

POLK CITY

April 18, 2023

City Commission Workshop
Polk City Government Center
123 Broadway Blvd., SE

6:00 P.M.

CALL TO ORDER – Mayor Joe LaCascia

PLEDGE OF ALLEGIANCE – Mayor Joe LaCascia

ROLL CALL – Assistant City Manager Sheandolen Dunn

ESTABLISHMENT OF A QUORUM

AGENDA

1. CDBG Project Update

ADJOURNMENT

**City Commission Workshop
April 18, 2023**

AGENDA ITEM #2:

CDBG Project Update

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Update on the CDBG Project

ATTACHMENT:

None

ANALYSIS:

A representative from Chastain-Skillman will be at the Workshop to discuss the FY 2019-2020 CDBG Project for the NW Section of Polk City, which includes Citrus Grove Boulevard. Staff and I have met with Chastain-Skillman regarding the item listed below:

-Geotechnical Report (No Base beneath Pavement) – work with what we have, add overlay, letter acknowledging existing condition)

The only outstanding item is the paving of Citrus Grove Boulevard. Since the estimate was done back in October 2020, there have been drastic price increases, almost doubled. With costs steadily rising, this project could exceed \$1.1 million. Therefore, the City Commission will need to address how Polk City should proceed.

STAFF RECOMMENDATION:

The City Commission needs to address how Polk City should proceed with the Citrus Grove Boulevard Paving Project.

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

April 18, 2023

Polk City Government Center
123 Broadway Blvd., SE

CALL TO ORDER – Mayor Joe LaCascia

INVOCATION – Pastor Walter Lawlor, New Life Community Church

PLEDGE OF ALLEGIANCE – Mayor Joe LaCascia

ROLL CALL – Assistant City Manager Sheandolen Dunn

ESTABLISHMENT OF A QUORUM

ELECT MAYOR – City Manager Patricia Jackson

ELECT VICE MAYOR – City Manager Patricia Jackson

APPROVE CONSENT AGENDA

PRESENTATIONS AND RECOGNITIONS

1. Proclamation for Water Conservation Month

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. **Second and Final Reading**
2. **CDBG Project Update**
3. **Centennial Celebration Update – David Byrd**

CITY MANAGER ITEMS

CITY ATTORNEY ITEMS

COMMISSIONER ITEMS

Commissioner Nichols
Commissioner Blethen
Vice Mayor Harper
Mayor LaCascia

ANNOUNCEMENTS

ADJOURNMENT

Please note: Pursuant to Section 286.0105, Florida Statutes, if a person decides to appeal any decision made by the City Commission with respect to any matter considered during this meeting, he or she will need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. In accordance with the American with Disabilities Act, a person with disabilities needing any special accommodations to participate in city meetings should contact the Office of the City Clerk, Polk City Government Center, 123 Broadway, Polk City, Florida 33868, Telephone (863) 984-1375. Polk City may take action on any matter during this meeting, including items that are not set forth within this agenda. Minutes of the City Commission meetings may be obtained from the City Clerk's office. The minutes are recorded, but are not transcribed verbatim. Persons requiring a verbatim transcript may arrange with the City Clerk to duplicate the recordings, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be at the expense of the requesting party.

CONSENT AGENDA
April 18, 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. March 21, 2023 – Regular City Commission Meeting

B. REPORTS

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

C. OTHER

**City Commission Meeting
April 18, 2023**

CONSENT AGENDA ITEM: Department Monthly Reports

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE: Department Reports attached for review and approval.

ATTACHMENTS:

Monthly Department Reports for:

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

ANALYSIS:

STAFF RECOMMENDATION: Approval of Department Reports via Consent Agenda

Polk City Permits Added

From: 03/01/23 To: 03/31/2023

COMMERCIAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BC-2023-278	10439 STEVEN DR, POLK CITY, FL 33868	3,500.00	03/03/2023
		Subtotal:	\$3,500.00

ELECTRICAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2023-6257	444 MARKLEN LOOP, POLK CITY, FL 33868	16,425.00	03/22/2023
		Subtotal:	\$16,425.00

FENCE WALL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2023-6128	136 CLEARWATER CT, POLK CITY, FL 33868	6,643.00	03/21/2023
BT-2023-6592	8910 HINSDALE HEIGHTS DR, POLK CITY, FL 33868	6,643.00	03/27/2023
		Subtotal:	\$13,286.00

MECHANICAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2023-4690	561 MEANDERING WAY, POLK CITY, FL 33868	2,500.00	03/01/2023
BT-2023-6252	182 SUNSHINE BLVD, POLK CITY, FL 33868	2,250.00	03/22/2023
BT-2023-6938	8816 ASHLAND AVE, POLK CITY, FL 33868	9,289.00	03/30/2023
		Subtotal:	\$14,039.00

RE-ROOF

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2023-4879	328 N CITRUS GROVE BLVD, POLK CITY, FL 33868	8,600.00	03/03/2023
BT-2023-5411	729 2ND ST, POLK CITY, FL 33868	2,250.00	03/10/2023
BT-2023-5532	219 S CITRUS GROVE BLVD, POLK CITY, FL 33868	31,700.00	03/13/2023
BT-2023-5632	104 SUNSHINE BLVD, POLK CITY, FL 33868	10,500.00	03/14/2023
BT-2023-5959	525 MARKLEN LOOP, POLK CITY, FL 33868	8,500.00	03/18/2023
BT-2023-6174	136 HONEY BEE LN, POLK CITY, FL 33868	10,000.00	03/21/2023
BT-2023-6393	425 2ND ST, POLK CITY, FL 33868	10,500.00	03/23/2023
		Subtotal:	\$82,050.00

RESIDENTIAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BR-2023-2269	718 3RD ST, POLK CITY, FL 33868	1,000.00	03/09/2023
BR-2023-2312	427 SUNRISE BLVD, POLK CITY, FL 33868	2,000.00	03/12/2023
BR-2023-2724	598 MARKLEN LOOP, POLK CITY, FL 33868	2,000.00	03/23/2023
BR-2023-2742	718 MEANDERING WAY, POLK CITY, FL 33868	37,400.00	03/23/2023

BR-2023-2746	427 SUNRISE BLVD, POLK CITY, FL 33868	1,000.00	03/23/2023
BR-2023-2895	417 ASHLEY RD, POLK CITY, FL 33868	6,000.00	03/28/2023
BR-2023-2908	427 SUNRISE BLVD, POLK CITY, FL 33868	700.00	03/28/2023

Subtotal: \$50,100.00

Grand Total: \$179,400.00

*3 SFR To Date
Kathy Belp*

Code Enforcement Report MARCH 2023

SNIPES SIGNS REMOVED	28	
LIEN SEARCHES	11	
INSPECTIONS	39	
CLOSED OUT CASES	18	
SPECIAL MAGISTRATE CASES	6	
CLOSED OUT SPECIAL MAGISTRATE CASES	1	
CASE SUBJECTS		
REFERRED TO COUNTY/OTHER	10	
DISABLE VEHICLES	4	
BUILDING WITHOUT PERMIT	6	
OVERGROWTH	5	
HOUSE NUMBERS	1	
FENCE/INSPECTIONS	3	
JUNK AND DEBRIS	5	
RV/TRAILER PARKING	3	
OPEN STRUCTURE	1	
MET WITH CITIZEN	16	
NOISE	0	
PLACE LIEN	5	
CLOSE OUT LIEN	0	
YARD SALE	2	
ANIMAL	1	
POSTINGS	6	
EXTENDED CASES	7	
ACCESSORY USE	2	
POOLS	1	
BUSINESS LICENSE	1	
MINIMUM STANDARD HOUSING	0	

CITY OF POLK CITY
Simple Balance Sheet

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

Account Number	Account Title	Ending Bal	Net Amount
01-101-100	Cash - Checking	2,502,049.99	
01-101-920	Cash - Customer Deposits	375.00	
01-101-990	Library Van Fleet Cycling Challenge	28,023.42-	
01-102-100	Cash on Hand	875.00	
01-115-100	Accounts Receivable - Utilities	42,139.09	
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	1,126,208.61	
01-151-902	Investments - FL SAFE GF Reserves	79,616.81	
01-153-302	Restricted Cash - New Local Opt Gas Tax	265,477.29	
01-160-902	Reserve Account	100,000.59	
01-160-903	Reserve Acct - Emergencies & Contingency	62,924.00	
	** TOTAL ASSET**		4,149,939.05
01-202-100	Accounts Payable	2,440.22-	
01-202-900	Customer Deposits	7,410.00	
01-208-300	Due to County - Impact Fees	21,092.96	
01-208-310	Due to DCA - Bldg Permit Surcharge	231.90	
01-208-320	Due to Dept of Business - License Fees	90.53	
01-208-330	Due to PCSO - Police Education Revenue	80.40	
01-217-200	Accrued Sales Tax	176.12	
01-218-100	Payroll Taxes Payable	922.81-	
01-218-200	FRS Retirement Payable	18,477.88	
01-218-300	Health Plan Payable	928.01	
01-218-320	Supplemental Insurance Payable	4,460.90	
01-218-400	Dental Plan Payable	72.09	
01-218-410	Vision Plan Payable	2,180.96	
	** TOTAL LIABILITY**		51,838.72
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**		1,468,138.36
	** TOTAL EXPENSE**		1,324,850.80
	TOTAL LIABILITY AND EQUITY		4,149,939.05

CITY OF POLK CITY
MARCH 2023 MONTHLY FINANCIALS

GENERAL FUND REVENUES
50.00 % Yr Complete For Fiscal Year: 2023 / 3

G/L ACCOUNT	DESCRIPTION	2022 PRIOR YR REVENUE	2023 ANTICIPATED REVENUE	ADJ ANTICIPATED	2023 CURRENT REVENUE	2023 YTD REVENUE	2023 (EXCESS)/DEFICIT	PERCENTAGE REALIZED
01-359-300	Late Fees	48.00	0.00	0.00	42.00	257.60	(257.60)	0.00 %
01-361-200	Interest/Dividends - FL SAFE	8,482.47	2,000.00	2,000.00	4,308.12	19,373.78	(17,373.78)	968.69 %
01-362-100	Activity Center Rentals	3,300.00	2,000.00	2,000.00	900.00	3,050.00	(1,050.00)	152.50 %
01-362-200	Donald Bronson Community Center Renta	9,200.00	4,800.00	4,800.00	850.00	3,150.00	1,650.00	65.63 %
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	0.00	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	92.79	1,268.88	731.12	63.44 %
01-369-130	Misc Income - Halloween	40.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-369-400	Insurance Proceeds	0.00	0.00	0.00	1,295.00	1,295.00	(1,295.00)	0.00 %
01-369-500	Refund of State Gas Tax	1,312.87	1,000.00	1,000.00	90.42	541.58	458.42	54.16 %
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	218,891.13	1,468,138.36	2,523,603.64	36.78 %

CITY OF POLK CITY
MARCH 2023 MONTHLY FINANCIALS

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General Fund Expenditures
50.00 % Yr Complete For Fiscal Year: 2023 / 3

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 - Wages - Legislative	10,800.00	10,800.00	10,800.00	750.00	5,250.00	5,550.00	48.61 %
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	57.39	1,022.87	222.13	82.16 %
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	60.00	60.00	3,940.00	1.50 %
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	867.39	18,861.75	12,628.25	59.90 %
EXECUTIVE								
01-512-120	Regular Salary - Wages - Executive	193,660.55	219,110.00	219,110.00	16,854.62	96,223.06	122,886.94	43.92 %
01-512-130	Other Salaries and Wages - Executive	4,800.12	4,800.00	4,800.00	369.24	2,400.06	2,399.94	50.00 %
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	1,298.49	13,117.20	9,080.80	59.09 %
01-512-220	Retirement Contribution - Executive	44,089.98	52,981.00	52,981.00	4,075.46	27,533.78	25,447.22	51.97 %
01-512-230	Life & Health Insurance - Executive	21,364.56	25,137.00	25,137.00	2,049.32	12,774.58	12,362.42	50.82 %
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	30.00	209.00	4,791.00	4.18 %
01-512-405	Training - Executive	610.00	4,000.00	4,000.00	76.44	476.44	3,523.56	11.91 %
01-512-408	Meeting Expense Allowance - Executive	542.68	1,400.00	1,400.00	0.00	270.00	730.00	27.00 %
01-512-410	Communication Services - Executive	1,300.68	4,000.00	4,000.00	230.04	690.12	709.88	49.29 %
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	87.14	340.06	2,259.94	13.08 %

CITY OF POLK CITY
MARCH 2023 MONTHLY FINANCIALS

04/03/2023 12:30
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General Fund Expenditures
50.00 % Yr Complete For Fiscal Year: 2023 / 3

G/L 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	1.98	233.46	1,766.54	11.67 %
01-512-540	Books, Pub., Sub., & Memberships - Ex	1,493.59	3,500.00	3,500.00	494.75	909.71	2,590.29	25.99 %
	DEPARTMENT TOTAL	323,282.10	387,598.00	387,598.00	25,567.48	218,268.91	169,329.09	56.31 %
	CITY CLERK							
	DEPARTMENT TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
	LEGAL COUNSEL							
01-514-310	Professional Services - Legal Counsel	61,969.95	50,000.00	50,000.00	3,853.11	29,496.43	20,503.57	58.99 %
01-514-480	Promo Activities & Legal Ads - Legal	4,986.08	10,000.00	10,000.00	1,731.92	5,154.64	4,845.36	51.55 %
	DEPARTMENT TOTAL	66,956.03	60,000.00	60,000.00	5,585.03	34,651.07	25,348.93	57.75 %
	COMPREHENSIVE PLANNING							
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 %
	FINANCE AND ACCOUNTING							
01-516-120	Regular Salary - Wages - Fin & Acctng	87,446.89	107,099.00	107,099.00	8,040.76	45,928.01	61,170.99	42.88 %
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	428.23	2,925.03	5,267.97	35.70 %
01-516-220	Retirement Contribution - Fin & Acctn	9,275.18	12,756.00	12,756.00	957.65	6,444.93	6,311.07	50.52 %
01-516-230	Life & Health Insurance - Fin & Acctn	16,827.64	25,137.00	25,137.00	2,049.32	12,522.87	12,614.13	49.82 %
01-516-240	Worker's Compensation - Fin & Acc	119.34	182.00	182.00	0.00	129.55	52.45	71.18 %

CITY OF POLK CITY
MARCH 2023 MONTHLY FINANCIALS

General Fund Expenditures
50.00 % Yr Complete For Fiscal Year: 2023 / 3

G/L ACCOUNT	DESCRIPTION	2022 ACTUALS	2023 ADOPTED BUDGET	2023 ADJ BUDGET	2023 MTD EXPENSES	2023 YTD EXPENSES	2023 AVAIL BUDGET	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	37.38	467.25	2,532.75	15.58 %
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	131.02	393.06	456.94	46.24 %
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	80.48	110.41	1,289.59	7.89 %
01-516-520	Operating Supplies - Fin & Acctng	874.76	2,000.00	2,000.00	192.57	451.57	1,548.43	22.58 %
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	11,917.41	71,944.39	96,206.61	42.79 %
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DEBT SERVICE								
01-517-710	Principal - CB&T Debt Service Pmts	82,411.83	85,085.00	85,085.00	7,326.20	42,422.13	42,662.87	49.86 %
01-517-720	Interest - CB&T Debt Service Pmts	37,398.69	34,730.00	34,730.00	2,658.01	17,483.13	17,246.87	50.34 %
DEPARTMENT TOTAL		119,810.52	119,815.00	119,815.00	9,984.21	59,905.26	59,909.74	50.00 %
=====								
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	6,664.00	34,942.00	77,170.00	31.17 %
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	6,664.00	89,488.20	130,370.80	40.70 %
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BUILDING AND ZONING								
01-524-120	Regular Salary - Wages - Bldg & Zonin	97,102.44	108,694.00	108,694.00	8,316.80	47,941.88	60,752.12	44.11 %
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	621.79	4,218.90	4,096.10	50.74 %
01-524-220	Retirement Contribution - Bldg & Zoni	10,459.42	12,945.00	12,945.00	990.54	6,714.51	6,230.49	51.87 %

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
01-524-230	Life & Health Insurance - Bldg & Zoni	21,120.12	25,138.00	25,138.00	2,049.32	12,605.83	12,532.17	50.15 %
01-524-240	Worker's Compensation - Bldg & Zo	1,280.30	1,834.00	1,834.00	0.00	1,390.17	443.83	75.80 %
01-524-310	Professional Services - Bldg & Zoning	34,231.81	200,900.00	200,900.00	0.00	14,846.75	186,053.25	7.39 %
01-524-311	Engineering Services - Bldg & Zoning	0.00	100.00	100.00	0.00	0.00	100.00	0.00 %
01-524-405	Training - Building	0.00	250.00	250.00	0.00	0.00	250.00	0.00 %
01-524-510	Office Supplies - Bldg & Zoning	119.09	200.00	200.00	111.55	164.24	35.76	82.12 %
01-524-520	Operating Supplies - Bldg & Zoning	169.03	100.00	100.00	0.00	62.63	37.37	62.63 %
01-524-540	Books, Pub., Sub., & Memberships - B1	249.33	120.00	120.00	14.99	454.95	(334.95)	379.13 %
01-524-630	Improvements Other than Building - B1	0.00	13,000.00	13,000.00	0.00	0.00	13,000.00	0.00 %
DEPARTMENT TOTAL		171,764.95	372,180.00	372,180.00	12,104.99	90,577.93	281,602.07	24.34 %
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CODE ENFORCEMENT								
01-529-120	Regular Salary - Wages - Code Enf	27,255.00	27,938.00	27,938.00	2,116.00	12,401.32	15,536.68	44.39 %
01-529-140	Overtime - Code Enf	0.00	0.00	0.00	0.00	305.26	(305.26)	0.00 %
01-529-210	Fica Taxes - Code Enf	1,970.78	2,137.00	2,137.00	158.61	1,086.69	1,050.31	50.85 %
01-529-220	Retirement Contribution - Code Enf	2,931.05	3,327.00	3,327.00	252.02	1,724.86	1,602.14	51.84 %
01-529-230	Life & Health Insurance - Code Enf	10,441.23	12,452.00	12,452.00	1,024.66	6,222.38	6,229.62	49.97 %
01-529-240	Worker's Compensation - Code Enf	506.69	730.00	730.00	0.00	545.78	184.22	74.76 %
01-529-310	Professional Services - Code Enf	14,240.00	8,000.00	8,000.00	500.00	13,400.00	(5,400.00)	167.50 %
01-529-400	Travel Expenses - Code Enf	283.38	0.00	0.00	0.00	21.63	(21.63)	0.00 %
01-529-405	Training - Codes	25.00	250.00	250.00	0.00	0.00	250.00	0.00 %
01-529-410	Communication Services - Code Enf	662.08	795.00	795.00	126.02	378.06	416.94	47.55 %
01-529-470	Printing and Reproduction - Code Enf	0.00	250.00	250.00	0.00	0.00	250.00	0.00 %
01-529-480	Promo Activities & Legal Ads - Code E	0.00	200.00	200.00	0.00	0.00	200.00	0.00 %
01-529-510	Office Supplies - Code Enf	151.93	200.00	200.00	7.02	68.10	131.90	34.05 %
01-529-520	Operating Supplies - Code Enf	125.17	100.00	100.00	0.00	0.00	100.00	0.00 %
01-529-540	Books, Pub., Sub., & Memberships - Co	120.00	100.00	100.00	0.00	75.00	25.00	75.00 %
01-529-630	Improvements Other than Building - Co	0.00	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00 %
DEPARTMENT TOTAL		58,712.31	62,479.00	62,479.00	4,184.33	36,229.08	26,249.92	57.99 %
=====								
REFUSE/SANITATION								

CITY OF POLK CITY
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01-534-341	Refuse Disposal - Residential - Refus	231,865.42	242,561.00	242,561.00	21,492.00	104,046.04	138,514.96	42.89 %
01-534-342	Refuse Disposal - Commercial - Refuse	113,967.73	124,491.00	124,491.00	10,607.46	62,078.95	62,412.05	49.87 %
DEPARTMENT TOTAL		345,833.15	367,052.00	367,052.00	32,099.46	166,124.99	200,927.01	45.26 %
=====								
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 %
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GENERAL GOV'T BUILDINGS								
01-539-310	Professional Services - Gen Gov#39;t	9,853.67	10,000.00	10,000.00	1,230.58	8,599.29	1,400.71	85.99 %
01-539-312	Professional Services - Other - Gen G	2,931.02	0.00	0.00	105.00	555.00	(555.00)	0.00 %
01-539-411	City Hall - Communication - Gen Gov&#	14,147.72	15,500.00	15,500.00	1,217.11	7,105.11	8,394.89	45.84 %
01-539-413	Public Works - Communication - Gen Go	2,895.92	6,500.00	6,500.00	225.74	1,354.78	5,145.22	20.84 %
01-539-414	Community Center-Communication-Gen Go	1,835.59	2,000.00	2,000.00	138.28	829.68	1,170.32	41.48 %
01-539-432	Activity Center - Utilities - Gen Gov	22,027.47	25,000.00	25,000.00	1,714.46	7,709.34	17,290.66	30.84 %
01-539-433	Public Works - Utilities - Gen Gov#3	2,515.95	5,000.00	5,000.00	163.93	793.75	4,206.25	15.88 %
01-539-434	Community Center-Utilities-Gen Gov#3	3,180.13	5,000.00	5,000.00	193.13	1,000.33	3,999.67	20.01 %
01-539-440	Rentals and Leases - Gen Gov#39;t Bl	6,533.26	10,000.00	10,000.00	531.12	2,791.36	7,208.64	27.91 %
01-539-461	City Hall - Repairs & Maint - Gen Gov	6,929.40	6,000.00	6,000.00	1,070.23	4,411.04	1,568.96	73.52 %
01-539-462	Activity Center - Repairs & Maint - G	7,412.98	12,000.00	12,000.00	559.73	1,798.44	10,201.56	14.99 %
01-539-463	Public Works I - Repairs & Maint - Ge	1,546.91	4,500.00	4,500.00	21.18	63.10	4,436.90	1.40 %
01-539-464	Community Center-Repairs & Maint-Gen	4,011.79	0.00	0.00	0.00	0.00	0.00	0.00 %
01-539-466	Public Works/Utilities Oper - Repairs	2,997.67	4,500.00	4,500.00	441.61	1,749.57	2,750.43	38.88 %
01-539-490	Other Current Charges - Gen Gov#39;t	95.97	0.00	0.00	0.00	0.00	0.00	0.00 %
01-539-521	City Hall - Operating Supplies - Gen	102.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
DEPARTMENT TOTAL		5,008.78	5,000.00	5,000.00	238.09	1,617.95	3,382.05	32.36 %

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01-539-522	Activity Center - Operating Supplies	638.17	1,000.00	1,000.00	446.78	553.22	44.68 %
01-539-523	Public Works - Operating Supplies - G	3,309.65	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	949.87	1,050.13	47.49 %
01-539-526	Public Works/Utilities Oper - Operati	515.53	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 %
01-539-633	Public Works - Improv. O/T Bldgs - Ge	2,175.00	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 %
DEPARTMENT TOTAL		107,363.83	115,000.00	115,000.00	8,135.74	72,648.51	36.83 %
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ROADS AND STREETS							
01-541-120	Regular Salary - Wages - Roads & Stre	223,317.96	276,095.00	276,095.00	11,906.46	193,530.73	29.90 %
01-541-140	Overtime - Roads & Streets	4,220.12	9,610.00	9,610.00	6,700.85	2,909.15	69.73 %
01-541-210	Fica Taxes - Roads & Streets	16,495.06	21,856.00	21,856.00	893.71	14,044.33	35.74 %
01-541-220	Retirement Contribution - Roads & Str	24,118.89	34,027.00	34,027.00	1,418.08	21,651.43	36.37 %
01-541-230	Life & Health Insurance - Roads & Str	48,419.81	63,177.00	63,177.00	2,561.65	35,939.75	43.11 %
01-541-240	Worker's Compensation - Roads & S	16,634.42	25,495.00	25,495.00	0.00	5,372.24	78.93 %
01-541-310	Professional Services - Roads & Street	15,679.29	65,000.00	65,000.00	2,081.37	59,635.22	8.25 %
01-541-311	Engineering Services - Roads & Street	0.00	101,500.00	101,500.00	1,485.77	70,686.73	30.36 %
01-541-400	Travel Expenses - Roads & Streets	146.50	250.00	250.00	30.00	220.00	12.00 %
01-541-405	Training - Streets	1,605.45	500.00	500.00	0.00	281.00	43.80 %
01-541-410	Communication Services - Roads & Stre	3,723.48	3,500.00	3,500.00	649.34	1,375.92	60.69 %
01-541-430	Utilities - Roads & Streets	28,079.48	40,000.00	40,000.00	2,589.51	27,626.49	30.93 %
01-541-460	Repairs and Maintenance - Roads & Str	9,747.23	20,000.00	20,000.00	163.41	19,626.83	1.87 %
01-541-461	Repairs & Maintenance-Equipment - Roa	11,319.97	6,000.00	6,000.00	869.84	(117.16)	101.95 %
01-541-464	Vehicle Fuel - Roads & Streets	12,809.91	20,000.00	20,000.00	334.64	16,999.80	15.00 %
01-541-465	Vehicle Maintenance - Roads & Streets	6,647.01	7,500.00	7,500.00	82.90	261.29	96.52 %
01-541-466	Public Works/Utilities Facility - Rep	0.00	7,500.00	7,500.00	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 %
01-541-490	Other Current Charges - Roads & Street	30.00	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	1,500.00	0.00 %
01-541-510	Office Supplies - Roads & Streets	751.81	750.00	750.00	17.87	679.41	9.41 %
01-541-520	Operating Supplies - Roads & Streets	4,753.31	10,000.00	10,000.00	1,004.92	5,357.55	46.42 %
01-541-524	Chemicals - Roads & Streets	426.30	500.00	500.00	0.00	500.00	0.00 %
01-541-530	Road Materials & Supplies - Roads & S	6,802.05	61,000.00	61,000.00	68.19	60,679.04	0.53 %
01-541-531	Landscape Materials & Supplies - Road	2,861.37	2,500.00	2,500.00	54.63	1,859.16	25.63 %

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01-541-540	Books, Pub., Sub., & Memberships - Ro	751.79	500.00	500.00	33.00	47.99	452.01	9.60 %
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	26,215.29	233,311.82	1,165,805.10	16.19 %
LIBRARY								
01-571-120	Regular Salary - Wages - Library	76,177.44	81,722.00	81,722.00	6,278.01	37,672.82	44,049.18	46.10 %
01-571-140	Overtime - Library	0.00	504.00	504.00	0.00	16.22	487.78	3.22 %
01-571-210	Fica Taxes - Library	5,690.26	6,290.00	6,290.00	473.74	3,073.23	3,216.77	48.86 %
01-571-220	Retirement Contribution - Library	8,380.32	9,793.00	9,793.00	747.72	4,850.66	4,942.34	49.53 %
01-571-230	Life & Health Insurance - Library	20,994.12	25,111.00	25,111.00	2,049.32	12,677.61	12,433.39	50.49 %
01-571-240	Worker's Compensation - Library	113.61	140.00	140.00	0.00	254.03	(114.03)	181.45 %
01-571-310	Professional Services - Library	535.24	2,700.00	2,700.00	359.24	1,016.99	1,683.01	37.67 %
01-571-312	Professional Services - Other - Libra	2,453.55	3,000.00	3,000.00	675.00	675.00	2,325.00	22.50 %
01-571-400	Travel Expenses - Library	46.54	500.00	500.00	0.00	0.00	500.00	0.00 %
01-571-405	Training - Library	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-571-410	Communication Services - Library	4,856.77	5,000.00	5,000.00	334.66	1,655.16	3,344.84	33.10 %
01-571-430	Utilities - Library	3,352.46	5,500.00	5,500.00	225.14	1,110.98	4,389.02	20.20 %
01-571-460	Repairs and Maintenance - Library	10,669.03	5,400.00	5,400.00	37.44	134.88	5,265.12	2.50 %
01-571-480	Promo Activities & Legal Ads - Librar	260.48	2,500.00	2,500.00	89.99	89.99	2,410.01	3.60 %
01-571-510	Office Supplies - Library	372.27	1,500.00	1,500.00	157.30	233.56	1,266.44	15.57 %
01-571-520	Operating Supplies - Library	2,068.74	7,500.00	7,500.00	134.53	664.55	6,835.45	8.86 %
01-571-531	Landscape Materials & Supplies - Libr	0.00	0.00	0.00	0.00	28.36	(28.36)	0.00 %
01-571-540	Books, Pub., Sub., & Memberships - Li	928.65	2,600.00	2,600.00	0.00	66.00	2,534.00	2.54 %
01-571-630	Improvements Other than Building - Li	4,872.99	0.00	0.00	0.00	0.00	0.00	0.00 %
01-571-660	Books, Pub. & Library Materials - Libr	12,049.93	18,500.00	18,500.00	1,096.12	6,146.26	12,353.74	33.22 %
DEPARTMENT TOTAL								
		153,822.40	179,260.00	179,260.00	12,658.21	70,366.30	108,893.70	39.25 %
PARKS								
01-572-310	Professional Services - Parks	710.00	0.00	0.00	652.50	5,155.00	(5,155.00)	0.00 %

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01-572-430	Utilities - Parks	17,317.57	22,000.00	22,000.00	1,131.28	5,281.44	16,718.56	24.01 %
01-572-460	Repairs and Maintenance - Parks	10,562.89	45,000.00	45,000.00	320.00	3,729.60	41,270.40	8.29 %
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	107.97	310.13	689.87	31.01 %
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	2,211.75	14,877.55	55,622.45	21.10 %
SPECIAL EVENTS								
01-574-310	Professional Services - Spec Events	0.00	10,000.00	10,000.00	0.00	1,919.00	8,081.00	19.19 %
01-574-440	Rentals and Leases - Spec Events	9,514.99	27,500.00	27,500.00	0.00	32,885.80	(5,385.80)	119.58 %
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	4,392.47	(1,392.47)	146.42 %
DEPARTMENT TOTAL								
		10,141.84	42,700.00	42,700.00	0.00	39,197.27	3,502.73	91.80 %
NON-DEPARTMENTAL								
01-590-310	Professional Services - Non-Dept	14,161.25	35,000.00	35,000.00	800.00	7,953.75	27,046.25	22.73 %
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	617.10	6,938.33	11,061.67	38.55 %
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	53.17	226.28	573.72	28.29 %
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	240.36	482.62	1,517.38	24.13 %
01-590-520	Operating Supplies - Non-Dept	2,954.34	3,000.00	3,000.00	225.11	753.62	2,246.38	25.12 %
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	276.10	1,681.40	4,318.60	28.02 %
01-590-528	Postage - Non-Dept	1,345.30	1,000.00	1,000.00	8.13	443.61	556.39	44.36 %

CITY OF POLK CITY
 MARCH 2023 MONTHLY FINANCIALS

General Fund Expenditures
 50.00 % Yr Complete For Fiscal Year: 2023 / 3

G/I	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	0.00	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	142.34	256.96	743.04	25.70 %
01-590-554	Employee Holiday Dinner	1,383.39	2,000.00	2,000.00	0.00	1,076.61	923.39	53.83 %
01-590-630	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 Retr 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	0.00	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	2,362.31	123,594.79	185,854.21	39.94 %

General Fund Revenues Total	3,034,208.69	3,991,742.00	3,991,742.00	218,891.13	1,468,138.36	2,523,603.64	63.22%
General Fund Expenditures Total	4,156,391.23	3,991,742.00	3,991,742.00	160,557.60	1,324,050.80	2,625,249.12	65.77%
Total Revenue vs. Expenditures	-1,122,182.54	0.00	0.00	58,333.53	143,287.56	-101,645.48	

CITY OF POLK CITY
Simple Balance Sheet

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

Account Number	Account Title	Ending Bal	Net Amount
05-101-100	Cash - Checking	3,223,651.77	
05-101-916	US Bank - Sink Fund	231,745.89	
05-101-917	US Bank - Renewal & Replacement Series	194,176.12	
05-101-918	DEP Loan WW531400 - Sink Fund	0.06	
05-101-919	DEP Loan WW531402 - Sink Fund	0.15	
05-101-920	Cash - Customer Deposits	354,360.60	
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	242,009.34	
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	614,295.60	
05-151-902	Investments - FL SAFE EF Reserves	128,379.58	
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**		20,451,021.65
05-202-100	Accounts Payable	34,221.93	
05-202-900	Customer Deposits	354,360.60	
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	8,245.84	
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**		12,306,834.22
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
	** TOTAL REVENUE**		1,359,115.32

CITY OF POLK CITY
Simple Balance Sheet

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

Account Number	Account Title	Ending Bal	Net Amount
	** TOTAL EXPENSE**		1,040,547.69
	TOTAL LIABILITY AND EQUITY		20,451,021.65

CITY OF POLK CITY
MARCH 2023 MONTHLY FINANCIALS

ENTERPRISE FUND REVENUE
50.00 % Yr Complete For Fiscal Year: 2023 / 3

G/I ACCOUNT	DESCRIPTION	2022 PRIOR YR REVENUE	2023 ANTICIPATED REVENUE	ADJ ANTICIPATED	2023 CURRENT REVENUE	2023 YTD REVENUE	2023 (EXCESS)/DEFICIT	2023 PERCENTAGE REALIZED
05-314-301	RTS - City 10% UTY T	1,386.10	1,351.00	1,351.00	0.00	119.64	1,231.36	8.86 %
05-325-111	Connection Fees - Water - Cash Basis	15,724.20	17,500.00	17,500.00	1,740.00	10,005.00	7,495.00	57.17 %
05-325-210	Readiness to Serve Charge - Sewer	30,997.83	15,792.00	15,792.00	(31.99)	2,755.26	13,036.74	17.45 %
05-325-211	Readiness to Serve Charge - Water	28,372.07	13,518.00	13,518.00	0.00	1,196.30	12,321.70	8.85 %
05-329-200	Other Lic./Fees/Permits	11,844.52	10,000.00	10,000.00	68.64	308.88	9,691.12	3.09 %
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	210,082.47	641,940.84	681,376.16	48.51 %
05-340-500	Sewer Utility Revenue	1,278,777.53	1,276,102.00	1,276,102.00	218,026.86	656,796.04	619,305.96	51.47 %
05-359-100	Other Fines and/or Forfeitures	35,710.00	37,140.00	37,140.00	3,860.00	19,685.00	17,455.00	53.00 %
05-359-200	Non Sufficient Funds	1,410.00	1,595.00	1,595.00	280.00	1,170.00	425.00	73.35 %
05-359-300	Late Fees	27,132.00	26,082.00	26,082.00	1,974.00	13,135.50	12,946.50	50.36 %
05-361-200	Interest/Dividends - FL SAFE	5,224.40	2,119.00	2,119.00	2,653.39	11,932.42	(9,813.42)	563.12 %
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	438,653.37	1,359,115.32	2,038,144.68	40.01 %

CITY OF POLK CITY
MARCH 2023 MONTHLY FINANCIALS

Enterprise Fund Expenditures
50.00 % Yr Complete For Fiscal Year: 2023 / 3

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	5,408.04	27,660.23	99,527.77	21.75 %
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	407.20	2,153.86	7,657.14	21.95 %
05-518-220	Retirement Contribution - Water Admin	0.00	8,833.00	8,833.00	644.10	3,398.96	5,434.04	38.48 %
05-518-230	Life & Health Insurance - Water Admin	0.00	37,593.00	37,593.00	3,073.98	13,576.70	24,016.30	36.11 %
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	2,384.02	9,273.11	15,126.89	38.00 %
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	198.35	198.35	401.65	33.06 %
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	239.88	239.88	(39.88)	119.94 %
DEPARTMENT TOTAL								
		0.00	217,097.00	217,097.00	12,355.57	57,549.31	159,547.69	26.51 %
05-533-120	Regular Salary - Wages - Water Oper	241,883.09	139,535.00	139,535.00	14,067.41	64,816.65	74,718.35	46.45 %
05-533-140	Overtime - Water Oper	5,362.40	4,286.00	4,286.00	610.32	5,459.48	(1,173.48)	127.38 %
05-533-210	Fica Taxes - Water Oper	18,124.45	11,163.00	11,163.00	1,100.94	6,218.24	4,944.76	55.70 %
05-533-220	Retirement Contribution - Water Oper	62,488.47	9,712.00	9,712.00	1,748.12	10,477.50	(765.50)	107.88 %
05-533-230	Life & Health Insurance - Water Oper	59,161.05	37,700.00	37,700.00	2,817.82	13,614.55	24,085.45	36.11 %
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	112.50	3,237.50	11,762.50	21.58 %
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	497.07	5,016.28	32,483.72	13.38 %
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	184.00	1,194.00	3,806.00	23.88 %
05-533-400	Travel Expenses - Water Oper	459.13	1,250.00	1,250.00	308.54	308.54	941.46	24.68 %
05-533-405	Training - Water Oper	1,310.11	1,750.00	1,750.00	770.00	770.00	980.00	44.00 %
05-533-410	Communication Services - Water Oper	6,216.92	8,000.00	8,000.00	749.44	3,552.71	4,447.29	44.41 %
05-533-430	Utilities - PW/Utilities Facility Wat	1,477.48	4,500.00	4,500.00	106.13	601.87	3,898.13	13.37 %
05-533-431	Mt. Olive WTP - Utilities - Water Oper	5,601.99	7,500.00	7,500.00	478.77	3,483.71	4,016.29	46.45 %

CITY OF POLK CITY
MARCH 2023 MONTHLY FINANCIALS

Enterprise Fund Expenditures
50.00 % Yr Complete For Fiscal Year: 2023 / 3

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	96.97	243.21	1,256.79	16.21 %
05-533-433	V.Matt Williams WTP - Utilities - Wat		11,228.71	14,500.00	14,500.00	961.64	4,934.61	9,565.39	34.03 %
05-533-460	Repairs and Maintenance - Water Oper		84,570.56	110,000.00	110,000.00	257.67	1,126.24	108,873.76	1.02 %
05-533-461	Mt. Olive WTP - Repairs and Maint - W		1,423.86	8,000.00	8,000.00	0.00	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	1,142.87	5,291.91	9,708.09	35.28 %
05-533-465	Vehicle Maintenance - Water Oper		3,046.26	7,000.00	7,000.00	35.00	3,472.97	3,527.03	49.61 %
05-533-466	Public Works/Utilities Facility - Rep		426.50	2,500.00	2,500.00	243.75	3,713.15	(4,801.01)	148.53 %
05-533-467	Repairs & Maintenance-Equipment - Wat		601.15	5,000.00	5,000.00	311.46	1,160.76	3,839.24	23.22 %
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	(44.24)	14.28	485.72	2.86 %
05-533-520	Operating Supplies - Water Oper		25,377.13	17,500.00	17,500.00	1,643.45	7,434.17	10,065.83	42.48 %
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	362.62	3,593.92	5,406.08	39.93 %
05-533-526	Meter Supplies - New Installs - 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 & Maintenc		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	33.00	41.99	708.01	5.60 %
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	28,595.25	355,554.55	574,451.45	38.23 %
Sewer									
05-535-120	Regular Salary - Wages - Sewer Oper		142,581.55	145,743.00	145,743.00	7,335.60	42,151.18	103,591.82	28.92 %
05-535-140	Overtime - Sewer Oper		5,017.54	4,644.00	4,644.00	388.92	4,530.34	113.66	97.55 %
05-535-210	Fica Taxes - Sewer Oper		11,054.88	11,665.00	11,665.00	585.80	3,908.66	7,756.34	33.51 %
05-535-220	Retirement Contribution - Sewer Oper		34,383.40	14,238.00	14,238.00	920.00	6,297.39	7,940.61	44.23 %

CITY OF POLK CITY
MARCH 2023 MONTHLY FINANCIALS

Enterprise Fund Expenditures
50.00 % Yr Complete For Fiscal Year: 2023 / 3

G/L ACCOUNT	DESCRIPTION	2022 ACTUALS	2023 ADOPTED BUDGET	2023 ADJ BUDGET	2023 MTD EXPENSES	2023 YTD EXPENSES	2023 AVAIL BUDGET	PERCENTAGE REALIZED
05-535-230	Life & Health Insurance - Sewer Oper	32,466.42	37,733.00	37,733.00	1,793.15	10,529.73	27,203.27	27.91 %
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	5,388.33	21,685.23	3,314.77	86.74 %
05-535-314	Professional Services - Samples	0.00	5,000.00	5,000.00	996.00	5,338.00	(338.00)	106.76 %
05-535-400	Travel Expenses - Sewer Oper	273.03	1,500.00	1,500.00	24.30	114.30	1,385.70	7.62 %
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	620.25	3,102.85	6,897.15	31.03 %
05-535-411	Cardinal Hill WWTP - Comm Svcs - Sew	296.07	7,000.00	7,000.00	311.13	1,514.63	5,485.37	21.64 %
05-535-412	Mt. Olive WWTP - Comm Svcs - Sewer O	2,196.60	3,200.00	3,200.00	171.15	1,026.90	2,173.10	32.09 %
05-535-430	Utilities - PW/Utilities Facility Sew	16,200.39	6,000.00	6,000.00	457.39	2,701.50	3,298.50	45.03 %
05-535-431	Cardinal Hill WWTP - Utilities - Sewe	30,781.88	30,000.00	30,000.00	4,412.20	18,806.88	11,193.12	62.69 %
05-535-432	Mt. Olive WWTP - Utilities - Sewer Op	8,038.58	10,000.00	10,000.00	807.01	4,300.67	5,699.33	43.01 %
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	4,527.29	66,311.41	33,688.59	66.31 %
05-535-461	Cardinal Hill - Repairs and Maint - S	90,737.27	60,000.00	60,000.00	1,249.78	12,904.19	40,357.52	21.51 %
05-535-464	Vehicle Fuel - Sewer Oper	10,785.97	15,000.00	15,000.00	417.05	2,822.24	12,177.76	18.81 %
05-535-465	Vehicle Maintenance - Sewer Oper	8,057.12	7,000.00	7,000.00	34.99	3,685.15	3,314.85	52.65 %
05-535-466	Public Works/Utilities Facility - Rep	426.50	1,000.00	1,000.00	97.00	97.00	784.54	9.70 %
05-535-467	Repairs & Maintenance-Equipment - Sew	511.34	100.00	100.00	0.00	211.14	(211.14)	0.00 %
05-535-470	Printing and Reproduction - Sewer Oper	43.83	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
05-535-490	Other Current Charges - Sewer Oper	94.27	0.00	0.00	0.00	0.00	0.00	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	243.12	321.57	178.43	64.31 %
05-535-520	Operating Supplies - Sewer Oper	20,657.44	10,000.00	10,000.00	405.27	6,926.79	3,073.21	69.27 %
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	7,230.00	14,463.00	15,537.00	48.21 %
05-535-524	Chemicals - Sewer Oper	30,561.53	25,000.00	25,000.00	1,709.69	14,759.68	10,240.32	59.04 %
05-535-540	Books, Pub., Sub., & Memberships - Se	459.88	500.00	500.00	158.00	158.00	342.00	31.60 %
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	0.00	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	67,795.14	67,795.14	280,849.86	19.45 %
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
MARCH 2023 MONTHLY FINANCIALS

Enterprise Fund Expenditures
50.00 % Yr Complete For Fiscal Year: 2023 / 3

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	20,293.90	134,510.65	133,701.35	50.15 %
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 %
DEPARTMENT TOTAL		1,248,628.12	1,914,567.00	1,914,567.00	128,372.46	507,736.02	1,406,830.98	26.52 %
EF Non-Departmental								
05-590-310	Professional Services - Non-Dept	33,147.76	12,000.00	12,000.00	800.00	5,606.25	6,393.75	46.72 %
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	1,252.90	14,086.62	17,913.38	44.02 %
05-590-440	Rentals and Leases - Non-Dept	2,974.85	4,500.00	4,500.00	947.14	2,381.26	2,118.74	52.92 %
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	240.34	472.57	277.43	63.01 %
05-590-520	Operating Supplies - Non-Dept	46.44	2,000.00	2,000.00	129.45	225.43	1,774.57	11.27 %
05-590-521	Emergencies & Contingencies - Operati	5,316.09	41,925.00	41,925.00	0.00	7,942.03	33,982.97	18.94 %
05-590-525	Uniforms - Non Dept	4,961.40	5,000.00	5,000.00	226.91	1,343.75	3,656.25	26.88 %
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	0.00	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	0.00	916.00	(174.00)	123.45 %
05-590-553	Employee Meeting/Awards	0.00	750.00	750.00	142.34	195.34	554.66	26.05 %
05-590-554	Employee Holiday Dinner	420.00	700.00	700.00	0.00	922.14	(222.14)	131.73 %
05-590-630	Improvements Other than Bldg - 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	0.00	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	(256.00)	(25.97)	6,025.97	(0.43) %
DEPARTMENT TOTAL		294,825.27	335,589.00	335,589.00	3,483.08	119,707.81	215,881.19	35.67 %
Enterprise Fund Revenues Total								
Enterprise Fund Revenues Total		2,770,767.19	3,357,260.00	3,397,260.00	438,653.37	1,359,115.32	2,038,144.68	40.01 %
Enterprise Fund Expenditures Total		-3,063,153.56	-3,397,260.00	-3,397,260.00	-161,686.36	-1,040,547.69	-2,356,711.31	30.63 %
Total Revenue vs. Expenditures		-292,426.37	0.00	0.00	276,967.01	318,567.63	-318,566.63	

CITY OF POLK CITY
 Simple Balance Sheet

For Fiscal Year: 2023 thru Month: Mar
 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	10,662.03	
08-101-101	GF Fire Public Safety Impact Fees	6,534.81	
08-101-102	GF Recreation Impact Fees	24,318.94	
08-101-103	GF Gen Gov't Facilities Impact Fees	41,014.08	
08-151-100	Investments - FL SAFE GF Police Public Safety	218,388.27	
08-151-101	Investments - FL SAFE GF Fire Public Saf...	138,029.13	
08-151-102	Investments - FL SAFE GF Recreation	412,755.46	
08-151-103	Investments - FL SAFE GF Facilities	458,422.24	
	** TOTAL ASSET**		1,310,124.96
	** 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**		38,614.89
	** TOTAL EXPENSE**		3,778.27
	TOTAL LIABILITY AND EQUITY		1,310,124.96

CITY OF POLK CITY
MARCH 2023 MONTHLY FINANCIALS

GFIF Special Revenues
Budget Revenues

50.00 % Yr Complete For Fiscal Year: 2023 / 3

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	644.99	3,224.95	3,870.05	45.45 %
08-324-110	Fire/Rescue - Public Safety Impact Fe	5,176.65	3,796.00	3,796.00	345.11	1,725.55	2,070.45	45.46 %
08-324-610	Parks & Recreation Impact Fee	15,602.40	9,361.00	9,361.00	1,040.16	5,200.80	4,160.20	55.56 %
08-324-710	Public Facilities Impact Fee	26,220.15	19,228.00	19,228.00	1,748.01	8,740.05	10,487.95	45.45 %
08-361-200	Interest/Dividends - FL SAFE	8,635.69	2,000.00	2,000.00	4,385.88	19,723.54	(17,723.54)	986.18 %
DEPARTMENT TOTALS		65,309.74	41,480.00	41,480.00	8,164.15	38,614.89	2,865.11	93.09 %
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	8,164.15	38,614.89	2,865.11	53.05%
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	8,164.15	34,836.62	40,566.84	

CITY OF POLK CITY
Simple Balance Sheet

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

Account Number	Account Title	Ending Bal	Net Amount
09-101-800	EF Sewer Impact Fee Account	401,545.04	
09-101-900	EF Water Impact Fee Account	193,315.64	
09-151-800	Investements - Sewer Impact	1,668,085.47	
09-151-900	Investements - Water Impact	271,229.90	
09-169-900	CIP - Construction Costs	28,872.10	
	** TOTAL ASSET**		2,563,048.15
	** 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**		93,664.38
	** TOTAL EXPENSE**		6,162.00
	TOTAL LIABILITY AND EQUITY		2,563,048.15

CITY OF POLK CITY
MARCH 2023 MONTHLY FINANCIALS

EFIF Special Revenues
50.00 % Yr Complete For Fiscal Year: 2023 / 3

G/I ACCOUNT	DESCRIPTION	2022 PRIOR YR REVENUE	2023 ANTICIPATED REVENUE	ADJ ANTICIPATED	2023 CURRENT REVENUE	2023 YTD REVENUE	(EXCESS)/DEFICIT	2023 PERCENTAGE REALIZED
REVENUES								
TOTAL AR								
09-324-210	Water Impact Fees	34,940.00	34,940.00	0.00	3,494.00	22,711.00	12,229.00	65.00 %
09-324-220	Sewer Impact Fees	61,810.00	88,300.00	0.00	8,830.00	39,735.00	48,565.00	45.00 %
09-361-200	Interest/Dividends - FL SAFE	13,668.45	2,000.00	0.00	6,941.97	31,218.38	(29,218.38)	1560.92 %
DEPARTMENT TOTALS		110,418.45	125,240.00	0.00	19,265.97	93,664.38	31,575.62	74.79 %
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	0.00	0.00	0.00	34,940.00	0.00 %
09-533-931	Reserves - Water Int/Dividends	0.00	500.00	0.00	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	0.00	0.00	0.00	88,300.00	0.00 %
09-535-931	Reserves - Sewer Int/Dividends	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00 %
DEPARTMENT TOTALS		95,785.45	125,240.00	0.00	0.00	6,162.00	119,078.00	4.92 %

EF Impact Fee Fund Revenues Total	110,418.45	125,240.00	0.00	19,265.97	93,664.38	31,575.62	74.79 %
EF Impact Fee Fund Expenditures Total	-55,765.45	-125,240.00	0.00	0.00	-6,162.00	-119,078.00	4.92 %
Total Revenue vs. Expenditures	14,633.00	0.00	0.00	19,265.97	87,502.38	-87,502.38	

Library Monthly Report

MARCH 2023

CIRCULATION

ADULT BOOKS	1237
JUVENILE BOOKS	753
TOTAL CIRCULATION	1990

NEW BORROWERS

IN CITY	11
IN COUNTY	6
TOTAL NEW BORROWERS	17

NUMBER OF PROGRAMS

FAMILY	0
ADULT	3
JUVENILE	0
YOUNG ADULT	0
TOTAL PROGRAMS	3

PROGRAM ATTENDANCE

ADULT	42
JUVENILE	0
YOUNG ADULT	0
TOTAL ATTENDANCE	42

REFERENCE QUESTIONS

PHONE CALLS	165
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NUMBER OF COMPUTER USERS

166

TOTAL PATRONS

918

Prepared by:

Hannah Ulloha

Library Director

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

STATISTICAL DATA

West Division

Date: April 10, 2023 Northwest District

To: Patricia Jackson, City Manager

From: Deputy Christina Poindexter #7376

Subject: Statistical Report for March 2023

ACTIVITY	
FELONY ARREST	1
AFFIDAVITS FELONY	0
MISDEMEANOR ARREST	2
AFFIDAVITS MISDEMEANOR	0
OUT OF COUNTY/STATE WARRANT ARRESTS	0
PROCAP WARRANT ARREST	1
TOTAL ARRESTS	4
SEARCH WARRANTS	0
FIELD INTERROGATION REPORTS	0
TRAFFIC CITATIONS	22
INTELLIGENCE REPORTS	2
STOLEN PROPERTY RECOVERED	1 stolen motorcycle recovered for HCSO
HRS. TRANSPORTING/ AGENCIES/DIVISIONS	0
OFFENSE REPORTS	28
NARCOTICS SEIZED	pills
ASSETS SEIZED	0
PATROL NOTICES	0
FOXTROT REPORTS	6
TOW-AWAY NOTICES	0
COMMUNITY CONTACTS	380
TRAFFIC STOPS	35
TOTAL DISPATCHED CALLS FOR SERVICE	96

In March 2023, there were zero (0) PROCAP captured crimes as compared to five (5) in March 2022. In all for 2023 we are sitting at – 8 crimes as compared to 11 Procap crimes reported by this time in 2022. Currently for the year we are -73% in crimes.

Sector	CaseNo	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 Change	YTD 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	2022	2023				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	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	0.0	
Burg Residence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	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%	0.3	0.0		
Burg Conveyance	0	0	0	1	3	0	0	0	1	0	0	0	1	0	1	0	0	0	0	0	1	0	0	0	0	3	1	-100%	1.0	0.3		
Vehicle Theft	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	2	0	1	0	2	0	0	0	0	2	0	0%	0.7	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	1	0%	0.3	0.3		
Pelt Theft	0	1	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%	0.0	0.0		
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	1	0	0%	0.3	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	2	1	0%	0.7	0.3	
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	0	0	2	1	0%	0.7	0.3	
Totals	2	2	4	1	5	0	2	0	1	0	1	0	2	0	2	0	2	0	1	0	4	0	2	0	11	3	-100%	3.7	1.0			
% Change	0%		-75%		N/A		N/A		N/A		N/A		N/A		N/A		N/A		N/A		N/A		N/A		-73%		-73%		-8			

Public Works & Utilities Report

March 2023

Public Works Department- Work Orders: Total 108

BUILDING MAINTENANCE: 25
VEHICLE/EQUIPMENT MAINTENANCE: 24
EVENT SET UP- INSPECTION: 9
LANDSCAPING, MOWING: 14
ORGANIZATION MAINTENANCE-ADMIN: 2
PARKS AND RECREATION: 14
STREETS AND SIGNS: 4
STREET REP AND MAINTENANCE: 2
TECH SUPPORT: 1
TRASH PARKS AND FACILITIES: 8
TRASH ROADS AND STREETS: 5
AP'S PROCESSED: 76
PO'S PROCESSED: 3
WEX MONTHLY REPORT
ACE HARDWARE MONTHLY REPORT
LAKELAND ELECTRIC MONTHLY REPORT
HOME DEPOT STATEMENT
LOWE'S STATEMENT

Utilities Department- Work Orders: Total 301

TURN ON: 30
TEMPORARY SHUT OFF: 23
INSTALL - WATER: 2
TURN OFF: 34
METER MAINTENANCE: 66
LAPTOP TEST - FREE: 4
TURN BACK ON FROM SHUT OFF LIST: 23
LEAK CHECK: 1 CUSTOMER CONCERN: 7
LOCATES: 11
LIFT STATION MAINTENANCE: 34
LIFT STATION REPAIR: 2
WATER LINE REPAIR: 1
WTP REPAIR AND MAINTENANCE: 37
WWTP REPAIR AND MAINTENANCE: 18
NO READS: 430
METER CHANGE OUTS: 15
LEAKS: 4
METERS READ: 3,325
CAMERA LINE AND CLEAN AT 9068 SARAH DRIVE AND RAISED THE MANHOLE OUT OF DRIVEWAY.
CAMERA LINE AND CLEAN AT CARDINAL HILL WWTP

Utility Billing Report

March 2023

New Accounts Established: 32
Final/Terminated Service: 32
Bills Processed: 2711
Email/ Bill Customers: 1804
Work Orders Processed: 187
Lock off for Nonpayment: 24
Nonpayment fees (\$50): 57
Billed Consumption: 11,950,000
Billed/Revenue: 272,641.50
Residential Billing: 2599
Irrigation Billing: 575
Commercial Billing: 98
Building Rentals Activity/Bronson Center/Freedom Park: 16

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. Working to establish Billing Rate Study. Update procedures.

Respectfully Submitted by:

Chasity Guinn

Utility Billing Supervisor

**City Commission Meeting
April 18, 2023**

CONSENT AGENDA ITEM: Accept minutes for:

March 21, 2023 – City Commission Meeting

INFORMATION ONLY
 ACTION REQUESTED

ISSUE: Minutes attached for review and approval

ATTACHMENTS:

March 21, 2023 – City Commission Meeting

ANALYSIS: N/A

STAFF RECOMMENDATION: Approval of Minutes

CITY COMMISSION MINUTES

March 21, 2023

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 – City Manager Patricia Jackson

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 February 18, 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 - None

PUBLIC COMMENT - None

ORDER OF BUSINESS

ORDINANCE 2023-01

Jennifer Codo-Salisbury (CFRPC) provided a thorough overview and discussion of 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 codification; and providing an effective date. **First 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 Nichols to approve Ordinance 2023-01 on **First Reading**; this motion was seconded by Vice Mayor Harper.

Vice Mayor Harper inquired about this type of Agenda item coming before the Commission before today.

City Manager Jackson clarified that this step is being taken as the Boat Docks are governed by FDEP and presented to the Planning Commission, so it is not necessary for the Boat Dock approvals to come before the City Commission.

Roll Call Vote: Commissioner Blethen—aye; Mayor LaCascia—aye;
Commissioner Nichols—aye, Vice Mayor Harper—aye

Motion carried 4/0.

Carter Boulevard Resurfacing

City Manager Jackson discussed the resurfacing project for Carter Boulevard which will consist of repairing corners and cut-out indentions, install base, repack, remove and replace speed humps.

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

Motion by Vice Mayor Harper to approve Odom Contracting/G&G Site Development, Inc be awarded this project in the amount of \$39,802.00; this motion was seconded by Commissioner Nichols.

Motion carried 4/0 by Voice Vote.

CITY MANAGER ITEMS

FDOT Vision Planning for Polk City – weekly meetings are going great. Will keep you up to date as we receive minutes from each meeting.

City Commission Vacancy - No applications received for the Commission vacancy. The deadline will be extended through April. Will continue to advertise.

Vice Mayor Harper asked if the Commission needed to do anything as far as the District is concerned, if we can't get someone from the District to serve on the Commission.

City Manager Jackson and City Attorney responded. If no one submits a Letter of Interest, can the Commission appoint someone until the 2024 Election? City Attorney Cloud responded yes, but the person **must be** from that specific District as stated in Polk City's Charter.

CITY ATTORNEY ITEMS

HB 975 - The Legislature is hard at work and will support a Bill that will do away with Solid Waste Collection Franchise Agreements in Local Governments, which is bound to increase Solid Waste rates for those persons living in communities that have contract haulers. This is not a good Bill!

HB1331 and SB1380 – The Legislature is attempting to change how Municipal Utility rates are set. There will be additional accounting requirements. Briefly discussed with City Manager Jackson and will keep her abreast of what Polk City needs to do, as these requirements will take effect the Summer 2024.

COMMISSIONER ITEMS

Commissioner Nichols – None

Commissioner Blethen – None

Vice Mayor Harper – None

Mayor LaCascia – Discussed the Ridge League of Cities Scholarship. There are eleven (11) applicants. There will be five (5) awarded in the amount of \$1,250 each. City Commission is encouraged to attend the meeting where these scholarships are awarded. Will keep you posted on this particular meeting date.

ANNOUNCEMENTS – None

ADJOURNMENT – 7:25 pm

Patricia Jackson, City Manager

Joe LaCascia, Mayor

**City Commission Meeting
April 18, 2023**

PRESENTATIONS:

Proclamation for Water Conservation Month

INFORMATION ONLY
 ACTION REQUESTED

ISSUE: This proclamation is in recognition of Water Conservation Month

ATTACHMENTS: Yes

ANALYSIS: N/A

STAFF RECOMMENDATION: Recognize April 2023 as Water Conservation Month



Proclamation

WHEREAS, water is a basic and essential need of every living creature; and

WHEREAS, The State of Florida, Water Management Districts and Polk City are working together to increase awareness about the importance of water conservation; and

WHEREAS, Polk City and the State of Florida has designated April, typically a dry month when water demands are most acute, Florida's Water Conservation Month, to educate citizens about how they can help save Florida's precious water resources; and

WHEREAS, Polk City has always encouraged and supported water conservation, through various educational programs and special events; and

WHEREAS, every business, industry, school and citizen can make a difference when it comes to conserving water; and

WHEREAS, every business, industry, school and citizen can help by saving water and thus promote a healthy economy and community; and

NOW, THEREFORE, be it resolved that by virtue of the authority vested in me, Joe LaCascia, Mayor of Polk City do hereby proclaim the month of April as

Water Conservation Month

Polk City, Florida is calling upon each citizen and business to help protect our precious resource by practicing water saving measures and becoming more aware of the need to save water.

Polk City

Joe LaCascia, Mayor

ATTEST:

Patricia R. Jackson, City Manager/Clerk

**City Commission Meeting
April 18, 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. **Second and Final Reading**

 INFORMATION ONLY
 X ACTION REQUESTED

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.

On March 21, 2023, the City Commission approved Ordinance 2023-01 on First Reading.

STAFF RECOMMENDATION:

Approve Ordinance 2023-01 on Second and Final 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 Workshop
April 18, 2023**

AGENDA ITEM #2: CDBG Project Update

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Update on the CDBG Project

ATTACHMENT:

None

ANALYSIS:

A representative from Chastain-Skillman will be at the Workshop to discuss the FY 2019-2020 CDBG Project for the NW Section of Polk City, which includes Citrus Grove Boulevard. Staff and I have met with Chastain-Skillman regarding the item listed below:

-Geotechnical Report (No Base beneath Pavement) – work with what we have, add overlay, letter acknowledging existing condition)

The only outstanding item is the paving of Citrus Grove Boulevard. Since the estimate was done back in October 2020, there have been drastic price increases, almost doubled. With costs steadily rising, this project could exceed \$1.1 million. Therefore, the City Commission will need to address how Polk City should proceed.

STAFF RECOMMENDATION:

The City Commission needs to address how Polk City should proceed with the Citrus Grove Boulevard Paving Project.

**City Commission Meeting
April 18, 2023**

AGENDA ITEM #3:

Centennial Celebration Update

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Polk City's Centennial Celebration – April 2025

ATTACHMENT:

- Centennial Celebration Proposal
- April 11, 2023 Committee Meeting Minutes

ANALYSIS:

David Byrd, Centennial Celebration Committee Chairperson, will make a brief presentation regarding the Centennial Celebration.

STAFF RECOMMENDATION:

Discussion and decision on the proposed plans as well as the requested funds for the Centennial Celebration in April 2025.

Centennial Celebration – proposed dates of April 11-13, 2025

Preferred Location: old spray field

Proposed activities:

Essay Contest – What Polk City Means To Me

Historical Documentation of Early Families

Pre-Kick-Off Banquet

Friday, April 11, 2025 – Youth Activities, Carnival, Car Show, DJ or band, Talent Competition, Little Miss and Mister Polk City, Food Vendors/Food Trucks.

Saturday, April 12, 2025 – Musicians/Bands, Carnival, Roaring 20's Dance Competition, Food Vendors/Trucks, Citizen of the Year.

Sunday, April 13, 2025 – Community Church Service, Music/Band, Lunch catered by local restaurants, Birthday Cake, Happy Birthday Song.

Post-Workers Banquet

Expenses:

Tents, Tables, Chairs, Security, Electricity, Sound Equipment, Porta Potties, Wash Stations, DJs, Bands/Musicians, Carnival, T-shirts, Hats, Commemorative Coins, Flags, Brick Engraving, Advertising, Photo Booth.

Fund Raising Ideas:

Bricks, T-Shirts, Flags, Sponsorships, Caps.

Funding Request: \$100,000.00

CENTENNIAL CELEBRATION COMMITTEE –Meeting #3

Tuesday, April 11, 2023 6:30 – 7:30 PM Held at Polk City - City Hall

People Present:

Patricia Jackson – City Manager – Liaison to the City Commissioners

Sheandolen Dunn – Asst. to City Manager – Liaison to the City Commissioners

Committee Members:

Garrett Goodrich

David Byrd – Committee Chairman

Shari Byrd

NOTE: Our responsibility as the planning committee is to make recommendations- not final decisions. We present ideas to liaisons who present them to the commissioners OR the chairman can present them directly to the commissioners.

David Byrd will present our ideas to the commissioners on April 28th, 2023.

Possible Locations: Spray Field – Commonwealth Ave. SW, Freedom Park

Tentative Dates: Designated Activities: *(Original Charter Date was April 13, 1925)*

Friday, April 11, 2025 – evening – starting at 5 pm

Youth Activities (involve Class of '25 students in planning) – they can earn Community Service Hours

Carnival

DJ (possible DJ – DJ Mini (Dunn))

Car Show

Little Miss and Mister Polk City (ages 12 and under?)

Talent Competition

Food Vendors and Food Trucks

Saturday, April 12, 2025- morning – starting at 10 am

Hired Performers (possible: Danny Whitaker, Joey Foley, The Petersons)

Carnival

Roaring 20's Dance competition

Food Trucks and Vendors

Citizen of the Year

Sunday, April 13, 2025 – 10 am

Possible Locations: Spray field, Harvest Holler, Camp Gilead

Citywide Church service (Gospel musician/ Blue Grass group(s))

Brief message

Local Restaurants sell lunches

Fund Raising Recommended by us:

Flag Sales

Brick Sales

Sponsors

T- Shirts

Commemorative Coin

Caps

Known Expenses:

Tents

Tables and chairs

Paper goods

Security (law enforcement)

Electricity (Lakeland Electric)

Generators

Sound equipment

Porta johns with wash stations

DJ (with photo booth?)

Carnival (Safe Haven?)

Ideas not addressed or designated in this meeting:

New Polk City LOGO competition

Kick off Banquet

What is coming to Polk City in the Future? (From City Hall)