4,000.00	0.00	400.00	3,600.00	10.00 %
01-512-408	Meeting Expense Allowance - Executive	542.68	1,000.00	1,000.00	0.00	270.00	730.00	27.00 %
01-512-410	Communication Services - Executive	1,300.68	1,400.00	1,400.00	115.02	460.08	939.92	32.86 %
01-512-470	Printing and Reproduction - Executive	2,013.24	4,000.00	4,000.00	0.00	1,175.00	2,825.00	29.38 %
01-512-480	Promo Activities & Legal Ads - Execut	102.11	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-512-490	Other Current Charges - Executive	485.64	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00 %
01-512-492	Recording & Other Fees - City Clerk	36.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
01-512-510	Office Supplies - Executive	898.53	2,600.00	2,600.00	0.00	252.92	2,347.08	9.73 %



CITY OF POLK CITY  
FEBRUARY 2023 MONTHLY FINANCIALS

General Fund Expenditures  
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G/I ACCOUNT	DESCRIPTION	2022 ACTUALS	2023 ADOPTED BUDGET	2023 ADJ BUDGET	2023 MTD EXPENSES	2023 YTD EXPENSES	2023 AVAIL BUDGET	PERCENTAGE REALIZED
01-512-520	Operating Supplies - Executive	2,547.01	2,000.00	2,000.00	0.00	231.48	1,768.52	11.57 %
01-512-540	Books, Pub., Sub., & Memberships - Ex	1,493.59	3,500.00	3,500.00	14.99	414.96	3,085.04	11.86 %
DEPARTMENT TOTAL		323,282.10	387,598.00	387,598.00	24,867.86	192,701.43	194,896.57	49.72 %
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CITY CLERK								
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DEPARTMENT TOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
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LEGAL COUNSEL								
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01-514-310	Professional Services - Legal Counsel	61,969.95	50,000.00	50,000.00	5,374.61	25,643.32	24,356.68	51.29 %
01-514-480	Promo Activities & Legal Ads - Legal	4,986.08	10,000.00	10,000.00	172.44	3,422.72	6,577.28	34.23 %
DEPARTMENT TOTAL		66,956.03	60,000.00	60,000.00	5,547.05	29,066.04	30,933.96	48.44 %
=====								
COMPREHENSIVE PLANNING								
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01-515-310	Professional Services - Comp Planning	33,750.00	30,000.00	30,000.00	0.00	15,000.00	15,000.00	50.00 %
DEPARTMENT TOTAL		33,750.00	30,000.00	30,000.00	0.00	15,000.00	15,000.00	50.00 %
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FINANCE AND ACCOUNTING								
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01-516-120	Regular Salary - Wages - Fin & Acctng	87,446.89	107,099.00	107,099.00	8,195.21	37,887.25	69,211.75	35.38 %
01-516-140	Overtime - Fin & Acctng	21.06	584.00	584.00	0.00	2,194.88	(1,610.88)	375.84 %
01-516-210	Fica Taxes - Fin & Acctng	4,811.97	8,193.00	8,193.00	440.07	2,496.80	5,696.20	30.47 %
01-516-220	Retirement Contribution - Fin & Acctn	9,275.18	12,756.00	12,756.00	976.04	5,487.28	7,268.72	43.02 %
01-516-230	Life & Health Insurance - Fin & Acctn	16,827.64	25,137.00	25,137.00	2,094.71	10,473.55	14,663.45	41.67 %
01-516-240	Worker#39;s Compensation - Fin & Acc	119.34	182.00	182.00	0.00	129.55	52.45	71.18 %

CITY OF POLK CITY  
FEBRUARY 2023 MONTHLY FINANCIALS

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G/L ACCOUNT	DESCRIPTION	2022 ACTUALS	2023 ADOPTED BUDGET	2023 ADJ BUDGET	2023 MTD EXPENSES	2023 YTD EXPENSES	2023 AVAIL BUDGET	2023 PERCENTAGE REALIZED
01-516-310	Professional Services - Fin & Acctng	1,500.00	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00 %
01-516-400	Travel Expenses - Fin & Acctng	626.12	3,000.00	3,000.00	0.00	429.87	2,570.13	14.33 %
01-516-405	Training - Finance	0.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
01-516-410	Communication Services - Fin & Acctng	761.58	850.00	850.00	65.51	262.04	587.96	30.83 %
01-516-470	Printing and Reproduction - Fin & Acc	157.73	750.00	750.00	0.00	0.00	750.00	0.00 %
01-516-510	Office Supplies - Fin & Acctng	956.09	1,400.00	1,400.00	0.00	29.93	1,370.07	2.14 %
01-516-520	Operating Supplies - Fin & Acctng	874.76	2,000.00	2,000.00	0.00	259.00	1,741.00	12.95 %
01-516-540	Books, Pub., Sub., & Memberships - Fi	259.86	700.00	700.00	0.00	376.83	323.17	53.83 %
DEPARTMENT TOTAL		123,638.22	168,151.00	168,151.00	11,771.54	60,026.98	108,124.02	35.70 %
DEBT SERVICE								
01-517-710	Principal - CB&T Debt Service Pmts	82,411.83	85,085.00	85,085.00	7,022.18	35,095.93	49,989.07	41.25 %
01-517-720	Interest - CB&T Debt Service Pmts	37,398.69	34,730.00	34,730.00	2,962.03	14,825.12	19,904.88	42.69 %
DEPARTMENT TOTAL		119,810.52	119,815.00	119,815.00	9,984.21	49,921.05	69,893.95	41.67 %
LAW ENFORCEMENT								
01-521-305	Contract Labor - Law Enf	105,389.00	107,497.00	107,497.00	0.00	53,748.50	53,748.50	50.00 %
01-521-310	Professional Services - Law Enf	76,024.55	112,112.00	112,112.00	3,528.00	29,448.00	82,664.00	26.27 %
01-521-460	Repairs and Maintenance - Law Enf	0.00	250.00	250.00	0.00	0.00	250.00	0.00 %
01-521-520	Operating Supplies - Law Enf	0.00	0.00	0.00	0.00	797.70	(797.70)	0.00 %
DEPARTMENT TOTAL		181,413.55	219,859.00	219,859.00	3,528.00	83,994.20	135,864.80	38.20 %
BUILDING AND ZONING								
01-524-120	Regular Salary - Wages - Bldg & Zonin	97,102.44	108,694.00	108,694.00	8,316.80	39,625.08	69,068.92	36.46 %
01-524-140	Overtime - Bldg & Zoning	21.07	584.00	584.00	0.00	2,178.07	(1,594.07)	372.96 %
01-524-210	Fica Taxes - Bldg & Zoning	7,012.34	8,315.00	8,315.00	621.78	3,597.11	4,717.89	43.26 %
01-524-220	Retirement Contribution - Bldg & Zoni	10,459.42	12,945.00	12,945.00	990.54	5,723.97	7,221.03	44.22 %



CITY OF POLK CITY  
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G/L ACCOUNT	DESCRIPTION	2022 ACTUALS	2023 ADOPTED BUDGET	2023 ADJ BUDGET	2023 MTD EXPENSES	2023 YTD EXPENSES	2023 AVAIL BUDGET	2023 PERCENTAGE REALIZED
01-534-341	Refuse Disposal - Residential - Refuse	231,865.42	242,561.00	242,561.00	21,418.24	82,554.04	160,006.96	34.03 %
01-534-342	Refuse Disposal - Commercial - Refuse	113,967.73	124,491.00	124,491.00	0.00	51,471.49	73,019.51	41.35 %
DEPARTMENT TOTAL		345,833.15	367,052.00	367,052.00	21,418.24	134,025.53	233,026.47	36.51 %
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	0.00	100.00	100.00	0.00	0.00	100.00	0.00 %
01-538-405	Training - Stormwater	169.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-538-460	Repairs and Maintenance - Stormwater	18,635.87	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
01-538-492	Recording & Other Fees - Stormwater	0.00	250.00	250.00	0.00	0.00	250.00	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		19,404.87	15,450.00	15,450.00	0.00	100.00	15,350.00	0.65 %
GENERAL GOV'T BUILDINGS								
01-539-310	Professional Services - Gen Gov#39;t	9,853.67	10,000.00	10,000.00	580.25	7,368.71	2,631.29	73.69 %
01-539-312	Professional Services - Other - Gen G	2,931.02	0.00	0.00	0.00	450.00	(450.00)	0.00 %
01-539-411	City Hall - Communication - Gen Gov&#	14,147.72	15,500.00	15,500.00	41.33	4,754.21	10,745.79	30.67 %
01-539-413	Public Works - Communication - Gen Go	2,895.92	6,500.00	6,500.00	0.00	1,129.04	5,370.96	17.37 %
01-539-414	Community Center-Communication-Gen Go	1,835.59	2,000.00	2,000.00	0.00	1,825.19	174.81	91.26 %
01-539-431	City Hall - Utilities - Gen Gov#39;t	22,027.47	25,000.00	25,000.00	976.81	5,994.88	19,005.12	23.98 %
01-539-432	Activity Center - Utilities - Gen Gov	2,515.95	5,000.00	5,000.00	94.34	629.82	4,370.18	12.60 %
01-539-433	Public Works - Utilities - Gen Gov&#3	3,180.13	5,000.00	5,000.00	38.60	807.20	4,192.80	16.14 %
01-539-434	Community Center-Utilities-Gen Gov&#3	6,533.26	10,000.00	10,000.00	242.72	2,260.24	7,739.76	22.60 %
01-539-440	Rentals and Leases - Gen Gov#39;t Bl	6,929.40	6,000.00	6,000.00	620.48	3,340.81	2,659.19	55.68 %
01-539-461	City Hall - Repairs & Maint - Gen Gov	7,412.98	12,000.00	12,000.00	414.62	1,238.71	10,761.29	10.32 %
01-539-462	Activity Center - Repairs & Maint - G	1,546.91	4,500.00	4,500.00	19.04	41.92	4,458.08	0.93 %
01-539-463	Public Works I - Repairs & Maint - Ge	4,011.79	0.00	0.00	0.00	0.00	0.00	0.00 %
01-539-464	Community Center-Repairs & Maint-Gen	2,997.67	4,500.00	4,500.00	879.04	1,307.96	3,192.04	29.07 %
01-539-466	Public Works/Utilities Oper - Repairs	95.97	0.00	0.00	0.00	0.00	0.00	0.00 %
01-539-490	Other Current Charges - Gen Gov#39;t	102.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-539-521	City Hall - Operating Supplies - Gen	5,008.78	5,000.00	5,000.00	51.42	1,379.86	3,620.14	27.60 %

CITY OF POLK CITY  
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G/L ACCOUNT	DESCRIPTION	2022 ACTUALS	2023 ADOPTED BUDGET	2023 ADJ BUDGET	2023 MTD EXPENSES	2023 YTD EXPENSES	2023 AVAIL BUDGET	PERCENTAGE REALIZED
01-539-522	Activity Center - Operating Supplies	638.17	1,000.00	1,000.00	15.14	320.20	679.80	32.02 %
01-539-523	Public Works - Operating Supplies - G	3,309.65	0.00	0.00	0.00	576.10	(576.10)	0.00 %
01-539-524	Community Center-Operating Supplies-G	1,678.27	2,000.00	2,000.00	26.62	790.90	1,209.10	39.55 %
01-539-526	Public Works/Utilities Oper - Operati	515.53	0.00	0.00	0.00	0.00	0.00	0.00 %
01-539-531	Landscape Materials & Supplies - Buil	20.98	0.00	0.00	0.00	0.00	0.00	0.00 %
01-539-633	Public Works - Improv. O/T Bldgs - Ge	2,175.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-539-643	Public Works - Mach. & Equipment - Ge	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00 %
DEPARTMENT TOTAL		107,363.83	115,000.00	115,000.00	4,000.41	34,215.75	80,784.25	29.75 %
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ROADS AND STREETS								
01-541-120	Regular Salary - Wages - Roads & Stre	223,317.96	276,095.00	276,095.00	11,893.56	70,657.81	205,437.19	25.59 %
01-541-140	Overtime - Roads & Streets	4,220.12	9,610.00	9,610.00	0.00	6,700.85	2,909.15	69.73 %
01-541-210	Fica Taxes - Roads & Streets	16,495.06	21,856.00	21,856.00	892.71	6,917.96	14,938.04	31.65 %
01-541-220	Retirement Contribution - Roads & Str	24,118.89	34,027.00	34,027.00	1,416.52	10,957.49	23,069.51	32.20 %
01-541-230	Life & Health Insurance - Roads & Str	48,419.81	63,177.00	63,177.00	3,667.79	24,675.60	38,501.40	39.06 %
01-541-240	Worker's Compensation - Roads & S	16,634.42	25,495.00	25,495.00	0.00	20,122.76	5,372.24	78.93 %
01-541-310	Professional Services - Roads & Stree	15,679.29	65,000.00	65,000.00	556.14	32,610.91	32,389.09	50.17 %
01-541-311	Engineering Services - Roads & Street	0.00	101,500.00	101,500.00	0.00	0.00	101,500.00	0.00 %
01-541-400	Travel Expenses - Roads & Streets	146.50	250.00	250.00	0.00	30.00	220.00	12.00 %
01-541-405	Training - Streets	1,605.45	500.00	500.00	0.00	219.00	281.00	43.80 %
01-541-410	Communication Services - Roads & Stre	3,723.48	3,500.00	3,500.00	324.67	1,474.74	2,025.26	42.14 %
01-541-430	Utilities - Roads & Streets	28,079.48	40,000.00	40,000.00	2,206.27	9,784.00	30,216.00	24.46 %
01-541-460	Repairs and Maintenance - Roads & Str	9,747.23	20,000.00	20,000.00	19.04	209.76	19,790.24	1.05 %
01-541-461	Repairs & Maintenance-Equipment - Roa	11,319.97	6,000.00	6,000.00	0.00	5,247.32	752.68	87.46 %
01-541-464	Vehicle Fuel - Roads & Streets	12,809.91	20,000.00	20,000.00	315.01	2,665.56	17,334.44	13.33 %
01-541-465	Vehicle Maintenance - Roads & Streets	6,647.01	7,500.00	7,500.00	244.00	7,155.81	344.19	95.41 %
01-541-466	Public Works/Utilities Facility - Rep	0.00	7,500.00	7,500.00	0.00	62.74	3,730.95	0.84 %
01-541-470	Printing and Reproduction - Streets	131.49	0.00	0.00	0.00	0.00	0.00	0.00 %
01-541-490	Other Current Charges - Roads & Stree	30.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-541-493	Equipment Rental - Roads & Streets	0.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
01-541-510	Office Supplies - Roads & Streets	751.81	750.00	750.00	16.56	52.72	697.28	7.03 %
01-541-520	Operating Supplies - Roads & Streets	4,753.31	10,000.00	10,000.00	187.69	3,052.54	6,947.46	30.53 %
01-541-524	Chemicals - Roads & Streets	426.30	500.00	500.00	0.00	0.00	500.00	0.00 %
01-541-530	Road Materials & Supplies - Roads & S	6,802.05	61,000.00	61,000.00	139.38	252.77	60,747.23	0.41 %
01-541-531	Landscape Materials & Supplies - Road	2,861.37	2,500.00	2,500.00	197.43	586.21	1,913.79	23.45 %

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01-541-540	Books, Pub., Sub., & Memberships - Ro	751.79	500.00	500.00	0.00	599.98	(99.98)	120.00 %
01-541-640	Machinery & Equipment - Roads & Stree	8,972.99	37,000.00	37,000.00	0.00	0.00	(936.77)	0.00 %
01-541-650	Construction in Progress - Roads & St	51,198.74	625,000.00	625,000.00	0.00	0.00	625,000.00	0.00 %
01-541-660	Books, Pub.& Library Materials - Road	0.00	0.00	0.00	0.00	3,060.00	(3,060.00)	0.00 %
DEPARTMENT TOTAL		499,644.43	1,440,760.00	1,440,760.00	22,076.77	207,096.53	1,192,020.39	14.37 %
LIBRARY		76,177.44	81,722.00	81,722.00	6,286.40	31,394.81	50,327.19	38.42 %
01-571-120	Regular Salary - Wages - Library	0.00	504.00	504.00	0.00	16.22	487.78	3.22 %
01-571-140	Overtime - Library	5,690.26	6,290.00	6,290.00	474.40	2,599.49	3,690.51	41.33 %
01-571-210	Fica Taxes - Library	8,380.32	9,793.00	9,793.00	748.72	4,102.94	5,690.06	41.90 %
01-571-220	Retirement Contribution - Library	20,994.12	25,111.00	25,111.00	2,098.16	10,628.29	14,482.71	42.33 %
01-571-230	Life & Health Insurance - Library	113.61	140.00	140.00	0.00	254.03	(114.03)	181.45 %
01-571-240	Workers' Compensation - Library	535.24	2,700.00	2,700.00	255.25	657.75	2,042.25	24.36 %
01-571-310	Professional Services - Library	2,453.55	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
01-571-312	Professional Services - Other - Libra	46.54	500.00	500.00	0.00	0.00	500.00	0.00 %
01-571-400	Travel Expenses - Library	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-571-405	Training - Library	4,856.77	5,000.00	5,000.00	0.00	1,320.50	3,679.50	26.41 %
01-571-410	Communication Services - Library	3,352.46	5,500.00	5,500.00	130.63	895.84	4,614.16	16.11 %
01-571-430	Utilities - Library	10,669.03	5,400.00	5,400.00	88.22	97.44	5,302.56	1.80 %
01-571-460	Repairs and Maintenance - Library	260.48	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
01-571-480	Promo Activities & Legal Ads - Librar	372.27	1,500.00	1,500.00	0.00	76.26	1,423.74	5.08 %
01-571-510	Office Supplies - Library	2,068.74	7,500.00	7,500.00	15.14	530.02	6,969.98	7.07 %
01-571-520	Operating Supplies - Library	0.00	0.00	0.00	0.00	28.36	(28.36)	0.00 %
01-571-531	Landscape Materials & Supplies - Libr	928.65	2,600.00	2,600.00	0.00	66.00	2,534.00	2.54 %
01-571-540	Books, Pub., Sub., & Memberships - Li	4,872.99	0.00	0.00	0.00	0.00	0.00	0.00 %
01-571-630	Improvements Other than Building - Li	12,049.93	18,500.00	18,500.00	52.09	5,050.14	13,449.86	27.30 %
01-571-660	Books, Pub.& Library Materials - Libr	153,822.40	179,260.00	179,260.00	10,149.01	57,708.09	121,551.91	32.19 %
DEPARTMENT TOTAL		710.00	0.00	0.00	230.00	4,502.50	(4,502.50)	0.00 %
PARKS		710.00	0.00	0.00	230.00	4,502.50	(4,502.50)	0.00 %
01-572-310	Professional Services - Parks	710.00	0.00	0.00	230.00	4,502.50	(4,502.50)	0.00 %

CITY OF POLK CITY  
 FEBRUARY 2023 MONTHLY FINANCIALS

General Fund Expenditures  
 41.66 % Yr Complete For Fiscal Year: 2023 / 2

G/L ACCOUNT	DESCRIPTION	2022 ACTUALS	2023 ADOPTED BUDGET	2023 ADJ BUDGET	2023 MTD EXPENSES	2023 YTD EXPENSES	2023 AVAIL BUDGET	PERCENTAGE REALIZED
01-572-430	Utilities - Parks	17,317.57	22,000.00	22,000.00	113.21	4,150.16	17,849.84	18.86 %
01-572-460	Repairs and Maintenance - Parks	10,562.89	45,000.00	45,000.00	1,506.98	3,409.60	41,590.40	7.58 %
01-572-493	Equipment Rental - Parks	343.85	500.00	500.00	0.00	401.38	98.62	80.28 %
01-572-520	Operating Supplies - Parks	1,042.39	1,000.00	1,000.00	13.92	202.16	797.84	20.22 %
01-572-640	Machinery & Equipment - Parks	5,866.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
DEPARTMENT TOTAL		35,842.70	70,500.00	70,500.00	1,864.11	12,665.80	57,834.20	17.97 %
SPECIAL EVENTS								
01-574-310	Professional Services - Spec Events	0.00	10,000.00	10,000.00	0.00	749.00	9,251.00	7.49 %
01-574-440	Rentals and Leases - Spec Events	9,514.99	27,500.00	27,500.00	0.00	30,090.00	(2,590.00)	109.42 %
01-574-470	Printing and Reproduction - Spec Even	0.00	500.00	500.00	0.00	0.00	500.00	0.00 %
01-574-480	Promo Activities & Legal Ads - Spec E	0.00	700.00	700.00	0.00	0.00	700.00	0.00 %
01-574-490	Other Current Charges - Spec Events	42.25	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-574-520	Operating Supplies - Spec Events	584.60	3,000.00	3,000.00	0.00	7,188.27	(4,188.27)	239.61 %
DEPARTMENT TOTAL		10,141.84	42,700.00	42,700.00	0.00	38,027.27	4,672.73	89.06 %
NON-DEPARTMENTAL								
01-590-310	Professional Services - Non-Dept	14,161.25	35,000.00	35,000.00	777.50	7,153.75	27,846.25	20.44 %
01-590-311	Engineering Services - Non-Dept	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
01-590-312	Professional Services - Other - Non-D	657.50	20,000.00	20,000.00	0.00	777.50	19,222.50	3.89 %
01-590-315	Inmate Labor - GF Non - Dept	0.00	28,849.00	28,849.00	0.00	0.00	28,849.00	0.00 %
01-590-320	Accounting and Auditing - Non-Dept	16,364.04	18,000.00	18,000.00	869.55	6,321.23	11,678.77	35.12 %
01-590-450	Liability Insurance - Non-Dept	73,082.50	86,345.00	86,345.00	0.00	80,758.50	5,586.50	93.53 %
01-590-464	Vehicle Fuel - Non- Departmental	496.07	800.00	800.00	89.74	173.11	626.89	21.64 %
01-590-465	Vehicle Maintenance - Non-Departmenta	1,041.17	1,000.00	1,000.00	0.00	626.70	373.30	62.67 %
01-590-490	Other Current Charges - Non Dept	100.96	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-590-510	Office Supplies - Non-Departmental	768.80	2,000.00	2,000.00	9.96	242.26	1,757.74	12.11 %
01-590-520	Operating Supplies - Non-Dept	2,954.34	3,000.00	3,000.00	0.00	528.51	2,471.49	17.62 %
01-590-521	Emergencies & Contingencies - Operati	8,209.81	62,028.00	62,028.00	0.00	10,268.67	51,759.33	16.55 %
01-590-525	Uniforms - Non Dept	4,382.82	6,000.00	6,000.00	88.64	1,405.30	4,594.70	23.42 %
01-590-528	Postage - Non-Dept	1,345.30	1,000.00	1,000.00	0.00	435.48	564.52	43.55 %

CITY OF POLK CITY  
FEBRUARY 2023 MONTHLY FINANCIALS

General Fund Expenditures  
41.66 % Yr Complete For Fiscal Year: 2023 / 2

G/L ACCOUNT	DESCRIPTION	2022 ACTUALS	2023 ADOPTED BUDGET	2023 ADJ BUDGET	2023 MTD EXPENSES	2023 YTD EXPENSES	2023 AVAIL BUDGET	2023 PERCENTAGE REALIZED
01-590-540	Books, Pub., Sub., & Memberships -NON	1,077.16	3,000.00	3,000.00	48.65	8,012.17	(5,012.17)	267.07 %
01-590-550	Pre-Employment Exam/Drug Test	1,108.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-590-551	Immunizations - Employees	2,093.50	1,000.00	1,000.00	0.00	408.00	592.00	40.80 %
01-590-552	DOT Testing	0.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
01-590-553	Employee Meeting/Awards	100.71	1,000.00	1,000.00	0.00	114.62	885.38	11.46 %
01-590-554	Employee Holiday Dinner	1,393.39	2,000.00	2,000.00	173.09	1,076.61	923.39	53.83 %
01-590-530	Improvements Other than Bldg - Non-De	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-590-950	Transfer to Rstr Streets Paving-Non-D	0.00	927.00	927.00	0.00	0.00	927.00	0.00 %
01-590-991	Aids to Private Organizations - Non-D	1,300.00	3,500.00	3,500.00	0.00	500.00	3,000.00	14.29 %
01-590-992	Unemployment Claims - Non-Dept	0.00	2,500.00	2,500.00	0.00	1,287.65	1,212.35	51.51 %
01-590-995	Refund of Overpayments	0.00	0.00	0.00	0.00	390.00	(390.00)	0.00 %
01-590-996	Bad Debt - Non-Dept	138.49	5,000.00	5,000.00	(65.73)	261.79	4,738.21	5.24 %
01-590-999	Other - Non-Operating Charges - Non-D	15,535.54	12,000.00	12,000.00	0.00	490.63	11,509.37	4.09 %
DEPARTMENT TOTAL		147,801.35	309,449.00	309,449.00	1,991.40	121,232.48	188,216.52	39.18 %

General Fund Revenues Total

General Fund Expenditures Total

Total Revenue vs. Expenditures

3,034,208.69	3,991,742.00	3,991,742.00	167,140.63	1,249,247.23	2,742,494.77	68.70%
4,156,391.23	3,991,742.00	3,991,742.00	141,938.65	1,164,293.20	2,785,806.72	69.79%
-1,122,182.54	0.00	0.00	25,201.98	84,954.03	-43,311.95	



CITY OF POLK CITY  
Simple Balance Sheet

For Fiscal Year: 2023 thru Month: Feb  
Fund: 05 ENTERPRISE FUND

Account Number	Account Title	Ending Bal	Net Amount
05-101-100	Cash - Checking	3,151,009.70	
05-101-913	DEP Loan - Sinking Fund	72,586.70	
05-101-916	US Bank - Sink Fund	184,310.47	
05-101-917	US Bank - Renewal & Replacement Series	194,176.12	
05-101-918	DEP Loan WW531400 - Sink Fund	820.89	
05-101-919	DEP Loan WW531402 - Sink Fund	2,385.67-	
05-101-920	Cash - Customer Deposits	353,735.60	
05-101-935	Fifth Third Bank - Renewal & Replacement	13.87-	
05-101-936	FDEP 531402 Sinking Fund	11,931.67	
05-115-100	Accounts Receivable - Utilities	22,825.54	
05-115-130	Accounts Receivable - Readiness to Serve	18,915.08	
05-117-100	Allowance for Bad Debt	327.41-	
05-117-200	Allowance for Uncollectible A/R	20,389.46-	
05-151-100	Investments - FL SAFE EF	612,100.88	
05-151-902	Investments - FL SAFE EF Reserves	127,920.91	
05-155-300	Prepaid Insurance - Deferred Bond Series 2017	29,013.62	
05-159-100	Deferred Outflows - Related to Pension	148,077.99	
05-159-200	Deferred Outflows - Loss on Refunding	629,103.39	
05-160-902	Reserve Account	100,000.00	
05-160-903	Reserve Acct - Emergencies & Contingency	48,044.00	
05-161-900	Fixed Assets - Land	2,762,913.00	
05-164-100	Utility Plant in Service	16,022,693.74	
05-165-900	Acc.Dep. - Improvements Other than Build	4,621,998.23-	
05-166-900	Equipment & Furniture	689,170.16	
05-167-900	Accumulated Depreciation - Equipment	374,942.39-	
05-169-900	CIP - Construction Costs	20,211.25	
	** TOTAL ASSET**		20,179,503.68
05-202-100	Accounts Payable	31,308.97	
05-202-900	Customer Deposits	353,735.60	
05-203-100	Accumulated Interest Payable	49,329.17	
05-203-600	SRF Loan WW51201P	1,674,524.85	
05-203-610	SRF Loan WW53140/SG531401 Effluent Disposal	30,495.24	
05-203-615	SRF Loan WW531402/SG531403	778,037.50	
05-203-710	US Bank 2017 Bond Note	7,410,000.00	
05-203-910	Unamortized Bond Premiums - US Bank	468,166.37	
05-208-305	Taxes Payable	6,112.84	
05-223-100	Deferred Revenue	1,364,325.00	
05-225-100	Deferred Inflows - Related to Pension	13,560.19	
05-234-100	L-T-D - Current Portion	438,421.72	
05-234-901	Less: Current Portion of LTD	438,421.72-	
05-235-900	Net Pension Liability	121,567.53	
	** TOTAL LIABILITY**		12,301,163.26
05-243-100	Encumbrances Placed	20,382.61	
05-245-100	Reserved for Encumbrances	20,382.61-	
	** 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	6,465,908.61	
05-271-200	Net Asset Adjustment Account	10,071.23-	
05-272-100	Retained Earnings	734,552.82	
	** TOTAL EQUITY**		7,825,619.80

CITY OF POLK CITY  
Simple Balance Sheet

For Fiscal Year: 2023 thru Month: Feb  
Fund: 05 ENTERPRISE FUND

Account Number	Account Title	Ending Bal	Net Amount
	** TOTAL REVENUE**		920,461.95
	** TOTAL EXPENSE**		867,741.33
	TOTAL LIABILITY AND EQUITY		20,179,503.68

CITY OF POLK CITY  
 FEBRUARY 2023 MONTHLY FINANCIALS

ENTERPRISE FUND REVENUE  
 41.66 % Yr Complete For Fiscal Year: 2023 / 2

G/L ACCOUNT	DESCRIPTION	2022 PRIOR YR REVENUE	2023 ANTICIPATED REVENUES	ADJ ANTICIPATED	2023 CURRENT REVENUE	2023 YTD REVENUE	(EXCESS)/DEFICIT	2023 PERCENTAGE REALIZED
05-314-301	RTS - City 10% UTU T	1,386.10	1,351.00	1,351.00	49.56	119.64	1,231.36	8.86 %
05-325-111	Connection Fees - Water - Cash Basis	15,724.20	17,500.00	17,500.00	1,305.00	8,265.00	9,235.00	47.23 %
05-325-210	Readiness to Serve Charge - Sewer	30,997.83	15,792.00	15,792.00	1,006.31	2,787.25	13,004.75	17.65 %
05-325-211	Readiness to Serve Charge - Water	28,372.07	13,518.00	13,518.00	495.61	1,196.30	12,321.70	8.85 %
05-329-200	Other Lic./Fees/Permits	11,844.52	10,000.00	10,000.00	34.32	240.24	9,759.76	2.40 %
05-334-350	Sewer/Wastewater Grants - State	31,559.93	0.00	0.00	0.00	0.00	0.00	0.00 %
05-340-300	Water Utility Revenue	1,299,150.72	1,323,317.00	1,323,317.00	114,590.41	431,858.37	891,458.63	32.63 %
05-340-500	Sewer Utility Revenue	1,278,777.53	1,276,102.00	1,276,102.00	112,331.02	438,769.18	837,332.82	34.38 %
05-359-100	Other Fines and/or Forfeitures	35,710.00	37,140.00	37,140.00	4,130.00	15,825.00	21,315.00	42.61 %
05-359-200	Non Sufficient Funds	1,410.00	1,595.00	1,595.00	60.00	890.00	705.00	55.80 %
05-359-300	Late Fees	27,132.00	26,082.00	26,082.00	1,774.50	11,161.50	14,920.50	42.79 %
05-361-200	Interest/Dividends - FL SAFE	5,224.40	2,119.00	2,119.00	0.00	9,279.03	(7,160.03)	437.90 %
05-369-100	Misc. Income	2,135.96	0.00	0.00	0.00	0.00	0.00	0.00 %
05-369-110	Refund of Overpayments	1,341.93	0.00	0.00	0.00	0.00	0.00	0.00 %
05-369-700	Misc Income - Reimbursement - Invoice	0.00	0.00	0.00	0.00	70.44	(70.44)	0.00 %
05-381-900	Cash Carry Forward	0.00	672,744.00	672,744.00	0.00	0.00	672,744.00	0.00 %
DEPARTMENT TOTALS		2,770,767.19	3,397,260.00	3,397,260.00	235,776.73	920,461.95	2,476,798.05	27.09 %

CITY OF POLK CITY  
FEBRUARY 2023 MONTHLY FINANCIALS

Enterprise Fund Expenditures  
41.66 % Yr Complete For Fiscal Year: 2023 / 2

G/L ACCOUNT	DESCRIPTION	2022 ACTUALS	2023 ADOPTED BUDGET	2023 ADJ BUDGET	2023 MTD EXPENSES	2023 YTD EXPENSES	2023 AVAIL BUDGET	PERCENTAGE REALIZED
	Water							
05-518-120	Regular Salary - Wages - Water Admin	0.00	127,188.00	127,188.00	5,489.94	22,252.19	104,935.81	17.50 %
05-518-140	Overtime - Water Admin	0.00	1,054.00	1,054.00	0.00	878.22	175.78	83.32 %
05-518-210	Fica Taxes - Water Admin	0.00	9,811.00	9,811.00	413.46	1,746.66	8,064.34	17.80 %
05-518-220	Retirement Contribution - Water Admin	0.00	8,833.00	8,833.00	653.86	2,754.86	6,078.14	31.19 %
05-518-230	Life & Health Insurance - Water Admin	0.00	37,593.00	37,593.00	3,122.77	10,502.72	27,090.28	27.94 %
05-518-240	Worker's Compensation - Water Admin	0.00	218.00	218.00	0.00	0.00	218.00	0.00 %
05-518-312	Professional Services - Other - Water	0.00	24,400.00	24,400.00	0.00	6,889.09	17,510.91	28.23 %
05-518-400	Travel and Training - Water Admin	0.00	750.00	750.00	0.00	0.00	750.00	0.00 %
05-518-405	Training - Water Administration	0.00	750.00	750.00	0.00	170.00	580.00	22.67 %
05-518-410	Communication Services - Water Admin	0.00	3,300.00	3,300.00	0.00	0.00	3,300.00	0.00 %
05-518-470	Printing and Reproduction - Water Admin	0.00	400.00	400.00	0.00	0.00	400.00	0.00 %
05-518-490	Other Current Charges - Water Admin	0.00	500.00	500.00	0.00	0.00	500.00	0.00 %
05-518-510	Office Supplies - Water Admin	0.00	600.00	600.00	0.00	0.00	600.00	0.00 %
05-518-520	Operating Supplies - Water Admin	0.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
05-518-540	Books, Pub., Sub., & Memberships - Wa	0.00	200.00	200.00	0.00	0.00	200.00	0.00 %
DEPARTMENT TOTAL		0.00	217,097.00	217,097.00	9,680.03	45,193.74	171,903.26	20.82 %
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05-533-120	Regular Salary - Wages - Water Oper	241,883.09	139,535.00	139,535.00	13,732.05	50,749.24	88,785.76	36.37 %
05-533-140	Overtime - Water Oper	5,362.40	4,286.00	4,286.00	203.22	4,849.16	(563.16)	113.14 %
05-533-210	Fica Taxes - Water Oper	18,124.45	11,163.00	11,163.00	1,044.17	5,117.30	6,045.70	45.84 %
05-533-220	Retirement Contribution - Water Oper	62,488.47	9,712.00	9,712.00	1,659.68	8,729.38	982.62	89.88 %
05-533-230	Life & Health Insurance - Water Oper	59,161.05	37,700.00	37,700.00	2,890.70	10,796.73	26,903.27	28.64 %
05-533-240	Worker's Compensation - Water Oper	3,744.11	5,224.00	5,224.00	0.00	4,941.33	282.67	94.59 %
05-533-310	Professional Services - Water Oper	13,387.31	15,000.00	15,000.00	2,657.50	3,125.00	11,875.00	20.83 %
05-533-311	Engineering Services - Water Oper	26,729.38	110,000.00	110,000.00	0.00	36,626.25	73,373.75	33.30 %
05-533-312	Professional Services - Other - Water	14,308.71	37,500.00	37,500.00	107.46	4,519.21	32,980.79	12.05 %
05-533-313	Professional Services - Polk Regional	5,773.36	7,500.00	7,500.00	0.00	629.40	6,870.60	8.39 %
05-533-314	Professional Services - Samples	0.00	5,000.00	5,000.00	192.00	1,010.00	3,990.00	20.20 %
05-533-400	Travel Expenses - Water Oper	459.13	1,250.00	1,250.00	0.00	0.00	1,250.00	0.00 %
05-533-405	Training - Water Oper	1,310.11	1,750.00	1,750.00	0.00	0.00	1,750.00	0.00 %
05-533-410	Communication Services - Water Oper	6,216.92	8,000.00	8,000.00	262.93	2,803.27	5,196.73	35.04 %
05-533-430	Utilities - PW/Utilities Facility Wat	1,477.48	4,500.00	4,500.00	54.44	495.74	4,004.26	11.02 %
05-533-431	Mt. Olive WTP - Utilities - Water Ope	5,601.99	7,500.00	7,500.00	759.46	3,004.94	4,495.06	40.07 %

CITY OF POLK CITY  
FEBRUARY 2023 MONTHLY FINANCIALS

Enterprise Fund Expenditures  
41.66 % Yr Complete For Fiscal Year: 2023 / 2

G/L ACCOUNT	DESCRIPTION	2022 ACTUALS	2023 ADOPTED BUDGET	2023 ADJ BUDGET	2023 MTD EXPENSES	2023 YTD EXPENSES	2023 AVAIL BUDGET	2023 PERCENTAGE REALIZED
05-533-432	Commonwealth WTP - Utilities - Water	533.75	1,500.00	1,500.00	25.89	146.24	1,353.76	9.75 %
05-533-433	V.Matt Williams WTP - Utilities - Wat	11,228.71	14,500.00	14,500.00	939.95	3,972.97	10,527.03	27.40 %
05-533-460	Repairs and Maintenance - Water Oper	84,570.56	110,000.00	110,000.00	470.55	868.57	109,131.43	0.79 %
05-533-461	Mt. Olive WTP - Repairs and Maint - W	1,423.86	8,000.00	8,000.00	711.00	977.37	7,022.63	12.22 %
05-533-462	Commonwealth WTP - Repairs and Maint	108.92	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
05-533-463	V.Matt Williams WTP - Repairs and Mai	412.57	8,000.00	8,000.00	0.00	291.89	7,708.11	3.65 %
05-533-464	Vehicle Fuel - Water Oper	19,937.46	15,000.00	15,000.00	1,007.94	4,149.04	10,850.96	27.66 %
05-533-465	Vehicle Maintenance - Water Oper	3,046.26	7,000.00	7,000.00	1,601.01	3,437.97	3,562.03	49.11 %
05-533-466	Public Works/Utilities Facility - Rep	426.50	2,500.00	2,500.00	0.00	3,469.40	(4,557.26)	138.78 %
05-533-467	Repairs & Maintenance-Equipment - Wat	601.15	5,000.00	5,000.00	211.14	849.30	4,150.70	16.99 %
05-533-470	Printing and Reproduction - Water Ope	323.93	400.00	400.00	0.00	0.00	400.00	0.00 %
05-533-492	Recording & Other Fees - Water Oper	4,300.00	4,440.00	4,440.00	0.00	0.00	4,440.00	0.00 %
05-533-510	Office Supplies - Water Oper	665.94	500.00	500.00	0.00	58.52	441.48	11.70 %
05-533-520	Operating Supplies - Water Oper	25,377.13	17,500.00	17,500.00	1,296.10	5,790.72	11,709.28	33.09 %
05-533-521	Mt.Olive WTP - Operating Supplies - W	9.97	1,000.00	1,000.00	0.00	716.54	283.46	71.65 %
05-533-522	Commonwealth WTP - Operating Supplies	169.89	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
05-533-523	V.Matt Williams WTP - Operating Suppl	9.96	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
05-533-524	Chemicals - Water Oper	5,916.94	9,000.00	9,000.00	428.57	3,231.30	5,768.70	35.90 %
05-533-526	Meter Supplies - New Installis - Water	91,740.46	100,000.00	100,000.00	0.00	124,639.78	(24,639.78)	124.64 %
05-533-527	Meter Supplies - Repairs & Maintenanc	88,459.08	84,000.00	84,000.00	0.00	123.00	83,877.00	0.15 %
05-533-540	Books, Pub., Sub., & Memberships - Wa	459.88	750.00	750.00	0.00	8.99	741.01	1.20 %
05-533-620	Buildings - Water Oper	3,982.00	0.00	0.00	0.00	0.00	0.00	0.00 %
05-533-630	Improvements Other than Building - Wa	4,247.50	0.00	0.00	0.00	0.00	0.00	0.00 %
05-533-640	Machinery & Equipment - Water Oper	52,132.99	0.00	0.00	0.00	0.00	0.00	0.00 %
05-533-650	Construction In Progress - Water Oper	1,619.20	0.00	0.00	0.00	0.00	0.00	0.00 %
05-533-660	Other Capital Assets - Water Operatio	0.00	0.00	0.00	0.00	3,060.00	(3,060.00)	0.00 %
05-533-710	Principal - Water Oper	0.00	62,755.00	62,755.00	0.00	0.00	62,755.00	0.00 %
05-533-720	Interest - Water Oper	69,355.68	67,541.00	67,541.00	0.00	33,770.75	33,770.25	50.00 %
DEPARTMENT TOTAL		937,088.25	930,006.00	930,006.00	30,255.76	326,959.30	599,458.84	35.16 %

Sewer

05-535-120	Regular Salary - Wages - Sewer Oper	142,581.55	145,743.00	145,743.00	7,360.94	34,815.58	110,927.42	23.89 %
05-535-140	Overtime - Sewer Oper	5,017.54	4,644.00	4,644.00	65.58	4,141.42	502.58	89.18 %
05-535-210	Fica Taxes - Sewer Oper	11,054.88	11,665.00	11,665.00	562.99	3,322.86	8,342.14	28.49 %
05-535-220	Retirement Contribution - Sewer Oper	34,383.40	14,238.00	14,238.00	884.50	5,377.39	8,860.61	37.77 %

CITY OF POLK CITY  
FEBRUARY 2023 MONTHLY FINANCIALS

Enterprise Fund Expenditures  
41.66 % Yr Complete For Fiscal Year: 2023 / 2

G/L ACCOUNT	DESCRIPTION	2022 ACTUALS	2023 ADOPTED BUDGET	2023 ADJ BUDGET	2023 MTD EXPENSES	2023 YTD EXPENSES	2023 AVAIL BUDGET	2023 PERCENTAGE REALIZED
05-535-230	Life & Health Insurance - Sewer Oper	32,466.42	37,733.00	37,733.00	1,845.32	8,736.58	28,996.42	23.15 %
05-535-240	Worker's Compensation - Sewer Oper	3,645.48	5,459.00	5,459.00	0.00	0.00	5,459.00	0.00 %
05-535-310	Professional Services - Sewer Oper	7,964.87	15,000.00	15,000.00	0.00	130.00	14,870.00	0.87 %
05-535-311	Engineering Services - Sewer Oper	5,421.62	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00 %
05-535-312	Professional Services - Other - Sewer	79,886.71	25,000.00	25,000.00	2,683.07	16,296.90	8,703.10	65.19 %
05-535-314	Professional Services - Samples	0.00	5,000.00	5,000.00	795.00	4,342.00	658.00	86.84 %
05-535-400	Travel Expenses - Sewer Oper	273.03	1,500.00	1,500.00	0.00	90.00	1,410.00	6.00 %
05-535-405	Training - Sewer Oper	1,693.51	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
05-535-410	Communication Services - Sewer Oper	4,938.00	10,000.00	10,000.00	203.41	2,482.60	7,517.40	24.83 %
05-535-411	Cardinal Hill WWTP - Comm Svcs - Sew	296.07	7,000.00	7,000.00	0.00	1,203.50	5,796.50	17.19 %
05-535-412	Mt. Olive WWTP - Comm Svcs - Sewer O	2,196.60	3,200.00	3,200.00	0.00	855.75	2,344.25	26.74 %
05-535-430	Utilities - PW/Utilities Facility Sew	16,200.39	6,000.00	6,000.00	357.44	2,244.11	3,755.89	37.40 %
05-535-431	Cardinal Hill WWTP - Utilities - Sewe	30,781.88	30,000.00	30,000.00	3,482.48	14,394.68	15,605.32	47.98 %
05-535-432	Mt. Olive WWTP - Utilities - Sewer Op	8,038.58	10,000.00	10,000.00	694.50	3,493.66	6,506.34	34.94 %
05-535-440	Rentals and Leases - Sewer Oper	3,076.50	0.00	0.00	0.00	0.00	0.00	0.00 %
05-535-460	Repairs and Maintenance - Sewer Oper	138,350.72	100,000.00	100,000.00	0.00	61,784.12	38,215.88	61.78 %
05-535-461	Cardinal Hill - Repairs and Maint - S	90,737.27	60,000.00	60,000.00	711.00	11,654.41	41,607.30	19.42 %
05-535-464	Vehicle Fuel - Sewer Oper	10,785.97	15,000.00	15,000.00	485.47	2,405.19	12,594.81	16.03 %
05-535-465	Vehicle Maintenance - Sewer Oper	8,057.12	7,000.00	7,000.00	1,600.99	3,650.16	3,349.84	52.15 %
05-535-466	Public Works/Utilities Facility - Rep	426.50	1,000.00	1,000.00	0.00	0.00	881.54	0.00 %
05-535-467	Repairs & Maintenance-Equipment - Sew	511.34	0.00	0.00	211.14	211.14	(211.14)	0.00 %
05-535-470	Printing and Reproduction - Sewer Ope	43.83	100.00	100.00	0.00	0.00	100.00	0.00 %
05-535-490	Other Current Charges - Sewer Oper	94.27	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
05-535-492	Recording & Other Fees - Sewer Oper	138.43	0.00	0.00	0.00	0.00	0.00	0.00 %
05-535-493	Equipment Rental - Sewer Oper	1,070.00	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00 %
05-535-510	Office Supplies - Sewer Oper	659.09	500.00	500.00	0.00	78.45	421.55	15.69 %
05-535-520	Operating Supplies - Sewer Oper	20,657.44	10,000.00	10,000.00	53.33	6,521.52	3,478.48	65.22 %
05-535-521	Cardinal Hill WWTP - Operating Suppli	713.08	0.00	0.00	0.00	88.22	(88.22)	0.00 %
05-535-522	Cardinal Hill WWTP - Sludge Hauling	29,114.43	30,000.00	30,000.00	0.00	7,233.00	22,767.00	24.11 %
05-535-524	Chemicals - Sewer Oper	30,561.53	25,000.00	25,000.00	713.25	13,049.99	11,950.01	52.20 %
05-535-540	Books, Pub., Sub., & Memberships - Se	459.88	500.00	500.00	0.00	0.00	500.00	0.00 %
05-535-620	Buildings - Sewer Oper	3,982.00	0.00	0.00	0.00	0.00	0.00	0.00 %
05-535-630	Improvements Other than Building - Se	1,087.50	672,744.00	672,744.00	0.00	20,700.00	642,106.00	3.08 %
05-535-640	Machinery & Equipment - Sewer Oper	189,889.74	0.00	0.00	0.00	0.00	0.00	0.00 %
05-535-641	Cardinal Hill - Mach & Equip - Sewer	3,836.00	0.00	0.00	0.00	0.00	0.00	0.00 %
05-535-650	Construction In Progress - Sewer Oper	49,649.61	0.00	0.00	3,143.75	18,468.71	(18,468.71)	0.00 %
05-535-660	Other Capital Assets - Sewer Operatio	0.00	0.00	0.00	0.00	3,060.00	(3,060.00)	0.00 %
05-535-710	Principal - Sewer Oper	0.00	348,645.00	348,645.00	0.00	0.00	348,645.00	0.00 %
05-535-712	Principal - DEP Effluent Disposal Loa	0.00	27,049.00	27,049.00	0.00	13,504.05	13,544.95	49.92 %

CITY OF POLK CITY  
FEBRUARY 2023 MONTHLY FINANCIALS

Enterprise Fund Expenditures  
41.66 % Yr Complete For Fiscal Year: 2023 / 2

G/L ACCOUNT	DESCRIPTION	2022 ACTUALS	2023 ADOPTED BUDGET	2023 ADJ BUDGET	2023 MTD EXPENSES	2023 YTD EXPENSES	2023 AVAIL BUDGET	PERCENTAGE REALIZED
05-535-720	Interest - Sewer Oper	276,223.06	268,212.00	268,212.00	0.00	114,216.75	153,995.25	42.58 %
05-535-722	Interest - DEP Effluent Disposal Loan	824.38	1,635.00	1,635.00	0.00	810.82	824.18	49.59 %
05-535-730	Other Debt Service Costs - Sewer Oper	837.90	0.00	0.00	0.00	0.00	0.00	0.00 %
05-535-900	SEWER OPERATIONS - OTHER USES	(222,808.61)	0.00	0.00	0.00	0.00	0.00	0.00 %
DEPARTMENT TOTAL		1,025,819.51	1,914,567.00	1,914,567.00	25,854.16	379,363.56	1,518,408.69	19.81 %
EF Non-Departmental								
05-590-310	Professional Services - Non-Dept	33,147.76	12,000.00	12,000.00	777.50	4,806.25	7,193.75	40.05 %
05-590-312	Professional Services - Other - Non-D	2,500.00	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
05-590-315	Inmate Labor - EF Non - Dept	0.00	28,749.00	28,749.00	0.00	0.00	28,749.00	0.00 %
05-590-320	Accounting and Auditing - Non-Dept	30,808.10	32,000.00	32,000.00	1,765.45	12,833.72	19,166.28	40.11 %
05-590-440	Rentals and Leases - Non-Dept	2,974.85	4,500.00	4,500.00	429.48	1,434.12	3,065.88	31.87 %
05-590-450	Liability Insurance - Non-Dept	73,082.50	86,345.00	86,345.00	0.00	80,758.50	5,586.50	93.53 %
05-590-510	Office Supplies - Non-Departmental	768.70	750.00	750.00	0.00	232.23	517.77	30.96 %
05-590-520	Operating Supplies - Non-Dept	46.44	2,000.00	2,000.00	0.00	95.98	1,904.02	4.80 %
05-590-521	Emergencies & Contingencies - Operati	5,316.09	41,925.00	41,925.00	6,010.00	7,942.03	33,982.97	18.94 %
05-590-525	Uniforms - Non Dept	4,961.40	5,000.00	5,000.00	113.70	1,116.84	3,883.16	22.34 %
05-590-528	Postage - Non-Dept	43.87	2,000.00	2,000.00	0.00	72.55	1,927.45	3.63 %
05-590-540	Books, Pub., Sub., & Memberships -NON	350.00	400.00	400.00	48.66	342.67	57.33	85.67 %
05-590-550	Pre-Employment Exam/Drug Test	114.00	228.00	228.00	0.00	114.00	114.00	50.00 %
05-590-551	Immunizations - Employees	742.50	742.00	742.00	53.00	916.00	(174.00)	123.45 %
05-590-553	Employee Meeting/Awards	0.00	750.00	750.00	0.00	53.00	697.00	7.07 %
05-590-554	Employee Holiday Dinner	420.00	700.00	700.00	173.09	922.14	(222.14)	131.73 %
05-590-630	Improvements Other than Bidg - Non-De	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00 %
05-590-720	Interest - Bond 2017 Issue	(40,765.57)	0.00	0.00	0.00	0.00	0.00	0.00 %
05-590-730	Other Debt Service Costs	58,398.26	0.00	0.00	0.00	0.00	0.00	0.00 %
05-590-920	Transfer to General Fund - Non-Dept	100,000.00	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00 %
05-590-992	Unemployment Claims - Non-Dept	7,324.36	4,000.00	4,000.00	0.00	190.55	3,809.45	4.76 %
05-590-994	Bank Fees - Non-Dept	749.51	0.00	0.00	0.00	43.79	(43.79)	0.00 %
05-590-995	Refund of Overpayments - Non-Dept	0.00	0.00	0.00	0.00	870.00	(870.00)	0.00 %
05-590-996	Bad Debt - Non-Dept	4,562.40	5,000.00	5,000.00	(598.14)	3,250.33	1,749.67	65.01 %
05-590-999	Other - Non-Operating Charges - Non-D	7,780.10	6,000.00	6,000.00	0.00	230.03	5,769.97	3.83 %
DEPARTMENT TOTAL		294,825.27	335,589.00	335,589.00	8,772.74	116,224.73	219,364.27	34.63 %
Enterprise Fund Revenues Total								
Enterprise Fund Revenues Total		2,770,767.19	3,397,260.00	3,397,260.00	255,776.73	920,461.95	2,476,798.05	27.09 %
Enterprise Fund Expenditures Total		-3,063,193.56	-3,397,260.00	-3,397,260.00	-74,562.69	-667,741.53	-2,509,135.06	25.54 %
Total Revenue vs. Expenditures		-292,426.37	0.00	0.00	161,214.04	52,720.62	-32,337.01	

CITY OF POLK CITY  
 Simple Balance Sheet

For Fiscal Year: 2023 thru Month: Feb  
 Fund: 08 SPECIAL REVENUE FUND - GF IMPACT FEES

Account Number	Account Title	Ending Bal	Net Amount
08-101-100	GF Police Public Safety Impact Fees	10,017.04	
08-101-101	GF Fire Public Safety Impact Fees	6,189.70	
08-101-102	GF Recreation Impact Fees	23,278.78	
08-101-103	GF Gen Gov't Facilities Impact Fees	39,266.07	
08-151-100	Investments - FL SAFE GF Police Public Safety	217,608.02	
08-151-101	Investments - FL SAFE GF Fire Public Saf...	137,536.00	
08-151-102	Investments - FL SAFE GF Recreation	411,280.79	
08-151-103	Investments - FL SAFE GF Facilities	456,784.41	
	** TOTAL ASSET**		1,301,960.81
	** TOTAL LIABILITY**		0.00
	** TOTAL ENCUMBRANCE**		0.00
08-271-100	Fund Balance Unreserved	1,275,288.34	
	** TOTAL EQUITY**		1,275,288.34
	** TOTAL REVENUE**		30,450.74
	** TOTAL EXPENSE**		3,778.27
	TOTAL LIABILITY AND EQUITY		1,301,960.81



CITY OF POLK CITY  
FEBRUARY 2023 MONTHLY FINANCIALS

GFIF Special Revenues  
Budget Revenues  
41.66 % Yr Complete For Fiscal Year: 2023 / 2

G/L ACCOUNT	DESCRIPTION	2022 PRIOR YR REVENUE	2023 ANTICIPATED REVENUE	ADJ ANTICIPATED	2023 CURRENT REVENUE	2023 YTD REVENUE	2023 (EXCESS)/DEFICIT	PERCENTAGE REALIZED
REVENUES								
08-324-100	Police - Public Safety Impact Fee	9,674.85	7,095.00	7,095.00	0.00	2,579.96	4,515.04	36.36 %
08-324-110	Fire/Rescue - Public Safety Impact Fe	5,176.65	3,796.00	3,796.00	0.00	1,380.44	2,415.56	36.37 %
08-324-610	Parks & Recreation Impact Fee	15,602.40	9,361.00	9,361.00	0.00	4,160.64	5,200.36	44.45 %
08-324-710	Public Facilities Impact Fee	26,220.15	19,228.00	19,228.00	0.00	6,992.04	12,235.96	36.36 %
08-361-200	Interest/Dividends - FL SAFE	8,635.69	2,000.00	2,000.00	0.00	15,337.66	(13,337.66)	766.88 %
DEPARTMENT TOTALS		65,309.74	41,480.00	41,480.00	0.00	30,450.74	11,029.26	73.41 %
EXPENDITURES								
08-521-930	Reserves - Police Public Safety Impac	0.00	7,095.00	7,095.00	0.00	644.99	6,450.01	9.09 %
08-521-931	Reserves - Police Public Safety Int/D	0.00	252.00	252.00	0.00	0.00	252.00	0.00 %
08-522-930	Reserves - Fire Public Safety Impact	0.00	3,796.00	3,796.00	0.00	345.11	3,450.89	9.09 %
08-522-931	Reserves - Fire Public Safety Int/Div	0.00	126.00	126.00	0.00	0.00	126.00	0.00 %
08-539-930	Reserves - Public Facility Impact Fee	0.00	9,361.00	9,361.00	0.00	1,748.01	7,612.99	18.67 %
08-539-931	Reserves - Public Facility Int/Divide	0.00	438.00	438.00	0.00	0.00	438.00	0.00 %
08-572-930	Reserves - Parks & Rec Impact Fees	0.00	19,228.00	19,228.00	0.00	1,040.16	18,187.84	5.41 %
08-572-931	Reserves - Parks & Rec Int/Dividends	0.00	1,184.00	1,184.00	0.00	0.00	1,184.00	0.00 %
DEPARTMENT TOTALS		0.00	41,480.00	41,480.00	0.00	3,778.27	37,701.73	9.11 %
GF Impact Fee Fund Revenues Total		65,309.74	41,480.00	41,480.00	0.00	30,450.74	11,029.26	73.41 %
GF Impact Fee Fund Expenditures Total		0.00	-41,480.00	-41,480.00	0.00	-3,778.27	37,701.73	9.11 %
Total Revenue vs. Expenditures		65,309.74	0.00	0.00	0.00	26,672.47	48,730.99	

CITY OF POLK CITY  
Simple Balance Sheet

For Fiscal Year: 2023 thru Month: Feb  
Fund: 09 SPECIAL REVENUE FUND - EF IMPACT FEES

Account Number	Account Title	Ending Bal	Net Amount
09-101-800	EF Sewer Impact Fee Account	392,715.04	
09-101-900	EF Water Impact Fee Account	189,821.64	
09-151-800	Investements - Sewer Impact	1,662,114.39	
09-151-900	Investements - Water Impact	270,259.01	
09-169-900	CIP - Construction Costs	28,872.10	
	** TOTAL ASSET**		2,543,782.18
	** TOTAL LIABILITY**		0.00
	** TOTAL ENCUMBRANCE**		0.00
09-271-100	Unreserved Fund Balance	2,475,545.77	
	** TOTAL EQUITY**		2,475,545.77
	** TOTAL REVENUE**		74,398.41
	** TOTAL EXPENSE**		6,162.00
	TOTAL LIABILITY AND EQUITY		2,543,782.18

CITY OF POLK CITY  
FEBRUARY 2023 MONTHLY FINANCIALS

EFIF Special Revenues  
41.66 % Yr Complete For Fiscal Year: 2023 / 2

G/L ACCOUNT	DESCRIPTION	2022 PRIOR YR REVENUE	2023 ANTICIPATED REVENUE	ADJ ANTICIPATED	2023 CURRENT REVENUE	YTD REVENUE	(EXCESS)/DEFICIT	2023 PERCENTAGE REALIZED
REVENUES								
TOTAL AR								
09-324-210	Water Impact Fees	34,940.00	34,940.00	0.00	3,454.00	19,217.00	15,723.00	55.00 %
09-324-220	Sewer Impact Fees	61,810.00	88,300.00	88,300.00	4,415.00	30,905.00	57,395.00	35.00 %
09-361-200	Interest/Dividends - FL SAFE	13,668.45	2,000.00	2,000.00	0.00	24,276.41	(22,276.41)	1213.82 %
DEPARTMENT TOTALS		110,418.45	125,240.00	125,240.00	7,909.00	74,398.41	50,841.59	59.40 %
EXPENDITURES								
09-533-310	Professional Services - Legal Fees	6,664.61	0.00	0.00	0.00	0.00	0.00	0.00 %
09-533-529	Water Impact Fee - Refund Customer	0.00	0.00	0.00	0.00	1,747.00	(1,747.00)	0.00 %
09-533-650	Construction In Progress - Water IF S	89,120.84	0.00	0.00	0.00	0.00	0.00	0.00 %
09-533-930	Reserves - Water Impact Fees	0.00	34,940.00	34,940.00	0.00	0.00	34,940.00	0.00 %
09-533-931	Reserves - Water Int/Dividends	0.00	500.00	500.00	0.00	0.00	500.00	0.00 %
09-535-529	Sewer Impact Fee - Refund Customer	0.00	0.00	0.00	0.00	4,415.00	(4,415.00)	0.00 %
09-535-930	Reserves - Sewer Impact Fees	0.00	88,300.00	88,300.00	0.00	0.00	88,300.00	0.00 %
09-535-931	Reserves - Sewer Int/Dividends	0.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
DEPARTMENT TOTALS		95,785.45	125,240.00	125,240.00	0.00	6,162.00	119,078.00	4.92 %
EF Impact Fee Fund Revenues Total		110,418.45	125,240.00	125,240.00	7,909.00	74,398.41	50,841.59	59.40 %
EF Impact Fee Fund Expenditures Total		-95,785.45	-125,240.00	-125,240.00	0.00	-6,162.00	-119,078.00	4.92 %
Total Revenue vs. Expenditures		14,633.00	0.00	0.00	7,909.00	68,236.41	-68,236.41	

# Library Monthly Report

## FEBRUARY 2023

### CIRCULATION

ADULT BOOKS	1006
JUVENILE BOOKS	675
<b>TOTAL CIRCULATION</b>	<b>1681</b>

### NEW BORROWERS

IN CITY	16
IN COUNTY	6
<b>TOTAL NEW BORROWERS</b>	<b>22</b>

### NUMBER OF PROGRAMS

FAMILY	0
ADULT	0
JUVENILE	2
YOUNG ADULT	0
<b>TOTAL PROGRAMS</b>	<b>2</b>

### PROGRAM ATTENDANCE

ADULT	16
JUVENILE	12
YOUNG ADULT	0
<b>TOTAL ATTENDANCE</b>	<b>28</b>

### REFERENCE QUESTIONS

PHONE CALLS	125
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### NUMBER OF COMPUTER USERS

149

### TOTAL PATRONS

819

Prepared by:

*Hannah Ulloha*

Library Director

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

*STATISTICAL DATA*

West Division

**Date:** March 9, 2023 Northwest District

**To:** Patricia Jackson, City Manager

**From:** Deputy Christina Poindexter #7376

**Subject:** Statistical Report for February 2023

ACTIVITY	
FELONY ARREST	1
AFFIDAVITS FELONY	0
MISDEMEANOR ARREST	4
AFFIDAVITS MISDEMEANOR	0
OUT OF COUNTY/STATE WARRANT ARRESTS	0
PROCAP WARRANT ARREST	0
TOTAL ARRESTS	5
SEARCH WARRANTS	0
FIELD INTERROGATION REPORTS	1
TRAFFIC CITATIONS	19
INTELLIGENCE REPORTS	0
STOLEN PROPERTY RECOVERED	0
HRS. TRANSPORTING/ AGENCIES/DIVISIONS	0
OFFENSE REPORTS	20
NARCOTICS SEIZED	0
ASSETS SEIZED	0
PATROL NOTICES	0
FOXTROT REPORTS	4
TOW-AWAY NOTICES	0
COMMUNITY CONTACTS	424
TRAFFIC STOPS	25
TOTAL DISPATCHED CALLS FOR SERVICE	106

In February 2023, there were zero (0) PROCAP captured crimes as compared to four (4) in February 2022. In all for 2023 we are sitting at - 4 crimes as compared to six Procap crimes reported by this time in 2022. Currently for the year we are -67% in crimes.

Sector	Case No.	Inc From	Inc To	DOW	Location	Narrative	Det	PRINTS	VIDEO	CASE STATUS
BURGLARY CONVEYANCE										

Department of Law Enforcement																														
Polk City - 2022 - 2023																														
	January		February		March		April		May		June		July		August		September		October		November		December		YTD Totals		Monthly	YTD Average		
	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023	Change	2022	2023	
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%	0.0	0.0
Burg. Business	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%	0.0	0.0
Burg. Residence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0%	0.0	0.0
Burg. Structure	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0%	0.5	0.0
Burg. Conveyance	0	0	0	0	3	0	0	0	1	0	0	0	1	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0%	0.0	0.0
Vehicle Theft	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	2	0	1	0	2	0	0	0	0	1	0	0%	0.5	0.0	
Grand Theft	0	0	1	0	1	0	1	0	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0%	0.5	0.0
Pelt Theft	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	1	-100%	0.5	0.5
Mail Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%	0.0	0.0
Retail Theft	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%	0.0	0.0
Criminal Mischief	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	1	-100%	1.0	0.5	
<b>Totals</b>	<b>2</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>6</b>	<b>2</b>	<b>-200%</b>	<b>3.0</b>	<b>1.0</b>	
% Change	0%		N/A		N/A		N/A		N/A		N/A		N/A		N/A		N/A		N/A		N/A		N/A		-67%		-67%			
FIR's	0	4	0	1	0	0	0	0	0	0	0	0	1	0	1	0	1	0	1	0	4	0	1	0	0	5	5	YTD FIR		

# Public Works & Utilities Report

February 2023

## Public Works Department- Work Orders: Total 108

BUILDING MAINTENANCE: 29  
VEHICLE/EQUIPMENT MAINTENANCE: 15  
EVENT SET UP- INSPECTION: 7  
LANDSCAPING, MOWING: 18  
PARKS AND RECREATION: 14  
PROCUREMENTS: 1  
STREETS AND SIGNS: 5  
STORMWATER: 7  
TECH SUPPORT: 2  
TRASH PARKS AND FACILITIES:  
TRASH ROADS AND STREETS: 3

## Utilities Department- Work Orders: Total 275

TURN ON: 25  
TEMPORARY SHUT OFF: 24  
INSTALL – IRRIGATION: 1  
INSTALL - WATER: 3  
TURN OFF: 23  
METER MAINTENANCE: 49  
SHUT OFF FOR NON-PAYMENT ON ACCOUNT: 1  
LAPTOP TEST - FREE: 3  
TURN BACK ON FROM SHUT OFF LIST: 24  
CUSTOMER CONCERN: 6  
LOCATES: 5  
LIFT STATION MAINTENANCE: 43  
LIFTSTATION REPAIR: 3  
MISC WORK ORDERS: 5  
WTP REPAIR AND MAINTENANCE: 47  
WWTP REPAIR AND MAINTENANCE: 8  
NO READS: 402  
METERS READ: 3,336  
CLEANED LINE WITH CAMERA STARTING AT GOLDEN GATE BLVD. TO RUTH RD. LIFT STATION

# *Utility Billing Report*

## *February 2023*

New Accounts Established: 29  
Final/Terminated Service: 23  
Bills Processed: 2,707  
Email/ Bill Customers: 1796  
Work Orders Processed: 134  
Lock off for Nonpayment: 24  
Nonpayment fees (\$50): 65  
Billed Consumption: 10,861,000  
Billed/Revenue: 261,327.40  
Residential Billing: 2614  
Irrigation Billing: 575  
Commercial Billing: 100  
Building Rentals Activity/Bronson Center/Freedom Park: 14

### **On Going Projects**

-Process Deposit Refunds

-Working with the Utilities Department in Diamond Maps to verify that all meter information is correct.

-Process monthly Adjustment Reconciliations, Zero Charge Reports and Cycle D (Debt Consolidation).

-Meter Replacement Program

### **Staff Objectives**

Reroute meters into walking order, merge old locations, train in New Global Work Order System. Train new hire.

Respectfully Submitted by:

***Chasity Guinn***

Utility Billing Supervisor



**City Commission Meeting  
March 21, 2023**

**AGENDA ITEM #1:**

**PUBLIC HEARING - Ordinance 2023-01** – An Ordinance of the City Commission of Polk City, Florida; Amending Section 2.05.02, Polk City Land Development Code, removing requirements for City Commission Approval of Boat Docks and providing for corrections; Repealing all Ordinances in conflict; providing for severability; Providing for conflict; providing for codification; and providing an effective date. **First Reading**

     INFORMATION ONLY  
  X   ACTION REQUESTED

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**ISSUE:**

Amending Section 2.05.02, Polk City Land Development Code, removing requirements for City Commission approval of boat docks.

**ATTACHMENT:**

Ordinance 2023-01

**ANALYSIS:**

The Florida Department of Environmental Protection (FDEP) is the acting agency responsible for permitting boat docks and ramps in the State of Florida. Currently, the City's Land Development Code establishes provisions requiring the City Commission to review and approve such activities. To ensure consistency with permitting requirements established by FDEP, the City Commission has expressed the desire to remove certain standards set forth in the City's Land Development Code and the requirement for the City Commission to review and approve boat docks and ramps.

The Planning Commission recommended approval to forward this item to the City Commission during the March 6, 2023 meeting.

**STAFF RECOMMENDATION:**

Approve Ordinance 2023-01 on First Reading

**ORDINANCE 2023-01**

**AN ORDINANCE OF POLK CITY, FLORIDA; AMENDING SECTION 2.05.02, POLK CITY LAND DEVELOPMENT CODE, REMOVING REQUIREMENTS FOR CITY COMMISSION APPROVAL OF BOAT DOCKS AND PROVIDING FOR CORRECTIONS; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.**

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

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

- (1) Section 163.3167(c), Florida Statutes, empowers the City to adopt land development regulations to guide the growth and development of the City.
- (2) The City Commission recognizes the need for procedures and regulations for the review and consideration of boat slips/ramps and docks within Polk City.
- (3) The City Commission has determined that correction of scrivener's errors, removal of the requirement for City Commission approval for boat slips/ramps and docks and providing for consistency with the practices and resources of Polk City, will provide for a more user-friendly 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 Section 2 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 2.05.02, UNIFIED LAND DEVELOPMENT CODE, CONTAINED IN SECTION 78-1, POLK CITY CODE.** Section 2.05.02, Unified Land Development Code, is hereby amended to read as follows:

***2.05.02 Boat Slips/Ramps and Docks***

Boat slips/ramps, docks, boat houses and fishing piers are permitted in all districts as an accessory use. Private boat slips/ramps and docks may be constructed by the owner on any lot bordering a lake, providing they comply with the following:

- (A) Docks shall not extend into the lake a distance greater than fifty (50) feet measured from the regulatory water line, ~~which shall be established by the City Council on any lake that is not a meandering lake.~~
- (B) In residential districts, no boat house or permanent structure covering a dock, pier, boat slip or boat ramp is permitted beyond the regulatory water line. Permanent accessory structures may be permitted landward of the regulatory water line, when permitted and constructed in accordance with all pertinent Codes of Polk City.
- (C) ~~No permit shall be issued for a boat house, dock, pier, boat slip or boat ramp, except with the review and approval of the City Council. The applicant shall provide to the Building Official complete plans, specifications and details, at least thirty (30) days prior to a regular meeting of the City Council at which the proposed structure is to be considered. The Building Official shall determine if such plans meet all requirements of this Code, any state or other governmental rules or regulations and transmit his findings to the City Council. The applicant shall post a cash or surety bond, as the City Council may determine, to assure that the work proposed is completed in a manner fully consistent with an approved Development Order.~~

**SECTION 4. CODIFICATION OF ORDINANCE.** This Ordinance shall be codified in the Code of Ordinances of Polk City, Florida, and incorporated into the Unified Land Development Code which is a part thereof. A certified copy of this enacting ordinance shall be located in the Office of the City Clerk of Polk City. The City Clerk shall also make copies available to the public for a reasonable publication charge.

**SECTION 5. SEVERABILITY.** If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

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

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

**INTRODUCED AND PASSED on FIRST READING**, this \_\_\_ day of \_\_\_\_\_,  
2023.

**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 \_\_\_\_\_, 2023.

\_\_\_\_\_  
Joe LaCascia, Mayor

**ATTEST:**

\_\_\_\_\_  
Patricia Jackson, City Manager/Clerk

**City Commission Meeting  
March 21, 2023**

**AGENDA ITEM #2:**

**Carter Boulevard Resurfacing**

     INFORMATION ONLY  
  X   ACTION REQUESTED

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**ISSUE:**

Resurfacing of Carter Boulevard

**ATTACHMENT:**

Memo from Interim UT/PW Director w/Pictures  
Quote from Odom Contracting  
Quote from Central Florida Asphalt LLC  
Quote from Imperial Paving

**ANALYSIS:**

This resurfacing project for Carter Boulevard will consist of repairing corners and cut-out indentions, install base, repack, remove and replace speed humps.

**STAFF RECOMMENDATION:**

Staff is recommending approval for Odom Contracting/G&G Site Development, Inc. to be awarded this project for the amount of \$39,802.00.



## **POLK CITY**

123 Broadway Blvd SE  
Polk City, Florida 33868  
Telephone 863-984-1375  
Fax 863-984-2334

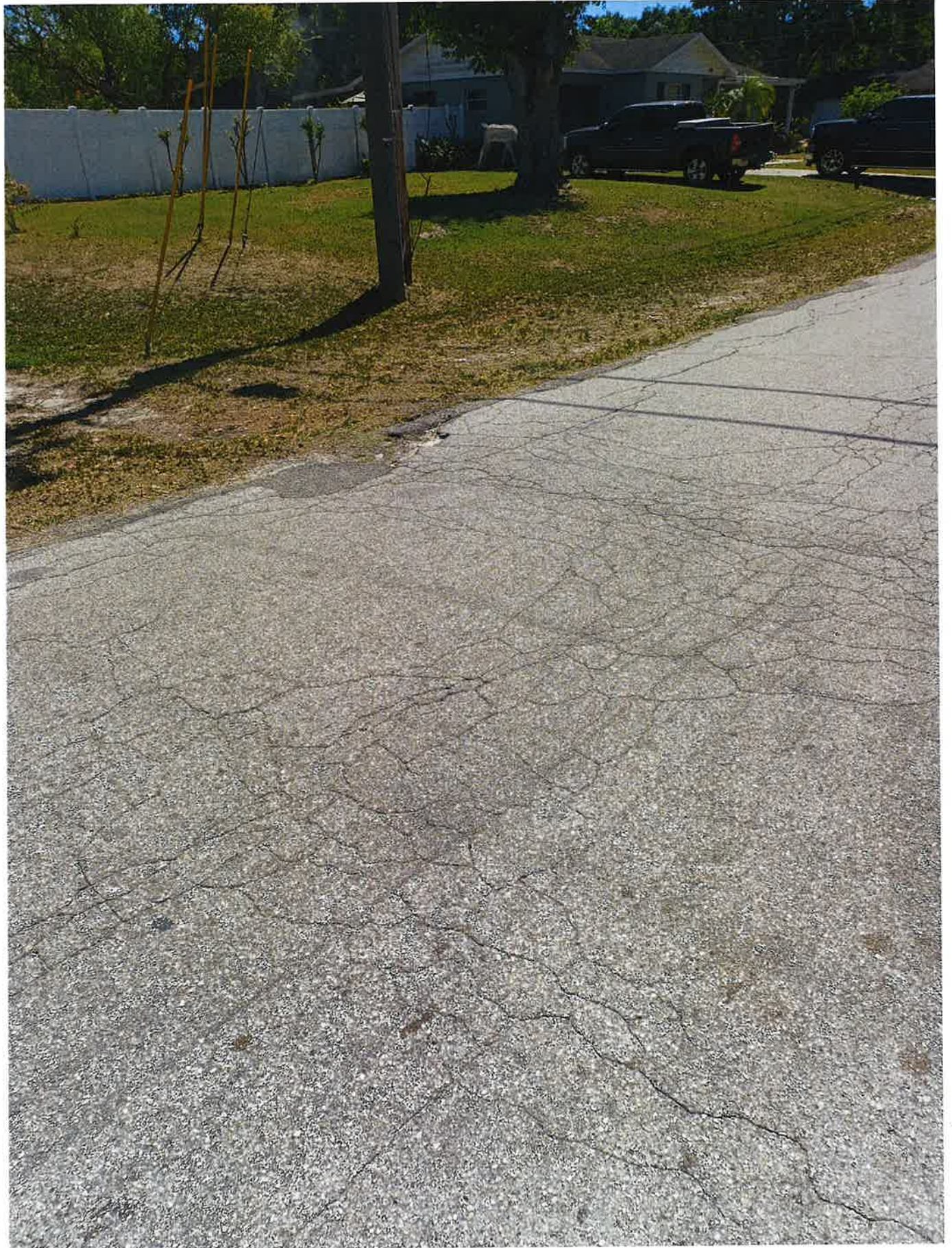
**TO:** Patricia Jackson, City Manager  
**FROM:** Rick Jiles, Interim PW/UT Director  
**DATE:** February 23, 2023  
**RE:** Carter Boulevard Resurfacing

This is a request to resurface Carter Boulevard, repair corner and cut out indentation in the road, install base, repack remove and replace speed humps.

Four quotes have been received for the abovementioned work: Odom Contracting/G&G Site Development, Inc. (\$39,802.00), Central Florida Asphalt LLC. (\$43,949.00), Asphalt by Dalco (\$46,350.00), Imperial Paving LLC (\$44,088.00).

It is my recommendation for Odom Contracting/G&G Site Development Inc. to be awarded this project in the amount of \$39,802.00.

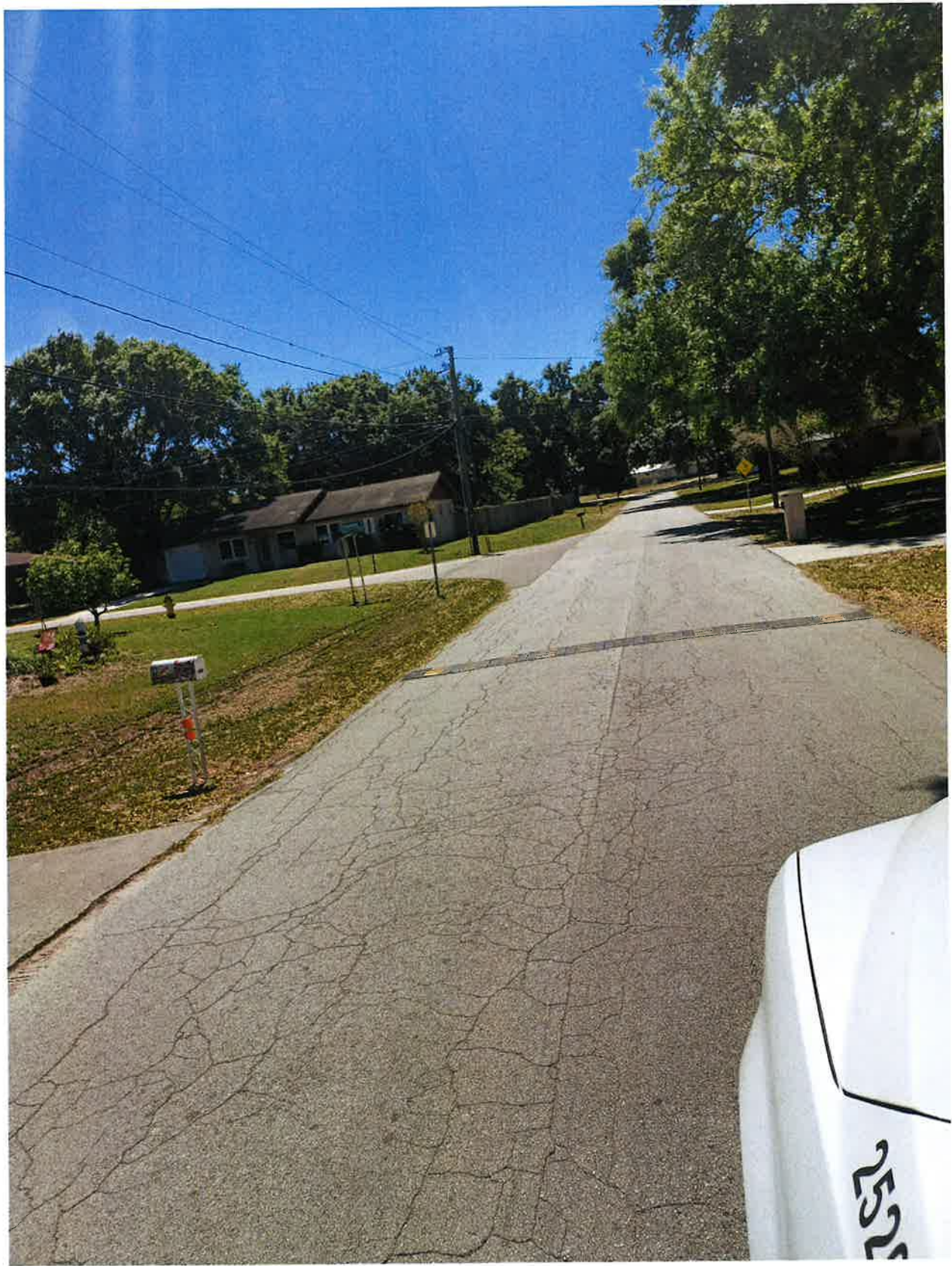
















P.O. BOX 92019  
LAKELAND, FL. 33804  
863-337-6499 Office  
863-337-5402 Fax

G & G SITE DEVELOPMENT INC.  
60 FLOOD ROAD  
FROSTPROOF, FL 33843

DATE: 02/23/2023

EM: rick.jiles@mypolkcity.org

ATTN: RICK JILES

RE: CARTER BLVD, POLK CITY

<u>DESCRIPTION</u>	<u>QTY</u>	<u>UNIT</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
GENERAL CONDITIONS MOBILIZATION	1	EA		
<b>TOTAL GENERAL CONDITIONS</b>				<b><u>\$3,175.00</u></b>
<b>ASPHALT</b>				
1.5" TYPE 9.5 SP ASPHALT	2383	SY		
TACK COAT	2383	SY		
R/R SPEED HUMP (EXISTING SPEED HUMP REMOVAL NOT INCLUDED)	1	EA		
<b>TOTAL ASPHALT</b>				<b><u>\$36,627.00</u></b>
<b>TOTAL PROJECT</b>				<b><u>\$39,802.00</u></b>

NOTES & CONDITIONS:

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

EXCLUSIONS:

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

KEVIN ODOM

ODOM CONTRACTING LLC

**Proposal**

# Central Florida Asphalt LLC

ADDRESS: 4230 New Tampa Hwy Lakeland Fl. 33815

PHONE: (863)-608-2396

**DATE: 2/27/23**

## BILL TO

Name: Polk city  
ADDRESS: Carter rd  
Phone:

## For

Cleaning, tack , paving and base

## Details

## AMOUNT

M.O.E- mobilization of equipment. Transport all equipment necessary for cleaning, traffic controllers , installing base, tack and paving.

\$2,000.00

Cleaning/barricaded - clean all loose materials and debris from project area. Properly barricade and Caution off designated areas, bring in traffic control with flagging for lane closures during project.

Radius- remove any grass in project area, haul away and dispose of, install new crushed concrete base material, roll and compact to 98.9% density, install 2 inches of hot sp9.5 asphalt, roll with steel double drum vibratory roller, compact until proper stabilization is achieved.95x3

\$5,089.00

Tack- apply tack as needed for bonding of newly installed asphalt. Make a 50/50 compound with water, apply coats evenly throughout the project.

Pave-install 1.00 inches of hot S3 or Sp9.5 asphalt, roll with steel vibratory double drum vibratory roller, then re roll asphalt with 3 ton compaction roller, apply pneumatic roller to asphalt as needed , compact asphalt until proper stabilization is achieved, Sand asphalt as needed. 2300 sy

\$36,860.00

SUBTOTAL \$43,949.00

TAX RATE 0.00%

Paid \$0.00

TOTAL \$43,949.00

Make all checks payable to Central Florida Asphalt LLC

If you have any questions concerning this invoice, use the following contact information:

**Details**

**AMOUNT**

Contact Name: Austin Bruce Phone Number:863-608-2396, Email:centralfloridaasphalt@yahoo.com

15% charge of remaining bill that goes past 30 days of completion and additional 25% for each week until bill is paid in full. For asphalt overlays we will make water drainage improvements but not responsible for any ponding of water.

Acceptance of proposal- The above prices, specifications and conditions are satisfactory and are hereby accepted. Any payments that go past 30 days there will be a charge of 15% added to the remaining bill. We are authorized to do work as specified. Payment will be made as outlined above.

Date of Acceptance:

**THANK YOU FOR YOUR BUSINESS!**

**IMPERIAL PAVING, LLC**  
**PO BOX 5306**  
**LAKELAND, FL 33807**  
**PHONE: 863-934-8661**  
**www.PavingFlorida.com**



# PROPOSAL

Date	Proposal #
2/27/2023	10136

<b>PROPOSAL SUBMITTED TO:</b>
POLK CITY PUBLIC WORKS RICK JILES 9835 N SR 33 POLK CITY, FL 33868 PH# 863-242-2642

<b>PROJECT LOCATION</b>
CARTER BLVD POLK CITY, FL * * e: rick.jiles@mypolkcity.org

<b>Sales Rep</b>
JN

Item	Description	Qty	Rate	Total
ASPHALT INST...	INSTALL APPROX. 2,304 S.Y. OF 1" SP9.5 ASPHALT TO PROJECT AREA(S). ROLL, LEVEL AND COMPACT TO PROPER DENSITY WITH STEEL DRUM ROLLER AND RUBBER TIRE TRAFFIC ROLLER.			
TACK	APPLY SSIH TACK COAT OVER ALL AREAS FOR ASPHALT INSTALLATION. 2,304 S.Y.			
EDGE MILL	EDGE MILL CONCRETE TO ASPHALT TRANSITIONS WITH A 24" COLD PLANER AS NEEDED FOR SMOOTH TRANSITIONS. 366 L.F.			
EXCAVATE	EXCAVATE GRASS AND DIRT TO A DEPTH OF 8" AND REMOVE FROM SITE. 41 S.Y.			
BASE	INSTALL 41 S.Y. OF 6" D.O.T. ROAD BASE			
ASPHALT INST...	INSTALL APPROX. 41 S.Y. OF 2" SP9.5 ASPHALT TO PROJECT AREA(S). ROLL, LEVEL AND COMPACT TO PROPER DENSITY WITH STEEL DRUM ROLLER AND RUBBER TIRE TRAFFIC ROLLER.			
SPEED BUMP	REMOVE PLASTIC SPEED BUMP AND REINSTALL (1)			
CONCRETE	INSTALL CONCRETE PAD (20 X 6) 6" THICK 4,000 PSI			
M.O.E.	MOBILIZATION AND DEMOBILIZATION OF EQUIPMENT TO AND FROM PROJECT.			
TOTAL PROJEC...	TOTAL PROJECT PRICE		44,088.00	44,088.00
LIEN	***PLEASE BE AWARE OF IMPERIAL PAVING, LLC'S PAYMENT TERMS. IF NON-PAYMENT RESULTS IN FILING A CLAIM OF LIEN CUSTOMER WILL BE RESPONSIBLE FOR THE COSTS OF THE FILING - THIS WILL BE COSTS FOR NOTICE OF NON-PAYMENT, CLAIM OF LIEN AND ANY OTHER LEGAL / ATTORNEY FEES THAT ARE INCURRED DUE TO NON -PAYMENT***			
DUE TO RECENT INCREASES IN PRICING FOR MATERIALS AND FUEL, IMPERIAL PAVING CAN ONLY GUARANTEE THE PROPOSED AMOUNT IF THE WORK COMMENCEMENT DATE IS WITHIN 30 DAYS OF THIS PROPOSAL.			<b>Total</b>	\$44,088.00

Signature \_\_\_\_\_



1010 Meadowood Pointe Rd  
 Lakeland, FL 33811  
 863-634-8443  
 dallasjr@asphaltbydalco.com  
 www.asphaltbydalco.com

# Proposal

DATE: 03/03/2023

TO The City of Polk City  
 123 Broadway Blvd SE  
 Polk City, FL 33868

PROJECT MANAGER	PROJECT	PAYMENT TERMS	DUE DATE
Dallas Jr	Asphalt Milling & Paving Carter Blvd	50% Upon Signing %50 Upon Completion	N/a

DESCRIPTION
Mill out the entire section of roadway on Carter Blvd (21'x1,080') at an average depth of 1 ¼'' with a self-propelled milling machine
Haul all millings debris away and offsite
Clean the milled roadway of all loose millings debris and dirt to prepare for asphalt tack coating
Excavate earth throughout the east radius on Carter Blvd at an average depth of 4'' to prepare for asphalt shoulder addition 4'x132'
Distribute, level, and grade road base throughout the 4'x132' radius area at an average depth of 6'' and compact with a steel wheel roller to 98% density
Tack coat the entire roadway section (21'x1,080') with asphalt emulsion tack coat to create an adhesive surface
Pave at an average depth of 1 ½'' with a self-propelled paving machine using SP-12.5 hot asphalt mix throughout the 21'x1,080 area on Carter Blvd
Lay SP-12.5 hot asphalt mix throughout the 4'x132' based radius area at an average depth of 2 ½''
Compact all hot asphalt mix with a steel wheel roller to maximum density
General cleanup of site area
Asphalt Maintenance by Dalco will provide all M.O.T for traffic and site safety

Any alteration or deviation from the above specifications involving extra costs will be executed only upon written order and will become an extra change order and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control including weather. Asphalt Maintenance by Dalco shall not be held responsible for ponding or pooling of any water. Note: This proposal may be withdrawn by us if not accepted within 30 days. Commencement of work on this project without signature or an executed contract agreement shall constitute acceptance of the prices, terms, and conditions set forth herein. All material is guaranteed to be as specified. The above work is to be performed in accordance with the specifications submitted and completed in a substantial workmanlike manner for the sum of **\$46,350.00**. Payment to be made as follows: ½ upon signing ½ upon completion. Please make all checks payable to Asphalt Maintenance

Warranty: Asphalt paving installed by Asphalt Maintenance shall constitute a 1-year warranty against defects in materials and workmanship 1 year from the date of installation. Asphalt Maintenance reserves the right to deny warranty claims on services and materials contingent from abuse, weather, acts of nature out of our control, and accidents causing damage to the asphalt. There will be no warranties given or implied on asphalt millings, chippings, or crushed concrete installation services.

Signature \_\_\_\_\_

Date \_\_\_\_\_