

POLK CITY

City Commission Meeting (6pm)

July 16, 2024

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

APPROVE CONSENT AGENDA

PRESENTATIONS AND RECOGNITIONS

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

AGENDA

- 1. PUBLIC HEARING – ORDINANCE 2024-05 - AN ORDINANCE OF POLK CITY, FLORIDA; AMENDING THE CODE OF ORDINANCES OF POLK CITY, FLORIDA; AMENDING THE TITLE TO ARTICLE IV, CHAPTER 2 OF THE CODE OF ORDINANCES OF POLK CITY, FLORIDA; CREATING § 2-179, CODE OF ORDINANCES, TO INCREASE CITY COMMISSION FEES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING AN EFFECTIVE DATE. **Second and Final Reading****

CITY MANAGER ITEMS

CITY ATTORNEY ITEMS

COMMISSIONER ITEMS

Commissioner Charles Nichols
Commissioner Micheal T. Blethen
Commissioner Rick Wilson
Commissioner Michelle Pettit
Mayor Joe 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
July 16, 2024

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. June 18, 2024 – Regular City Commission Meeting

B. REPORTS

1. Building Permits Report – n/a
2. Code Enforcement Report – June 2024
3. Financial Report – June 2024
4. Library Report – June 2024
5. Polk Sheriff's Report – June 2024
6. Public Works/Utilities Report – June 2024
7. Utility Billing Report – June 2024

C. OTHER

**City Commission Meeting
July 16, 2024**

CONSENT AGENDA ITEM: Accept minutes for:

1. June 18, 2024 – Regular City Commission Meeting

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE: Minutes attached for review and approval

ATTACHMENTS:

1. June 18, 2024 – Regular City Commission Meeting

ANALYSIS: N/A

STAFF RECOMMENDATION: Approval of Minutes

CITY COMMISSION MINUTES

June 18, 2024

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

Minister Eddie Diaz, 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, Commissioner Micheal T. Blethen, Commissioner Rick Wilson, Commissioner Michelle Pettit, City Attorney Thomas Cloud and City Manager Patricia Jackson

Absent: Commissioner Charles Nichols

APPROVE CONSENT AGENDA

Motion by Commissioner Blethen to approve the **May 21, 2024** Regular City Commission Meeting, Department Reports, and other items on the Consent Agenda; this motion was seconded by Commissioner Wilson.

Motion carried 4/0 by Voice Vote.

PUBLIC COMMENT - None

ORDER OF BUSINESS

PUBLIC HEARING - Ordinance 2024-01

Marisa Barmby (CFRPC) discussed the Future Land Use Map Amendment in the Green Swamp Area of Critical State Concern is an applicant-initiated Future Land Use Map Amendment in the Green Swamp Area of Critical State Concern "X" to change the Future Land Use from Convenience Center-X (CCX) to Residential Suburban-X (RSX) on approximately 1.44 acres in Polk City, located at 9600 SR 33 (parcel number 252631-000000-044210). **Second and Final Reading**

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

City Manager Jackson reminded the Commission that this Ordinance was approved on First Reading in March and had to go to Florida Commerce for a 60-day review. Florida Commerce returned the Ordinance with no comments as indicated on the Agenda form. Therefore, it is presented now on Second and Final Reading.

No discussion.

Motion by Commissioner Wilson to approve Ordinance 2024-01 on Second and Final Reading; this motion was seconded by Commissioner Pettit.

Roll Call Vote: Commissioner Wilson – aye, Commissioner Pettit – aye, Mayor LaCascia – aye, Commissioner Blethen - aye

Motion carried 4/0.

PUBLIC HEARING - Ordinance 2024-02

Marisa Barmby (CFRPC) discussed the Rezoning in the Green Swamp Area of Critical State Concern is an applicant-initiated rezoning in the Green Swamp Area of Critical State Concern “X” to change the zoning from Convenience Center-X (CCX) to Residential Suburban-X (RSX) on approximately 1.44 acres in Polk City, located at 9600 SR 33 (Parcel number 252631-000000-044210). **Second and Final Reading**

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

City Manager Jackson reminded the Commission that this Ordinance was approved on First Reading in March and had to go to Florida Commerce for a 60-day review. Florida Commerce returned the Ordinance with no comments as indicated on the Agenda form. Therefore, it is presented now on Second and Final Reading.

No discussion.

Motion by Commissioner Wilson to approve Ordinance 2024-02 on Second and Final Reading; this motion was seconded by Commissioner Pettit.

Roll Call Vote: Commissioner Blethen – aye, Commissioner Pettit – aye, Mayor LaCascia – aye, Commissioner Wilson – aye

Motion carried 4/0.

Resolution 2024-04

Mayor LaCascia provided a brief explanation on the Resolution endorsing the Membership Apportionment Plan for the Polk Transportation Planning Organization and authorizing the Chairman/Mayor to execute an Amended Interlocal Agreement.

No Discussion.

Motion by Commissioner Blethen to adopt Resolution 2024-04; this motion was seconded by Commissioner Pettit.

Roll Call Vote: Commissioner Pettit – aye, Commissioner Wilson – aye, Commissioner Blethen – aye, Mayor LaCascia – aye

Motion carried 4/0.

Request for Code Enforcement Reduction of Lien – 620 2nd Street

Kathy Delp discussed the property was found in violation for overgrowth, junk & debris, inoperative vehicles, derelict structure by the Magistrate & a fine of \$100.00/per day was imposed until the property came into compliance. Code Enforcement worked with the previous owner and her family on numerous occasions, to no avail.

The property was sold, and the new owner was aware of the Lien prior to purchase, after which, the property was brought into compliance. Therefore, the new owners are asking that the entire Lien to be released.

Commissioner Wilson asked what the value of the property is today?

Kathy Delp responded that information is not known at this time. It is not on the Property Appraiser's website yet. It still reflects the previous owner. If the lien is not paid, the City can foreclose on the property.

The new owner cleaned up the property to stop the accrual of fines.

City Attorney Cloud stated the City is not obligated to approve this reduction.

Motion by Mayor LaCascia to deny the Reduction of Lien; this motion was seconded by Commissioner Blethen.

Roll Call Vote: Commissioner Pettit – nay, Commissioner Blethen – aye,
Commissioner Wilson – aye, Mayor LaCascia – aye

Motion carried 3/1.

Request for Lien Release - 520 2nd Street

Kathy Delp discussed there was a Lien placed on the property for Code Enforcement violations. The property went into foreclosure and was sold at judicial sale for less than the principal due on the mortgage.

City staff recommended that the City Commission consider a motion to Release the Lien for 520 2nd Street.

City Manager Jackson explained that after the Judicial sale there was no money left to pay off the lien.

City Attorney Cloud stated the lien does not vanish. The bank is the only entity that received funds from this.

Motion by Commissioner Blethen to deny the request for a Lien Release for 520 2nd Street; this motion was seconded by Commissioner Pettit.

Roll Call Vote: Mayor LaCascia – aye, Commissioner Pettit – aye,
Commissioner Blethen – aye, Commissioner Wilson –
aye

Motion carried 4/0.

**Request for Code Enforcement Lien Reduction – DKJ Holdings LLC Polk City
(Dollar General) - 125 Carter Boulevard**

Kathy Delp discussed the property was found in violation for overgrowth and not maintaining the stormwater pond properly. The Magistrate set the fine at \$500.00 per day for repeat violation as the property was found in violation for the same issues two years prior.

This causes issues with snakes and rats going into the yards of the people that live in the Honeybee area behind the store.

Staff does not necessarily have an issue with a reduction in the amount, however, it needs to be more than \$7,350.00. The owner paid a \$4,000.00 fine for the same violation two years ago. The amount needs to be enough to discourage this from happening again.

Motion by Commissioner Pettit to deny the request for a Lien Reduction for DKJ Holdings LLC Polk City, 125 Carter Boulevard (Dollar General); this motion was seconded by Commissioner Wilson.

Roll Call Vote: Mayor LaCascia – aye, Commissioner Pettit – aye,
Commissioner Blethen – aye, Commissioner Wilson –
aye

Motion carried 4/0.

CITY MANAGER ITEMS

Matt Williams Water Treatment Plant Emergency Pump Repair

City Manager Jackson discussed approximately three (3) weeks ago, City staff heard a noise coming from the Matt Williams Water Plant. This noise was located within the Well pump/motor. City staff shut down the plant immediately so no further damage would occur.

Coastal Pump & Equipment was called to evaluate the noise. The technician recommended not using the pump until it could be pulled, taken to their shop and thoroughly evaluated to determine the root cause of the noise. On June 10, 2024, staff received a quote for \$42,142.71, noting this repair will take approximately three to four weeks to complete.

Currently, because the Matt Williams Water Plant is out of service, the entire city is running on the Commonwealth and Jacob's Water Plants.

In order to get three quotes for this repair, the perspective repair company would have to go to Coastal and pick up the pump to evaluate, and then provide a cost for repair. This would delay the repairs a lot longer and cost more for evaluating the problem; and Polk City does not have that kind of time. This pump repair is urgent and critical.

Staff recommended that Coastal Pump and Equipment repair the Matt Williams Water Plant pump in the amount of \$42,142.71.

City Manager Jackson stated the reason this item is being presented to you, yes, it is an emergency, but it is more than her \$25,000 spending limit.

Motion by Commissioner Wilson to approve the expenditure of \$42,142.71 with Coastal Pump and Equipment for the emergency repair of the Matt Williams Water Plant Pump; this motion was seconded by Commissioner Pettit.

Motion carried 4/0 by Voice Vote.

CITY ATTORNEY ITEMS

Financial Disclosure Form 6 Preliminary Injunction

On June 10, 2024 the Federal District Court for the Southern District of Florida issued a Preliminary Injunction in the case of *Loper vs Lukis*. Therefore, until further notice all elected officials will revert back to completing a Form 1 Financial Disclosure.

The Form 6 sent shock waves across Florida, which resulted in 125 City officials resigning their positions.

However, this decision will be appealed by the State of Florida to the United States 11th District Court of Appeals in Atlanta.

Mayor LaCascia stated this is great news and thanked City Attorney Cloud for this information.

Cardinal Hill WWTF Consent Order

Florida Department of Environmental Protection has issued a Consent Order for the Cardinal Hill WWTP. This Order will allow Polk City five (5) years to bring the plant into compliance, and also gives Polk City time to engage with the necessary engineers. The total cost will be approximately \$7.5 million. Grant money is available from State and Federal Agencies. Polk City would also be able to get low interest loans for the amount that grants may not cover. City Attorney Cloud has provided City Manager Jackson with individual names and agencies that have been apprised of this issue and are already in conversation with her, and ready to assist in moving this process along properly. **City Attorney Cloud recommends approving this Consent Order tonight and authorize**

the City Attorney and City Manager to move forward accordingly. Approving this Consent Order will keep Polk City in compliance of the State law.

Commissioner Blethen commented that the DEP has been failing this plant for years.

City Attorney Cloud replied, No, there were only certain issues, and the Bar Screen was one of those, that is now being remedied. Also, be reminded that the water rates have been the same for over 13 years and helped build up Polk City's revenues.

Commissioner Blethen complained that raising rates while people still cannot feed themselves.

City Manager Jackson stated a Rate Study is already in the process, which will determine how we proceed next. Rate Studies are done every three to five years.

Motion by Commissioner Wilson to approve the Cardinal Hill WWTP Consent Order; this Order was seconded by Commissioner Pettit.

Motion carried 4/0.

COMMISSIONER ITEMS

Commissioner Blethen – Was not given the Oath of Office in April. City Manager Jackson administered the Oath during this meeting.

Commissioner Pettit – None

Commissioner Wilson – None

Mayor LaCascia – Commended Utility Billing and Finance Staff on their work with the recent computer glitch. As a result of this glitch approximately 2,500 auto-pay utility customers were issued refunds.

ANNOUNCEMENTS

ADJOURNMENT – 7:40 pm

Patricia Jackson, City Manager

Joe LaCascia, Mayor

**City Commission Meeting
July 16, 2024**

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 – n/a
2. Code Enforcement Report – May/June 2024
3. Financial Report – June 2024
4. Library Report – June 2024
5. Polk Sheriff's Report – June 2024
6. Public Works/Utilities Report – June 2024
7. Utility Billing Report – June 2024

ANALYSIS:

STAFF RECOMMENDATION: Approval of Department Reports via Consent Agenda

Code Enforcement Report

MAY 2024

SNIPE SIGNS REMOVED	31	
LIEN SEARCHES	10	
INSPECTIONS	113	
CLOSED OUT CASES	23	
SPECIAL MAGISTRATE CASES	10	
CLOSED OUT SPECIAL MAGISTRATE CASES	6	
CASE SUBJECTS		
DISABLE VEHICLES	7	
BUILDING WITHOUT PERMIT	14	
OVERGROWTH	18	
HOUSE NUMBERS	0	
FENCE INSPECTIONS /FENCE ISSUES	7	
JUNK AND DEBRIS	16	
RV/TRAILER PARKING	4	
OPEN STRUCTURE	0	
NOISE	2	
CLOSE OUT LIEN/FILED/	6	
YARD SALE	0	
ANIMAL	1	
POOL	2	
EXTENDED CASES	4	
COUNTY CASES / CALLS	12	
ASSESSORY USE	0	
LIENS PLACE / WRITTEN/APP 4 RED	3	
BUSINESS LICENSE / VENDOR	0	
MISCELLANEOUS	5	

Code Enforcement Report JUNE 2024

SNIPE SIGNS REMOVED	23	
LIEN SEARCHES	9	
INSPECTIONS	62	
CLOSED OUT CASES	22	
SPECIAL MAGISTRATE CASES	8	
CLOSED OUT SPECIAL MAGISTRATE CASES	3	
CASE SUBJECTS		
REFERRED TO COUNTY	8	
DISABLE VEHICLES	3	
BUILDING WITHOUT PERMIT	1	
OVERGROWTH	12	
HOUSE NUMBERS	1	
FENCE/INSPECTIONS	3	
JUNK AND DEBRIS	7	
RV/TRAILER PARKING	0	
OPEN STRUCTURE	1	
MET WITH CITIZEN	10	
NOISE	1	
PLACE LIEN	0	
REDUCTION OF OR/CLOSE OUT LIEN	3	
YARD SALE	0	
ANIMAL	0	
POSTINGS	7	
EXTENDED CASES	5	
ACCESSORY USE	0	
DEMOLITION	1	
BUSINESS LICENSE	0	
MINIMUM STANDARD HOUSING	0	

CITY OF POLK CITY
Simple Balance Sheet

For Fiscal Year: 2024 thru Month: Jun
Fund: 01 OPERATING FUND

Account Number	Account Title	Ending Bal	Net Amount
01-101-100	Cash - Checking	3,528,167.92	
01-101-990	Library Van Fleet Cycling Challenge	859.09	
01-102-100	Cash on Hand	875.00	
01-115-100	Accounts Receivable - Utilities	47,844.29	
01-115-120	Accounts Receivable - Local Bus Licenses	3,540.00	
01-115-200	Accounts Receivable - Year End	114,518.88-	
01-117-100	Allowance for Bad Debt	131.83-	
01-133-100	Due From Other Governmental Units	55,408.15	
01-133-101	Due from Others (Franchise & Public Serv. Tax)	59,124.23	
01-151-100	Investments - FL SAFE GF	1,203,490.86	
01-151-902	Investments - FL SAFE GF Reserves	85,080.26	
01-153-302	Restricted Cash - New Local Opt Gas Tax	350,522.96	
01-160-902	Reserve Account	100,000.59	
01-160-903	Reserve Acct - Emergencies & Contingency	62,924.00	
	** TOTAL ASSET**		5,383,186.64
01-202-100	Accounts Payable	54,371.57-	
01-202-200	Accounts Payable - Year End	10,258.34-	
01-202-900	Customer Deposits	5,760.00	
01-202-950	Other Deposits	150,000.00	
01-208-300	Due to County - Impact Fees	24,223.92	
01-208-310	Due to DCA - Bldg Permit Surcharge	478.13	
01-208-320	Due to Dept of Business - License Fees	259.19	
01-208-330	Due to PCSO - Police Education Revenue	285.79	
01-217-200	Accrued Sales Tax	359.00	
01-218-100	Payroll Taxes Payable	79.89-	
01-218-200	FRS Retirement Payable	1,158.21	
01-218-300	Health Plan Payable	3,821.41	
01-218-320	Supplemental Insurance Payable	926.39	
01-218-400	Dental Plan Payable	94.03-	
01-218-410	Vision Plan Payable	821.61	
01-218-700	ICMA-RC	120.00	
	** TOTAL LIABILITY**		123,409.82
01-243-100	Encumbrances Placed	6,833.85	
01-245-100	Reserved for Encumbrances	6,833.85-	
	** TOTAL ENCUMBRANCE**		0.00
01-271-100	Fund Balance Unreserved	4,685,490.91	
	** TOTAL EQUITY**		4,685,490.91
	** TOTAL REVENUE**		2,704,770.52
	** TOTAL EXPENSE**		2,130,484.61
	TOTAL LIABILITY AND EQUITY		5,383,186.64

GENERAL FUND REVENUES
75.00 % Yr Complete For Fiscal Year: 2024 / 6

G/L ACCOUNT	DESCRIPTION	2023 PRIOR YR REVENUE	2023 ANTICIPATED REVENUE	2024 ANTICIPATED REVENUE	ADJ ANTICIPATED	2024 CURRENT REVENUE	2024 YTD REVENUE	2024 (EXCESS)/DEFICIT	PERCENTAGE REALIZED
01-344-900	FDOT Maintenance Agreement	13,486.34	16,304.00	16,304.00	16,304.00	4,509.09	13,527.24	2,776.76	82.97 %
01-347-100	Library Income	10,134.56	5,500.00	5,500.00	5,500.00	243.65	2,461.29	3,038.71	44.75 %
01-351-200	Police Fines, Penalties, and Forfeitu	9,762.04	8,000.00	8,000.00	8,000.00	291.03	9,598.31	(1,598.31)	119.98 %
01-351-300	Code Enforcement Fines	17,026.35	0.00	0.00	0.00	0.00	1,325.55	(1,325.55)	0.00 %
01-359-100	Other Fines and/or Forfeitures	31.00	0.00	0.00	0.00	0.00	70.00	(70.00)	0.00 %
01-359-300	Late Fees	394.10	250.00	250.00	250.00	31.50	154.50	95.50	61.80 %
01-361-100	Interest Income	2,091.14	7,450.00	7,450.00	7,450.00	0.00	3,353.23	4,096.77	45.01 %
01-361-200	Interest/Dividends - FL SAFE	56,515.15	30,000.00	30,000.00	30,000.00	0.00	45,604.33	(15,604.33)	152.01 %
01-362-100	Activity Center Rentals	5,800.00	4,400.00	4,400.00	4,400.00	150.00	3,500.00	900.00	79.55 %
01-362-200	Donald Bronson Community Center Renta	9,350.00	5,350.00	5,350.00	5,350.00	1,750.00	8,750.00	(3,400.00)	163.55 %
01-365-100	Sales of Surplus Property	0.00	0.00	0.00	0.00	0.00	2,280.35	(2,280.35)	0.00 %
01-366-101	Private Donations - Christmas	2,225.00	1,000.00	1,000.00	1,000.00	0.00	250.00	750.00	25.00 %
01-366-102	Private Donations - Halloween	1,975.00	1,000.00	1,000.00	1,000.00	0.00	250.00	750.00	25.00 %
01-366-110	Private Donations - Library	181.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-369-100	Misc. Income	962.54	500.00	500.00	500.00	54.02	953.56	(453.56)	190.71 %
01-369-101	Misc Income - Copies and Faxes	3.57	0.00	0.00	0.00	0.00	0.64	(0.64)	0.00 %
01-369-102	Misc Income - Collection Allowance	3,318.48	1,800.00	1,800.00	1,800.00	85.04	(1,686.02)	3,486.02	93.67 %
01-369-160	Misc Income - Deputy Rental Coverage	2,205.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-369-400	Insurance Proceeds	4,795.00	0.00	0.00	0.00	0.00	5,741.00	(5,741.00)	0.00 %
01-369-500	Refund of State Gas Tax	1,498.42	1,000.00	1,000.00	1,000.00	127.99	849.39	150.61	84.94 %
01-381-400	Transfer From Enterprise Fund	100,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
DEPARTMENT TOTALS		3,408,735.05	4,017,648.00	4,017,648.00	4,017,648.00	218,554.40	2,704,770.52	1,312,877.48	67.32 %

CITY OF POLK CITY
JUNE 2024 MONTHLY FINANCIALS

General Fund Expenditures
75.00 % Yr Complete For Fiscal Year: 2024 / 6

G/L ACCOUNT	DESCRIPTION	2023 ACTUALS	2024 ADOPTED BUDGET	2024 ADJ BUDGET	2024 MTD EXPENSES	2024 YTD EXPENSES	2024 AVAIL BUDGET	2024 PERCENTAGE REALIZED
LEGISLATIVE								
01-511-120	Regular Salary - Legislative	10,500.00	10,800.00	10,800.00	1,200.00	6,900.00	3,900.00	63.89 %
01-511-160	Bonuses and Gift Certificates - Legis	8,121.25	2,500.00	2,500.00	0.00	2,707.10	(207.10)	108.28 %
01-511-210	Fica Taxes - Legislative	1,424.50	1,241.00	1,241.00	91.79	734.93	506.07	59.22 %
01-511-240	Worker's Compensation - Legislati	10.94	20.00	20.00	0.00	12.12	7.88	60.60 %
01-511-400	Travel and Training - Legislative	1,072.27	4,000.00	4,000.00	60.00	60.00	3,940.00	1.50 %
01-511-405	TRAINING - LEGISLATIVE	1,325.00	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
01-511-408	Meeting Expense Allowance - Legislati	812.45	1,000.00	1,000.00	0.00	210.00	790.00	21.00 %
01-511-470	Printing and Reproduction - Legislati	174.50	300.00	300.00	0.00	0.00	300.00	0.00 %
01-511-480	Promo Activities & Legal Ads - Legisl	910.00	1,000.00	1,000.00	0.00	1,790.00	(790.00)	179.00 %
01-511-490	Other Current Charges - Legislative	25.20	2,000.00	2,000.00	0.00	25.20	1,974.80	1.26 %
01-511-510	Office Supplies - Legislative	20.24	300.00	300.00	0.00	0.00	300.00	0.00 %
01-511-520	Operating Supplies - Legislative	57.76	2,000.00	2,000.00	0.00	57.76	1,942.24	2.89 %
01-511-525	Uniforms - Legislative	541.78	700.00	700.00	0.00	0.00	700.00	0.00 %
01-511-540	Books, Pub., Sub., & Memberships - Le	3,564.00	3,800.00	3,800.00	0.00	3,623.00	177.00	95.34 %
DEPARTMENT TOTAL		28,559.89	32,661.00	32,661.00	1,351.79	16,120.11	16,540.89	49.36 %
EXECUTIVE								
01-512-120	Regular Salary - Executive	214,389.88	231,588.00	231,588.00	16,814.43	163,552.44	68,035.56	70.62 %
01-512-130	Other Salaries and Wages - Executive	4,800.12	4,800.00	4,800.00	369.24	3,692.40	1,107.60	76.93 %
01-512-140	Overtime - Executive	4,719.92	0.00	0.00	0.00	0.00	0.00	0.00 %
01-512-160	Premium Pay and Non Merit Pay - Execu	56,930.08	34,700.00	34,700.00	0.00	37,899.32	(3,199.32)	109.22 %
01-512-210	Fica Taxes - Executive	21,557.46	23,832.00	23,832.00	1,376.34	16,601.79	7,230.21	69.66 %
01-512-220	Retirement Contribution - Executive	55,270.61	62,258.00	62,258.00	4,789.08	47,741.67	14,516.33	76.68 %
01-512-230	Life & Health Insurance - Executive	25,855.68	13,986.00	13,986.00	1,187.53	9,588.18	4,397.82	68.56 %
01-512-240	Worker's Compensation - Executive	266.44	371.00	371.00	0.00	257.06	113.94	69.29 %
01-512-400	Travel Expenses - Executive	3,325.32	5,000.00	5,000.00	343.28	1,688.26	3,311.74	33.77 %
01-512-405	Training - Executive	2,026.44	4,000.00	4,000.00	0.00	574.00	3,426.00	14.35 %
01-512-408	Meeting Expense Allowance - Executive	551.50	1,500.00	1,500.00	0.00	399.86	1,100.14	26.66 %
01-512-410	Communication Services - Executive	1,316.04	1,400.00	1,400.00	49.78	469.77	930.23	33.56 %
01-512-470	Printing and Reproduction - Executive	0.00	4,000.00	4,000.00	0.00	4,527.49	(527.49)	113.19 %
01-512-480	Promo Activities & Legal Ads - Execut	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-512-490	Other Current Charges - Executive	72.17	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00 %
01-512-492	Recording & Other Fees - City Clerk	0.00	1,500.00	1,500.00	2,500.00	2,500.00	(1,000.00)	166.67 %

CITY OF POLK CITY
JUNE 2024 MONTHLY FINANCIALS

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General Fund Expenditures
75.00 % Yr Complete For Fiscal Year: 2024 / 6

G/L ACCOUNT	DESCRIPTION	2023 ACTUALS	2024 ADOPTED BUDGET	2024 ADJ BUDGET	2024 MTD EXPENSES	2024 YTD EXPENSES	2024 AVAIL BUDGET	2024 PERCENTAGE REALIZED
01-512-510	Office Supplies - Executive	908.61	2,000.00	2,000.00	0.00	598.50	1,401.50	29.93 %
01-512-520	Operating Supplies - Executive	237.66	2,000.00	2,000.00	0.00	182.92	1,817.08	9.15 %
01-512-540	Books, Pub., Sub., & Memberships - Ex	2,696.59	3,500.00	3,500.00	0.00	986.10	2,513.90	28.17 %
01-512-640	Machinery & Equipment - Executive	1,650.00	0.00	0.00	0.00	0.00	0.00	0.00 %
DEPARTMENT TOTAL		396,574.52	401,435.00	401,435.00	27,429.68	291,259.76	110,175.24	72.55 %
LEGAL COUNSEL								
01-514-310	Professional Services - Legal Counsel	50,086.55	65,000.00	65,000.00	8,296.26	42,065.06	22,934.94	64.72 %
01-514-480	Promo Activities & Legal Ads - Legal	9,661.67	11,000.00	11,000.00	452.26	6,052.94	4,947.06	55.03 %
DEPARTMENT TOTAL		59,748.22	76,000.00	76,000.00	8,748.52	48,118.00	27,882.00	63.31 %
COMPREHENSIVE PLANNING								
01-515-310	Professional Services - Comp Planning	30,000.00	30,000.00	35,000.00	0.00	26,250.00	8,750.00	87.50 %
DEPARTMENT TOTAL		30,000.00	30,000.00	35,000.00	0.00	26,250.00	8,750.00	87.50 %
FINANCE AND ACCOUNTING								
01-516-120	Regular Salary - Wages - Fin & Acctng	104,281.75	112,545.00	112,545.00	8,410.02	80,562.20	31,982.80	71.58 %
01-516-140	Overtime - Fin & Acctng	2,194.88	615.00	615.00	0.00	374.62	240.38	60.91 %
01-516-210	Fica Taxes - Fin & Acctng	5,834.74	8,523.00	8,523.00	444.42	4,529.87	3,993.13	53.15 %
01-516-220	Retirement Contribution - Fin & Acctng	13,302.72	15,272.00	15,272.00	1,141.24	11,564.26	3,707.74	75.72 %
01-516-230	Life & Health Insurance - Fin & Acctng	25,286.38	26,935.00	26,935.00	2,244.57	20,201.13	6,733.87	75.00 %
01-516-240	Worker's Compensation - Fin & Acc	129.55	181.00	181.00	0.00	123.69	57.31	68.34 %
01-516-310	Professional Services - Fin & Acctng	3,780.00	4,500.00	4,500.00	0.00	2,000.00	2,500.00	44.44 %
01-516-400	Travel Expenses - Fin & Acctng	607.43	2,500.00	2,500.00	0.00	1,168.42	1,331.58	46.74 %
01-516-405	Training - Finance	0.00	3,000.00	3,000.00	0.00	499.00	2,501.00	16.63 %
01-516-410	Communication Services - Fin & Acctng	743.36	850.00	850.00	24.89	257.84	592.16	30.33 %
01-516-470	Printing and Reproduction - Fin & Acc	171.77	750.00	750.00	0.00	125.72	624.28	16.76 %

CITY OF POLK CITY
JUNE 2024 MONTHLY FINANCIALS

General Fund Expenditures
75.00 % Yr Complete For Fiscal Year: 2024 / 6

G/L ACCOUNT	DESCRIPTION	2023 ACTUALS	2024 ADOPTED BUDGET	2024 ADJ BUDGET	2024 MTD EXPENSES	2024 YTD EXPENSES	2024 AVAIL BUDGET	2024 PERCENTAGE REALIZED
01-516-510	Office Supplies - Fin & Acctng	922.79	2,000.00	2,000.00	0.00	677.74	1,322.26	33.89 %
01-516-520	Operating Supplies - Fin & Acctng	2,264.61	3,000.00	3,000.00	268.38	310.13	2,689.87	10.34 %
01-516-540	Books, Pub., Sub., & Memberships - Fi	855.71	700.00	700.00	0.00	239.88	460.12	34.27 %
01-516-630	Improvements Other than Building - Fi	3,490.00	0.00	0.00	0.00	0.00	0.00	0.00 %
DEPARTMENT TOTAL		163,865.69	181,371.00	181,371.00	12,533.52	122,634.50	58,736.50	67.62 %
DEBT SERVICE								
01-517-710	Principal - CB&T Debt Service Pmts	85,299.49	88,076.00	88,076.00	0.00	58,352.71	29,723.29	66.25 %
01-517-720	Interest - CB&T Debt Service Pmts	34,511.03	31,735.00	31,735.00	0.00	21,520.97	10,214.03	67.81 %
DEPARTMENT TOTAL		119,810.52	119,811.00	119,811.00	0.00	79,873.68	39,937.32	66.67 %
LAW ENFORCEMENT								
01-521-305	Contract Labor - Law Enf	107,497.00	109,647.00	109,647.00	0.00	82,235.25	27,411.75	75.00 %
01-521-310	Professional Services - Law Enf	84,540.50	108,000.00	108,000.00	7,116.00	64,646.75	43,353.25	59.86 %
01-521-460	Repairs and Maintenance - Law Enf	0.00	500.00	500.00	0.00	0.00	500.00	0.00 %
01-521-520	Operating Supplies - Law Enf	797.70	0.00	0.00	0.00	0.00	0.00	0.00 %
DEPARTMENT TOTAL		192,835.20	218,147.00	218,147.00	7,116.00	146,882.00	71,265.00	67.33 %
BUILDING AND ZONING								
01-524-120	Regular Salary - Wages - Bldg & Zonin	106,159.48	110,812.00	110,812.00	8,523.99	80,992.92	29,819.08	73.09 %
01-524-140	Overtime - Bldg & Zoning	2,178.07	599.00	599.00	0.00	67.37	531.63	11.25 %
01-524-210	Fica Taxes - Bldg & Zoning	8,263.75	8,523.00	8,523.00	640.89	6,407.33	2,115.67	75.18 %
01-524-220	Retirement Contribution - Bldg & Zoni	13,567.15	15,118.00	15,118.00	1,156.70	11,564.12	3,553.88	76.49 %
01-524-230	Life & Health Insurance - Bldg & Zoni	25,466.29	26,937.00	26,937.00	2,258.42	20,325.78	6,611.22	75.46 %
01-524-240	Worker#39;s Compensation - Bldg & Zo	1,390.17	1,876.00	1,876.00	0.00	1,297.19	578.81	69.15 %
01-524-310	Professional Services - Bldg & Zoning	51,474.33	212,170.00	212,170.00	2,643.37	34,050.37	178,119.63	16.05 %
01-524-311	Engineering Services - Bldg & Zoning	1,475.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %

General Fund Expenditures
75.00 % Yr Complete For Fiscal Year: 2024 / 6

G/L ACCOUNT	DESCRIPTION	2023 ACTUALS	2024 ADOPTED BUDGET	2024 ADJ BUDGET	2024 MTD EXPENSES	2024 YTD EXPENSES	2024 AVAIL BUDGET	2024 PERCENTAGE REALIZED
01-524-400	Travel Expenses - Bldg & Zoning	0.00	250.00	250.00	0.00	0.00	250.00	0.00 %
01-524-405	Training - Building	0.00	0.00	0.00	0.00	60.00	(60.00)	0.00 %
01-524-510	Office Supplies - Bldg & Zoning	164.24	200.00	200.00	0.00	280.82	(80.82)	140.41 %
01-524-520	Operating Supplies - Bldg & Zoning	1,329.61	300.00	300.00	0.00	381.99	(81.99)	127.33 %
01-524-540	Books, Pub., Sub., & Memberships - Bl	599.87	0.00	0.00	0.00	123.23	(123.23)	0.00 %
01-524-630	Improvements Other than Building - Bl	1,745.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-524-660	Books, Pub. & Library Materials - Bldg	0.00	600.00	600.00	0.00	0.00	600.00	0.00 %
DEPARTMENT TOTAL		213,812.96	378,385.00	378,385.00	15,223.37	155,551.12	222,833.88	41.11 %
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CODE ENFORCEMENT								
01-529-120	Regular Salary - Wages - Code Enf	28,107.33	30,443.00	30,443.00	2,772.00	23,313.00	7,130.00	76.58 %
01-529-140	Overtime - Code Enf	305.26	0.00	0.00	0.00	0.00	0.00	0.00 %
01-529-210	Fica Taxes - Code Enf	2,186.65	2,329.00	2,329.00	209.38	1,837.54	491.46	78.90 %
01-529-220	Retirement Contribution - Code Enf	3,574.91	4,131.00	4,131.00	376.16	3,307.14	823.86	80.06 %
01-529-230	Life & Health Insurance - Code Enf	12,544.95	13,351.00	13,351.00	14.24	(971.44)	14,322.44	(7.28) %
01-529-240	Worker's Compensation - Code Enf	545.78	795.00	795.00	0.00	541.34	253.66	68.09 %
01-529-310	Professional Services - Code Enf	16,400.00	8,000.00	8,000.00	600.00	5,650.00	2,350.00	70.63 %
01-529-400	Travel Expenses - Code Enf	325.31	500.00	500.00	395.69	395.69	104.31	79.14 %
01-529-405	TRAINING - CODE ENFORCEMENT	1,061.00	700.00	700.00	0.00	710.00	(10.00)	101.43 %
01-529-410	Communication Services - Code Enf	708.06	800.00	800.00	24.89	247.02	552.98	30.88 %
01-529-510	Office Supplies - Code Enf	234.89	200.00	200.00	0.00	110.43	89.57	55.22 %
01-529-520	Operating Supplies - Code Enf	133.81	500.00	500.00	0.00	549.13	(49.13)	109.83 %
01-529-540	Books, Pub., Sub., & Memberships - Co	150.00	100.00	100.00	0.00	38.29	61.71	38.29 %
DEPARTMENT TOTAL		66,277.95	61,849.00	61,849.00	4,392.36	35,728.14	26,120.86	57.77 %
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REFUSE/SANITATION								
01-534-341	Refuse Disposal - Residential - Refus	246,939.48	262,196.00	262,196.00	23,076.16	201,710.76	60,485.24	76.93 %
01-534-342	Refuse Disposal - Commercial - Refuse	126,628.19	130,366.00	130,366.00	10,623.62	110,357.54	20,008.46	84.65 %
DEPARTMENT TOTAL		373,567.67	392,562.00	392,562.00	33,699.78	312,068.30	80,493.70	79.50 %
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General Fund Expenditures
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G/L ACCOUNT	DESCRIPTION	2023 ACTUALS	2024 ADOPTED BUDGET	2024 ADJ BUDGET	2024 MTD EXPENSES	2024 YTD EXPENSES	2024 AVAIL BUDGET	2024 PERCENTAGE REALIZED
STORMWATER								
01-538-310	PROFESSIONAL SERVICES - STORMWATER	1,462.50	23,000.00	23,000.00	3,700.00	4,475.00	18,525.00	19.46 %
01-538-311	Engineering Services - Stormwater	10,257.50	0.00	0.00	0.00	21,651.50	(21,651.50)	0.00 %
01-538-400	Travel Expenses - Stormwater	42.46	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-538-405	Training - Stormwater	0.00	1,000.00	1,000.00	0.00	876.00	124.00	87.60 %
01-538-460	Repairs and Maintenance - Stormwater	0.00	10,000.00	10,000.00	590.00	590.00	9,410.00	5.90 %
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	100.00	100.00	100.00	0.00	500.00	(400.00)	500.00 %
DEPARTMENT TOTAL		11,862.46	35,350.00	35,350.00	4,290.00	28,092.50	7,257.50	79.47 %
GENERAL GOV'T BUILDINGS								
01-539-310	Professional Services - Gen Gov't	24,138.92	10,000.00	10,000.00	3,308.34	27,372.17	(17,372.17)	273.72 %
01-539-312	Professional Services - Other - Gen G	555.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
01-539-411	City Hall - Communication - Gen Gov&#	16,252.04	12,500.00	12,500.00	1,130.41	7,405.63	5,094.37	59.25 %
01-539-413	Public Works - Communication - Gen Go	2,706.62	0.00	0.00	0.00	1,584.37	(1,584.37)	0.00 %
01-539-414	Community Center-Communication-Gen Go	1,659.36	2,000.00	2,000.00	138.28	1,106.24	893.76	55.31 %
01-539-431	City Hall - Utilities - Gen Gov't	20,553.16	21,000.00	21,000.00	1,438.66	13,137.57	7,862.43	62.56 %
01-539-432	Activity Center - Utilities - Gen Gov	2,396.17	2,500.00	2,500.00	216.66	1,716.12	783.88	68.64 %
01-539-433	MULTI-PURPOSE BUILD - UTILITIES - GEN	2,995.89	2,500.00	2,500.00	264.68	2,214.54	285.46	88.58 %
01-539-434	Community Center-Utilities-Gen Gov	6,853.58	7,500.00	7,500.00	622.63	3,682.05	3,817.95	49.09 %
01-539-440	Rentals and Leases - Gen Gov't Bl	9,831.97	5,000.00	5,000.00	685.25	6,954.36	(1,954.36)	139.09 %
01-539-461	City Hall - Repairs & Maint - Gen Gov	4,650.29	6,000.00	6,000.00	46,158.72	65,409.21	(59,409.21)	1090.15 %
01-539-462	Activity Center - Repairs & Maint - G	490.79	3,000.00	3,000.00	0.00	3,737.96	(737.96)	124.60 %
01-539-463	MUTIL-PURPOSE BUILD- REPAIRS & MAINT	518.35	1,500.00	1,500.00	(45,600.00)	0.00	1,500.00	0.00 %
01-539-464	Community Center-Repairs & Maint-Gen	2,337.11	4,500.00	4,500.00	0.00	4,690.00	(190.00)	104.22 %
01-539-490	Other Current Charges - Gen Gov't	93.98	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-539-521	City Hall - Operating Supplies - Gen	6,366.22	5,000.00	5,000.00	252.06	8,248.89	(3,248.89)	164.98 %
01-539-522	Activity Center - Operating Supplies	1,155.12	1,000.00	1,000.00	42.08	1,444.71	(444.71)	144.47 %
01-539-523	Multi-Purpose Build - Operating Suppl	800.02	100.00	100.00	0.00	239.43	(139.43)	239.43 %
01-539-524	Community Center-Operating Supplies-G	2,128.30	2,400.00	2,400.00	69.56	1,369.82	1,030.18	57.08 %
01-539-531	Landscape Materials & Supplies - Buil	0.00	1,000.00	1,000.00	0.00	815.00	185.00	81.50 %
01-539-620	Buildings - Gen Gov't Bids	0.00	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00 %

General Fund Expenditures
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G/L ACCOUNT	DESCRIPTION	2023 ACTUALS	2024 ADOPTED BUDGET	2024 ADJ BUDGET	2024 MTD EXPENSES	2024 YTD EXPENSES	2024 AVAIL BUDGET	2024 PERCENTAGE REALIZED
DEPARTMENT TOTAL								
		543,218.86	1,411,259.00	1,411,259.00	34,494.67	322,174.75	1,089,084.25	22.83 %
LIBRARY								
01-571-120	Regular Salary - Wages - Library	83,407.86	83,765.00	83,765.00	6,806.01	64,657.05	19,107.95	77.19 %
01-571-140	Overtime - Library	16.22	516.00	516.00	0.00	0.00	516.00	0.00 %
01-571-210	Fica Taxes - Library	6,275.60	6,448.00	6,448.00	510.61	5,108.56	1,339.44	79.23 %
01-571-220	Retirement Contribution - Library	10,232.95	11,437.00	11,437.00	923.58	9,224.53	2,212.47	80.66 %
01-571-230	Life & Health Insurance - Library	25,465.27	26,910.00	26,910.00	2,248.02	18,033.00	8,877.00	67.01 %
01-571-240	Worker's Compensation - Library	254.03	135.00	135.00	0.00	230.95	(95.95)	171.07 %
01-571-310	Professional Services - Library	2,602.45	2,800.00	2,800.00	557.50	5,357.21	(2,557.21)	191.33 %
01-571-312	Professional Services - Other - Libra	1,877.54	3,200.00	3,200.00	0.00	852.67	2,347.33	26.65 %
01-571-400	Travel Expenses - Library	0.00	550.00	550.00	0.00	24.30	525.70	4.42 %
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	3,880.98	6,500.00	6,500.00	334.66	2,948.92	3,551.08	45.37 %
01-571-430	Utilities - Library	3,273.16	5,700.00	5,700.00	267.07	2,288.04	3,411.96	40.14 %
01-571-460	Repairs and Maintenance - Library	468.54	550.00	550.00	0.00	8,868.07	(8,318.07)	1612.38 %
01-571-470	Printing and Reproduction - Library	0.00	300.00	300.00	0.00	0.00	300.00	0.00 %
01-571-480	Promo Activities & Legal Ads - Librar	608.80	2,600.00	2,600.00	0.00	42.00	2,558.00	1.62 %
01-571-490	Other Current Charges - Library	0.00	200.00	200.00	0.00	0.00	200.00	0.00 %
01-571-510	Office Supplies - Library	674.54	1,600.00	1,600.00	12.49	216.39	1,254.53	13.52 %
01-571-520	Operating Supplies - Library	2,252.94	5,000.00	5,000.00	36.28	1,928.90	3,071.10	38.58 %
01-571-531	Landscape Materials & Supplies - Libr	28.36	200.00	200.00	0.00	815.00	(615.00)	407.50 %
01-571-540	Books, Pub., Sub., & Memberships - Li	1,506.96	2,700.00	2,700.00	25.00	294.88	2,405.12	10.92 %
01-571-660	Books, Pub. & Library Materials - Libr	18,284.34	18,600.00	18,600.00	1,130.53	8,982.06	9,617.94	48.29 %
DEPARTMENT TOTAL								
		161,110.54	180,711.00	180,711.00	12,851.75	129,872.53	50,709.39	71.87 %
PARKS								
01-572-310	Professional Services - Parks	11,900.70	15,000.00	15,000.00	712.50	9,136.17	5,863.83	60.91 %
01-572-430	Utilities - Parks	12,128.01	17,000.00	17,000.00	1,185.39	10,972.35	6,027.65	64.54 %
01-572-460	Repairs and Maintenance - Parks	6,915.69	5,000.00	5,000.00	283.31	4,336.56	663.44	86.73 %
01-572-493	Equipment Rental - Parks	401.38	750.00	750.00	0.00	0.00	750.00	0.00 %

CITY OF POLK CITY
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General Fund Expenditures
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G/L ACCOUNT	DESCRIPTION	2023 ACTUALS	2024 ADOPTED BUDGET	2024 ADJ BUDGET	2024 MTD EXPENSES	2024 YTD EXPENSES	2024 AVAIL BUDGET	2024 PERCENTAGE REALIZED
01-572-520	Operating Supplies - Parks	970.86	1,000.00	1,000.00	0.00	1,984.06	(984.06)	198.41 %
DEPARTMENT TOTAL		32,316.64	38,750.00	38,750.00	2,181.20	26,429.14	12,320.86	68.20 %
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SPECIAL EVENTS								
01-574-310	Professional Services - Spec Events	2,319.00	2,500.00	2,500.00	0.00	200.00	2,300.00	8.00 %
01-574-440	Rentals and Leases - Spec Events	32,885.80	34,000.00	34,000.00	0.00	50,311.30	(16,311.30)	147.97 %
01-574-480	Promo Activities & Legal Ads - Spec E	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-574-490	Other Current Charges - Spec Events	0.00	800.00	800.00	0.00	228.50	571.50	28.56 %
01-574-520	Operating Supplies - Spec Events	4,706.16	7,000.00	7,000.00	0.00	5,647.74	1,352.26	80.68 %
01-574-521	Operating Supplies - Centinial 2025	0.00	0.00	0.00	0.00	5,010.97	(5,010.97)	0.00 %
DEPARTMENT TOTAL		39,910.96	45,300.00	45,300.00	0.00	61,398.51	(16,098.51)	135.54 %
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NON-DEPARTMENTAL								
01-590-310	Professional Services - Non-Dept	18,466.20	35,000.00	35,000.00	800.00	17,663.28	17,336.72	50.47 %
01-590-312	Professional Services - Other - Non-D	777.50	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
01-590-320	Accounting and Auditing - Non-Dept	18,111.97	20,000.00	20,000.00	553.99	12,415.45	7,584.55	62.08 %
01-590-440	Rentals and Leases - Non-Dept	0.00	5,500.00	5,500.00	88.73	709.90	4,790.10	12.91 %
01-590-450	Liability Insurance - Non-Dept	80,758.50	97,000.00	97,000.00	0.00	106,078.50	(9,078.50)	109.36 %
01-590-464	Vehicle Fuel - Non- Departmental	658.39	550.00	550.00	65.15	705.64	(155.64)	128.30 %
01-590-465	Vehicle Maintenance - Non-Departmenta	1,097.10	2,000.00	2,000.00	0.00	361.81	1,638.19	18.09 %
01-590-490	Other Current Charges - Non Dept	1,000.00	2,000.00	2,000.00	0.00	1,000.00	1,000.00	50.00 %
01-590-510	Office Supplies - Non-Departmental	1,328.82	1,000.00	1,000.00	242.31	841.42	158.58	84.14 %
01-590-520	Operating Supplies - Non-Dept	1,470.94	3,000.00	3,000.00	765.06	7,681.65	(4,681.65)	256.06 %
01-590-521	Emergencies & Contingencies - Operati	12,640.97	15,000.00	15,000.00	0.00	1,237.30	13,762.70	8.25 %
01-590-525	Uniforms - Non Dept	4,123.74	4,500.00	4,500.00	204.16	3,781.15	718.85	84.03 %
01-590-528	Postage - Non-Dept	1,504.30	1,500.00	1,500.00	0.00	31.95	1,468.05	2.13 %
01-590-540	Books, Pub., sub., & Memberships -NON	9,576.51	9,000.00	9,000.00	0.00	5,698.98	3,301.02	63.32 %
01-590-550	Pre-Employment Exam/Drug Test	69.50	500.00	500.00	0.00	0.00	500.00	0.00 %
01-590-551	Immunizations - Employees	539.00	600.00	600.00	61.00	741.00	(141.00)	123.50 %
01-590-552	DOT Testing	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-590-553	Employee Meeting/Awards	780.38	1,000.00	1,000.00	0.00	116.23	883.77	11.62 %

General Fund Expenditures
75.00 % Yr Complete For Fiscal Year: 2024 / 6

G/L ACCOUNT	DESCRIPTION	2023 ACTUALS	2024 ADOPTED BUDGET	2024 ADJ BUDGET	2024 MTD EXPENSES	2024 YTD EXPENSES	2024 AVAIL BUDGET	2024 PERCENTAGE REALIZED
01-590-554	Employee Holiday Dinner	1,076.61	1,500.00	1,500.00	0.00	1,320.72	179.28	88.05 %
01-590-630	Improvements Other than Bldg - Non-De	0.00	0.00	0.00	1,332.50	6,350.00	(6,350.00)	0.00 %
01-590-940	Reserves - Unrestricted Reserves - No	0.00	37,409.00	32,409.00	0.00	0.00	32,409.00	0.00 %
01-590-991	Aids to Private Organizations - Non-D	1,000.00	3,500.00	3,500.00	0.00	1,000.00	2,500.00	28.57 %
01-590-992	Unemployment Claims - Non-Dept	1,287.65	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
01-590-995	Refund of Overpayments	390.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-590-996	Bad Debt - Non-Dept	1,165.07	0.00	0.00	0.00	(413.49)	413.49	0.00 %
01-590-999	Other - Non-Operating Charges - Non-D	2,613.21	10,000.00	10,000.00	0.00	2,877.24	7,122.76	28.77 %
DEPARTMENT TOTAL		160,436.36	265,559.00	260,559.00	4,112.90	170,198.73	90,360.27	64.09 %
General Fund Revenues Total		3,408,735.05	4,017,648.00	4,017,648.00	218,554.40	2,704,770.52	1,312,877.48	32.68%
General Fund Expenditures Total		2,675,816.47	4,017,648.00	4,017,648.00	177,152.87	2,130,484.61	1,887,165.39	46.97%
Total Revenue vs. Expenditures		732,918.58	0.00	0.00	41,401.53	574,285.91	-574,287.91	

CITY OF POLK CITY
JUNE 2024 MONTHLY FINANCIALS

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ENTERPRISE FUND REVENUE
75.00 % Yr Complete For Fiscal Year: 2024 / 6

G/L ACCOUNT	DESCRIPTION	2023 PRIOR YR REVENUE	2024 ANTICIPATED REVENUE	ADJ ANTICIPATED	2024 CURRENT REVENUE	2024 YTD REVENUE	(EXCESS)/DEFICIT	2024 PERCENTAGE REALIZED
05-314-301	RTS - City 10% UTU T	1,404.93	195.00	195.00	1,083.62	1,109.26	(914.26)	568.85 %
05-325-111	Connection Fees - Water - Cash Basis	19,389.60	10,000.00	10,000.00	1,236.72	9,986.24	13.76	99.86 %
05-325-210	Readiness to Serve Charge - Sewer	14,726.81	4,282.00	4,282.00	8,362.70	8,883.20	(4,601.20)	207.45 %
05-325-211	Readiness to Serve Charge - Water	14,047.98	1,948.00	1,948.00	10,835.06	11,091.41	(9,143.41)	569.37 %
05-329-200	Other Lic./Fees/Permits	1,503.69	600.00	600.00	(135.68)	464.32	135.68	77.39 %
05-340-300	Water Utility Revenue	1,318,141.76	1,314,799.00	1,314,799.00	263,802.75	1,023,686.99	291,112.01	77.86 %
05-340-500	Sewer Utility Revenue	1,299,451.90	1,316,249.00	1,316,249.00	225,396.50	997,066.48	319,182.52	75.75 %
05-359-200	Non Sufficient Funds	32,345.00	33,960.00	33,960.00	0.00	16,710.00	17,250.00	49.20 %
05-359-300	Late Fees	2,640.00	2,340.00	2,340.00	60.00	1,360.00	980.00	58.12 %
05-359-300	Interest/Dividends - FL SAFE	26,344.50	26,348.00	26,348.00	2,814.00	18,490.50	7,857.50	70.18 %
05-361-200	Misc. Income	34,808.00	32,637.00	32,637.00	0.00	28,087.99	4,549.01	86.06 %
05-369-100	Customer Refund of Overpmts	21,375.17	0.00	0.00	900.00	9,000.00	(9,000.00)	0.00 %
05-369-110	Cash Drawer Overage - Bank Rec	0.00	0.00	0.00	3,442.15	(17,561.69)	17,561.69	0.00 %
05-369-112	Vendor Refund of Overpymt	675.41	0.00	0.00	0.00	0.00	0.00	0.00 %
05-369-113	Insurance - Claims	0.00	0.00	0.00	750.00	750.00	(750.00)	0.00 %
05-369-401	Misc Income - Reimbursement - Invoice	529.58	0.00	0.00	0.00	0.00	0.00	0.00 %
05-369-700	Cash Carry Forward	70.44	0.00	0.00	0.00	0.00	0.00	0.00 %
05-381-900	Cash Carry Forward	0.00	972,744.00	972,744.00	0.00	0.00	972,744.00	0.00 %
DEPARTMENT TOTALS		2,787,454.77	3,716,102.00	3,716,102.00	518,547.82	2,109,124.70	1,606,977.30	56.76 %

Enterprise Fund Expenditures
75.00 % Yr Complete For Fiscal Year: 2024 / 6

G/L ACCOUNT	DESCRIPTION	2023 ACTUALS	2024 ADOPTED BUDGET	2024 ADJ BUDGET	2024 MTD EXPENSES	2024 YTD EXPENSES	2024 AVAIL BUDGET	2024 PERCENTAGE REALIZED
Water								
05-518-120	Regular Salary - Wages - Water Admin	77,934.62	124,610.00	124,610.00	5,365.60	48,155.47	76,454.53	38.64 %
05-518-140	Overtime - Water Admin	878.22	998.00	998.00	0.00	0.00	998.00	0.00 %
05-518-210	Fica Taxes - Water Admin	5,303.77	9,609.00	9,609.00	404.54	4,284.98	5,324.02	44.59 %
05-518-220	Retirement Contribution - Water Admin	26,326.33	17,045.00	17,045.00	728.11	7,627.52	9,417.48	44.75 %
05-518-230	Life & Health Insurance - Water Admin	32,832.34	40,325.00	40,325.00	3,372.28	29,228.72	11,096.28	72.48 %
05-518-240	Worker's Compensation - Water Admin	0.00	201.00	201.00	0.00	0.00	201.00	0.00 %
05-518-310	Professional Services - Water Admin	0.00	24,400.00	0.00	0.00	0.00	0.00	0.00 %
05-518-312	Professional Services - Other - Water	25,426.74	0.00	24,400.00	112.88	16,625.22	7,774.78	0.00 %
05-518-400	Travel and Training - Water Admin	0.00	750.00	750.00	60.00	1,199.00	(449.00)	159.87 %
05-518-405	Training - Water Administration	286.00	750.00	750.00	0.00	499.00	251.00	66.53 %
05-518-470	Printing and Reproduction - Water Admin	0.00	400.00	400.00	0.00	174.51	225.49	43.63 %
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	559.58	600.00	600.00	0.00	296.70	303.30	49.45 %
05-518-520	Operating Supplies - Water Admin	2,325.13	1,500.00	1,500.00	0.00	1,120.83	379.17	74.72 %
05-518-540	Books, Pub., & Memberships - Wa	239.88	300.00	300.00	0.00	114.75	185.25	38.25 %
DEPARTMENT TOTAL		172,112.61	221,988.00	221,988.00	10,043.41	109,326.70	112,661.30	49.25 %
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05-533-120	Regular Salary - Wages - Water Oper	167,787.22	149,442.00	149,442.00	14,968.49	143,493.45	5,948.55	96.02 %
05-533-130	Other Salaries and Wages - Water Oper	52.50	0.00	0.00	15.00	155.33	(155.33)	0.00 %
05-533-140	Overtime - Water Oper	8,268.65	7,133.00	7,133.00	575.61	5,375.71	1,757.29	75.36 %
05-533-210	Fica Taxes - Water Oper	13,729.45	11,978.00	11,978.00	1,092.69	11,347.01	630.99	94.73 %
05-533-220	Retirement Contribution - Water Oper	75,157.96	16,165.00	16,165.00	2,109.33	20,975.65	(4,810.65)	129.76 %
05-533-230	Life & Health Insurance - Water Oper	33,571.24	40,640.00	40,640.00	3,096.76	28,476.93	12,163.07	70.07 %
05-533-240	Worker's Compensation - Water Oper	4,941.33	3,862.00	3,862.00	0.00	4,753.00	(891.00)	123.07 %
05-533-310	Professional Services - Water Oper	6,484.49	15,000.00	15,000.00	655.83	8,799.03	6,200.97	58.66 %
05-533-311	Engineering Services - Water Oper	56,606.25	100,000.00	100,000.00	275.00	20,901.25	79,098.75	20.90 %
05-533-312	Professional Services - Other - Water	14,050.75	20,000.00	20,000.00	10,172.50	22,127.35	(2,127.35)	110.64 %
05-533-313	Professional Services - Polk Regional	2,441.00	2,000.00	2,000.00	0.00	1,489.97	510.03	74.50 %
05-533-314	Professional Services - Samples	1,215.33	1,250.00	1,250.00	180.00	1,557.00	3,443.00	31.14 %
05-533-400	Travel Expenses - Water Oper	1,306.50	1,750.00	1,750.00	0.00	869.16	380.84	69.53 %
05-533-405	Training - Water Oper	6,259.31	8,000.00	8,000.00	180.19	2,224.53	1,712.50	2.14 %
05-533-410	Communication Services - Water Oper	1,366.70	2,500.00	2,500.00	131.17	1,049.17	5,775.47	27.81 %
05-533-430	Utilities - PW/Utilities Facility Wat						1,450.83	41.97 %

Enterprise Fund Expenditures
75.00 % Yr Complete For Fiscal Year: 2024 / 6

G/L ACCOUNT	DESCRIPTION	2023 ACTUALS	2024 ADOPTED BUDGET	2024 ADJ BUDGET	2024 MTD EXPENSES	2024 YTD EXPENSES	2024 AVAIL BUDGET	2024 PERCENTAGE REALIZED
05-533-431	Mt. Olive WTP - Utilities - Water Ope	6,679.63	7,000.00	7,000.00	563.25	5,436.86	1,563.14	77.67 %
05-533-432	Commonwealth WTP - Utilities - Water	1,273.71	1,500.00	1,500.00	490.20	1,353.18	146.82	90.21 %
05-533-433	V.Matt Williams WTP - Utilities - Wat	11,886.03	12,000.00	12,000.00	692.94	7,360.10	4,639.90	61.33 %
05-533-460	Repairs and Maintenance - Water Oper	2,648.11	115,000.00	95,000.00	0.00	25,780.96	27,076.33	22.42 %
05-533-461	Mt. Olive WTP - Repairs and Maint - W	1,952.37	5,000.00	5,000.00	0.00	9,165.11	(8,654.29)	183.30 %
05-533-462	Commonwealth WTP - Repairs and Maint	1,507.46	2,000.00	22,000.00	0.00	0.00	3,600.00	0.00 %
05-533-463	V.Matt Williams WTP - Repairs and Mai	291.89	8,000.00	8,000.00	0.00	1,769.50	6,230.50	22.12 %
05-533-464	Vehicle Fuel - Water Oper	12,681.44	15,000.00	15,000.00	1,303.21	8,988.39	6,011.61	59.92 %
05-533-465	Vehicle Maintenance - Water Oper	5,077.15	7,000.00	7,000.00	0.00	8,078.47	(1,078.47)	115.41 %
05-533-466	Public Works/Utilities Facility - Rep	5,567.15	7,500.00	7,500.00	0.00	0.00	7,500.00	0.00 %
05-533-467	Repairs & Maintenance-Equipment - Wat	3,468.16	3,500.00	3,500.00	88.75	2,742.16	757.84	78.35 %
05-533-470	Printing and Reproduction - Water Ope	21.82	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	2,200.00	2,240.00	49.55 %
05-533-510	Office Supplies - Water Oper	226.26	500.00	500.00	35.52	348.86	151.14	69.77 %
05-533-520	Operating Supplies - Water Oper	27,426.91	17,500.00	17,500.00	1,373.44	11,881.94	5,618.06	67.90 %
05-533-521	Mt.Olive WTP - Operating Supplies - W	1,140.12	2,000.00	2,000.00	538.00	538.00	1,462.00	26.90 %
05-533-522	Commonwealth WTP - Operating Supplies	423.58	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
05-533-523	V.Matt Williams WTP - Operating Suppl	423.58	1,000.00	1,000.00	0.00	21.97	978.03	2.20 %
05-533-524	Chemicals - Water Oper	11,607.78	9,000.00	9,000.00	1,915.30	8,751.60	248.40	97.24 %
05-533-526	Meter Supplies - New Installs - Water	3,672.58	10,000.00	10,000.00	10,250.00	10,250.00	(250.00)	102.50 %
05-533-527	Meter Supplies - Repairs & Maintenan	773.00	100,000.00	100,000.00	0.00	2,352.51	97,647.49	2.35 %
05-533-540	Books, Pub., Sub., & Memberships - Wa	458.73	750.00	750.00	0.00	30.00	720.00	4.00 %
05-533-605	Depreciation Expense - Water Oper	190,484.91	0.00	0.00	0.00	0.00	0.00	0.00 %
05-533-630	Improvements Other than Building - Wa	0.00	0.00	0.00	0.00	4,250.00	(4,250.00)	0.00 %
05-533-640	Machinery & Equipment - Water Oper	307.43	0.00	0.00	0.00	0.00	0.00	0.00 %
05-533-660	Other Capital Assets - Water Operatio	510.00	0.00	0.00	0.00	0.00	0.00	0.00 %
05-533-710	Principal - Water Oper	0.00	63,896.00	63,896.00	0.00	0.00	63,896.00	0.00 %
05-533-711	Principal - Water 2011 Bond Pay Off	0.00	65,659.00	65,659.00	0.00	0.00	65,659.00	0.00 %
05-533-720	Interest - Water Oper	67,541.50	0.00	0.00	0.00	143,862.50	(143,862.50)	0.00 %
DEPARTMENT TOTAL		757,100.71	844,365.00	844,365.00	50,703.18	528,794.15	250,538.96	62.63 %
Sewer								
05-535-120	Regular Salary - Wages - Sewer Oper	108,446.68	152,126.00	152,126.00	11,620.17	87,970.88	64,155.12	57.83 %
05-535-130	Other Salaries and Wages - Sewer Oper	52.50	0.00	0.00	15.00	155.32	(155.32)	0.00 %
05-535-140	Overtime - Sewer Oper	6,641.94	7,288.00	7,288.00	756.75	5,518.68	1,769.32	75.72 %

CITY OF POLK CITY
 Simple Balance Sheet

For Fiscal Year: 2024 thru Month: Jun
 Fund: 05 ENTERPRISE FUND

Account Number	Account Title	Ending Bal	Net Amount
05-101-100	Cash - Checking	3,413,116.12	
05-101-913	DEP Loan - Sinking Fund	43,551.98	
05-101-916	US Bank - Sink Fund	521,539.61	
05-101-917	US Bank - Renewal & Replacement Series	205,524.29	
05-101-918	DEP Loan WW531400 - Sink Fund	492.57	
05-101-919	DEP Loan WW531402 - Sink Fund	21,472.38	
05-101-920	Cash - Customer Deposits	363,655.60	
05-101-936	FDEP 531402 Sinking Fund	11,917.80	
05-115-100	Accounts Receivable - Utilities	272,657.39	
05-115-130	Accounts Receivable - Readiness to Serve	60,691.27	
05-117-100	Allowance for Bad Debt	327.41-	
05-117-200	Allowance for Uncollectible A/R	38,370.95-	
05-151-100	Investments - FL SAFE EF	656,449.56	
05-151-902	Investments - FL SAFE EF Reserves	137,189.19	
05-155-300	Prepaid Insurance - Deferred Bond Series 2017	26,413.35	
05-159-100	Deferred Outflows - Related to Pension	121,152.22	
05-159-200	Deferred Outflows - Loss on Refunding	572,721.48	
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	16,715,512.67	
05-165-900	Acc.Dep. - Improvements Other than Build	5,470,189.35-	
05-166-900	Equipment & Furniture	968,701.15	
05-167-900	Accumulated Depreciation - Equipment	540,263.83-	
05-168-900	Furniture & Equip - Right to Use Leased Assets	9,972.92	
05-168-950	Accumulated Depreciation - Right to Use Lease	1,672.75-	
05-169-900	CIP - Construction Costs	95,333.71	
	** TOTAL ASSET**		21,078,197.97
05-202-100	Accounts Payable	76,642.32	
05-202-200	Accounts Payable - Year End	89,579.00	
05-202-900	Customer Deposits	363,655.60	
05-203-100	Accumulated Interest Payable	47,954.17	
05-203-600	SRF Loan WW51201P	1,539,866.35	
05-203-610	SRF Loan WW53140/SG531401 Effluent Disposal	28,753.70	
05-203-615	SRF Loan WW531402/SG531403	751,015.82	
05-203-710	US Bank 2017 Bond Note	7,135,000.00	
05-203-760	Right to Use Leased Assets	8,455.61	
05-203-910	Unamortized Bond Premiums - US Bank	426,208.06	
05-208-305	Taxes Payable	12,421.56	
05-210-800	Compensated Absences - Current	6,158.98	
05-223-100	Deferred Revenue	1,364,325.00	
05-225-100	Deferred Inflows - Related to Pension	19,359.90	
05-234-100	L-T-D - Current Portion	446,754.26	
05-234-901	Less: Current Portion of LTD	446,754.26-	
05-235-800	OPEB Liability	18,155.80	
05-235-900	Net Pension Liability	400,283.46	
	** TOTAL LIABILITY**		12,287,835.33
05-243-100	Encumbrances Placed	66,755.14	
05-245-100	Reserved for Encumbrances	66,755.14-	
	** TOTAL ENCUMBRANCE**		0.00
05-250-100	Contributed Capital	598,715.40	
05-255-100	Change in Fund Balance	36,514.20	

CITY OF POLK CITY
 Simple Balance Sheet

For Fiscal Year: 2024 thru Month: Jun
 Fund: 05 ENTERPRISE FUND

Account Number	Account Title	Ending Bal	Net Amount
05-271-100	Fund Balance Unreserved	6,807,545.27	
05-271-150	Fund Balance - Restatement	12,428.57-	
05-271-200	Net Asset Adjustment Account	10,071.23-	
05-272-100	Retained Earnings	734,552.82	
	** TOTAL EQUITY**		8,154,827.89
	** TOTAL REVENUE**		2,109,124.70
	** TOTAL EXPENSE**		1,473,589.95
	TOTAL LIABILITY AND EQUITY		21,078,197.97

CITY OF POLK CITY
JUNE 2024 MONTHLY FINANCIALS

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Enterprise Fund Expenditures
75.00 % Yr Complete For Fiscal Year: 2024 / 6

G/L ACCOUNT	DESCRIPTION	2023 ACTUALS	2024 ADOPTED BUDGET	2024 ADJ BUDGET	2024 MTD EXPENSES	2024 YTD EXPENSES	2024 AVAIL BUDGET	2024 PERCENTAGE REALIZED
05-535-210	Fica Taxes - Sewer Oper	8,554.32	12,195.00	12,195.00	941.85	7,441.23	4,753.77	61.02 %
05-535-220	Retirement Contribution - Sewer Oper	31,667.54	16,550.00	16,550.00	1,679.57	13,402.34	3,147.66	80.98 %
05-535-230	Life & Health Insurance - Sewer Oper	24,746.32	40,672.00	40,672.00	1,976.45	18,893.33	21,778.67	46.45 %
05-535-240	Worker's Compensation - Sewer Oper	0.00	3,937.00	3,937.00	0.00	0.00	3,937.00	0.00 %
05-535-310	Professional Services - Sewer Oper	2,322.50	10,000.00	10,000.00	19,324.08	37,457.16	(27,457.16)	374.57 %
05-535-311	Engineering Services - Sewer Oper	1,175.00	180,000.00	180,000.00	4,625.00	43,593.75	136,406.25	24.22 %
05-535-312	Professional Services - Other - Sewer	37,048.06	35,000.00	35,000.00	13,843.33	64,571.28	(29,571.28)	184.49 %
05-535-314	Professional Services - Samples	8,507.00	11,000.00	11,000.00	2,501.00	14,879.75	(3,879.75)	135.27 %
05-535-400	Travel Expenses - Sewer Oper	903.62	1,500.00	1,500.00	0.00	102.66	1,397.34	6.84 %
05-535-405	Training - Sewer Oper	536.50	2,000.00	2,000.00	0.00	57.50	1,942.50	2.88 %
05-535-410	Communication Services - Sewer Oper	5,833.31	5,500.00	5,500.00	353.16	3,271.33	2,228.67	59.48 %
05-535-411	Cardinal Hill WWTP - Comm Svcs - Sew	2,890.27	3,200.00	3,200.00	141.43	1,194.88	2,005.12	37.34 %
05-535-412	Mt. Olive WWTP - Comm Svcs - Sewer O	2,053.80	2,500.00	2,500.00	171.15	1,540.35	959.65	61.61 %
05-535-430	Utilities - PW/Utilities Facility Sew	6,270.88	5,500.00	5,500.00	389.41	6,608.02	(1,108.02)	120.15 %
05-535-431	Cardinal Hill WWTP - Utilities - Sewe	45,437.34	39,700.00	39,700.00	2,625.13	28,933.44	10,766.56	72.88 %
05-535-432	Mt. Olive WWTP - Utilities - Sewer Op	9,058.16	9,000.00	9,000.00	601.02	6,369.09	2,630.91	70.77 %
05-535-460	Repairs and Maintenance - Sewer Oper	86,429.92	130,000.00	130,000.00	1,464.66	74,997.32	54,132.68	57.69 %
05-535-461	Cardinal Hill - Repairs and Maint - S	22,503.30	390,000.00	390,000.00	585.51	47,175.93	341,970.82	12.10 %
05-535-464	Vehicle Fuel - Sewer Oper	8,456.92	7,000.00	7,000.00	240.89	5,824.24	1,175.76	83.20 %
05-535-465	Vehicle Maintenance - Sewer Oper	4,955.26	6,000.00	6,000.00	112.72	15,721.15	(9,721.15)	262.02 %
05-535-466	Public Works/Utilities Facility - Rep	213.21	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
05-535-467	Repairs & Maintenance-Equipment - Sew	4,433.52	2,500.00	2,500.00	88.75	4,433.65	(1,933.65)	177.35 %
05-535-470	Printing and Reproduction - Sewer Ope	0.00	0.00	0.00	0.00	0.00	100.00	0.00 %
05-535-480	Promo Activities & Legal Ads - Sewer	21.81	2,000.00	2,000.00	0.00	349.67	(349.67)	0.00 %
05-535-490	Other Current Charges - Sewer Oper	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00 %
05-535-492	Recording & Other Fees - Sewer Oper	0.00	2,500.00	2,500.00	0.00	2,600.00	(2,600.00)	0.00 %
05-535-493	Equipment Rental - Sewer Oper	0.00	300.00	300.00	35.51	160.27	2,500.00	0.00 %
05-535-510	Office Supplies - Sewer Oper	531.30	300.00	300.00	4,743.29	20,614.89	139.73	53.42 %
05-535-520	Operating Supplies - Sewer Oper	15,947.59	20,000.00	20,000.00	0.00	0.00	(614.89)	103.07 %
05-535-521	Cardinal Hill WWTP - Operating Suppli	175.75	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
05-535-522	Cardinal Hill WWTP - Sludge Hauling	35,387.20	35,000.00	35,000.00	2,790.00	15,763.00	19,237.00	45.04 %
05-535-524	Chemicals - Sewer Oper	29,370.40	10,000.00	10,000.00	4,572.00	27,975.60	(17,975.60)	279.76 %
05-535-540	Books, Pub., Sub., & Memberships - Se	830.99	1,000.00	1,000.00	0.00	110.00	890.00	11.00 %
05-535-605	Depreciation Expense - Sewer Oper	341,987.49	0.00	0.00	0.00	0.00	0.00	0.00 %
05-535-630	Improvements Other than Building - Se	6,340.00	0.00	0.00	0.00	1,139.78	(1,139.78)	0.00 %
05-535-640	Machinery & Equipment - Sewer Oper	4,365.41	0.00	0.00	2,000.00	2,000.00	(2,000.00)	0.00 %
05-535-650	Construction In Progress - Sewer Oper	0.00	639,719.00	639,719.00	0.00	19,509.77	620,209.23	3.05 %
05-535-660	Other Capital Assets - Sewer Operatio	510.00	0.00	0.00	0.00	0.00	0.00	0.00 %
05-535-710	Principal - Sewer Oper	0.00	355,782.00	355,782.00	0.00	69,424.40	286,357.60	19.51 %

Enterprise Fund Expenditures
75.00 % Yr Complete For Fiscal Year: 2024 / 6

G/L ACCOUNT	DESCRIPTION	2023 ACTUALS	2024 ADOPTED BUDGET	2024 ADJ BUDGET	2024 MTD EXPENSES	2024 YTD EXPENSES	2024 AVAIL BUDGET	2024 PERCENTAGE REALIZED
05-535-712	Principal - DEP Effluent Disposal Loa	0.00	27,076.00	27,076.00	0.00	13,544.89	13,531.11	50.03 %
05-535-720	Interest - Sewer Oper	266,836.54	258,566.00	258,566.00	0.00	18,664.64	239,901.36	7.22 %
05-535-722	Interest - DEP Effluent Disposal Loan	1,608.06	1,554.00	1,554.00	0.00	769.98	784.02	49.55 %
DEPARTMENT TOTAL		1,133,070.41	2,441,765.00	2,441,765.00	78,198.83	682,740.17	1,757,301.58	27.96 %
EF Non-Departmental								
05-590-310	Professional Services - Non-Dept	17,528.21	25,000.00	25,000.00	800.00	8,667.58	16,332.42	34.67 %
05-590-312	Professional Services - Other - Non-D	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00 %
05-590-320	Accounting and Auditing - Non-Dept	35,362.95	28,000.00	28,000.00	1,124.76	25,207.05	2,792.95	90.03 %
05-590-440	Rentals and Leases - Non-Dept	3,027.31	5,500.00	5,500.00	430.18	4,429.54	1,070.46	80.54 %
05-590-450	Liability Insurance - Non-Dept	80,758.50	97,000.00	97,000.00	0.00	89,529.50	7,470.50	92.30 %
05-590-510	Office Supplies - Non-Departmental	1,172.01	750.00	750.00	242.28	646.07	103.93	86.14 %
05-590-520	Operating Supplies - Non-Dept	1,099.74	1,000.00	1,000.00	917.79	8,854.23	(7,854.23)	885.42 %
05-590-521	Emergencies & Contingencies - Operati	11,226.32	0.00	0.00	0.00	1,869.29	(1,869.29)	0.00 %
05-590-525	Uniforms - Non Dept	4,545.37	3,000.00	3,000.00	267.64	3,610.91	(610.91)	120.36 %
05-590-528	Postage - Non-Dept	2,148.84	1,000.00	1,000.00	129.78	149.88	850.12	14.99 %
05-590-540	Books, Pub., Sub., & Memberships -NON	420.17	750.00	750.00	0.00	4,340.12	(3,590.12)	578.68 %
05-590-550	Pre-Employment Exam/Drug Test	183.50	400.00	400.00	0.00	0.00	400.00	0.00 %
05-590-551	Immunizations - Employees	1,570.00	1,000.00	1,000.00	0.00	61.00	939.00	6.10 %
05-590-552	DOT Testing	0.00	500.00	500.00	0.00	0.00	500.00	0.00 %
05-590-553	Employee Meeting/Awards	375.43	1,000.00	1,000.00	0.00	449.07	550.93	44.91 %
05-590-554	Employee Holiday Dinner	922.14	1,500.00	1,500.00	0.00	944.81	555.19	62.99 %
05-590-605	Depreciation - Right to Use Leased As	1,672.75	0.00	0.00	0.00	0.00	0.00	0.00 %
05-590-630	Improvements Other than Bldg - Non-De	0.00	0.00	0.00	1,332.50	3,532.50	(3,532.50)	0.00 %
05-590-720	Interest - Bond 2017 Issue	(39,358.04)	0.00	0.00	0.00	0.00	0.00	0.00 %
05-590-725	Interest - Right to Use Leased Assets	415.60	0.00	0.00	0.00	0.00	0.00	0.00 %
05-590-730	Other Debt Service Costs	56,381.91	0.00	0.00	0.00	0.00	0.00	0.00 %
05-590-920	Transfer to General Fund - Non-Dept	100,000.00	0.00	0.00	0.00	0.00	27,214.00	0.00 %
05-590-940	Reserves - Unrestricted Reserves NON-	0.00	27,214.00	27,214.00	0.00	0.00	2,000.00	0.00 %
05-590-992	Unemployment Claims - Non-Dept	190.55	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
05-590-994	Bank Fees - Non-Dept	872.92	1,372.00	1,372.00	0.00	0.00	1,372.00	0.00 %
05-590-995	Refund of Overpayments - Non-Dept	870.00	1,000.00	1,000.00	531.71	531.71	468.29	53.17 %
05-590-996	Bad Debt - Non-Dept	21,224.47	5,000.00	5,000.00	0.00	(630.62)	5,630.62	(12.61) %
05-590-999	Other - Non-Operating Charges - Non-D	141.02	5,000.00	5,000.00	0.00	515.32	4,484.68	10.31 %

Enterprise Fund Expenditures
75.00 % Yr Complete For Fiscal Year: 2024 / 6

G/L ACCOUNT	DESCRIPTION	2023 ACTUALS	2024 ADOPTED BUDGET	2024 ADJ BUDGET	2024 MTD EXPENSES	2024 YTD EXPENSES	2024 AVAIL. BUDGET	PERCENTAGE REALIZED
DEPARTMENT TOTAL								
		305,251.67	207,986.00	207,986.00	5,776.64	152,707.96	55,278.04	73.42 %

Enterprise Fund Revenues Total		2,776,568.12	3,716,102.00	3,716,102.00	518,547.82	2,109,124.70	1,606,977.30	56.76%
Enterprise Fund Expenditures Total		-2,142,643.66	-3,716,102.00	-3,716,102.00	-144,722.06	-1,479,566.98	-2,242,535.02	39.65%
Total Revenue vs. Expenditures		633,884.46	0.00	0.00	373,825.76	635,555.72	-635,557.72	

CITY OF POLK CITY
 Simple Balance Sheet

For Fiscal Year: 2024 thru Month: Jun
 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	21,285.35	
08-101-101	GF Fire Public Safety Impact Fees	11,388.84	
08-101-102	GF Recreation Impact Fees	34,325.39	
08-101-103	GF Gen Gov't Facilities Impact Fees	57,091.25	
08-151-100	Investments - FL SAFE GF Police Public Safety	233,374.45	
08-151-101	Investments - FL SAFE GF Fire Public Saf...	147,500.91	
08-151-102	Investments - FL SAFE GF Recreation	441,079.40	
08-151-103	Investments - FL SAFE GF Facilities	489,879.96	
	** TOTAL ASSET**		1,435,925.55
	** TOTAL LIABILITY**		0.00
	** TOTAL ENCUMBRANCE**		0.00
08-271-100	Fund Balance Unreserved	1,374,384.78	
	** TOTAL EQUITY**		1,374,384.78
	** TOTAL REVENUE**		61,540.77
	** TOTAL EXPENSE**		0.00
	TOTAL LIABILITY AND EQUITY		1,435,925.55

GFIF Special Revenues
Budget Revenues
75.00 % Yr Complete For Fiscal Year: 2024 / 6

G/L ACCOUNT	DESCRIPTION	2023 PRIOR YR REVENUE	2024 ANTICIPATED REVENUE	ADJ ANTICIPATED	2024 CURRENT REVENUE	2024 YTD REVENUE	(EXCESS)/DEFICIT	2024 PERCENTAGE REALIZED
REVENUES								
08-324-100	Police - Public Safety Impact Fee	8,084.99	6,795.00	6,795.00	644.99	2,579.96	4,215.04	37.97 %
08-324-110	Fire/Rescue - Public Safety Impact Fee	3,796.21	3,106.00	3,106.00	345.11	1,380.44	1,725.56	44.44 %
08-324-610	Parks & Recreation Impact Fee	12,481.92	10,402.00	10,402.00	1,040.16	4,160.64	6,241.36	40.00 %
08-324-710	Public Facilities Impact Fee	20,976.12	17,480.00	17,480.00	1,748.01	6,992.04	10,487.96	40.00 %
08-361-200	Interest/Dividends - FL SAFE	57,535.47	15,000.00	15,000.00	0.00	46,427.69	(31,427.69)	309.52 %
08-381-900	CASH Carry Forward GF Impact Fees	0.00	180,000.00	180,000.00	0.00	0.00	180,000.00	0.00 %
DEPARTMENT TOTALS		102,874.71	232,783.00	232,783.00	3,778.27	61,540.77	171,242.23	26.44 %
EXPENDITURES								
08-521-529	Permit Customer Refund - Police Public	644.99	0.00	0.00	0.00	0.00	0.00	0.00 %
08-521-930	Reserves - Police Public Safety Impact	0.00	6,795.00	6,795.00	0.00	0.00	6,795.00	0.00 %
08-521-931	Reserves - Police Public Safety Int/D	0.00	750.00	750.00	0.00	0.00	750.00	0.00 %
08-522-529	Permit Customer Refund - Fire Public	345.11	0.00	0.00	0.00	0.00	0.00	0.00 %
08-522-930	Reserves - Fire Public Safety Impact	0.00	183,106.00	183,106.00	0.00	0.00	183,106.00	0.00 %
08-522-931	Reserves - Fire Public Safety Int/Div	0.00	750.00	750.00	0.00	0.00	750.00	0.00 %
08-539-529	Permit Customer Refund - Public Facil	1,748.01	0.00	0.00	0.00	0.00	0.00	0.00 %
08-539-930	Reserves - Public Facility Impact Fee	0.00	17,480.00	17,480.00	0.00	0.00	17,480.00	0.00 %
08-539-931	Reserves - Public Facility Int/Divide	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
08-572-529	Permit Customer Refund - Parks & Rec	1,040.16	0.00	0.00	0.00	0.00	0.00	0.00 %
08-572-930	Reserves - Parks & Rec Impact Fees	0.00	10,402.00	10,402.00	0.00	0.00	10,402.00	0.00 %
08-572-931	Reserves - Parks & Rec Int/Dividends	0.00	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00 %
DEPARTMENT TOTALS		3,778.27	232,783.00	232,783.00	0.00	0.00	232,783.00	0.00 %
GF Impact Fee Fund Revenues Total		102,874.71	232,783.00	232,783.00	3,778.27	61,540.77	171,242.23	26.44%
GF Impact Fee Fund Expenditures Total		-3,778.27	-232,783.00	-232,783.00	0.00	0.00	232,783.00	0.00%
Total Revenue vs. Expenditures		99,096.44	0.00	0.00	3,778.27	61,540.77	404,025.23	

CITY OF POLK CITY
 Simple Balance Sheet

For Fiscal Year: 2024 thru Month: Jun
 Fund: 09 SPECIAL REVENUE FUND - EF IMPACT FEES

Account Number	Account Title	Ending Bal	Net Amount
09-101-800	EF Sewer Impact Fee Account	469,310.04	
09-101-900	EF Water Impact Fee Account	145,462.57	
09-151-800	Investements - Sewer Impact	1,785,970.62	
09-151-900	Investements - Water Impact	290,397.92	
	** TOTAL ASSET**		2,691,141.15
	** TOTAL LIABILITY**		0.00
	** TOTAL ENCUMBRANCE**		0.00
09-271-100	Unreserved Fund Balance	2,653,202.15	
	** TOTAL EQUITY**		2,653,202.15
	** TOTAL REVENUE**		129,072.57
	** TOTAL EXPENSE**		91,133.57
	TOTAL LIABILITY AND EQUITY		2,691,141.15

EFIF Special Revenues
75.00 % Yr Complete For Fiscal Year: 2024 / 6

G/L ACCOUNT	DESCRIPTION	2023 PRIOR YR REVENUE	2024 ANTICIPATED REVENUE	ADJ ANTICIPATED	2024 CURRENT REVENUE	2024 YTD REVENUE	(EXCESS)/DEFICIT	2024 PERCENTAGE REALIZED
REVENUES								
TOTAL AR								
09-324-210	Water Capital Connection Charge	45,422.00	36,687.00	36,687.00	1,897.00	20,267.00	16,420.00	55.24 %
09-324-220	Wastewater Capital Connection Charge	79,470.00	66,225.00	66,225.00	4,415.00	35,320.00	30,905.00	53.33 %
09-361-200	Interest/Dividends - FL SAFE	91,066.92	15,000.00	15,000.00	0.00	73,485.57	(58,485.57)	489.90 %
09-381-900	CASH Carry Forward EF Impact Fees	0.00	91,544.00	91,544.00	0.00	0.00	91,544.00	0.00 %
DEPARTMENT TOTALS		215,958.92	209,456.00	209,456.00	6,312.00	129,072.57	80,383.43	61.62 %
EXPENDITURES								
09-533-310	Professional Services - Legal Fees	1,237.50	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00 %
09-533-312	Professional Services - Other Profess	2,875.00	1,725.00	1,725.00	0.00	0.00	1,725.00	0.00 %
09-533-529	Permit Customer Refund - Water Impact	1,747.00	0.00	0.00	0.00	0.00	0.00	0.00 %
09-533-650	Construction In Progress - Water IF S	0.00	91,544.00	91,544.00	0.00	91,133.57	410.43	99.55 %
09-533-930	Reserves - Water Impact Fees	0.00	27,962.00	27,962.00	0.00	0.00	27,962.00	0.00 %
09-533-931	Reserves - Water Int/Dividends	0.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
09-535-310	Professional Services - Legal Fees	2,875.00	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00 %
09-535-312	Professional Services - Other Profess	4,415.00	1,725.00	1,725.00	0.00	0.00	1,725.00	0.00 %
09-535-529	Permit Customer Refund - Sewer Impact	0.00	57,500.00	57,500.00	0.00	0.00	57,500.00	0.00 %
09-535-930	Reserves - Sewer Impact Fees	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
09-535-931	Reserves - Sewer Int/Dividends	0.00	209,456.00	209,456.00	0.00	91,133.57	118,322.43	43.51 %
DEPARTMENT TOTALS		13,149.50	209,456.00	209,456.00	0.00	91,133.57	118,322.43	43.51 %
EF Impact Fee Fund Revenues Total								
		215,958.92	209,456.00	209,456.00	6,312.00	129,072.57	80,383.43	61.62%
EF Impact Fee Fund Expenditures Total								
		-13,149.50	-209,456.00	-209,456.00	0.00	-91,133.57	-118,322.43	43.51%
Total Revenue vs. Expenditures		202,809.42	0.00	0.00	6,312.00	37,939.00	-37,939.00	

JUNE 2024

CIRCULATION

ADULT BOOKS	870
JUVENILE BOOKS	1201
TOTAL CIRCULATION	2,071

NEW BORROWERS

IN CITY	12
IN COUNTY	10
TOTAL NEW BORROWERS	22

NUMBER OF PROGRAMS

FAMILY	
ADULT	1
JUVENILE	6
YOUNG ADULT	
TOTAL PROGRAMS	7

PROGRAM ATTENDANCE

ADULT	58
JUVENILE	117
YOUNG ADULT	
TOTAL ATTENDANCE	175

REFERENCE QUESTIONS

PHONE CALLS	97
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NUMBER OF COMPUTER USERS

96

TOTAL PATRONS

960

Prepared by:

Hannah Ulloha

Library Director

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

STATISTICAL DATA

West Division

Date: July 5, 2024 Northwest District
 To: Patricia Jackson, City Manager
 From: Deputy Christina Poindexter #7376
 Subject: Statistical Report for June 2024

ACTIVITY	
FELONY ARREST	0
AFFIDAVITS FELONY	0
MISDEMEANOR ARREST	1
AFFIDAVITS MISDEMEANOR	2
OUT OF COUNTY/STATE WARRANT ARRESTS	0
PROCAP WARRANT ARREST	0
TOTAL ARRESTS	3
SEARCH WARRANTS	0
FIELD INTERROGATION REPORTS	0
TRAFFIC CITATIONS	17
INTELLIGENCE REPORTS	0
STOLEN PROPERTY RECOVERED	0
HRS. TRANSPORTING/ AGENCIES/DIVISIONS	0
OFFENSE REPORTS	10
NARCOTICS SEIZED	0
ASSETS SEIZED	0
PATROL NOTICES	0
FOXTROT REPORTS	11
TOW-AWAY NOTICES	0
COMMUNITY CONTACTS	320
TRAFFIC STOPS	29
TOTAL DISPATCHED CALLS FOR SERVICE	80

In June 2024, there was one (1) PROCAP captured crimes as compared to four (4) in June 2023. In June we had one (1) Theft of 55 gallon drum of DEF fluid from 01 Mount Olive Rd, on the new ground construction. This particular crime is a county/state wide crime that is occurring no suspect located at this time. This case was turned over to the Organized Crime Unit for follow-up investigation. In all for 2024 we are sitting at 13 Pro-Cap related crimes compared to 11 Pro-Cap crimes reported by this time in 2023. In an attempt to eliminate any further increase in crimes, myself and the Detail Deputies are showing extra attention to the trend related crime

areas such as Van Fleet Trail Head, Boat Ramps, and Gas Stations. Several traffic stops are being conducted on Berkley Rd. North bound, due to "No Thru Trucks" sign recently installed.

Sector	Case No	Inc From	Inc To	DOW	Location	Narrative	Det	PRINTS	VIDEO	CASE STATUS
PETIT THEFT										
13	PCSO-240024654	2024-06-14 / 1530hrs	2024-06-17 / 0630hrs	Mon	MT OLIVE RD/OTTAWA ST	Construction site: Unk susp entered onto property moved a front loader from in front of an unsecured Conex box entering the box but removing nothing. Susp then removed a white 55 gallon barrel filled with diesel exhaust fluid (DEF)	ORC			Tot'd

Department of Law Enforcement																														
Polk City - 2023 - 2024																														
	January		February		March		April		May		June		July		August		September		October		November		December		YTD Totals		Monthly Change	YTD Average		
	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024		
Robbery	0	0	0	0	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0%	0.3	0.0	
Burg. Business	0	1	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	-200%	0.0	0.5	
Burg. Residence	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	-100%	0.2	0.2	
Burg. Structure	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. Conveyance	0	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	3	0%	0.2	0.5	
Vehicle Theft	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0%	0.0	0.2
Grand Theft	0	0	1	0	0	0	0	0	0	0	1	0	1	0	1	0	0	0	0	0	0	0	0	3	0	2	0	0%	0.3	0.0
Petit Theft	1	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	2	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	0	0%	0.0	0.0
Retail Theft	0	2	0	0	0	0	0	1	2	1	0	3	0	0	0	0	1	0	0	0	0	0	0	0	0	2	4	-200%	0.3	0.7
Criminal Mischief	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	1	0	0%	0.2	0.0
Totals	2	6	2	1	0	0	2	0	1	5	4	1	2	0	1	0	3	0	0	0	1	0	3	0	11	13	-80%	1.8	2.2	
% Change	200%		-50%		N/A		N/A		400%		-75%		N/A		N/A		N/A		N/A		N/A		N/A		18%		2		18%	
FIR's	4	1	1	3	0	5	0	2	0	8	1	0	4	0	0	0	3	0	0	0	1	0	0	6	19	13	YTD FIR			

Public Works & Utilities Report

June 2024

Public Works Department- Work Orders: Total 244

Building Maintenance: 42
Custodial Services A/C: 6
Custodial Services Cardinal Hill WWTP: 1
Custodial Services Public Works Department: 2
Custodial Services Bronson Center: 5
Custodial Services City Hall: 6
Custodial Services Library: 7
Custodial Services Freedom Park: 3
Vehicle/Equipment Maintenance: 24
Event Set-Up/Inspection: 24
Landscaping/Mowing: 60
Parks and Recreation: 7
Procurement: 3
Stormwater: 13
Street signs: 6
Trash Parks and Facilities: 8
Trash Roads and Streets: 13

Utilities Department- Work Orders: Total 205

Turn-On: 19
Temporary Shut-Off: 21
Turn-Off: 25
Install water: 1
Locates: 3
Service Line Inspections: 27
Meter Maintenance: 57
Lift Station Maintenance: 24
Lift Station Repair: 2
WWTP Repair and Maintenance: 11
WTP Repair Maintenance: 31
Meter Reads: 3,363
Mis-Reads: 167
Water Leaks: 3 (110 Bayberry Drive ,5445 Jacob Avenue, 210 South Azalea Avenue)
Install Water Service: 784 Teaberry Trail
Sewer Line Backup on Golden Gate Boulevard
Install Hydrant Meter on Mt. Olive Road for The Landings
Continue pipe & line verification

Utility Billing Report

May 2024

New Accounts Established: 20
Final/Terminated Service: 24
Bills Processed: 2,713
Email/ Bill Customers: 2064
Work Orders Processed: 102
Lock off for Nonpayment: 0- File error on EFT
Nonpayment fees (\$50): 0- File error on EFT
Billed Consumption: 15,437,000
Billed/Revenue: 333,826.68
Residential Billing: 2,620
Irrigation Billing: 594
Commercial Billing: 94
Building Rentals Activity/Bronson Center/Freedom Park: 20

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

EFT file May 2023 was inadvertently uploaded to our bank, Utility Billing had to make all corrections to accounts, continuing efforts, reroute meters into walking order. Continue to work with staff to write procedures for Utility Billing. Continuing efforts in auditing accounts.

Respectfully Submitted by:

Chasity Guinn

Utility Billing Supervisor

**City Commission Meeting
July 16, 2024**

AGENDA ITEM #1: **PUBLIC HEARING-ORDINANCE 2024-05 – AMENDING THE CODE OF ORDINANCES; AMENDING THE TITLE TO ARTICLE IV, CHAPTER 2 OF THE CODE OF ORDINANCES; CREATING § 2-179, TO INCREASE CITY COMMISSION FEES. Second and Final Reading**

INFORMATION ONLY
 ACTION REQUESTED

ISSUE:

Public Hearing - Ordinance 2024-05 - an Ordinance of Polk City, Florida, amending the Code of Ordinances of Polk City, Florida; amending the title to Article IV, Chapter 2 of the Code of Ordinances of Polk City, Florida; creating § 2-179, Code of Ordinances, to increase City Commission Fees; providing for severability; providing for conflicts; providing an effective date. **Second and Final Reading**

ATTACHMENT:

Ordinance 2024-05

ANALYSIS:

The City Commission passed Ordinance 2019-03, increasing the City Commission fees, on April 15, 2019. The City Charter allows for the Commission to increase their fees of Ordinance. Under the effective date, the Commission can choose which date to make the increase effective; it was discussed to make it effective the same month it is adopted on Second and Final Reading.

Mayor LaCascia has requested a City Commission fee increase as listed below:

Mayor - \$500
City Commissioner - \$250

At the May 21, 2024 City Commission Meeting, this Ordinance was approved on First Reading.

STAFF RECOMMENDATION:

Move to approve Ordinance 2024-05 on Second and Final Reading.

ORDINANCE 2024-05

AN ORDINANCE OF POLK CITY, FLORIDA; AMENDING THE CODE OF ORDINANCES OF POLK CITY, FLORIDA; AMENDING THE TITLE TO ARTICLE IV, CHAPTER 2 OF THE CODE OF ORDINANCES OF POLK CITY, FLORIDA; CREATING § 2-179, CODE OF ORDINANCES, TO INCREASE CITY COMMISSION FEES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING AN EFFECTIVE DATE.

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

SECTION 1. MODIFICATION OF ARTICLE IV, CHAPTER 2 OF THE CODE OF ORDINANCES OF POLK CITY. The City Commission hereby amends the title to Article IV, Chapter 2, and hereby creates a new section 2-179 of the Code of Ordinances of Polk City, Florida to read as follows:

“ARTICLE IV. – TRAVEL EXPENSES; FEES.

“Sec. 2-179. – Commission Fees.

Article C-8 of the Polk City Charter provides that city commissioners may receive compensation for their respective services to the city during the time they hold office. The Polk City Charter also provides that the compensation of the commissioners may be increased from time to time by ordinance. By Resolution No. 2014-06, the city commission also determined that the compensation received by city commissioners would be deemed a “fee and not a salary.” The city commission now hereby establishes the monthly fee to be paid the mayor-commissioner to be FIVE HUNDRED DOLLARS (\$500.00) per month, and establishes the monthly fee to be paid the other commissioners to be TWO HUNDRED FIFTY DOLLARS (\$250.00) per month.”

SECTION 2. SEVERABILITY. If any portion or portions of this Ordinance are declared to be invalid, the remaining portions shall have the same force and effect as though such invalid portion or portions had not been included.

SECTION 3. CONFLICT. All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4. EFFECTIVE DATE. This Ordinance shall take effective in accordance with general law. The increase in compensation adopted by this ordinance shall take effect on _____, 2024.

PASSED ON FIRST READING this 21st day of May, 2024.

PASSED ON SECOND READING this ____ day of _____, 2024.

POLK CITY, FLORIDA

Joe LaCascia, Mayor

ATTEST:

Patricia R. Jackson, City Manager/Clerk

APPROVED AS TO FORM & LEGALITY

Thomas A. Cloud, City Attorney