

POLK CITY

City Commission Meeting (6pm)

August 13, 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. 520-2nd Street Supplemental Complaint to Re-foreclose
2. Christmas Parade Approval – Saturday, December 7, 2024
3. Engagement with Gray Robinson P.A. for Lobbyist Services
4. Planning Commission Candidate – Terry Oliver

CITY MANAGER ITEMS

1. Project Updates in Polk City

CITY ATTORNEY ITEMS

1. Consent Order Status Report for August

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
August 13, 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. July 16, 2024 – Regular City Commission Meeting

B. REPORTS

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

C. OTHER

1. Utility Bill Write-Offs

**City Commission Meeting
August 13, 2024**

CONSENT AGENDA ITEM: Accept minutes for:

1. July 16, 2024 – Regular City Commission Meeting

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE: Minutes attached for review and approval

ATTACHMENT:

1. July 16, 2024 – Regular City Commission Meeting

ANALYSIS: N/A

STAFF RECOMMENDATION: Approval of Minutes

CITY COMMISSION MINUTES

July 16, 2024

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

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

Those present recited the Pledge of Allegiance led by Mayor LaCascia.

ROLL CALL – Assistant City Manager Sheandolen Dunn

Present: Mayor Joe LaCascia, Commissioner Micheal T. Blethen, Commissioner Charles Nichols, Commissioner Rick Wilson, Commissioner Michelle Pettit, City Attorney Thomas Cloud and City Manager Patricia Jackson

APPROVE CONSENT AGENDA

Motion by Commissioner Blethen to approve the **June 18, 2024** Regular City Commission Meeting, Department Reports, and other items on the Consent Agenda; this motion was seconded by Commissioner Pettit.

Motion carried unanimously by Voice Vote.

PUBLIC COMMENT

Daniel Medeles (Black Rock Real Estate) – spoke in an effort to appeal the City Commission’s decision at the June 18, 2024 City Commission Meeting, at which they denied the request for a lien reduction for the 620 2nd Street property.

Commissioner Pettit asked Mr. Medeles what was his understanding of the property when he purchased it as to who would be paying the lien?

Mr. Medeles was initially told that the liens were only hundreds of dollars. If we had known it was thousands of dollars, we would have walked away from the deal.

City Attorney Cloud asked how did the lien factor into the sale? Also, when did he find out there was a lien issue?

Mr. Medeles stated that his company only had contact with the agent, not the seller. We only knew what the realtor was bringing to us.

Mayor LaCascia inquired with the Commission if they wanted to reduce the lien? If so, what amount?

Commissioner Blethen stated the fine should go back to the homeowner.

Code Investigator Melanie McVay provided a detailed account of issues with this property, the fines and eventually the lien.

Upon request from Elite Lien Search on October 24, 2023, photographs were sent to them showing code violations that existed on the property. With the fines accruing at \$100/day, total amount due is \$23,409.30. The property was brought into compliance by the new owner, Daniel Medeles and was reinspected on May 9, 2024. At this time, the property is still in compliance.

After lengthy discussion, it was the City Commission's decision to uphold the Denial for the lien reduction as it was done in the June Meeting.

ORDER OF BUSINESS

PUBLIC HEARING – ORDINANCE 2024-05

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

No Discussion.

Motion by Commissioner Blethen to approve Ordinance 2024-05 on Second and Final Reading; this Ordinance was seconded by Commissioner Wilson.

ROLL CALL VOTE: Commissioner Nichols – nay, Commissioner Wilson – aye, Commissioner Pettit – aye, Mayor LaCascia – aye, Commissioner Blethen - aye

Motion carried 4/1.

CITY MANAGER ITEMS

Matt Williams Water Treatment Plant - is back up and running and samples are being pulled to ensure all is well.

Commonwealth Tank - was repaired and is also back up and running.

Gopher Tortoise at the Sprayfield – Do not have to relocate as barriers can be installed around their area.

Advance Plant Grant – Polk City has submitted a grant application to DEP for a \$5,000 match.

CITY ATTORNEY ITEMS

City Attorney Cloud discussed the DEP Consent Order, explaining that there was a need for three items to be voted on tonight and approved. If need be, we can call a Special Meeting to ratify the contracts, but tonight the City needs to at least provide authorization in order to meet deadlines. Below are the three (3) motions the City Commission unanimously approved:

Fate and Transport Study

City Attorney Cloud explained the need for entering into a Professional Geologist Services Contract to perform a "Fate & Transport" Study that answers "What happened to the constituent?" and "How far did it go?" He also explained that an Australian company with offices in Tampa, GHD Services, Inc., is the sole source provider of such a study.

Based upon City Staff's recommendation, the City Commission approved by Voice Vote, a motion by Commissioner Wilson, seconded by Commissioner Pettit, to authorize staff to complete negotiations of the professional Hydrogeological Services Contract with GHD Services and approved the execution of said contract by the Mayor subject to a cap of \$43,300.00.

Down Well Inventory Survey

City Attorney Cloud explained the need for obtaining a Down Well Inventory Survey to comply with the Consent Order with FDEP by September 25, 2024.

Based upon City Staff's recommendation, the City Commission approved by Voice Vote, a motion by Commissioner Wilson, seconded by Commissioner Pettit, to authorize the City Manager to obtain up to 3 quotes from local well drillers to perform the Well Survey, negotiate a contract to perform the Down Well Inventory Survey in form acceptable to the City Attorney, and authorize the execution of such a contract not to exceed \$50,000.00.

RIB Study – Part 2

City Attorney Cloud explained the need for obtaining a rerating of the I-4 Rapid Infiltration Basins rerating of effluent disposal capacity in order to provide disposal capacity, while the Smith Road ponds are out of use.

Based upon City Staff's recommendation, the City Commission approved by Voice Vote, a motion by Commissioner Wilson, seconded by Commissioner Pettit to authorize the City Manager to negotiate an agreement with sole source provider GHD Services for the performance of the I-4 rapid infiltration basins rerating of effluent disposal capacity study in form acceptable to the City Attorney, and authorize the execution of such a contract not to exceed \$30,000.00.

COMMISSIONER ITEMS

Commissioner Nichols - None
Commissioner Blethen – None
Commissioner Pettit – None

Commissioner Wilson – indicated he knows a person that works for DEP regarding removal of the Gopher Tortoise
Mayor LaCascia – None

ANNOUNCEMENTS

The August City Commission Meeting will be on August 13, 2024.

ADJOURNMENT – 7:17 pm

Patricia Jackson, City Manager

Joe LaCascia, Mayor

**City Commission Meeting
August 13, 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 – June/July 2024
2. Code Enforcement Report – July 2024
3. Financial Report – July 2024
4. Library Report – July 2024
5. Polk Sheriff's Report – July 2024
6. Public Works/Utilities Report – July 2024
7. Utility Billing Report – July 2024

ANALYSIS:

STAFF RECOMMENDATION: Approval of Department Reports via Consent Agenda

Polk City Permits Added

From: 07/01/24 To: 07/31/2024

ELECTRICAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2024-11019	225 N COMMONWEALTH AVE, POLK CITY, FL 33868	1,000.00	07/03/2024
BT-2024-11620	627 2ND ST, POLK CITY, FL 33868	2,000.00	07/14/2024
Subtotal:		\$3,000.00	

MECHANICAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2024-10824	207 SUNSHINE BLVD, POLK CITY, FL 33868	6,920.00	07/01/2024
BT-2024-11466	755 MEANDERING WAY, POLK CITY, FL 33868	7,200.00	07/12/2024
BT-2024-11961	242 BAYBERRY DR, POLK CITY, FL 33868	8,549.00	07/23/2024
Subtotal:		\$22,669.00	

RE-ROOF

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2024-11741	504 2ND ST, POLK CITY, FL 33868	8,000.00	07/17/2024
BT-2024-11742	506 2ND ST, POLK CITY, FL 33868	5,460.00	07/17/2024
BT-2024-12078	738 1ST ST, POLK CITY, FL 33868	5,000.00	07/24/2024
Subtotal:		\$18,460.00	

RESIDENTIAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BR-2024-5798	606 3RD ST, POLK CITY, FL 33868	10,000.00	07/09/2024
BR-2024-5854	718 MEANDERING WAY, POLK CITY, FL 33868	109,360.00	07/10/2024
BR-2024-5878	509 EDGEWATER DR, POLK CITY, FL 33868	17,500.00	07/11/2024
BR-2024-6134	323 LAKESHORE CT, POLK CITY, FL 33868	22,714.00	07/22/2024
Subtotal:		\$159,574.00	

Grand Total: \$203,703.00

*2 SFR to Date
Handy Delp*

Polk City Permits Added
From: 06/01/24 To: 07/31/2024

DEMO

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2024-9895	421 1ST ST, POLK CITY, FL 33868	4,800.00	06/13/2024
		Subtotal:	
		\$4,800.00	

ELECTRICAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2024-11019	225 N COMMONWEALTH AVE, POLK CITY, FL 33868	1,000.00	07/03/2024
BT-2024-11620	627 2ND ST, POLK CITY, FL 33868	2,000.00	07/14/2024
BT-2024-9353	235 CARTER BLVD, POLK CITY, FL 33868	53,991.00	06/05/2024
BT-2024-9356	235 CARTER BLVD, POLK CITY, FL 33868	53,991.00	06/05/2024
		Subtotal:	
		\$110,982.00	

MECHANICAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2024-10153	8866 HINSDALE HEIGHTS DR, POLK CITY, FL 33868	15,091.00	06/18/2024
BT-2024-10824	207 SUNSHINE BLVD, POLK CITY, FL 33868	6,920.00	07/01/2024
BT-2024-11466	755 MEANDERING WAY, POLK CITY, FL 33868	7,200.00	07/12/2024
BT-2024-11961	242 BAYBERRY DR, POLK CITY, FL 33868	8,549.00	07/23/2024
		Subtotal:	
		\$37,760.00	

POOL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2024-10661	644 1ST ST, POLK CITY, FL 33868	0.00	06/26/2024
BT-2024-9500	182 SUNSHINE BLVD, POLK CITY, FL 33868	2,500.00	06/06/2024
		Subtotal:	
		\$2,500.00	

RE-ROOF

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BT-2024-10079	117 SUNSHINE BLVD, POLK CITY, FL 33868	10,185.00	06/17/2024
BT-2024-10083	117 SUNSHINE BLVD, POLK CITY, FL 33868	10,175.00	06/17/2024
BT-2024-10204	507 MARKLEN LOOP, POLK CITY, FL 33868	8,000.00	06/19/2024
BT-2024-10606	9835 N HWY 33 POLK CITY, FL 33868	1,200.00	06/26/2024
BT-2024-10696	514 MARKLEN LOOP, POLK CITY, FL 33868	10,829.00	06/27/2024
BT-2024-11741	504 2ND ST, POLK CITY, FL 33868	8,000.00	07/17/2024
BT-2024-11742	506 2ND ST, POLK CITY, FL 33868	5,460.00	07/17/2024
BT-2024-12078	738 1ST ST, POLK CITY, FL 33868	5,000.00	07/24/2024
		Subtotal:	
		\$58,849.00	

RESIDENTIAL

<u>Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
BR-2024-4608	209 S BOUGAINVILLEA AVE, POLK CITY, FL 33868	15,000.00	06/03/2024
BR-2024-5131	730 3RD ST, POLK CITY, FL 33868	12,820.74	06/07/2024
BR-2024-5253	209 GREENLEAF LN, POLK CITY, FL 33868	42,037.00	06/20/2024
BR-2024-5318	667 MEANDERING WAY, POLK CITY, FL 33868	9,900.00	06/24/2024
BR-2024-5798	606 3RD ST, POLK CITY, FL 33868	10,000.00	07/09/2024
BR-2024-5854	718 MEANDERING WAY, POLK CITY, FL 33868	109,360.00	07/10/2024
BR-2024-5878	509 EDGEWATER DR, POLK CITY, FL 33868	17,500.00	07/11/2024
BR-2024-6134	323 LAKESHORE CT, POLK CITY, FL 33868	22,714.00	07/22/2024

Subtotal: \$239,331.74

Grand Total: \$454,222.74

*2 SFR to Date
Kathy Delp*

Code Enforcement Report

JULY 2024

SNIPE SIGNS REMOVED	22
LIEN SEARCHES	8
INSPECTIONS	87
CLOSED OUT CASES	22
SPECIAL MAGISTRATE CASES	8
CLOSED OUT SPECIAL MAGISTRATE CASES	3
CASE SUBJECTS	
REFERRED TO COUNTY	8
DISABLE VEHICLES	1
BUILDING WITHOUT PERMIT	2
OVERGROWTH	25
HOUSE NUMBERS	1
FENCE/INSPECTIONS	2
JUNK AND DEBRIS	6
RV/TRAILER PARKING	1
OPEN STRUCTURE	0
MET WITH CITIZEN	6
NOISE	0
PLACE LIEN	0
CLOSE OUT LIEN	1
YARD SALE	0
ANIMAL	0
POSTINGS	8
EXTENDED CASES	14
ACCESSORY USE	0
POOLS	1
BUSINESS LICENSE	0

CITY OF POLK CITY
Simple Balance Sheet

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

Account Number	Account Title	Ending Bal	Net Amount
01-101-100	Cash - Checking	3,551,330.93	
01-101-990	Library Van Fleet Cycling Challenge	859.09	
01-102-100	Cash on Hand	875.00	
01-115-100	Accounts Receivable - Utilities	2,059.24-	
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	1,214,290.75	
01-151-902	Investments - FL SAFE GF Reserves	85,843.75	
01-153-302	Restricted Cash - New Local Opt Gas Tax	356,266.96	
01-155-100	Prepaid Expenses	12,327.76	
01-160-902	Reserve Account	100,000.59	
01-160-903	Reserve Acct - Emergencies & Contingency	62,924.00	
	** TOTAL ASSET**		5,386,081.26
01-202-100	Accounts Payable	54,357.10-	
01-202-200	Accounts Payable - Year End	69,274.28	
01-202-900	Customer Deposits	5,910.00	
01-202-950	Other Deposits	150,000.00	
01-208-300	Due to County - Impact Fees	18,416.96	
01-208-310	Due to DCA - Bldg Permit Surcharge	107.87	
01-208-320	Due to Dept of Business - License Fees	91.12-	
01-208-330	Due to PCSO - Police Education Revenue	327.91	
01-217-200	Accrued Sales Tax	12.00-	
01-218-100	Payroll Taxes Payable	79.89-	
01-218-200	FRS Retirement Payable	1,110.49	
01-218-300	Health Plan Payable	3,553.69	
01-218-320	Supplemental Insurance Payable	871.21	
01-218-400	Dental Plan Payable	158.38-	
01-218-410	Vision Plan Payable	800.04	
01-218-700	ICMA-RC	120.00	
	** TOTAL LIABILITY**		195,793.96
01-243-100	Encumbrances Placed	27,466.89	
01-245-100	Reserved for Encumbrances	27,466.89-	
	** TOTAL ENCUMBRANCE**		0.00
01-271-100	Fund Balance Unreserved	4,637,952.04	
	** TOTAL EQUITY**		4,637,952.04
	** TOTAL REVENUE**		2,928,455.17
	** TOTAL EXPENSE**		2,376,119.91
	TOTAL LIABILITY AND EQUITY		5,386,081.26

CITY OF POLK CITY
JULY 2024 MONTHLY FINANCIALS

GENERAL FUND REVENUES
83.33 % Yr Complete For Fiscal Year: 2024 / 7

G/L ACCOUNT	DESCRIPTION	2023 PRIOR YR REVENUE	2024 ANTICIPATED REVENUE	ADJ ANTICIPATED	2024 CURRENT REVENUE	YTD REVENUES	(EXCESS)/DEFICIT	2024 PERCENTAGE REALIZED
01-344-900	FDOT Maintenance Agreement	13,486.34	16,304.00	16,304.00	0.00	13,527.24	2,776.76	82.97 %
01-347-100	Library Income	10,134.56	5,500.00	5,500.00	257.65	2,718.94	2,781.06	49.44 %
01-351-200	Police Fines, Penalties, and Forfeitu	9,762.04	8,000.00	8,000.00	1,398.72	10,997.03	(2,997.03)	137.46 %
01-351-300	Code Enforcement Fines	17,026.35	0.00	0.00	73,521.22	74,846.77	(74,846.77)	0.00 %
01-359-100	Other Fines and/or Forfeitures	31.00	0.00	0.00	60.00	130.00	(130.00)	0.00 %
01-359-300	Late Fees	394.10	250.00	250.00	21.00	175.50	74.50	70.20 %
01-361-100	Interest Income	2,091.14	7,450.00	7,450.00	145.87	3,499.10	3,950.90	46.97 %
01-361-200	Interest/Dividends - FL SAFE	56,515.15	30,000.00	30,000.00	11,563.38	57,167.71	(27,167.71)	190.56 %
01-362-100	Activity Center Rentals	5,800.00	4,400.00	4,400.00	350.00	3,850.00	550.00	87.50 %
01-362-200	Donald Bronson Community Center Renta	8,350.00	5,350.00	5,350.00	550.00	9,300.00	(3,950.00)	173.83 %
01-365-100	Sales of Surplus Property	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	0.00	250.00	750.00	25.00 %
01-366-102	Private Donations - Halloween	1,975.00	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 %
01-369-100	Misc. Income	962.54	500.00	500.00	10.69	964.25	(464.25)	192.85 %
01-369-101	Misc Income - Copies and Faxes	3,318.48	1,800.00	1,800.00	856.71	2,082.24	(282.24)	115.68 %
01-369-102	Misc Income - Collection Allowance	2,205.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-369-160	Misc Income - Deputy Rental Coverage	4,795.00	0.00	0.00	0.00	5,741.00	(5,741.00)	0.00 %
01-369-400	Insurance Proceeds	1,498.42	1,000.00	1,000.00	123.98	973.37	26.63	97.34 %
01-369-500	Refund of State Gas Tax	100,000.00	0.00	0.00	0.00	0.00	0.00	0.00 %
01-381-400	Transfer From Enterprise Fund							
DEPARTMENT TOTALS		3,408,735.05	4,017,648.00	4,017,648.00	212,014.10	2,928,455.17	1,089,192.83	72.89 %

CITY OF POLK CITY
JULY 2024 MONTHLY FINANCIALS

General Fund Expenditures
83.33 % Yr Complete For Fiscal Year: 2024 / 7

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 - Wages - Legislative	10,500.00	10,800.00	10,800.00	1,800.00	8,700.00	2,100.00	80.56 %
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	137.70	872.53	368.37	70.32 %
01-511-240	Worker's Compensation - Legislative	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	0.00	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	575.76	4,198.76	(398.76)	110.49 %
DEPARTMENT TOTAL		28,559.89	32,661.00	32,661.00	2,513.46	18,633.57	14,027.43	57.05 %
=====								
EXECUTIVE								
01-512-120	Regular Salary - Wages - Executive	214,389.88	231,588.00	231,588.00	16,814.44	180,366.88	51,221.12	77.88 %
01-512-130	Other Salaries and Wages - Executive	4,800.12	4,800.00	4,800.00	369.24	4,061.64	738.36	84.62 %
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	1,376.35	17,978.14	5,853.86	75.44 %
01-512-220	Retirement Contribution - Executive	55,270.61	62,258.00	62,258.00	4,789.08	52,530.75	9,727.25	84.38 %
01-512-230	Life & Health Insurance - Executive	25,855.68	13,986.00	13,986.00	1,187.53	10,775.71	3,210.29	77.05 %
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	787.06	2,475.32	2,524.68	49.51 %
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	519.55	880.45	37.11 %
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	0.00	2,500.00	(1,000.00)	166.67 %

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 MYD 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	99.44	282.36	1,717.64	14.12 %
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	25,472.92	316,732.68	84,702.32	78.90 %
LEGAL COUNSEL								
01-514-310	Professional Services - Legal Counsel	50,086.55	65,000.00	65,000.00	3,235.23	45,300.29	19,699.71	69.69 %
01-514-480	Promo Activities & Legal Ads - Legal	9,661.67	11,000.00	11,000.00	0.00	6,052.94	4,947.06	55.03 %
DEPARTMENT TOTAL		59,748.22	76,000.00	76,000.00	3,235.23	51,353.23	24,646.77	67.57 %
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	8,850.04	89,412.24	23,132.76	79.45 %
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	478.10	5,007.97	3,515.03	58.76 %
01-516-220	Retirement Contribution - Fin & Acctn	13,302.72	15,272.00	15,272.00	1,200.94	12,765.20	2,506.80	83.59 %
01-516-230	Life & Health Insurance - Fin & Acctn	25,286.38	26,935.00	26,935.00	2,244.57	22,445.70	4,489.30	83.33 %
01-516-240	Worker's Compensation - Fin & Acctng	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	282.73	567.27	33.26 %
01-516-470	Printing and Reproduction - Fin & Acc	171.77	750.00	750.00	0.00	125.72	624.28	16.76 %

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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	73.03	383.16	2,616.84	12.77 %
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	12,871.57	135,506.07	45,864.93	74.71 %
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DEBT SERVICE								
01-517-710	Principal - CB&T Debt Service Pmts	85,299.49	88,076.00	88,076.00	7,466.01	73,178.53	14,897.47	83.09 %
01-517-720	Interest - CB&T Debt Service Pmts	34,511.03	31,735.00	31,735.00	2,518.20	26,663.57	5,071.43	84.02 %
DEPARTMENT TOTAL		119,810.52	119,811.00	119,811.00	9,984.21	99,842.10	19,968.90	83.33 %
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LAW ENFORCEMENT								
01-521-305	Contract Labor - Law Enf	107,497.00	109,647.00	109,647.00	27,411.75	109,647.00	0.00	100.00 %
01-521-310	Professional Services - Law Enf	84,540.50	108,000.00	108,000.00	6,664.00	71,310.75	36,689.25	66.03 %
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	34,075.75	180,957.75	37,189.25	82.95 %
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BUILDING AND ZONING								
01-524-120	Regular Salary - Wages - Bldg & Zonin	106,159.48	110,812.00	110,812.00	8,524.02	89,516.94	21,295.06	80.78 %
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	640.90	7,048.23	1,474.77	82.70 %
01-524-220	Retirement Contribution - Bldg & Zoni	13,567.15	15,118.00	15,118.00	1,156.70	12,720.82	2,397.18	84.14 %
01-524-230	Life & Health Insurance - Bldg & Zoni	25,466.29	26,937.00	26,937.00	2,258.42	22,584.20	4,352.80	83.84 %
01-524-240	Worker's Compensation - Bldg & Zonin.	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	8,252.50	42,302.87	169,867.13	19.94 %
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 %

CITY OF POLK CITY
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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
01-524-400	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 - B1	599.87	0.00	0.00	45.08	168.31	(168.31)	0.00 %
01-524-630	Improvements Other than Building - B1	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	20,877.62	176,428.74	201,956.26	46.63 %
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CODE ENFORCEMENT								
01-529-120	Regular Salary - Wages - Code Enf	28,107.33	30,443.00	30,443.00	2,460.00	25,773.00	4,670.00	84.66 %
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	185.50	2,023.04	305.96	86.86 %
01-529-220	Retirement Contribution - Code Enf	3,574.91	4,131.00	4,131.00	333.82	3,640.96	490.04	88.14 %
01-529-230	Life & Health Insurance - Code Enf	12,544.95	13,351.00	13,351.00	14.24	(957.20)	14,308.20	(7.17) %
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	800.00	6,450.00	1,550.00	80.63 %
01-529-400	Travel Expenses - Code Enf	325.31	500.00	500.00	0.00	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	271.91	528.09	33.99 %
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	287.88	326.17	(226.17)	326.17 %
DEPARTMENT TOTAL		66,277.95	61,849.00	61,849.00	4,106.33	39,834.47	22,014.53	64.41 %
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REFUSE/SANITATION								
01-534-341	Refuse Disposal - Residential - Refus	246,939.48	262,196.00	262,196.00	23,037.18	224,747.94	37,448.06	85.72 %
01-534-342	Refuse Disposal - Commercial - Refuse	126,628.19	130,366.00	130,366.00	0.00	110,357.54	20,008.46	84.65 %
DEPARTMENT TOTAL		373,567.67	392,562.00	392,562.00	23,037.18	335,105.48	57,456.52	85.36 %
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CITY OF POLK CITY
JULY 2024 MONTHLY FINANCIALS

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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	0.00	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	2,500.00	3,090.00	6,910.00	30.90 %
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	2,500.00	30,592.50	4,757.50	86.54 %
GENERAL GOV'T BUILDINGS								
01-539-310	Professional Services - Gen Gov#39;t	24,138.92	10,000.00	10,000.00	2,390.76	29,762.93	(19,762.93)	297.63 %
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	1,065.30	8,470.93	4,029.07	67.77 %
01-539-413	Public Works - Communication - Gen G	2,706.62	0.00	0.00	(1,584.37)	0.00	0.00	0.00 %
01-539-414	Community Center-Communication-Gen G	1,659.36	2,000.00	2,000.00	138.28	1,244.52	755.48	62.23 %
01-539-431	City Hall - Utilities - Gen Gov#39;t	20,553.16	21,000.00	21,000.00	1,635.33	14,772.90	6,227.10	70.35 %
01-539-432	Activity Center - Utilities - Gen Gov	2,396.17	2,500.00	2,500.00	213.20	1,929.32	570.68	77.17 %
01-539-433	MULTI-PURPOSE BUILD - UTILITIES - GEN	2,995.89	2,500.00	2,500.00	235.37	2,449.91	50.09	98.00 %
01-539-434	Community Center-Utilities-Gen Gov#3	6,853.58	7,500.00	7,500.00	661.38	4,343.43	3,156.57	57.91 %
01-539-440	Rentals and Leases - Gen Gov#39;t Bl	9,831.97	5,000.00	5,000.00	0.00	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	206.95	65,616.16	(73,366.16)	1093.60 %
01-539-462	Activity Center - Repairs & Maint - G	490.79	3,000.00	3,000.00	89.74	3,827.70	(827.70)	127.59 %
01-539-463	MUTIL-PURPOSE BUILD- REPAIRS & MAINT	518.35	1,500.00	1,500.00	62.92	62.92	1,437.08	4.19 %
01-539-464	Community Center-Repairs & Maint-Gen	2,337.11	4,500.00	4,500.00	1,353.53	6,043.53	(1,543.53)	134.30 %
01-539-490	Other Current Charges - Gen Gov#39;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	368.15	8,617.04	(3,617.04)	172.34 %
01-539-522	Activity Center - Operating Supplies	1,155.12	1,000.00	1,000.00	42.08	1,486.79	(486.79)	148.68 %
01-539-523	Multi-Purpose Build - Operating Suppl	800.02	100.00	100.00	24.66	264.09	(164.09)	264.09 %
01-539-524	Community Center-Operating Supplies-G	2,128.30	2,400.00	2,400.00	69.56	1,439.38	960.62	59.97 %
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#39;t Bldgs	0.00	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00 %

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DEPARTMENT TOTAL								
		543,218.86	1,411,259.00	1,411,259.00	55,172.31	377,347.06	1,026,899.82	26.74 %
LIBRARY								
01-571-120	Regular Salary - Library	83,407.86	83,765.00	83,765.00	6,806.00	71,463.05	12,301.95	85.31 %
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	5,619.17	828.83	87.15 %
01-571-220	Retirement Contribution - Library	10,232.95	11,437.00	11,437.00	923.58	10,148.11	1,288.89	88.73 %
01-571-230	Life & Health Insurance - Library	25,465.27	26,910.00	26,910.00	2,248.02	20,281.02	6,628.98	75.37 %
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	360.00	5,717.21	(2,917.21)	204.19 %
01-571-312	Professional Services - Other - Libra	1,877.54	3,200.00	3,200.00	1,490.50	2,343.17	856.83	73.22 %
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	3,283.58	3,216.42	50.52 %
01-571-430	Utilities - Library	3,273.16	5,700.00	5,700.00	260.14	2,548.18	3,151.82	44.70 %
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	152.53	368.92	1,231.08	23.06 %
01-571-520	Operating Supplies - Library	2,252.94	5,000.00	5,000.00	36.29	1,965.19	3,034.81	39.30 %
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	287.88	582.76	2,117.24	21.58 %
01-571-660	Books, Pub. & Library Materials - Libr	18,284.34	18,600.00	18,600.00	1,347.01	10,329.07	8,270.93	55.53 %
DEPARTMENT TOTAL								
		161,110.54	180,711.00	180,711.00	14,757.22	144,629.75	36,081.25	80.03 %
PARKS								
01-572-310	Professional Services - Parks	11,900.70	15,000.00	15,000.00	1,180.00	10,316.17	4,683.83	68.77 %
01-572-430	Utilities - Parks	12,128.01	17,000.00	17,000.00	1,257.85	12,230.20	4,769.80	71.94 %
01-572-460	Repairs and Maintenance - Parks	6,915.69	5,000.00	5,000.00	0.00	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 %

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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	2,437.85	28,866.99	9,883.01	74.50 %
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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	85.14	313.64	486.36	39.21 %
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 - Centiniall 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	85.14	61,483.65	(16,183.65)	135.73 %
=====								
NON-DEPARTMENTAL								
01-590-310	Professional Services - Non-Dept	18,466.20	35,000.00	35,000.00	994.00	18,657.28	16,342.72	53.31 %
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	6,053.92	18,469.37	1,530.63	92.35 %
01-590-440	Rentals and Leases - Non-Dept	0.00	5,500.00	5,500.00	718.88	1,428.78	4,071.22	25.98 %
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	56.00	761.64	(211.64)	138.48 %
01-590-465	Vehicle Maintenance - Non-Departmenta	1,097.10	2,000.00	2,000.00	277.90	639.71	1,360.29	31.99 %
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	0.00	841.42	158.58	84.14 %
01-590-520	Operating Supplies - Non-Dept	1,470.94	3,000.00	3,000.00	712.10	8,393.75	(5,393.75)	279.79 %
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	3,985.31	514.69	88.56 %
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	8,534.50	14,233.48	(5,233.48)	158.15 %
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	0.00	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 %

CITY OF POLK CITY
JULY 2024 MONTHLY FINANCIALS

General Fund Expenditures
83.33 % Yr Complete For Fiscal Year: 2024 / 7

G/L ACCOUNT	DESCRIPTION	2023 ACTUALS	2024 ADOPTED BUDGET	2024 ADJ BUDGET	2024 MTD EXPENSES	2024 YTD EXPENSES	2024 AVAIL BUDGET	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	0.00	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	17,551.46	187,750.19	72,808.81	70.70 %

General Fund Revenues Total		3,408,735.05	4,017,648.00	4,017,648.00	212,014.10	2,928,455.17	1,089,192.83	27.11%
General Fund Expenditures Total		2,675,816.47	4,017,648.00	4,017,648.00	235,241.09	2,376,119.91	1,641,530.09	40.86%
Total Revenue vs. Expenditures		732,918.58	0.00	0.00	-23,226.99	552,335.26	-552,337.26	

CITY OF POLK CITY
Simple Balance Sheet

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

Account Number	Account Title	Ending Bal	Net Amount
05-101-100	Cash - Checking	3,437,879.59	
05-101-913	DEP Loan - Sinking Fund	58,069.32	
05-101-916	US Bank - Sink Fund	145,112.53	
05-101-917	US Bank - Renewal & Replacement Series	205,524.29	
05-101-918	DEP Loan WW531400 - Sink Fund	656.74	
05-101-919	DEP Loan WW531402 - Sink Fund	23,858.20	
05-101-920	Cash - Customer Deposits	364,425.60	
05-101-930	Restricted Cash - Reclass	1,364,325.00	
05-101-936	FDEP 531402 Sinking Fund	11,917.80	
05-101-999	Restricted Class - Reclass	1,364,325.00-	
05-115-100	Accounts Receivable - Utilities	23,390.77	
05-115-130	Accounts Receivable - Readiness to Serve	33,178.39	
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	662,340.40	
05-151-902	Investments - FL SAFE EF Reserves	138,420.30	
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	16,625,958.21	
05-165-900	Acc.Dep. - Improvements Other than Build	5,469,060.53-	
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**		20,386,288.50
05-202-100	Accounts Payable	35,672.74	
05-202-200	Accounts Payable - Year End	32,014.84	
05-202-900	Customer Deposits	364,425.60	
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	1,463.12-	
05-210-800	Compensated Absences - Current	12,907.80	
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**		12,182,935.73
05-243-100	Encumbrances Placed	72,897.24	
05-245-100	Reserved for Encumbrances	72,897.24-	
	** TOTAL ENCUMBRANCE**		0.00

CITY OF POLK CITY
 Simple Balance Sheet

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

Account Number	Account Title	Ending Bal	Net Amount
05-250-100	Contributed Capital	598,715.40	
05-255-100	Change in Fund Balance	36,514.20	
05-271-100	Fund Balance Unreserved	6,780,821.62	
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**		8,128,104.24
	** TOTAL REVENUE**		2,122,439.33
	** TOTAL EXPENSE**		2,047,190.80
	TOTAL LIABILITY AND EQUITY		20,386,288.50

ENTERPRISE FUND REVENUE
 83.33 % Yr Complete For Fiscal Year: 2024 / 7

G/L ACCOUNT	DESCRIPTION	2023 PRIOR YR REVENUE	2024 ANTICIPATED REVENUE	ADJ ANTICIPATED	2024 CURRENT REVENUE	YTD REVENUE	2024 (EXCESS)/DEFICIT	2024 PERCENTAGE REALIZED
05-314-301	RIS - City 10% UTY T	1,404.93	195.00	195.00	(20.51)	1,088.75	(893.75)	558.33 %
05-325-111	Connection Fees - Water - Cash Basis	19,389.60	10,000.00	10,000.00	531.71	10,517.95	(517.95)	105.18 %
05-325-210	Readiness to Serve Charge - Sewer	14,726.81	4,282.00	4,282.00	(416.40)	8,466.80	(4,194.80)	197.73 %
05-325-211	Readiness to Serve Charge - Water	14,047.98	1,948.00	1,948.00	(205.08)	10,886.33	(8,938.33)	558.85 %
05-328-200	Other Lic./Fees/Permits	1,503.69	600.00	600.00	100.00	564.32	35.68	94.05 %
05-340-300	Water Utility Revenue	1,318,141.76	1,314,799.00	1,314,799.00	(665.03)	1,023,021.96	291,777.04	77.81 %
05-340-500	Sewer Utility Revenue	1,299,451.90	1,316,249.00	1,316,249.00	75.11	997,141.59	319,107.41	75.76 %
05-359-100	Other Fines and/or Forfeitures	32,345.00	33,960.00	33,960.00	3,300.00	20,010.00	13,950.00	58.92 %
05-359-200	Non Sufficient Funds	2,640.00	2,340.00	2,340.00	295.00	1,655.00	685.00	70.73 %
05-359-300	Late Fees	26,344.50	26,348.00	26,348.00	1,764.00	20,254.50	6,093.50	76.87 %
05-361-200	Interest/Dividends - FL SAFE	34,808.00	32,637.00	32,637.00	7,121.95	35,209.94	(2,572.94)	107.88 %
05-369-100	Misc. Income	21,375.17	0.00	0.00	1,500.00	10,500.00	(10,500.00)	0.00 %
05-369-110	Customer Refund of Overpmts	0.00	0.00	0.00	(66.12)	(17,627.81)	17,627.81	0.00 %
05-369-112	Cash Drawer Overage - Bank Rec	675.41	0.00	0.00	0.00	0.00	0.00	0.00 %
05-369-113	Vendor Refund of Overpymt	0.00	0.00	0.00	0.00	750.00	(750.00)	0.00 %
05-369-401	Insurance - Claims	529.58	0.00	0.00	0.00	0.00	0.00	0.00 %
05-369-700	Misc Income - Reimbursement - Invoice	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	13,314.63	2,122,439.33	1,593,662.67	57.11 %

CITY OF POLK CITY
JULY 2024 MONTHLY FINANCIALS

Enterprise Fund Expenditures
83.33 % Yr Complete For Fiscal Year: 2024 / 7

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	5,361.42	53,516.89	71,093.11	42.95 %
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	404.23	4,689.21	4,919.79	48.80 %
05-518-220	Retirement Contribution - Water Admin	26,326.33	17,045.00	17,045.00	727.54	8,355.06	8,689.94	49.02 %
05-518-230	Life & Health Insurance - Water Admin	32,832.34	40,325.00	40,325.00	3,372.28	32,601.00	7,724.00	80.85 %
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	3,829.19	20,579.13	3,820.87	0.00 %
05-518-400	Travel and Training - Water Admin	0.00	750.00	750.00	0.00	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., Sub., & Memberships - Wa	239.88	300.00	300.00	287.88	402.63	(102.63)	134.21 %
DEPARTMENT TOTAL		172,112.61	221,988.00	221,988.00	13,982.54	123,433.96	98,554.04	55.60 %
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05-533-120	Regular Salary - Wages - Water Oper	167,787.22	149,442.00	149,442.00	14,856.12	158,349.57	(8,907.57)	105.96 %
05-533-130	Other Salaries and Wages - Water Oper	52.50	0.00	0.00	15.00	170.33	(170.33)	0.00 %
05-533-140	Overtime - Water Oper	8,268.65	7,133.00	7,133.00	366.10	5,741.81	1,391.19	80.50 %
05-533-210	Fica Taxes - Water Oper	13,729.45	11,978.00	11,978.00	1,068.07	12,415.08	(437.08)	103.65 %
05-533-220	Retirement Contribution - Water Oper	75,157.96	16,165.00	16,165.00	2,065.66	23,041.31	(6,876.31)	142.54 %
05-533-230	Life & Health Insurance - Water Oper	33,571.24	40,640.00	40,640.00	3,096.76	31,573.69	9,066.31	77.69 %
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	0.00	8,799.03	6,200.97	58.66 %
05-533-311	Engineering Services - Water Oper	56,606.25	100,000.00	100,000.00	0.00	20,901.25	79,098.75	20.90 %
05-533-312	Professional Services - Other - Water	14,050.75	20,000.00	20,000.00	9,931.00	32,058.35	(12,058.35)	160.29 %
05-533-313	Professional Services - Polk Regional	1,510.73	2,000.00	2,000.00	0.00	1,489.97	510.03	74.50 %
05-533-314	Professional Services - Samples	2,441.00	5,000.00	5,000.00	354.00	1,911.00	3,089.00	38.22 %
05-533-400	Travel Expenses - Water Oper	1,215.33	1,250.00	1,250.00	0.00	869.16	380.84	69.53 %
05-533-405	Training - Water Oper	1,306.50	1,750.00	1,750.00	0.00	37.50	1,712.50	2.14 %
05-533-410	Communication Services - Water Oper	6,259.31	8,000.00	8,000.00	175.69	2,400.22	5,599.78	30.00 %
05-533-430	Utilities - PW/Utilities Facility Wat	1,366.70	2,500.00	2,500.00	139.46	1,188.63	1,311.37	47.55 %

CITY OF POLK CITY
JULY 2024 MONTHLY FINANCIALS

Enterprise Fund Expenditures
83.33 % Yr Complete For Fiscal Year: 2024 /7

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	6,579.63	7,000.00	7,000.00	569.29	6,006.15	993.85	85.80 %
05-533-432	Commonwealth WTP - Utilities - Water	1,273.71	1,500.00	1,500.00	799.41	2,152.59	(652.59)	143.51 %
05-533-433	V.Matt Williams WTP - Utilities - Wat	11,886.03	12,000.00	12,000.00	42.10	7,402.20	4,597.80	61.69 %
05-533-460	Repairs and Maintenance - Water Oper	2,648.11	115,000.00	95,000.00	2,279.76	28,060.72	24,796.57	24.40 %
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	1,528.76	10,517.15	4,482.85	70.11 %
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	6,110.09	8,852.25	(5,352.25)	252.92 %
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	0.00	348.86	151.14	69.77 %
05-533-520	Operating Supplies - Water Oper	27,426.91	17,500.00	17,500.00	294.23	12,176.17	5,323.83	69.58 %
05-533-521	Mt.Olive WTP - Operating Supplies - W	1,140.12	2,000.00	2,000.00	0.00	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	2,848.80	11,600.40	(2,600.40)	128.89 %
05-533-526	Meter Supplies - New Installs - Water	3,672.58	10,000.00	10,000.00	0.00	10,250.00	(250.00)	102.50 %
05-533-527	Meter Supplies - Repairs & Maintenc	773.00	100,000.00	100,000.00	14,401.64	16,754.15	83,245.85	16.75 %
05-533-540	Books, Pub., Sub., & Memberships - Wa	458.73	750.00	750.00	215.91	245.91	504.09	32.79 %
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	(3,506.05)	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	63,896.00	63,896.00	0.00	100.00 %
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	32,829.42	176,691.92	(176,691.92)	0.00 %
DEPARTMENT TOTAL		757,100.71	844,365.00	844,365.00	157,883.27	686,677.42	89,149.64	81.32 %

Sewer

05-535-120	Regular Salary - Wages - Sewer Oper	108,446.68	152,126.00	152,126.00	11,440.27	99,411.15	52,714.85	65.35 %
05-535-130	Other Salaries and Wages - Sewer Oper	52.50	0.00	0.00	15.00	170.32	(170.32)	0.00 %
05-535-140	Overtime - Sewer Oper	6,641.94	7,288.00	7,288.00	621.92	6,140.60	1,147.40	84.26 %

CITY OF POLK CITY
JULY 2024 MONTHLY FINANCIALS

Enterprise Fund Expenditures
83.33 % Yr Complete For Fiscal Year: 2024 / 7

G/L ACCOUNT	DESCRIPTION	2023 ACTUALS	2024 ADOPTED BUDGET	2024 ADJ BUDGET	2024 MYD 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	917.77	8,359.00	3,836.00	68.54 %
05-535-220	Retirement Contribution - Sewer Oper	31,667.54	16,550.00	16,550.00	1,636.86	15,039.20	1,510.80	90.87 %
05-535-230	Life & Health Insurance - Sewer Oper	24,746.32	40,672.00	40,672.00	1,976.45	20,869.78	19,802.22	51.31 %
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	5,303.28	42,760.44	(32,760.44)	427.60 %
05-535-311	Engineering Services - Sewer Oper	1,175.00	180,000.00	180,000.00	225.00	43,818.75	136,181.25	24.34 %
05-535-312	Professional Services - Other - Sewer	37,048.06	35,000.00	35,000.00	11,646.87	76,218.15	(41,218.15)	217.77 %
05-535-314	Professional Services - Samples	8,507.00	11,000.00	11,000.00	3,438.00	18,317.75	(7,317.75)	166.53 %
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	3,624.49	1,875.51	65.90 %
05-535-411	Cardinal Hill WWTP - Comm Svcs - Sew	2,890.27	3,200.00	3,200.00	0.00	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	1,711.50	788.50	68.46 %
05-535-430	Utilities - PW/Utilities Facility Sew	6,270.88	5,500.00	5,500.00	423.73	7,031.75	(1,531.75)	127.85 %
05-535-431	Cardinal Hill WWTP - Utilities - Sewe	45,437.34	39,700.00	39,700.00	2,452.42	31,385.86	8,314.14	79.06 %
05-535-432	Mt. Olive WWTP - Utilities - Sewer Op	9,058.16	9,000.00	9,000.00	665.09	7,034.18	1,965.82	78.16 %
05-535-460	Repairs and Maintenance - Sewer Oper	86,429.92	130,000.00	130,000.00	3,322.07	78,319.39	51,680.61	60.25 %
05-535-461	Cardinal Hill - Repairs and Maint - S	22,503.30	390,000.00	390,000.00	521.30	47,697.23	341,449.52	12.23 %
05-535-464	Vehicle Fuel - Sewer Oper	8,456.92	7,000.00	7,000.00	529.21	6,353.45	646.55	90.76 %
05-535-465	Vehicle Maintenance - Sewer Oper	4,955.26	6,000.00	6,000.00	0.00	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	1,366.36	5,800.01	(3,300.01)	232.00 %
05-535-470	Printing and Reproduction - Sewer Ope	21.81	100.00	100.00	0.00	0.00	100.00	0.00 %
05-535-480	Promo Activities & Legal Ads - Sewer	0.00	0.00	0.00	0.00	349.67	(349.67)	0.00 %
05-535-490	Other Current Charges - Sewer Oper	0.00	2,000.00	2,000.00	500.00	500.00	1,500.00	25.00 %
05-535-492	Recording & Other Fees - Sewer Oper	0.00	0.00	0.00	0.00	0.00	(2,600.00)	0.00 %
05-535-493	Equipment Rental - Sewer Oper	0.00	0.00	0.00	0.00	0.00	2,500.00	0.00 %
05-535-510	Office Supplies - Sewer Oper	531.30	300.00	300.00	0.00	160.27	139.73	53.42 %
05-535-520	Operating Supplies - Sewer Oper	15,947.59	20,000.00	20,000.00	260.87	20,875.76	(875.76)	104.38 %
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	0.00	15,763.00	19,237.00	45.04 %
05-535-524	Chemicals - Sewer Oper	29,370.40	10,000.00	10,000.00	2,762.00	30,737.60	(20,737.60)	307.38 %
05-535-540	Books, Pub., Sub., & Memberships - Se	830.99	1,000.00	1,000.00	215.91	325.91	674.09	32.59 %
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	4,385.41	0.00	0.00	0.00	2,000.00	(5,506.05)	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	216,104.00	285,528.40	70,253.60	80.25 %

CITY OF POLK CITY
JULY 2024 MONTHLY FINANCIALS

Enterprise Fund Expenditures
83.33 % Yr Complete For Fiscal Year: 2024 / 7

G/L ACCOUNT	DESCRIPTION	2023 ACTUALS	2024 ADOPTED BUDGET	2024 ADJ BUDGET	2024 MTD EXPENSES	2024 YTD EXPENSES	2024 AVAIL BUDGET	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	111,033.08	129,697.72	128,868.28	50.16 %
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	377,901.77	1,060,641.94	1,376,763.76	43.44 %
EF Non-Departmental								
05-590-310	Professional Services - Non-Dept	17,528.21	25,000.00	25,000.00	994.00	9,661.58	15,338.42	38.65 %
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	12,291.27	37,498.32	(9,498.32)	133.92 %
05-590-440	Rentals and Leases - Non-Dept	3,027.31	5,500.00	5,500.00	415.72	4,845.26	654.74	86.10 %
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	0.00	646.07	103.93	86.14 %
05-590-520	Operating Supplies - Non-Dept	1,099.74	1,000.00	1,000.00	873.60	9,727.83	(8,727.83)	972.78 %
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	417.64	4,028.55	(1,028.55)	134.29 %
05-590-528	Postage - Non-Dept	2,148.84	1,000.00	1,000.00	0.00	149.88	850.12	14.99 %
05-590-540	Books, Pub., Sub., & Memberships -NON	420.17	750.00	750.00	8,534.50	12,874.62	(12,124.62)	1716.62 %
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	181.82	630.89	369.11	63.09 %
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	(39,358.04)	0.00	0.00	0.00	3,532.50	(3,532.50)	0.00 %
05-590-720	Interest - Bond 2017 Issue	415.60	0.00	0.00	0.00	0.00	0.00	0.00 %
05-590-725	Interest - Right to Use Leased Assets	56,381.91	0.00	0.00	0.00	0.00	0.00	0.00 %
05-590-730	Other Debt Service Costs	100,000.00	0.00	0.00	0.00	0.00	0.00	0.00 %
05-590-920	Transfer to General Fund - Non-Dept	0.00	27,214.00	27,214.00	0.00	0.00	27,214.00	0.00 %
05-590-940	Reserves - Unrestricted Reserves NON-	190.55	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
05-590-992	Unemployment Claims - Non-Dept	872.92	1,372.00	1,372.00	0.00	0.00	1,372.00	0.00 %
05-590-994	Bank Fees - Non-Dept	870.00	1,000.00	1,000.00	0.00	531.71	468.29	53.17 %
05-590-995	Refund of Overpayments - Non-Dept	21,224.47	5,000.00	5,000.00	0.00	(630.62)	5,630.62	(12.61) %
05-590-996	Bad Debt - Non-Dept	141.02	5,000.00	5,000.00	0.00	515.32	4,484.68	10.31 %
05-590-999	Other - Non-Operating Charges - Non-D							

Enterprise Fund Expenditures
83.33 % Yr Complete For Fiscal Year: 2024 / 7

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	23,708.55	176,416.51	31,569.49	84.82 %

Enterprise Fund Revenues Total	2,776,568.12	3,716,102.00	3,716,102.00	13,314.63	2,122,439.33	1,593,662.67	57.11%
Enterprise Fund Expenditures Total	-2,142,683.66	-3,716,102.00	-3,716,102.00	-573,476.13	-2,047,169.83	-1,668,994.17	55.09%
Total Revenue vs. Expenditures	633,884.46	0.00	0.00	-560,161.50	75,269.50	-75,271.50	

CITY OF POLK CITY
Simple Balance Sheet

For Fiscal Year: 2024 thru Month: Jul
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	235,468.70	
08-151-101	Investments - FL SAFE GF Fire Public Saf...	148,824.57	
08-151-102	Investments - FL SAFE GF Recreation	445,037.56	
08-151-103	Investments - FL SAFE GF Facilities	494,276.04	
	** TOTAL ASSET**		1,447,697.70
	** 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**		73,312.92
	** TOTAL EXPENSE**		0.00
	TOTAL LIABILITY AND EQUITY		1,447,697.70

CITY OF POLK CITY
JULY 2024 MONTHLY FINANCIALS

GFIF Special Revenues
Budget Revenues

83.33 % Yr Complete For Fiscal Year: 2024 / 7

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	0.00	2,579.96	4,215.04	37.97 %
08-324-110	Fire/Rescue - Public Safety Impact Fe	3,796.21	3,106.00	3,106.00	0.00	1,380.44	1,725.56	44.44 %
08-324-610	Parks & Recreation Impact Fee	12,481.92	10,402.00	10,402.00	0.00	4,160.64	6,241.36	40.00 %
08-324-710	Public Facilities Impact Fee	20,976.12	17,480.00	17,480.00	0.00	6,992.04	10,487.96	40.00 %
08-361-200	Interest/Dividends - FL SAFE	57,535.47	15,000.00	15,000.00	11,772.15	58,199.84	(43,199.84)	388.00 %
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	11,772.15	73,312.92	159,470.08	31.49 %
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 Impac	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	11,772.15	73,312.92	159,470.08	31.49%
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	11,772.15	73,312.92	392,253.08	

CITY OF POLK CITY
 Simple Balance Sheet

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

Account Number	Account Title	Ending Bal	Net Amount
09-101-800	EF Sewer Impact Fee Account	473,725.04	
09-101-900	EF Water Impact Fee Account	147,509.57	
09-151-800	Investements - Sewer Impact	1,801,997.58	
09-151-900	Investements - Water Impact	293,003.89	
	** TOTAL ASSET**		2,716,236.08
	** 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**		154,167.50
	** TOTAL EXPENSE**		91,133.57
	TOTAL LIABILITY AND EQUITY		2,716,236.08

CITY OF POLK CITY
JULY 2024 MONTHLY FINANCIALS

EFIF Special Revenues
83.33 % Yr Complete For Fiscal Year: 2024 / 7

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	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
09-324-220	Wastewater Capital Connection Charge	45,422.00	36,687.00	36,687.00	2,047.00	22,314.00	14,373.00	60.82 %
09-361-200	Interest/Dividends - FL SAFE	79,470.00	66,225.00	66,225.00	4,415.00	39,735.00	26,490.00	60.00 %
09-381-900	CASH Carry Forward EF Impact Fees	91,066.92	15,000.00	15,000.00	18,632.93	92,118.50	(77,118.50)	614.12 %
DEPARTMENT TOTALS								
		215,958.92	209,456.00	209,456.00	25,094.93	154,167.50	55,288.50	73.60 %
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	0.00	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00 %
09-535-312	Professional Services - Other Profess	2,875.00	1,725.00	1,725.00	0.00	0.00	1,725.00	0.00 %
09-535-529	Permit Customer Refund - Sewer Impact	4,415.00	0.00	0.00	0.00	0.00	0.00	0.00 %
09-535-930	Reserves - Sewer Impact Fees	0.00	57,500.00	57,500.00	0.00	0.00	57,500.00	0.00 %
09-535-931	Reserves - Sewer Int/Dividends	0.00	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
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	25,094.93	154,167.50	55,288.50	73.60%
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	25,094.93	63,033.93	-63,033.93	

JULY 2024

CIRCULATION

ADULT BOOKS	1071
JUVENILE BOOKS	1311
TOTAL CIRCULATION	2,382

NEW BORROWERS

IN CITY	10
IN COUNTY	12
TOTAL NEW BORROWERS	22

NUMBER OF PROGRAMS

FAMILY	
ADULT	1
JUVENILE	13
YOUNG ADULT	
TOTAL PROGRAMS	14

PROGRAM ATTENDANCE

ADULT	202
JUVENILE	229
YOUNG ADULT	10
TOTAL ATTENDANCE	441

REFERENCE QUESTIONS

PHONE CALLS	98
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NUMBER OF COMPUTER USERS

65

TOTAL PATRONS

1006

Prepared by:

Hannah Ulloha

Library Director

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

STATISTICAL DATA

West Division

Date: August 7, 2024 Northwest District

To: Patricia Jackson, City Manager

From: Deputy Christina Poindexter #7376

Subject: Statistical Report for July 2024

ACTIVITY	
FELONY ARREST	1
AFFIDAVITS FELONY	0
MISDEMEANOR ARREST	3
AFFIDAVITS MISDEMEANOR	0
OUT OF COUNTY/STATE WARRANT ARRESTS	1
PROCAP WARRANT ARREST	0
TOTAL ARRESTS	5
SEARCH WARRANTS	0
FIELD INTERROGATION REPORTS	7
TRAFFIC CITATIONS	14
INTELLIGENCE REPORTS	0
STOLEN PROPERTY RECOVERED	0
HRS. TRANSPORTING/ AGENCIES/DIVISIONS	0
OFFENSE REPORTS	24
NARCOTICS SEIZED	0
ASSETS SEIZED	0
PATROL NOTICES	0
FOXTROT REPORTS	3
TOW-AWAY NOTICES	2
COMMUNITY CONTACTS	416
TRAFFIC STOPS	22
TOTAL DISPATCHED CALLS FOR SERVICE	101

In July 2024, there was zero (0) PROCAP captured crimes as compared to two (2) in July 2023. In all for 2024 we are sitting at 13 Pro-Cap related crimes compared to 13 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. The amount of Semi's utilizing Berkley Rd. heading North bound has drastically reduced.

Sector	CaseNo	Inc From	Inc To	DOW	Location	Narrative	Det.	PRINTS	VIDEO	CASE STATUS

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	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	0	0	0	0	0	0.0	0.4
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	0	1	1	0%	0.1	0.1		
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	0.0	
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	0	1	3	0%	0.1	0.4		
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	1	1	0%	0.1	0.1		
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	0	0	0	0	0	0	0	0.4	0.0
Petit Theft	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	2	0	0	0	0	0	0	0	0	0	3	0	3	0	0%	0.4	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	0.0
Retail Theft	0	2	0	0	0	0	0	0	1	2	1	0	0	0	0	1	0	0	0	1	0	0	0	0	0	2	4	0%	0.3	0.6		
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%	0.1	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	0	13	13	-100%	1.9	1.9		
% Change	200%		-50%		N/A		N/A		400%		-75%		N/A		N/A		N/A		N/A		N/A		N/A		N/A	0%				0%		
FIR's	4	1	1	3	0	5	0	2	0	8	1	0	4	7	0	0	3	0	0	0	1	0	0	0	0	10	26	16		YTD FIR		

Public Works & Utilities Report

JULY 2024

Public Works Department- Work Orders: Total 242

Building Maintenance:31
Custodial Services A/C: 1
Custodial Services Bronson Center: 4
Custodial Services Library: 1
Vehicle/Equipment Maintenance: 55
Event Set-Up/Inspection:20
Landscaping/Mowing: 75
Parks and Recreation: 9
Procurement:3
Stormwater: 7
Street signs: 1
Trash Parks and Facilities: 7
Trash Roads and Streets: 14
Tech Support:6
Streets Repair and Maintenance: 3

Utilities Department- Work Orders: Total 225

Turn-On: 30
Temporary Shut-Off: 22
Turn-Off: 31
Install water: 1
Locates: 13
Service Line Inspections: 0
Meter Maintenance: 85
Lift Station Maintenance: 13
Lift Station Repair: 0
WWTP Repair and Maintenance: 2
WTP Repair Maintenance: 1
Meter Reads: 3386
Mis-Reads: 155
Water Leaks: 4
9125 Golden Gate Blvd, 9027 Woodview Dr, Mount Olive Rd, Bascom Ct
Sewer Calls: 2
9125 Golden Gate Blvd, 5360 Golden Gate Blvd

Utility Billing Report

May 2024

New Accounts Established: 30
Final/Terminated Service: 33
Bills Processed: 2710
Email/ Bill Customers: 2075
Work Orders Processed: 182
Lock off for Nonpayment: 24
Nonpayment fees (\$50): 44
Billed Consumption: 10,904,000
Billed/Revenue: 257,195.99
Residential Billing: 2641
Irrigation Billing: 598
Commercial Billing: 94
Building Rentals Activity/Bronson Center/Freedom Park: 21

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

Continuing efforts on changeouts from 3g to 4g, 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
August 13, 2024**

CONSENT AGENDA – C-1 (Other):

UTILITY BILL WRITE-OFFS

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Utility Bill Write-Offs

ATTACHMENT:

List of Utility Bill Write-Offs

ANALYSIS:

The Utility Bill Write-Offs cover a period from August 2023 through June 30, 2024; there are a total of 13 accounts totaling \$1,490.97.

Collection Process - Once an account is finalized, it is put into a "D" cycle. Collection letters are mailed on a quarterly basis from this "D" cycle, until payment is made, or the accounts are written off. Utility Billing also collects debt when new service is rendered on past due debt, and/or written-off accounts.

STAFF RECOMMENDATION:

Approve the Utility Write-Offs in the amount of \$1,490.97.

UTILITY BILLING WRITE-OFFS AS OF JUNE 30, 2024

Name	Service Address	Last Bill	Balance Due	Notes
BLAKLEY, JOSHUA OR MOORE,	8598 Rindge Rd	2024-03-27	119.99	
BUSTAMANTE, MARIAH	9257 Ruth Rd # Q5	2024-01-18	36.57	
DE LA ROSA, FELICIA	5443 Golden Gate Blvd # D	2023-08-02	22.53	
DEGROAT, ANTHONY	320 Central Ave	2024-06-03	40.55	
HOGUE, JERRY	245 Bayberry Dr	2024-03-05	90.5	
HULL, ZACHERY	5659 Lagustrum Ln # 54	2023-10-16	28.3	
KIGHT, BETTIE	520 2nd St	2023-10-11	676.83	Bankruptcy
LONG, THERESA M	8938 Jericho Ct # 28b	2024-04-02	21.29	
MAYES, BRITTANY	9040 Sarah Dr	2023-10-24	70.86	
MAYNARD, KORISSA	220 Pine Ave	2023-11-27	68.59	
NUNLEY, CARL AND MARY	636 4th St	2023-12-13	146.15	Deceased
OLIPHANT, KENNETH	5005 Shore Line Dr # 45	2024-06-10	21.03	
STARR, KENT M	5225 Golden Gate Blvd # G	2023-11-27	147.78	

Total Balance Due: \$ 1,490.97

**City Commission Meeting
August 13, 2024**

AGENDA ITEM #1:

**520 2nd Street Supplemental Complaint to Re-foreclose
Mortgage**

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

520 2nd Street Supplemental Complaint to Re-foreclose Mortgage

ATTACHMENTS:

Email Correspondence
Supplemental Complaint to Re-foreclose Mortgage

ANALYSIS:

At the June 18, 2024 City Commission Meeting, this property was presented to the City Commission to consider a motion to Release the Lien. This property went into foreclosure and was sold at Judicial sale for less than the principal due on the mortgage.

The City Commission denied the request for a Lien Release.

On July 10, 2024 Polk City received notice of a lawsuit regarding this property.

Please review the attachments thoroughly and City Attorney Cloud will address any questions or concerns you may have.

STAFF RECOMMENDATION:

Consider accepting the \$1,500 settlement as presented by Attorney Steven Greenfield

Fw: 9790794904--520 2ND ST, Polk City, FL 33868

Thomas A. Cloud, Esquire <Thomas.Cloud@gray-robinson.com>

Thu 7/11/2024 3:47 PM

To: Patricia Jackson <patricia.jackson@mypolkcity.org>

fyi

Thomas A. Cloud, Esquire

Of Counsel

Florida Bar Board Certified in City, County & Local Government Law

T 407.843.8880

D 407.244.5624

F 407.244.5690



GrayRobinson, P.A. • 301 East Pine Street, Suite 1400, Orlando, Florida 32801

GRAYROBINSON

ATTORNEYS | ADVISORS | CONSULTANTS

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From: Jack M. Brennan <Jack.Brennan@gray-robinson.com>

Sent: Thursday, July 11, 2024 2:21 PM

To: Thomas A. Cloud, Esquire <Thomas.Cloud@gray-robinson.com>

Subject: RE: 9790794904--520 2ND ST, Polk City, FL 33868

The mortgage has priority over the code enforcement lien. There would be no defense to the lawsuit were it to be filed and the lien would be extinguished. The original lien amount prior to the per diem was only about \$2,500, so they might be able to get that but at the end of the day I'd take the \$1,500 over nothing.

From: Thomas A. Cloud, Esquire <Thomas.Cloud@gray-robinson.com>

Sent: Thursday, July 11, 2024 2:18 PM

To: Jack M. Brennan <Jack.Brennan@gray-robinson.com>

Subject: Re: 9790794904--520 2ND ST, Polk City, FL 33868

How does the city avoid not getting paid the full amount in the future? How do they respond to the suit?

From: Jack M. Brennan <Jack.Brennan@gray-robinson.com>

Sent: Thursday, July 11, 2024 1:58 PM

To: Thomas A. Cloud, Esquire <Thomas.Cloud@gray-robinson.com>; Jan Gordon <Jan.Gordon@gray-robinson.com>

Subject: RE: 9790794904--520 2ND ST, Polk City, FL 33868

Tom,

The city should take the money. If they want to try to get more, that is fine, we can try to get more, but they will get foreclosed in the end and get nothing. The property looks compliant now, and to the extent there are

additional violations, they can issue those violations to the new property owner.

From: Thomas A. Cloud, Esquire <Thomas.Cloud@gray-robinson.com>
Sent: Wednesday, July 10, 2024 5:14 PM
To: Jan Gordon <Jan.Gordon@gray-robinson.com>
Cc: Jack M. Brennan <Jack.Brennan@gray-robinson.com>
Subject: FW: 9790794904--520 2ND ST, Polk City, FL 33868

We will need to open a new file on this case. I've asked Jack Brennan to handle.

From: Patricia Jackson <patricia.jackson@mypolkcity.org>
Sent: Wednesday, July 10, 2024 12:56 PM
To: Thomas A. Cloud, Esquire <Thomas.Cloud@gray-robinson.com>
Cc: Sheandolen Dunn <sheandolen.dunn@mypolkcity.org>; Kathy Delp <kathy.delp@mypolkcity.org>; Melanie McVay <melanie.mcvay@mypolkcity.org>
Subject: Fw: 9790794904--520 2ND ST, Polk City, FL 33868

This message originated outside of GrayRobinson.

Tom:

Please see the email below regarding the lien on 520 2nd Street; this was on the agenda in June and the Commission did not grant the lien. Please review the attached documents as I would like for you to address uunder your items at the July 16 meeting.

Thank you.

Patricia R. Jackson
City Manager
Polk City, FL
863-984-1375, extension 237

Please Note: Florida has a very broad Public Records Law. Most written communications to or from State and Local Officials regarding State or Local business are public records available to the public and media upon request. Your email communications may therefore be subject to public disclosure.

From: Steven B. Greenfield <SGreenfield@florida-legal.net>
Sent: Wednesday, July 10, 2024 12:27 PM
To: Kathy Delp <kathy.delp@mypolkcity.org>; Patricia Jackson <patricia.jackson@mypolkcity.org>; Melanie McVay <melanie.mcvay@mypolkcity.org>
Cc: Amanda Leonard <Aleonard@FLORIDA-LEGAL.NET>; Richard Lines <RLines@s2stitle.com>
Subject: FW: 9790794904--520 2ND ST, Polk City, FL 33868

Good afternoon, Kathy, Patricia, and Melanie

Please be advised that I represent the current owner of the subject property who acquired title by foreclosure as the first mortgagee. I am contacting you regarding the attached code lien which was recorded against my client's property during their foreclosure. Because the LP was not recorded until after the foreclosure was filed and after the code lien was recorded, the code lien attached to and remains a lien on the subject property.

However, I have been retained to file the attached complaint to correct this error and now foreclose out the code lien as an omitted junior lien to the senior foreclosed mortgage. The reason I am contacting you is because I would prefer to resolve this quickly. My client will pay my office \$1,500 for this action; I would prefer to send you those funds in exchange for a release. Please let me know if you would prefer receiving these funds to having the lien extinguished in foreclosure. Thank you.

Steven B. Greenfield, Esq.



President, Shore to Shore Title
3000 N. Military Trail
Suite 101
Boca Raton, FL 33431
(561) 288-8966 (Direct)
(561) 892-0916 (FAX)
Sgreenfield@florida-legal.net

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IN THE CIRCUIT COURT OF THE TENTH JUDICIAL CIRCUIT
IN AND FOR POLK COUNTY, FLORIDA

NEWREZ, LLC D/B/A SHELLPOINT
MORTGAGE SERVICING,

CASE NO.:

Plaintiff,

vs.

CITY OF POLK CITY,

Defendant.

SUPPLEMENTAL COMPLAINT TO REFORECLOSE MORTGAGE

Plaintiff, NEWREZ, LLC D/B/A SHELLPOINT MORTGAGE SERVICING., sues
Defendants, CITY OF POLK CITY, and alleges:

1. This is an action to re-foreclose a mortgage on the following described real property located in Polk County, Florida, more particularly described as:

**LOTS 3 AND 4, BLOCK 6, RAILROAD HEIGHTS, AN ADDITION TO
POLK CITY, ACCORDING TO THE MAP OR PLAT THEREOF, AS
RECORDED IN PLAT BOOK 7, PAGE 17, OF THE PUBLIC RECORDS
OF POLK COUNTY, FLORIDA.**

PROPERTY ADDRESS: 520 2ND STREET, POLK CITY, FL 33868

2. This Court has jurisdiction over the subject matter of this action.
3. All conditions precedent to the filing of this action have been waived or performed.
4. Plaintiff has retained the legal services of the undersigned counsel and is obligated to pay reasonable attorney fees.

5. On or about June 3, 2022, the Plaintiff filed a Complaint to Foreclose the Mortgage made, executed and delivered by BETTY KIGHT and LONZIE KIGHT, to secure the payment of the Promissory Note made, executed and delivered by CALIBER HOME LOANS, INC. A copy of the complaint is attached hereto as **EXHIBIT "A"**.

6. Plaintiff adopts and re-alleges all allegations as originally plead in the initial Complaint, and files this as a supplement to that cause of action against Defendant, CITY OF POLK CITY.

7. Defendant, CITY OF POLK CITY, was omitted from the prior Mortgage Foreclosure Complaint and may claim some interest in the subject property by virtue of an Order Imposing Fine/Administration Lien, recorded on June 30, 2022, in Official Records Book 12320, Page 507, of the Public Records of Polk County, Florida.

8. On or about June 19, 2023, Final Judgment of Foreclosure was entered in favor of the Plaintiff, and is attached hereto as **EXHIBIT "B"**.

9. Said interest of Defendant, CITY OF POLK CITY, is subject, subordinate and inferior to the lien of Mortgage held by the Plaintiff.

WHEREFORE, Plaintiff, NEWREZ, LLC D/B/A SHELLPOINT MORTGAGE SERVICING, prays that this Court enter a Final Judgment of Foreclosure and that all interests of the Defendants and all other persons claiming by, through, under and against the Defendants be absolutely barred and foreclosed of and from all rights, title, interest, lien or equity of redemption in and to said property and every party thereof, and that title to said property be confirmed in Plaintiff, its successors and assigns as their interest may appear.

Dated: July 9, 2024

GREENFIELD LAW GROUP, P.A.

Attorney for Plaintiff

3000 N. Military Trail

Suite 101

Boca Raton, FL 33431

Telephone: (561) 966-1441

Fax: (561) 892-0916

E-mail: sgreenfield@florida-legal.net (Primary)

Estop.lit@florida-legal.net (Secondary)

By: /s/ Steven B. Greenfield, Esq.

Steven B. Greenfield, Esq.

Florida Bar No. 897530



Trish Carter <trishcartertherealtor@gmail.com>

RE: Lien/Fine Reduction request - 520 2nd St. Polk City, FL 33868

1 message

Thu, Jun 27, 2024 at 4:13 PM

Kathy Delp <kathy.delp@mypolkcity.org>
To: Trish Carter <trishcartertherealtor@gmail.com>

The City Commission voted unanimously not to release the lien. There were 3 applications for reduction on the agenda & they voted not to reduce or release any of them.

Kathy Delp

Development Services Director

Polk City

863-984-1375 x 247

From: Trish Carter <trishcartertherealtor@gmail.com>
Sent: Thursday, June 27, 2024 4:10 PM
To: Kathy Delp <kathy.delp@mypolkcity.org>
Cc: Patricia Jackson <patricia.jackson@mypolkcity.org>; Melanie McVay <melanie.mcvay@mypolkcity.org>
Subject: Re: Lien/Fine Reduction request - 520 2nd St. Polk City, FL 33868

Following up for the status of the fines/lien here. Please advise if there is anything we need to do at this point? The property is under contract and scheduled to close in a couple weeks so, we are hoping to get this taken care of before closing. Please advise.

Thank you, Honesty Howard for Trish

TRISH CARTER, BROKER/OWNER ~ CARTER COMPANY REALTORS, INC.

MAIN OFFICE ADDRESS: 3620 Erindale Dr., Valrico, FL 33596

(813) 661-4700 office (813)695-2498 cell TrishCarterTheRealtor@gmail.com

I sincerely appreciate every opportunity to earn new business. Referrals are welcomed.

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CODE COMPLIANCE DIVISION
SPECIAL MAGISTRATE
POLK CITY

INSTR # 2022179302
BK 12320 Pg 507 Pg(s)1
RECORDED 06/30/2022 12:02:38 PM
STACY M. BUTTERFIELD, CLERK OF COURT
POLK COUNTY
RECORDING FEES \$10.00
RECORDED BY terrdavi

CITY OF POLK CITY,
Petitioner,

v.

KIGHT BETTY

Violation No. CE21-0193
Parcel Number: 252632295500006030
Property Address: 520 2ND ST, POLK CITY
POLK CITY, FL
Legal Description: RAILROAD HEIGHTS PB 7
PG 17 BLK 6 LOTS 3 & 4

ORDER IMPOSING FINE/ADMINISTRATION LIEN

THIS CAUSE came on to be heard before the Polk City Special Magistrate at hearing commencing at 4:00 PM. On MAY 25, 2022, after due notice to the parties at which time the Special Magistrate Heard testimony under oath, received evidence, and being otherwise fully advised in the premises ORDERED as follows:

1. Respondent was required to take certain corrective action by a time certain, as more specifically set forth in the Findings of Fact, Conclusions of Law and Order.
2. An Affidavit of Non Compliance has been filed at the Hearing by the Code Officer, which Affidavit certifies under oath that as of MARCH 31ST, 2022, the required corrective action has not been taken as ordered.
3. Respondent has not complied with the Findings of Fact, Conclusions of Law and Order.
4. It is hereby Ordered that Respondent pay to the Petitioner POLK CITY, FLORIDA, a fine in the amount of \$ 2,809.98 ___ which includes administrative costs of \$ 9.98 ___ and for the fine proven hereinabove. The ongoing fine of \$50.00 per day will continue to accrue until date of compliance. A certified copy of this Order may be recorded and once recorded shall constitute a lien against the above-described property and all other real and personal property owned by the Respondent, pursuant to Florida Statutes, Chapter 162.

DONE AND ORDERED THIS 25TH DAY OF MAY, 2022, at POLK CITY, POLK COUNTY FLORIDA, 33868


Special Magistrate

STATE OF FLORIDA COUNTY OF POLK

I, the undersigned duly appointed City Clerk of Polk City, Florida, HEREBY CERTIFY that the foregoing is a true and correct copy of Order Imposing Fine/Administrative Lien for Polk City, as shown in the records of the City on file in the office of the City Clerk.

WITNESS my hand and the seal of Polk City, Florida, this _____ MAY 25TH 2022


CITY MANAGER / CITY CLERK

R
CITY OF POLK CITY
123 BROADWAY BLVD. S.E.
POLK CITY, FL 33868

**POLK CITY, FLORIDA
CODE ENFORCEMENT**

**Polk City,
Petitioner,**

vs.

KIGHT BETTY

Respondent(s)./

**Case #s CE21-0193,
CE21-0062, CE20-0090,
CE20-0183, CE23-0136**

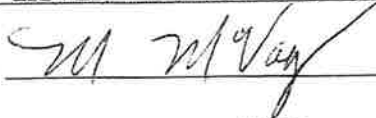
AFFIDAVIT OF COMPLIANCE

**STATE OF FLORIDA
POLK COUNTY**

KIGHT BETTY
520 2nd St
POLK CITY FLORIDA
PARCLE ID #
252632295500006030

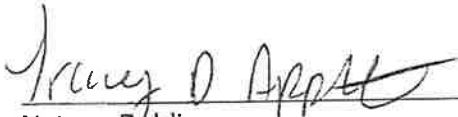
BEFORE ME, the undersigned authority personally appeared, Melanie McVay, Code Investigator for the Polk City Code Enforcement Division, who after being duly sworn, deposes and states that the PROPERTY LISTED WAS FOUND IN COMPLIANCE AFTER A RE-INSPECTION ON April 24, 2024.

Signature: _____



FURTHER AFFIANT SAYETH NOT.

Dated this April 24, 2024, by Melanie McVay, who is personally known to me.


Notary Public

4/24/2024
Date



TRACY D. APPLETON
Notary Public
State of Florida
Comm# HH379936
Expires 3/28/2027

CE23-0136, CE21-0193, CE21-165, CE21-0062, CE20-0090, CE20-0183,

7.09.00 Home Occupations 7.09.01 General (SCRAPING)

Complied 4/24/24

2.02.09 Special Parking Restrictions for Trucks and Recreational Vehicles (RVs) ULDC 3.03.02 (C) Special
Parking Restrictions for Trucks and Recreational Vehicles (RVs) (LIVING IN CAMPERS)

4/24/24 Complied

Sec. 34-102. - Declaration of nuisance; prohibited conditions. (JUNK AND DEBRIS)

Complied 4/24/24

2.05.00 General Regulations for Accessory Uses (LIVING IN THE SHED)

Complied 4/24/24

Sec. 34-82. - Declaration of nuisance; prohibited conditions. (WEEDS, STANDING WATER, TRASH)

Complied 4/24/24

Sec. 34-103. - Abandonment of vehicles; (BROKEN DOWN, NO TAGS CARS AND TRUCKS)

Complied 4/24/24

**City Commission Meeting
August 13, 2024**

AGENDA ITEM #2: Approval of 2024 Christmas Parade

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

2024 Christmas Parade

ATTACHMENT:

Christmas Parade Flyer

ANALYSIS:

As we move forward finalizing plans for the 2024 Christmas Parade, FDOT now requires City Commission approval for the City's parade. The City Commission Meeting minutes from this meeting will be submitted as proof of approval, along with the electronic Road Closure application to FDOT.

The 2024 Christmas Parade is set for Saturday, December 7, 2024, beginning at the intersection of Orange Boulevard/Broadway Boulevard and will conclude at Freedom Park.

STAFF RECOMMENDATION:

Approval of 2024 Christmas Parade



POLK CITY

Christmas Parade 2024

Saturday, December 7, 2024

2:00 p.m.

Parade Route: Beginning at Bridges Rd/Broadway Blvd and ending at Freedom Park



Immediately following the parade, Mr. & Mrs. Santa Claus will be available for pictures with the children at Freedom Park.



Deadline for parade participants is **Monday, November 25, 2024.**

For additional information, contact Kelly Downing at (863) 984-1375 ext. 231, Monday–Thursday, 7:30a.m.-5:00p.m. or via email, – kelly.downing@mypolkcity.org



City Commission Meeting
August 13, 2024

AGENDA ITEM #3:

Engagement with GrayRobinson P.A. for Lobbyist Services

INFORMATION ONLY
 ACTION REQUESTED

ISSUE:

Lobbyist Services

ATTACHMENT:

Engagement letter from GrayRobinson P.A.

ANALYSIS:

City Attorney Cloud will discuss the purpose of the Engagement Letter and address any questions or concerns that arise.

STAFF RECOMMENDATION:

Approve the Engagement Letter with GrayRobinson P.A. for Lobbyist Services

July 23, 2024

Patricia Jackson, City Manager
Polk City, Florida
123 Broadway Blvd SE
Polk City, FL 33868

Re: Engagement with GrayRobinson, P.A. for Lobbyist Services

Dear Patricia:

Thank you very much for your interest in GrayRobinson, P.A. (“GrayRobinson” or “the Firm”). We appreciate the opportunity to provide federal government relations representation to Polk City, Florida (“Polk City” or “you”). The Firm is committed to providing the highest level of service in furtherance of your goals. This letter will describe the terms under which that representation will occur, disclose the Firm’s reporting responsibilities under the law, and summarize the nature of government consulting services as compared to legal services.

Firm Contacts for Your Representation

You have asked the Firm to represent Polk City before the United States Government including the Congress, the Executive Branch and Administrative Agencies in securing federal funding to support the implementation of a water treatment plant. The entire team of GrayRobinson’s lobbyists will be available to advance your interests. However, in order to ensure that your needs are efficiently and fully addressed, I will be the primary contact for this representation. If I should ever be unavailable, I would encourage you to contact one of my colleagues, John Ariale, Thomas Cloud, Tom Feeney, Chris McCannell, Lily Israel or Josh Taubman.

Fees, Costs and Terms

In exchange for these services, Polk City agrees to pay the Firm \$5000 per month beginning on September 1, 2024, and on the first day of each month thereafter. All payments should be remitted to 301 East Pine Street #1400, Orlando, FL 32801 or via ACH transfer or other electronic transfer upon receipt of invoice. Documented, out-of-pocket costs directly attributable to the performance of our work will be billed in addition to a monthly retainer, and these costs may include travel and other expenses incurred on Polk City’s behalf. No monthly costs that in the aggregate exceed \$100 will be incurred without Polk City’s prior approval. Both Polk City and the Firm have the right to terminate this contract with or without cause with thirty (30) days’ notice given. Written notice under this Agreement encompasses email communications.

Lobbyist Registration

Federal law requires the Firm to register within 45 days of engaging in lobbying activity. Lobbyist registrations are effective when they are received by the Congress. Federal law requires that the fees and costs invoiced by the Firm for lobbying services are reportable on a quarterly basis to the U.S. Congress. Therefore, Polk City consents to the quarterly disclosure of compensation paid or owed to GrayRobinson for lobbying activity as required by the Lobbying Disclosure Act (LDA). Such consent is granted so that the Firm may file the specified quarterly reports, disclosing only the

information required by the LDA, and shall remain in effect as long as the Firm serves as the client's registered representative before the United States Government.

Confidentiality

All materials and information of Polk City which the Firm gains access to or knowledge of in the performance of these services shall be deemed confidential, and all such materials and information shall be used solely for the performance of the services and shall not be disclosed to any third party without the prior written consent of Polk City.

Distinguishing Between Lobbying and Legal Services; Conflicts

GrayRobinson offers not only legal services but also lobbying services. The Florida Bar treats legal services differently than non-legal services, which includes lobbying and consulting. It is important to understand the distinction between those services relative to conflicts, and the scope of this representation. *This lobbyist engagement does not create an attorney/client relationship between you and our Firm.* However, I understand that the firm has been engaged as City Attorney since late 2010, and our current engagement letter related to that work establishes an attorney/client relationship between the City and our firm.

Both lobbyists and lawyers must avoid conflict of interest. GrayRobinson will decline to accept a lobbying client involved in legal action against an existing legal or lobbying client of the Firm. However, legal services and lobbying are separate and distinct services for the purposes of evaluating conflicts, and, because lobbying frequently involves advocating for potential changes to existing law within the legislative branch or application of the law by the executive branch, the positions advanced on behalf of lobbying clients may or may not differ from legal positions taken on behalf of clients in judicial proceedings.

We know of no lobbying conflicts with our current lobbying clients. If you ever have a concern about a perceived or potential conflict, or any other issue we ask that you alert us immediately so we can address it in a mutually acceptable fashion. We will do the same.

I believe the above reflects our understanding. If it does, please have the appropriate city official sign this agreement and return it to me. I appreciate your attention to this matter and look forward to working with you. Please never hesitate to contact me if we can assist you in any way.

Sincerely,



Blair Hancock
Government Affairs Advisor, Public Sector Team Lead

Joseph LaCascia, Mayor
Polk City, Florida

Date

**City Commission Meeting
August 13, 2024**

AGENDA ITEM #4:

Planning Commission Candidate

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Planning Commission Candidate

ATTACHMENT:

Volunteer Application for Terry Oliver

ANALYSIS:

Polk City's Planning Commission had two vacancies due to the resignation of Rick Wilson and Antonio Thomas not being reappointed.

Terry Oliver has submitted their application of interest.

STAFF RECOMMENDATION:

Approve Terry Oliver's appointment to the Planning Commission.



Please return this form to:

City Manager's Office
 City of Polk City
 PO Box 1139
 203 Lakeshore Drive
 Polk City, FL 33868
 Fax: 863-984-2334
 For more information
 Call: 863-984-1375

Volunteer Program Application

Polk City's volunteer program gives citizens the opportunity to become actively involved with various activities in City government. The program is designed to increase citizen involvement in the day-to-day operations of your city's government. You can use your talents, learn new skills, organize, facilitate, teach and share. Who can volunteer? Just about anyone—professionals, retirees, craftspeople, secretaries or skilled laborers, students, families, singles, and youth. You can volunteer as an individual or in a group. You can give a day, a week, a month, or longer.

I'm ready ... sign me up:

Name: Terry Oliver Home Phone: 863-661-7020
 Address: 10100 Steven DR Work Phone: 863-965-5000
 City: Polk City, FL 33868 Zip: 33868
 E-mail: thymdiver181@gmail.com Today's Date: 7-17-24

Tell us about yourself: thymdiver181@gmail.com
 Work Experience: _____

Education: High school grad, working PhD
 Previous Volunteer Experience: at church FBCh PC

Age: Over 18 yrs. Under 18 yrs., if checked, please list age: _____

Times Available for Volunteer Work: (Please check all that are applicable) anytime

Day	Morning	Afternoon	Evening
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

What do you hope to gain from your volunteer experience? getting the satisfaction of meeting new people and having a part in helping my community grow & develop.

I am interested in volunteering for the following:

- | | |
|--|--|
| <input type="checkbox"/> Parks and Recreation | <input type="checkbox"/> Purging Files |
| <input type="checkbox"/> General Office Work | <input type="checkbox"/> Special Projects/Mailings |
| <input type="checkbox"/> Keep Polk City Beautiful Commission | <input type="checkbox"/> Litter Control Program |
| <input type="checkbox"/> Telephone/Office Reception | <input type="checkbox"/> Library |
| <input checked="" type="checkbox"/> City Council Appointed Board or Commission | |

PLANNING BOARD

Window of Work

Didn't see anything of interest on the list? Completing this simple form will help us to quickly identify your particular skills, knowledge, and capabilities and to match you with a volunteer opportunity to consider.

My Talents	My Quests	No-Nos
Special skills, talents, interests you like to use:	Areas that you would like to learn more about:	Please don't ask me to do any of these:
Examples: • Typing • Talking to people • Working with youth • Administrative duties	Examples: • Computers • Bookkeeping • Chairing a committee • History of organization	Examples: • Public speaking • Working with youth • Work with computers
<i>Things you do well and enjoy doing. Don't hesitate to list something. You'd be surprised how your talents can be utilized.</i>	<i>List areas of interest that you may not have the skills to perform, but you would enjoy learning more about.</i>	<i>List those things that you really don't want to do.</i>

Signature of Applicant: *Fry Adams* Date: 7-17-24

For Office Use Only	
Date received:	_____
Placed:	_____
Date Placed:	_____

**City Commission Meeting
August 13, 2024**

CITY MANAGER ITEM #1:

City Manager Project Updates

 INFORMATION ONLY
 X ACTION REQUESTED

ISSUE:

Project Updates in Polk City

ATTACHMENT:

N/A

ANALYSIS:

The following projects are designated for the second portion of the ARPA funds in the amount of \$682,162. This will be in the 2025 budget as a Cash Carry Forward for the Revenue side. The projects listed will be paid for with these funds.

-Voyles Loop Lift Station Repairs – currently going out for bid, price to be determined upon receipt of bids – Approved at the November 21, 2023 City Commission Meeting.

-Cardinal Hill Bar Screen – \$319,500 – Approved at the May 21, 2024 City Commission Meeting

APPROVED AT THE JULY 16, 2024 CITY COMMISSION MEETING - THREE (3) AGREEMENTS

-Down Well Inventory Survey– 20 wells – Not to exceed \$50,000

-Fate and Transport agreement - not to exceed \$43,300

-Re-rating the I-4 RIBS - not to exceed \$30,000

Additional projects will be brought to the September City Commission Meeting.

STAFF RECOMMENDATION:

Approve the use of ARPA funds for the abovementioned projects.

City Commission Meeting
August 13, 2024

CITY ATTORNEY ITEM #1:

Consent Order Status Report

X INFORMATION ONLY
 ACTION REQUESTED

ISSUE:

Consent Order Status Report

ATTACHMENT:

Consent Order Status Report

ANALYSIS:

City Attorney Cloud will discuss the Consent Order Status Report and provide remarks as deemed necessary.

STAFF RECOMMENDATION:

N/A

CONSENT ORDER STATUS REPORT

August 13, 2024

On June 18, 2024, Polk City (the "City") approved and executed a Consent Order OGC Case No. 24-1381 (the "Consent Order"). The Department of Environmental Protection (the "Department") countersigned the Consent Order on June 20, 2024. The Consent Order and the City's Department Operating Permit (the "Permit") now control the operation, maintenance, and any future improvements or expansions to the City's Wastewater System. The Consent Order compliance requirements will not be completed for some time, perhaps as much as five years from the date of full execution, which would be June 20, 2024.

To insure that the City continuously meets the expectations of the Department, as well as to insure transparency for the City Commission and all concerned, City staff will provide a periodic Status Report on accomplishments and other relevant information related to the Consent Order and the operation of the City's Wastewater System. For the month of July, the following events took place:

1. The City timely filed the executed Consent Order on June 18 well in advance of its July 5 extension date.
2. The City timely published notice of the execution of the Consent Order as required by the department in early July.
3. The City timely filed its June 30 status report which shows improvement in the quality of plant effluent.
4. The City paid the \$500 owed to the Department on July 10.
5. The City requested 3 extensions of compliance dates under the Consent Order on July 11.
6. The City requested approval of the Voyles Loop Lift Station Maintenance Repairs Project as an in-kind project on July 11.
7. The City filed several reporting forms seeking Department approval of those forms on July 11.
8. The City timely filed its application for state grant approval on July 15.
9. On July 26, the Department approved the use of the Voyles Loop Lift Station Maintenance Repairs Project as an in-kind project. This approval will remove the Consent Order requirement to pay any additional penalties beyond the \$500.
10. On July 26, the City sought 3 quotes for well monitoring services.

11. On July 29, the Department approved two of three requested extensions related to the well inventory and the bar screen project, but not for the fate and transport groundwater study contract:

“The Department has approved the time extension request for the Well Inventory and the Bar Screen Project. The new due dates are as follows: the Well inventory will be due on September 30, 2024, and the Bar Screen Project will be completed by March 10, 2025. As stated, the Department does not accept the time extension request for the groundwater study and will maintain the due date of January 16, 2025.”

12. GHD executed the fate and transport groundwater contract as previously approved by the Commission on July 30.

13. The Department has notified the City that it will amend the Consent Order to reflect the new extensions of time granted by the Department.

14. The City is in process of advertising the bid for both the Mount Olive Force Main and the Voyles Road Loop Lift Station contracts.

Overall, the City's treatment plant is achieving much better effluent quality results, but these results are being achieved despite the increasing age of the facilities. To enhance the City's ability to obtain all possible grant assistance, a potential contract for federal lobbying services is being presented for commission consideration.