

POLK CITY

June 19, 2017

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

7:00 P.M.

CALL TO ORDER – Mayor Joe LaCascia

INVOCATION – Pastor Walter Lawlor, New Life Community Church

PLEDGE OF ALLEGIANCE – Mayor Joe LaCascia

ROLL CALL – Assistant to the City Manager Sheandolen Dunn

APPROVE CONSENT AGENDA

PRESENTATIONS AND RECOGNITIONS

1. Proclamation for Pledge to Slow Down Month

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

AGENDA

1. Services Agreement for Financial Reporting Officer/Comptroller – George J. Cotellis - Pre-Audit Work
2. Interest in Acquiring a portion of city property – at corner of Broadway Blvd., NE and S.R. 33
3. Voting Delegate – Annual Florida League of Cities Conference
4. Paving Project – Haynes Circle, Sunset Blvd., Sunshine Blvd., Sunrise Blvd., Broadway Blvd. NE, W. Arborvitae Ln.
5. Discussion of Skate Park
6. Purchase of Playground Equipment at Freedom Park

CITY MANAGER ITEMS

1. Purchase of Vehicle for City Staff
2. Discussion of dates for workshops

CITY ATTORNEY ITEMS

1. Update on Marijuana Law

COMMISSIONER ITEMS

Vice Mayor Harris
Commissioner Blethen
Commissioner Carroll
Commissioner Kimsey
Mayor LaCascia

ANNOUNCEMENTS

ADJOURNMENT

CONSENT AGENDA
May 15, 2017

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. Accept minutes – June 5, 2017 – City Commission Workshop
2. Accept minutes – May 15, 2017 – Regular City Commission Meeting
4. Accept minutes – May 11, 2017 – City Commission Workshop
5. Accept minutes – April 17, 2017 – City Commission Workshop

B. REPORTS

1. Building Report – May 2017
2. Code Enforcement – April/May 2017
3. Finance Report – May 2017
4. Library Report – May 2017
5. Polk Sheriff's Report – May 2017
6. Utilities Report – May 2017

C. OTHER

Please note: Pursuant to Section 286.0105, Florida Statutes, if a person decides to appeal any decision made by the City Commission with respect to any matter considered during this meeting, he or she will need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the American with Disabilities Act, a person with disabilities needing any special accommodations to participate in city meetings should contact the Office of the City Clerk, Polk City Government Center, 123 Broadway, Polk City, Florida 33868 Telephone (863) 984-1375. The City of Polk City may take action on any matter during this meeting, including items that are not set forth within this agenda.

Minutes of the City Commission meetings may be obtained from the City Clerk's office. The minutes are recorded, but are not transcribed verbatim. Persons requiring a verbatim transcript may arrange with the City Clerk to duplicate the recordings, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be at the expense of the requesting party.



Polk City City Commission Agenda Form

Meeting Date: June 19, 2017

Item Number: Presentations

Subject:

Proclamation for Pledge to Slow Down Month

Department:

Administrative

Summary:

This proclamation is in recognition of Pledge to Slow Down Month

Requested Commission Action:

Recognize June 2017 as Pledge to Slow Down Month

Financial Impact: None

Attachments: X

Supporting Documents Reviewed X

Submitting Department Head:

Patricia Jackson, City Manager

Date:

6/15/2017

Approved by City Manager:

Date:

City Commission Action: ☐ Approved as Recommended

☐ Approved with Modifications

☐ Tabled to Time Certain Date: _____

☐ Denied



Proclamation

WHEREAS, last year 145 people lost their lives to traffic crashes in Polk County, and these tragedies continue to have heartbreaking and long-lasting effects on families, friends and our community; and

WHEREAS, the Polk Transportation Planning Organization has established a target of zero traffic-related fatalities because even one fatality is one too many for a loved one's family; and

WHEREAS, speed has been identified as a major factor contributing to traffic fatalities, and the chances of death or serious injury doubles each time a vehicle traveling 50 miles per hour increases its speed by 10 miles per hour; and

WHEREAS, pedestrians and bicyclists, including school-aged children, are among our most vulnerable road users, and a pedestrian struck by a vehicle traveling 30 miles per hour has an 80 percent chance of survival, while the same pedestrian struck by a vehicle traveling 50 miles per hour only has a 20 percent chance of survival; and

WHEREAS, a driver's awareness of their surroundings decreases as speed increases, and a driver needs time to see and stop for bicyclists, walkers and other vehicles; and

WHEREAS, patience is a virtue and taking a few more moments to get to a destination is better than not getting there at all; and

WHEREAS, every driver, passenger, pedestrian and bicyclist is someone's loved one and everyone wants to come home safely.

JUNE 2017 is hereby proclaimed

"Pledge to Slow Down Month"

ATTEST:

Joe LaCascia, Mayor

Patricia R. Jackson, City Clerk



Polk City City Commission Agenda Form

Meeting Date: June 19, 2017
Item Number: Consent Agenda

Subject: Departmental Monthly Reports	
Department: Various Departments	
Summary: Monthly Department Reports for Building, Code Enforcement, Finance, Library, Sheriff's Office, Utilities	
Requested Commission Action: Approval of Department Reports via Consent Agenda	
Financial Impact: None	
Attachments: X	Supporting Documents Reviewed X
Submitting Department Head: Patricia Jackson, City Manager	Date: 6/15/2017
Approved by City Manager:	Date:

Polk City Permits Added

May 2017

<u>Worktype & Permit Number</u>	<u>Address</u>	<u>Declared Value</u>	<u>Date Added</u>
1 & 2 FAMILY			
386575	646 GORDON RD POLK CITY	\$375,000.00	05/22/2017
382873	8706 HINSDALE HEIGHTS DR POLK CITY	\$200,000.00	05/01/2017
386544	8710 HINSDALE HEIGHTS DR POLK CITY	\$200,000.00	05/22/2017
386591	8714 HINSDALE HEIGHTS DR POLK CITY	\$200,000.00	05/22/2017
386538	8727 HINSDALE HEIGHTS DR POLK CITY	\$200,000.00	05/22/2017
386589	8734 HINSDALE HEIGHTS DR POLK CITY	\$200,000.00	05/22/2017
383466	8742 HINSDALE HEIGHTS DR POLK CITY	\$200,000.00	05/04/2017
382892	8746 HINSDALE HEIGHTS DR POLK CITY	\$200,000.00	05/01/2017
386592	8750 HINSDALE HEIGHTS DR POLK CITY	\$200,000.00	05/22/2017
383463	8878 HINSDALE HEIGHTS DR POLK CITY	\$200,000.00	05/04/2017
386504	750 MEANDERING WAY POLK CITY	\$310,000.00	05/22/2017
386585	8553 RINDGE RD POLK CITY	\$200,000.00	05/22/2017
388162	8849 SUNAPEE LOOP POLK CITY	\$200,000.00	05/31/2017
386593	8855 SUNAPEE LOOP POLK CITY	\$200,000.00	05/22/2017
		<u>3,085,000.00</u>	
ELECTRIC STAND ALONE/COMMERCL			
388015	7750 BERKLEY RD POLK CITY	\$9,950.00	05/30/2017
		<u>\$9,950.00</u>	
ELECTRIC STAND ALONE/RESIDENTL			
388383	150 APPALOOSA HILLS RD POLK CITY	\$500.00	05/31/2017
		<u>\$500.00</u>	
RESIDENTIAL ADDITION/REMODEL			
387169	949 LAKE SHORE DR POLK CITY	\$21,000.00	05/24/2017
		<u>\$21,000.00</u>	
RE-ROOF RESIDENTIAL			
387453	7158 BERKLEY RD POLK CITY	\$2,475.00	05/25/2017
		<u>\$2,475.00</u>	
RESIDENTIAL ACCESSORY STRUCTRE			
382630	517 EDGEWATER DR POLK CITY	\$6,500.00	05/01/2017
		<u>\$6,500.00</u>	
SCREEN CAGE/SCREEN ROOM			
386500	245 BAYBERRY DR POLK CITY	\$7,346.00	05/22/2017
		<u>\$7,346.00</u>	
		<u>3,132,771.00</u>	

50 SFR to date

Code Enforcement Report
APRIL 2017

1]

DATE	ADDRESS	VIOLATION	STATUS
	NO CODE ENFORCEMENT WORK PERFORMED IN APRIL 2017		

Code Enforcement Report
MAY 2017

1]

DATE	ADDRESS	VIOLATION	STATUS
5/10/2017	513 1st Street	Junk Surrounding Home, farm animals (pig and chickens).	5/10/2017 Violation letter sent to owner of address.

POLK CITY
GENERAL FUND
BALANCE SHEET
AS OF: 05/31/2017

Account Id	Account Description	2017
Assets		
01-101-100	Cash - Checking	1,212,970.41
01-101-800	Cash - Impact Fee Account	362,713.76
01-101-911	USDA - Loan Payments - Sinking Fund	76,566.52
01-101-931	USDA - Reserves	102,090.00
01-101-990	Van Fleet Cycling Challenge	859.09
01-102-100	Cash on Hand	575.00
01-115-120	Accounts Receivable - Local Bus Licenses	1,826.58
01-117-100	Allowance for Bad Debt	-13,249.30
01-117-200	Allowance for Uncollectible A/R	-3,179.50
01-131-500	Due from Enterprise Fund	7,138.25
01-153-302	Restricted Cash - New Local Opt Gas Tax	109,480.86
01-153-303	Restricted Cash - Building and Codes	2,000.00
01-160-902	Reserve Account	177,764.59
01-160-903	Reserve Acct - Emergencies & Contingency	62,924.00
01-169-900	CIP - Construction Costs	4,000.00
	Total	2,104,480.26
ACCOUNTS RECEIVABLE		
01-115-100	Accounts Receivable - Utilities	21,570.31
01-115-130	Accounts Receivable - Readiness to Serve	2,647.54
	Total ACCOUNTS RECEIVABLE	24,217.85
	Total Assets	2,128,698.11
Liabilities & Fund Balance		
01-202-100	Accounts Payable	155.00
01-202-900	Customer Deposits	2,250.00
01-207-800	Due to Enterprise Fund	346.22
01-208-300	Due to County - Impact Fees	106,519.00
01-208-305	Due to County - Public Srv Tax	4,266.15
01-208-310	Due to DCA - Bldg Permit Surcharge	762.23
01-208-320	Due to Dept of Business - License Fees	-585.88
01-208-330	Due to PCSO - Police Education Revenue	114.00
01-217-100	Accrued Payroll Taxes	1,074.37
01-217-200	Accrued Sales Tax	55.50
01-218-010	Payroll Clearing	893.50
01-218-200	FRS Retirement Payable	1,361.88
01-218-320	Supplemental Insurance Payable	299.24
01-218-400	Dental Plan Payable	555.23
01-218-410	Vision Plan Payable	190.30
01-243-100	Encumbrances Payable	-7,164.47
	Total Liabilities	111,092.27
01-245-100	Reserved for Encumbrances	7,164.47
01-271-100	Fund Balance Unreserved	2,010,441.37
	Total Fund Balance	2,017,605.84
	Total Liabilities & Fund Balance	2,128,698.11

GENERAL FUND
BALANCE SHEET
AS OF: 05/31/17

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POLK CITY
Statement of Revenue and Expenditures

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Revenue Account Range: 01-000-00 to 01-999-999 Include Non-Anticipated: Yes Year To Date As of: 05/31/17
Expend Account Range: 01-000-000 to 01-999-999 Include Non-Budget: No Current Period: 05/01/17 to 05/31/17
Print Zero YTD Activity: No Prior Year: 05/01/16 to 05/31/16

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
01-311-100	Ad Valorem Taxes	7,542.23	550,828.00	5,635.95	528,527.83	0.00	22,300.17-	96
01-312-300	9th Cent Gas Tax	1,051.66	13,568.00	1,095.21	6,764.98	0.00	6,803.02-	50
01-312-400	Local Option Gas Tax	7,102.14	77,425.00	6,960.24	44,536.85	0.00	32,888.15-	58
01-312-410	New Local Option Gas Tax	4,472.63	47,147.00	4,471.67	28,502.83	0.00	18,644.17-	60
	Account Total	12,626.43	138,140.00	12,527.12	79,804.66	0.00	58,335.34-	58
01-314-100	Electric - Utility Tax	5,790.13	74,847.00	6,829.80	43,239.65	0.00	31,607.35-	58
01-314-300	Water - Utility Tax	3,676.30	43,773.00	5,734.03	30,578.20	0.00	13,194.80-	70
01-314-301	Water - Utility Tax - Readiness to Serve	260.40-	4,904.00	35.91	4,038.89	0.00	865.11-	82
01-314-400	Gas - Utility Tax	372.91	3,300.00	296.24	2,698.43	0.00	601.57-	82
	Account Total	9,578.94	126,824.00	12,895.98	80,555.17	0.00	46,268.83-	64
01-315-100	Communications Services Tax	13,980.98	140,000.00	14,938.84	102,298.29	0.00	37,701.71-	73
01-316-100	Local Business Licenses	19.14	11,800.00	31.18	137.33	0.00	11,662.67-	1
01-322-100	Building Permits	11,441.56	30,000.00	7,643.86	57,105.57	0.00	27,105.57	190
01-322-101	Bldg Permit - Plan Checking	6,015.00	15,000.00	3,810.00	29,876.09	0.00	14,876.09	199
01-322-102	Bldg Permit - Admin Fee	320.00	1,500.00	260.00	1,900.00	0.00	400.00	127
01-322-103	Bldg Permit - Electrical	1,625.00	5,200.00	875.00	7,240.00	0.00	2,040.00	139
01-322-104	Bldg Permit - Plumbing	1,500.00	5,000.00	905.00	6,855.00	0.00	1,855.00	137
01-322-105	Bldg Permit - Mechanical	1,500.00	4,900.00	875.00	7,270.00	0.00	2,370.00	148
01-322-107	Bldg Permit - Cert of Occupancy	120.00	1,000.00	210.00	1,530.00	0.00	530.00	153
01-322-108	Bldg Permit - Inspections	3,535.00	20,000.00	7,035.00	45,500.00	0.00	25,500.00	228
	Account Total	26,056.56	82,600.00	21,613.86	157,276.66	0.00	74,676.66	190
01-323-100	Electric - Franchise Fee	0.00	55,000.00	0.00	18,350.91	0.00	36,649.09-	33
01-323-300	Solid Waste - Franchise Fee	2,250.00	30,149.00	2,250.00	17,056.33	0.00	13,092.67-	57
	Account Total	2,250.00	85,149.00	2,250.00	35,407.24	0.00	49,741.76-	42
01-324-100	Police - Public Safety Impact Fee	0.00	0.00	3,869.94	30,959.52	0.00	30,959.52	0

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POLK CITY
Statement of Revenue and Expenditures

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Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
01-324-110	Fire/Rescue - Public Safety Impact Fee	8,910.90	17,822.00	2,070.66	16,565.28	0.00	1,256.72-	93
01-324-610	Parks & Recreation Impact Fee	9,361.44	18,723.00	6,240.96	49,927.52	0.00	31,204.52	267
01-324-710	Public Facilities Impact Fee	15,732.09	31,464.00	10,488.06	83,904.48	0.00	52,440.48	267
	Account Total	34,004.43	68,009.00	22,669.62	181,356.80	0.00	113,347.80	267
01-331-510	CDBG	0.00	15,402.00	0.00	0.00	0.00	15,402.00-	0
01-331-700	FRDAP Grants	0.00	50,000.00	0.00	0.00	0.00	50,000.00-	0
	Account Total	0.00	65,402.00	0.00	0.00	0.00	65,402.00-	0
01-334-201	Justice Assistance Grant (JAG)	0.00	5,113.00	0.00	0.00	0.00	5,113.00-	0
01-335-120	MRS - State Sales Tax	4,702.36	57,116.00	4,700.11	37,594.69	0.00	19,521.31-	66
01-335-122	SRS - 8th Cent. Motor Fuel Tax	1,460.82	17,832.00	1,467.40	11,737.27	0.00	6,094.73-	66
01-335-123	MRS - Municipal Fuel Tax	0.61	7.00	0.61	4.89	0.00	2.11-	70
01-335-140	Mobile Home License	180.75	5,000.00	242.75	4,222.79	0.00	777.21-	84
01-335-150	Alcoholic Beverage License	0.00	1,028.00	0.00	1,101.24	0.00	73.24	107
01-335-180	Half-Cent Sales Tax	9,342.82	100,496.00	9,413.47	59,242.98	0.00	41,253.02-	59
	Account Total	15,687.36	181,479.00	15,824.34	113,903.86	0.00	67,575.14-	63
01-337-100	Library Coop Funding	0.00	28,712.00	18,014.30	36,028.60	0.00	7,316.60	125
01-337-800	Municipal Board of Examiners Funds	0.00	0.00	0.00	1,000.00	0.00	1,000.00	0
	Account Total	0.00	28,712.00	18,014.30	37,028.60	0.00	8,316.60	129
01-340-400	Solid Waste	20,770.65	251,735.00	21,762.53	171,387.20	0.00	80,347.80-	68
01-340-700	Stormwater Utility Fees	1,485.43	18,194.00	1,591.82	9,428.40-	0.00	27,622.40-	52-
01-340-900	Notary Fees	0.00	0.00	0.00	5.00	0.00	5.00	0
	Account Total	22,256.08	269,929.00	23,354.35	161,963.80	0.00	107,965.20-	60
01-344-900	FDOT Maintenance Agreement	3,562.17	16,303.00	4,075.96	11,714.07	0.00	4,588.93-	72
01-347-100	Library Income	460.30	6,500.00	604.66	3,655.32	0.00	2,844.68-	56
01-351-200	Fines, Penalties, and Forfeitures	0.00	200.00	184.79	2,360.86	0.00	2,160.86	***
01-359-200	Non Sufficient Funds	0.00	0.00	0.00	30.00	0.00	30.00	0

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POLK CITY
Statement of Revenue and Expenditures

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Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
01-359-300	Late Fees	10.50	126.00	10.50	115.50	0.00	10.50-	92
	Account Total	10.50	126.00	10.50	145.50	0.00	19.50	115
01-361-100	Interest Income	0.00	62.00	0.00	181.58	0.00	119.58	293
01-362-100	Activity Center Rentals	0.00	500.00	100.00	1,200.00	0.00	700.00	240
01-362-200	Donald Bronson Community Center Rentals	0.00	2,000.00	300.00	2,300.00	0.00	300.00	115
	Account Total	0.00	2,500.00	400.00	3,500.00	0.00	1,000.00	140
01-365-100	Sales of Surplus Property	152.40	500.00	0.00	918.43	0.00	418.43	184
01-366-101	Private Donations - Christmas	0.00	1,000.00	0.00	1,200.00	0.00	200.00	120
01-366-102	Private Donations - Halloween	0.00	700.00	0.00	1,250.00	0.00	550.00	179
01-366-104	Private Donations - Music Festival	0.00	1,500.00	0.00	2,900.00	0.00	1,400.00	193
01-366-110	Private Donations - Library	0.00	600.00	150.00	277.25	0.00	322.75-	46
	Account Total	0.00	3,800.00	150.00	5,627.25	0.00	1,827.25	72
01-369-100	Misc. Income	30.97	1,000.00	62.90	119.20	0.00	880.80-	12
01-369-102	Misc Income - Collection Allowance	37.92	2,000.00	38.63	8,676.92	0.00	6,676.92	434
01-369-120	Misc Income - Christmas	0.00	100.00	0.00	80.00	0.00	20.00-	80
01-369-130	Misc Income - Halloween	0.00	60.00	0.00	100.00	0.00	40.00	167
01-369-140	Misc Income - City Wide Yard Sale	0.00	100.00	0.00	0.00	0.00	100.00-	0
01-369-150	Misc Income - Music Festival	0.00	0.00	0.00	506.00	0.00	506.00	0
01-369-500	Refund of State Gas Tax	0.00	250.00	24.44	154.23	0.00	95.77-	62
	Account Total	68.89	3,510.00	125.97	9,636.35	0.00	6,126.35	260
01-381-400	Transfer From Enterprise Fund	0.00	25,000.00	0.00	0.00	0.00	25,000.00-	0
01-381-900	Cash Carry Forward	0.00	161,000.00	0.00	0.00	0.00	161,000.00-	0
	Account Total	0.00	186,000.00	0.00	0.00	0.00	186,000.00-	0
	GENERAL FUND Revenue Total	148,256.41	1,973,486.00	155,307.42	1,515,999.60	0.00	457,486.40-	77

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POLK CITY
Statement of Revenue and Expenditures

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
01-000-000	GENERAL FUND EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-500-000	GENERAL FUND EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-511-100	LEGISLATIVE - PERSONNEL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-511-120	Regular Salary - Wages - Legislative	451.25	5,415.00	451.25	3,479.72	0.00	1,935.28	64
01-511-160	Bonuses and Gift Certificates - Legislat	0.00	2,331.00	0.00	2,165.65	0.00	165.35	93
01-511-210	Fica Taxes - Legislative	34.52	491.00	34.52	431.85	0.00	59.15	88
01-511-240	Worker's Compensation - Legislative	0.00	15.00	0.00	12.45	0.00	2.55	83
01-511-300	LEGISLATIVE - OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-511-310	Professional Services - Legislative	0.00	450.00	0.00	0.00	0.00	450.00	0
01-511-400	Travel and Training - Legislative	111.69	4,500.00	0.00	180.00	0.00	4,320.00	4
01-511-480	Promo Activities & Legal Ads - Legislati	0.00	2,500.00	0.00	704.27	0.00	1,795.73	28
01-511-490	Other Current Charges - Legislative	0.00	2,500.00	116.00	1,209.22	0.00	1,290.78	48
01-511-510	Office Supplies - Legislative	0.00	200.00	0.00	94.00	0.00	106.00	47
01-511-520	Operating Supplies - Legislative	0.00	1,000.00	0.00	54.69	0.00	945.31	5
01-511-540	Books, Pub., Sub., & Memberships - Legis	0.00	5,840.00	0.00	4,604.00	0.00	1,236.00	79
	Department Total	597.46	25,242.00	601.77	12,935.85	0.00	12,306.15	51
01-512-100	EXECUTIVE - PERSONNEL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-512-120	Regular Salary - Wages - Executive	9,077.52	119,500.00	9,192.32	75,932.24	0.00	43,567.76	64
01-512-130	Other Salaries and Wages - Executive	400.00	4,800.00	369.24	3,138.54	0.00	1,661.46	65
01-512-140	Overtime - Executive	0.00	837.00	0.00	395.51	0.00	441.49	47
01-512-160	Bonuses and Gift Certificates - Executiv	0.00	12,650.00	0.00	12,344.32	0.00	305.68	98
01-512-210	Fica Taxes - Executive	713.92	11,552.00	719.66	7,096.80	0.00	4,455.20	61
01-512-220	Retirement Contribution - Executive	1,487.42	19,879.00	1,524.36	12,945.22	0.00	6,933.78	65
01-512-230	Life & Health Insurance - Executive	3,036.42	20,889.00	72.58	13,944.88	0.00	6,944.12	67
01-512-240	Worker's Compensation - Executive	0.00	310.00	0.00	287.81	0.00	22.19	93
01-512-300	EXECUTIVE - OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-512-310	Professional Services - Executive	0.00	0.00	0.00	142.75	0.00	142.75	0
01-512-400	Travel and Training - Executive	46.00	3,200.00	691.00	2,218.33	0.00	981.67	69
01-512-410	Communication Services - Executive	0.00	0.00	46.29	92.58	0.00	92.58	0
01-512-470	Printing and Reproduction - Executive	0.00	250.00	0.00	0.00	0.00	250.00	0
01-512-480	Promo Activities & Legal Ads - Executive	0.00	1,000.00	0.00	69.84	0.00	930.16	7
01-512-490	Other Current Charges - Executive	0.00	2,500.00	31.22	1,322.33	0.00	1,177.67	53
01-512-510	Office Supplies - Executive	0.00	550.00	5.30	638.34	0.00	88.34	116
01-512-520	Operating Supplies - Executive	0.00	300.00	122.34	164.69	0.00	135.31	55
01-512-540	Books, Pub., Sub., & Memberships - Execu	161.00	1,200.00	25.98	738.27	0.00	461.73	62
	Department Total	14,922.28	199,417.00	12,800.29	131,472.45	0.00	67,944.55	66

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
01-513-300	CITY CLERK - OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-513-310	Professional Services - City Clerk	232.26	0.00	0.00	0.00	0.00	0.00	0
01-513-400	Travel and Training - City Clerk	1,072.92	2,500.00	0.00	0.00	0.00	2,500.00	0
01-513-470	Printing and Reproduction - City Clerk	0.00	3,000.00	345.71	1,295.71	0.00	1,704.29	43
01-513-490	Other Current Charges - City Clerk	0.00	3,000.00	57.68	550.48	0.00	2,449.52	18
01-513-492	Recording & Other Fees - City Clerk	0.00	600.00	0.00	700.00	0.00	100.00	117
01-513-510	Office Supplies - City Clerk	0.00	800.00	0.00	131.40	0.00	668.60	16
01-513-520	Operating Supplies - City Clerk	0.00	200.00	0.00	0.00	0.00	200.00	0
01-513-540	Books, Pub., Sub., & Memberships - City	0.00	725.00	0.00	175.00	0.00	550.00	24
	Department Total	1,305.18	10,825.00	403.39	2,852.59	0.00	7,972.41	26
01-514-300	LEGAL COUNSEL - OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-514-310	Professional Services - Legal Counsel	3,027.50	55,000.00	5,400.51	23,774.68	0.00	31,225.32	43
01-514-480	Promo Activities & Legal Ads - Legal Cou	0.00	6,000.00	531.15	3,864.12	0.00	2,135.88	64
	Department Total	3,027.50	61,000.00	5,931.66	27,638.80	0.00	33,361.20	45
01-515-300	COMPREHENSIVE PLANNING - OPERATING EXPEN	0.00	0.00	0.00	0.00	0.00	0.00	0
01-515-310	Professional Services - Comp Planning	0.00	18,000.00	0.00	4,500.00	0.00	13,500.00	25
01-515-312	Professional Services-Other- comp Planni	0.00	3,500.00	0.00	2,625.00	0.00	875.00	75
	Department Total	0.00	21,500.00	0.00	7,125.00	0.00	14,375.00	33
01-516-100	FINANCE AND ACCOUNTING - PERSONNEL EXPE	0.00	0.00	0.00	0.00	0.00	0.00	0
01-516-120	Regular Salary - Wages - Fin & Acctng	3,892.67	53,224.00	4,291.54	33,983.45	0.00	19,240.55	64
01-516-140	Overtime - Fin & Acctng	0.00	920.00	0.00	481.77	0.00	438.23	52
01-516-210	Fica Taxes - Fin & Acctng	281.91	4,142.00	311.92	2,551.67	0.00	1,590.33	62
01-516-220	Retirement Contribution - Fin & Acctng	251.74	3,931.00	322.73	2,567.82	0.00	1,363.18	65
01-516-230	Life & Health Insurance - Fin & Acctng	1,504.04	10,285.00	26.21	6,915.96	0.00	3,369.04	67
01-516-240	Worker's Compensation - Fin & Acctng	0.00	210.00	0.00	124.53	0.00	85.47	59
01-516-300	FINANCE AND ACCOUNTING - OPERATING EXPEN	0.00	0.00	0.00	0.00	0.00	0.00	0
01-516-310	Professional Services - Fin & Acctng	0.00	0.00	0.00	945.95	0.00	945.95	0
01-516-400	Travel and Training - Fin & Acctng	604.54	3,321.00	0.00	0.00	0.00	3,321.00	0
01-516-470	Printing and Reproduction - Fin & Acctng	0.00	500.00	0.00	364.12	0.00	135.88	73
01-516-510	Office Supplies - Fin & Acctng	66.47	1,200.00	71.62	884.48	0.00	315.52	74
01-516-520	Operating Supplies - Fin & Acctng	29.95	1,000.00	109.78	165.75	0.00	834.25	17
01-516-540	Books, Pub., Sub., & Memberships - Fin &	0.00	300.00	0.00	35.00	0.00	265.00	12

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
	Department Total	6,631.32	79,033.00	5,133.80	49,020.50	0.00	30,012.50	62
01-517-700	DEBT SERVICE PAYMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0
01-517-710	Principal - Debt Service Pmts	0.00	43,700.00	0.00	0.00	0.00	43,700.00	0
01-517-720	Interest - Debt Service Pmts	0.00	58,389.00	0.00	0.00	0.00	58,389.00	0
	Department Total	0.00	102,089.00	0.00	0.00	0.00	102,089.00	0
01-521-300	LAW ENFORCEMENT - OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-521-305	Contract Labor - Law Enf	0.00	95,454.00	0.00	71,590.50	0.00	23,863.50	75
01-521-440	Rentals and Leases - Law Enf	48.23	582.00	48.23	338.47	0.00	243.53	58
01-521-460	Repairs and Maintenance - Law Enf	0.00	500.00	0.00	0.00	0.00	500.00	0
01-521-520	Operating Supplies - Law Enf	0.00	100.00	0.00	0.00	0.00	100.00	0
01-521-529	Operating Supplies - JAG Grant - Law Enf	0.00	5,113.00	0.00	0.00	0.00	5,113.00	0
01-521-600	LAW ENFORCEMENT - CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0
01-521-649	Machinery & Equip - JAG Grant - Law Enf	0.00	0.00	0.00	4,412.85	0.00	4,412.85-	0
	Department Total	48.23	101,749.00	48.23	76,341.82	0.00	25,407.18	75
01-524-100	BUILDING AND ZONING - PERSONNEL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-524-120	Regular Salary - wages - Bldg & Zoning	3,509.24	47,476.00	3,509.24	30,348.44	0.00	17,127.56	64
01-524-140	Overtime - Bldg & Zoning	0.00	0.00	0.00	447.86	0.00	447.86-	0
01-524-210	Fica Taxes - Bldg & Zoning	259.34	3,632.00	259.10	2,343.47	0.00	1,288.53	65
01-524-220	Retirement Contribution - Bldg & Zoning	254.78	3,570.00	263.90	2,284.16	0.00	1,285.84	64
01-524-230	Life & Health Insurance - Bldg & Zoning	1,510.47	10,363.00	30.16	6,888.70	0.00	3,474.30	66
01-524-240	Worker's Compensation - Bldg & Zoning	0.00	117.00	0.00	582.96	0.00	465.96-	498
01-524-300	BUILDING AND ZONING - OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-524-310	Professional Services - Bldg & Zoning	3,831.25	42,000.00	10,311.87	48,750.62	0.00	6,750.62-	116
01-524-311	Engineering Services - Bldg & Zoning	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
01-524-400	Travel and Training - Bldg & Zoning	0.00	500.00	0.00	0.00	0.00	500.00	0
01-524-510	Office Supplies - Bldg & Zoning	0.00	200.00	0.00	354.99	0.00	154.99-	178
01-524-520	Operating Supplies - Bldg & Zoning	0.00	100.00	1,569.10	1,569.10	0.00	1,469.10-	***
	Department Total	9,365.08	108,958.00	15,943.37	93,570.30	0.00	15,387.70	86
01-529-300	CODE ENFORCEMENT - OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-529-400	Travel and Training - Code Enf	0.00	500.00	0.00	0.00	0.00	500.00	0
01-529-464	Vehicle Fuel - Code Enf	0.00	250.00	0.00	0.00	0.00	250.00	0
01-529-480	Promo Activities & Legal Ads - Code Enf	0.00	150.00	0.00	0.00	0.00	150.00	0
01-529-490	Other Current Charges - Code Enf	0.00	100.00	0.00	0.00	0.00	100.00	0

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
01-529-510	Office Supplies - Code Enf	0.00	100.00	0.00	0.00	0.00	100.00	0
01-529-520	Operating Supplies - Code Enf	0.00	100.00	0.00	0.00	0.00	100.00	0
	Department Total	0.00	1,200.00	0.00	0.00	0.00	1,200.00	0
01-534-300	REFUSE/SANITATION - OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-534-341	Refuse Disposal - Residential - Refuse/S	9,924.20	121,256.00	10,632.08	77,570.48	0.00	43,685.52	64
01-534-342	Refuse Disposal - Commercial - Refuse/Sa	6,785.11	79,740.00	0.00	40,055.23	0.00	39,684.77	50
	Department Total	16,709.31	200,996.00	10,632.08	117,625.71	0.00	83,370.29	59
01-538-300	STORMWATER - OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-538-311	Engineering Services - Stormwater	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0
01-538-315	Inmate Labor - Stormwater	0.00	5,750.00	0.00	4,312.26	0.00	1,437.74	75
01-538-400	Travel and Training - Stormwater	0.00	500.00	0.00	0.00	0.00	500.00	0
01-538-460	Repairs and Maintenance - Stormwater	0.00	14,000.00	0.00	11,291.38	0.00	2,708.62	81
01-538-492	Recording & Other Fees - Stormwater	0.00	500.00	0.00	100.00	0.00	400.00	20
01-538-540	Books, Pub., Sub., & Memberships - Storm	0.00	366.00	0.00	500.00	0.00	134.00	137
	Department Total	0.00	26,116.00	0.00	16,203.64	0.00	9,912.36	62
01-539-300	GEN GOV'T BUILDINGS - OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-539-310	Professional Services - Gen Gov't Bldgs	1,346.25	14,000.00	180.00	10,362.82	0.00	3,637.18	74
01-539-312	Professional Services - Other - Gen Gov'	0.00	600.00	0.00	300.00	0.00	300.00	50
01-539-313	Professional Services - Activity Center	137.50	0.00	0.00	0.00	0.00	0.00	0
01-539-315	Inmate Labor - Gen Gov't Bldgs	0.00	5,750.00	0.00	4,312.26	0.00	1,437.74	75
01-539-411	City Hall - Communication - Gen Gov't Bld	1,057.01	12,700.00	1,066.29	9,520.27	0.00	3,179.73	75
01-539-414	Bronson Community Center-Communications	138.01	1,680.00	137.87	1,410.21	0.00	269.79	84
01-539-431	City Hall - Utilities - Gen Gov't Bldgs	877.30	12,800.00	1,029.82	7,145.97	0.00	5,654.03	56
01-539-432	Activity Center - Utilities - Gen Gov't	93.29	2,800.00	217.28	1,154.84	0.00	1,645.16	41
01-539-433	Public Works - Utilities - Gen Gov't Bld	172.33	2,200.00	159.95	1,108.37	0.00	1,091.63	50
01-539-434	Bronson Community Center-Utilities	232.18	6,250.00	396.52	2,259.33	0.00	3,990.67	36
01-539-440	Rentals and Leases - Gen Gov't Bldgs	679.24	6,600.00	691.48	4,110.25	0.00	2,489.75	62
01-539-461	City Hall - Repairs & Maint - Gen Gov't	398.13	4,500.00	407.34	4,021.09	0.00	478.91	89
01-539-462	Activity Center - Repairs & Maint - Gen	0.00	800.00	1,275.51	1,873.08	0.00	1,073.08	234
01-539-463	Public Works - Repairs & Maint - Gen Gov	0.00	1,000.00	30.96	289.86	0.00	710.14	29
01-539-464	Bronson Community Center-Repairs & Maint	194.00	2,000.00	0.00	37.17	0.00	1,962.83	2
01-539-490	Other Current Charges - Gen Gov't Bldgs	0.00	500.00	269.98	58.85	0.00	441.15	12
01-539-521	City Hall - Operating Supplies - Gen Gov	94.03	1,200.00	0.00	824.60	0.00	375.40	69
01-539-522	Activity Center - Operating Supplies - G	26.50	300.00	0.00	120.79	0.00	179.21	40

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01-539-523	Public Works - Operating Supplies - Gen	0.00	300.00	22.98	22.98	0.00	277.02	8
01-539-524	Bronson Community Center-Opertg Supplies	26.50	1,300.00	0.00	120.80	0.00	1,179.20	9
01-539-600	GEN GOV'T BUILDINGS - CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0
01-539-620	Buildings - Gen Gov't Bldgs	0.00	12,500.00	0.00	12,500.00	0.00	0.00	100
01-539-631	City Hall - Improv. O/T Bldgs - Gen Gov'	0.00	27,413.00	0.00	13,129.10	0.00	14,283.90	48
01-539-632	Activity Center - Improv. O/T Bldgs - Ge	0.00	20,000.00	0.00	0.00	0.00	20,000.00	0
	Department Total	5,472.27	137,193.00	5,346.02	74,682.64	0.00	62,510.36	54
01-541-100	ROADS & STREETS - PERSONNEL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-541-120	Regular Salary - Wages - Roads & Streets	6,066.35	139,100.00	11,146.87	65,730.03	0.00	73,369.97	47
01-541-140	Overtime - Roads & Streets	0.00	1,602.00	0.00	1,070.67	0.00	531.33	67
01-541-210	Fica Taxes - Roads & Streets	456.85	10,762.00	843.12	5,151.16	0.00	5,610.84	48
01-541-220	Retirement Contribution - Roads & Street	383.67	9,805.00	779.96	4,622.28	0.00	5,182.72	47
01-541-230	Life & Health Insurance - Roads & Street	3,124.25	32,406.00	226.86	16,402.54	0.00	16,003.46	51
01-541-240	Worker's Compensation - Roads & Streets	0.00	11,736.00	0.00	5,450.85	0.00	6,285.15	46
01-541-300	ROADS & STREETS - OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-541-311	Engineering Services - Roads & Streets	0.00	800.00	0.00	3,290.00	0.00	2,490.00	411
01-541-315	Inmate Labor - Roads & Streets	0.00	18,249.00	0.00	12,936.84	0.00	5,312.16	71
01-541-400	Travel and Training - Roads & Streets	0.00	300.00	0.00	0.00	0.00	300.00	0
01-541-410	Communication Services - Roads & Streets	47.09	540.00	92.36	381.43	0.00	158.57	71
01-541-430	Utilities - Roads & Streets	1,852.31	25,000.00	1,864.70	14,415.06	0.00	10,584.94	58
01-541-460	Repairs and Maintenance - Roads & Street	0.00	8,000.00	738.56	1,530.55	0.00	6,469.45	19
01-541-461	Repairs & Maintenance-Equipment - Roads	215.90	4,000.00	395.39	1,485.73	0.00	2,514.27	37
01-541-464	Vehicle Fuel - Roads & Streets	331.58	5,000.00	351.87	2,133.27	0.00	2,866.73	43
01-541-465	Vehicle Maintenance - Roads & Streets	99.74	4,500.00	5.98	2,147.33	0.00	2,352.67	48
01-541-493	Equipment Rental - Roads & Streets	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
01-541-510	Office Supplies - Roads & Streets	105.21	250.00	100.09	632.69	0.00	382.69	253
01-541-520	Operating Supplies - Roads & Streets	56.85	10,000.00	2,769.89	7,712.01	0.00	2,287.99	77
01-541-524	Chemicals - Roads & Streets	0.00	500.00	0.00	0.00	0.00	500.00	0
01-541-525	Uniforms - Roads & Streets	0.00	0.00	0.00	47.94	0.00	47.94	0
01-541-530	Road Materials & Supplies - Roads & Stre	0.00	6,500.00	736.47	4,423.81	0.00	2,076.19	68
01-541-540	Books, Pub., Sub., & Memberships - Roads	0.00	0.00	29.98	119.92	0.00	119.92	0
01-541-600	ROADS & STREETS - CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0
01-541-630	Improvements Other than Building - Roads	0.00	122,147.00	2,010.00	13,935.50	0.00	108,211.50	11
01-541-640	Machinery & Equipment - Roads & Streets	0.00	22,400.00	0.00	49,088.66	0.00	26,688.66	219
	Department Total	12,739.80	434,597.00	17,281.32	212,708.27	0.00	221,888.73	49
01-571-100	LIBRARY - PERSONNEL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0

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01-571-120	Regular Salary - Wages - Library	4,003.12	51,400.00	4,796.06	32,882.57	0.00	18,517.43	64
01-571-140	Overtime - Library	0.00	950.00	0.00	786.83	0.00	163.17	83
01-571-210	Fica Taxes - Library	298.99	4,005.00	354.04	2,539.10	0.00	1,465.90	63
01-571-220	Retirement Contribution - Library	290.62	3,176.00	303.21	2,094.92	0.00	1,081.08	66
01-571-230	Life & Health Insurance - Library	3,111.32	21,839.60	41.14	13,683.95	0.00	8,155.65	63
01-571-240	Worker's Compensation - Library	0.00	150.00	0.00	115.81	0.00	34.19	77
01-571-300	LIBRARY - OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-571-310	Professional Services - Library	0.00	800.00	0.00	371.00	0.00	429.00	46
01-571-312	Professional Services - Other - Library	0.00	3,200.00	0.00	520.00	0.00	2,680.00	16
01-571-400	Travel and Training - Library	24.80	1,200.00	0.00	151.31	0.00	1,048.69	13
01-571-410	Communication Services - Library	170.09	2,200.00	169.78	90.84	0.00	2,109.16	4
01-571-430	Utilities - Library	237.64	5,000.00	248.81	1,600.96	0.00	3,399.04	32
01-571-460	Repairs and Maintenance - Library	74.90	1,000.00	0.00	237.33	0.00	762.67	24
01-571-480	Promo Activities & Legal Ads - Library	0.00	1,500.00	0.00	716.84	0.00	783.16	48
01-571-510	Office Supplies - Library	158.58	950.00	0.00	792.16	0.00	157.84	83
01-571-520	Operating Supplies - Library	393.54	9,400.00	108.07	1,263.40	0.00	8,136.60	13
01-571-540	Books, Pub., Sub., & Memberships - Libra	0.00	800.00	0.00	394.99	0.00	405.01	49
01-571-600	LIBRARY - CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0
01-571-630	Improvements Other than Building - Libra	0.00	0.00	0.00	920.09	0.00	920.09-	0
01-571-660	Books, Pub.& Library Materials - Library	869.39	13,000.00	936.36	6,437.39	0.00	6,562.61	50
	Department Total	9,632.99	120,570.60	6,957.47	65,599.49	0.00	54,971.11	54
01-572-300	PARKS - OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-572-310	Professional Services	0.00	0.00	60.00	420.00	0.00	420.00-	0
01-572-315	Inmate Labor - Parks	0.00	5,750.00	0.00	4,312.29	0.00	1,437.71	75
01-572-430	Utilities - Parks	1,887.33	8,000.00	1,125.84	10,505.20	0.00	2,505.20-	131
01-572-460	Repairs and Maintenance - Parks	60.00	58,000.00	5,022.12	51,872.95	0.00	6,127.05	89
01-572-520	Operating Supplies - Parks	26.48	1,200.00	142.00	332.23	0.00	867.77	28
01-572-600	PARKS - CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0
01-572-630	Improvements Other than Building - Parks	0.00	11,000.00	0.00	0.00	0.00	11,000.00	0
	Department Total	1,973.81	83,950.00	6,349.96	67,442.67	0.00	16,507.33	80
01-574-300	SPECIAL EVENTS - OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-574-310	Professional Services - Spec Events	0.00	800.00	0.00	1,853.00	0.00	1,053.00-	232
01-574-440	Rentals and Leases - Spec Events	0.00	1,300.00	0.00	475.04	0.00	824.96	37
01-574-470	Printing and Reproduction - Spec Events	0.00	900.00	68.34	891.78	0.00	8.22	99
01-574-480	Promo Activities & Legal Ads - Spec Even	0.00	200.00	0.00	815.75	0.00	615.75-	408
01-574-520	Operating Supplies - Spec Events	0.00	6,000.00	5.90	3,025.63	0.00	2,974.37	50

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Statement of Revenue and Expenditures

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
	Department Total	0.00	9,200.00	74.24	7,061.20	0.00	2,138.80	77
01-590-300	NON-DEPARTMENTAL - OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-590-310	Professional Services - Non-Dept	0.00	5,318.00	0.00	5,391.00	0.00	73.00	101
01-590-311	Engineering Services - Non-Dept	5,375.50	5,000.00	0.00	0.00	0.00	5,000.00	0
01-590-312	Professional Services - Other - Non-Dept	0.00	5,000.00	0.00	2,015.05	0.00	2,984.95	40
01-590-320	Accounting and Auditing - Non-Dept	5,718.07	13,682.00	0.00	12,347.40	0.00	1,334.60	90
01-590-450	Liability Insurance - Non-Dept	0.00	32,209.00	0.00	35,336.50	0.00	3,127.50	110
01-590-528	Postage - Non-Dept	0.00	3,000.00	0.00	203.34	0.00	2,796.66	7
01-590-900	NON-DEPARTMENTAL - OTHER USES	0.00	0.00	0.00	0.00	0.00	0.00	0
01-590-940	Reserves - Unrestricted Reserves - Non-D	0.00	22,477.00	0.00	0.00	0.00	22,477.00	0
01-590-941	Reserves - Emergencies & Contingencies -	0.00	0.00	0.00	2,211.19	0.00	2,211.19	0
01-590-991	Aids to Private Organizations - Non-Dept	0.00	500.00	1,000.00	1,250.00	0.00	750.00	250
01-590-992	Unemployment Claims - Non-Dept	0.00	2,500.00	0.00	1,375.00	0.00	1,125.00	55
01-590-996	Bad Debt - Non-Dept	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0
01-590-999	Other - Non-Operating Charges - Non-Dept	40.88	5,500.00	4,064.23	5,359.11	0.00	140.89	97
	Department Total	11,134.45	98,186.00	5,064.23	65,488.59	0.00	32,697.41	67
	GENERAL FUND Expend Total	93,559.68	1,821,821.60	92,567.83	1,027,769.52	0.00	794,052.08	56

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
01	GENERAL FUND	148,256.41	155,307.42	1,515,999.60	93,559.68	92,567.83	1,027,769.52	488,230.08

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Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
	Final Total	148,256.41	155,307.42	1,515,999.60	93,559.68	92,567.83	1,027,769.52	488,230.08

POLK CITY
ENTERPRISE FUND
BALANCE SHEET
AS OF: 05/31/2017

Account Id	Account Description	2017
Assets		
05-101-100	Cash - Checking	998,464.37
05-101-710	Cash - Enterprise Fund Capital Imprvmnts	52,898.45
05-101-800	Cash - Sewer Impact Fee Account	604,952.63
05-101-900	Cash - Water Impact Fee Account	315,019.29
05-101-913	DEP Loan - Sinking Fund	29,034.68
05-101-914	Fifth Third Bank - Sinking Fund	325,430.89
05-101-915	Tax Exempt Leasing - Sinking Fund	15,656.46
05-101-920	Cash - Customer Deposits	254,979.10
05-101-934	Fifth Third Bank - Reserves	610,967.73
05-101-935	Fifth Third Bank - Renewal & Replacement	150,000.00
05-115-105	Accounts Receivable - Invoicing	130.75
05-117-100	Allowance for Bad Debt	-46,609.45
05-117-200	Allowance for Uncollectible A/R	-89,082.18
05-131-100	Due from General Fund	346.22
05-131-400	Due from Utility Deposit Acct	794.02
05-159-100	Deferred Outflows - Related to Pension	34,007.35
05-160-902	Reserve Account	225,392.00
05-160-903	Reserve Acct - Emergencies & Contingency	48,044.00
05-160-904	Reserve Acct - CIP Purchases	25,778.78
05-161-900	Fixed Assets - Land	2,730,735.50
05-164-100	Utility Plant in Service	12,073,316.62
05-164-900	Improvements Other than Buildings	-33,331.74
05-164-910	Improvements Other than Buildings - MOSN	33,331.74
05-166-900	Equipment & Furniture	278,988.69
05-167-900	Accumulated Depreciation - Equipment	-3,196,588.95
	Total	15,442,656.95
ACCOUNTS RECEIVABLE		
05-115-100	Accounts Receivable - Utilities	75,411.19
05-115-130	Accounts Receivable - Readiness to Serve	71,143.62
	Total ACCOUNTS RECEIVABLE	146,554.81
	Total Assets	15,589,211.76
Liabilities & Fund Balance		
05-202-900	Customer Deposits	254,979.10
05-203-100	Accumulated Interest Payable	72,919.88
05-203-600	SRF Loan	2,418,116.67
05-203-700	Fifth Third Bank 2011 Revenue Note	9,270,000.00
05-203-750	Tax Exempt Leasing Loan	108,201.89
05-203-900	Unamortized Bond Premiums	-133,730.00
05-207-400	Due to General Fund	6,601.90
05-225-100	Deferred Inflows - Related to Pension	9,554.79
05-234-100	L-T-D - Current Portion	352,096.02
05-234-901	Less: Current Portion of LTD	-352,096.02
05-235-900	Net Pension Liability	52,236.12
05-243-100	Encumbrances Payable	-5,298.92
	Total Liabilities	12,053,581.43

05-245-100	Reserved for Encumbrances	5,298.92
05-250-100	Contributed Capital	598,715.40
05-255-100	Change in Fund Balance	36,514.20
05-271-100	Fund Balance Unreserved	2,170,620.22
05-271-200	Net Asset Adjustment Account	-10,071.23
05-272-100	Retained Earnings	734,552.82
	Total Fund Balance	3,535,630.33
	Total Liabilities & Fund Balance	15,589,211.76

ENTERPRISE FUND
BALANCE SHEET
AS OF: 05/31/17

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Revenue Account Range: 05-000-00 to 05-999-999 Include Non-Anticipated: Yes Year To Date As Of: 05/31/17
Expend Account Range: 05-000-000 to 05-999-999 Include Non-Budget: No Current Period: 05/01/17 to 05/31/17
Print Zero YTD Activity: No Prior Year: 05/01/16 to 05/31/16

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
05-324-210	Water Impact Fees	13,358.00	34,940.00	7,207.00	55,617.00	0.00	20,677.00	159
05-324-220	Sewer Impact Fees	43,385.00	88,300.00	26,465.00	177,905.00	0.00	89,605.00	201
	Account Total	56,743.00	123,240.00	33,672.00	233,522.00	0.00	110,282.00	189
05-325-111	Connection Fees - Wtr:Permits Cash Basis	8,265.00	16,965.00	5,655.00	41,390.00	0.00	24,425.00	244
05-325-112	Connection Fees - Wtr:Utlty Bill Accrual	0.00	0.00	0.00	1,305.00	0.00	1,305.00	0
05-325-210	Readiness to Serve Charge - Sewer	2,058.34	94,452.00	728.70	68,983.66	0.00	25,468.34	73
05-325-211	Readiness to Serve Charge - Water	3,898.79	49,014.00	358.89	40,282.86	0.00	8,731.14	82
	Account Total	2,307.87	160,431.00	6,742.59	151,961.52	0.00	8,469.48	95
05-329-200	Other Lic./Fees/Permits	95.75	1,000.00	0.00	4,632.27	0.00	3,632.27	463
05-340-300	Water Utility Revenue	80,419.32	914,428.00	102,276.74	596,686.66	0.00	317,741.34	65
05-340-500	Sewer Utility Revenue	76,983.29	896,848.00	85,224.15	551,049.01	0.00	345,798.99	61
	Account Total	157,402.61	1,811,276.00	187,500.89	1,147,735.67	0.00	663,540.33	63
05-359-100	Other Fines and/or Forfeitures	2,695.00	30,038.00	1,340.00	23,830.00	0.00	6,208.00	79
05-359-200	Non Sufficient Funds	85.00	900.00	200.00	700.00	0.00	200.00	78
05-359-300	Late Fees	2,961.00	30,000.00	3,381.00	20,191.50	0.00	9,808.50	67
	Account Total	5,741.00	60,938.00	4,921.00	44,721.50	0.00	16,216.50	73
05-369-100	Misc. Income	0.00	500.00	0.00	381.64	0.00	118.36	76
05-369-700	Misc Income - Reimbursement - Invoiced	0.00	0.00	0.00	784.54	0.00	784.54	0
	Account Total	0.00	500.00	0.00	1,166.18	0.00	666.18	76
05-381-900	Cash Carry Forward	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0
	ENTERPRISE FUND Revenue Total	222,098.73	2,162,385.00	232,836.48	1,583,739.14	0.00	578,645.86	73

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
05-530-400		0.00	0.00	0.00	0.00	0.00	0.00	0
05-533-100	WATER OPERATIONS - PERSONNEL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
05-533-120	Regular Salary - wages - Water Oper	4,678.82	60,824.00	4,674.63	38,430.13	0.00	22,393.87	63
05-533-140	Overtime - Water Oper	0.00	1,170.00	0.00	441.83	0.00	728.17	38
05-533-210	Fica Taxes - Water Oper	350.70	4,744.00	349.91	2,997.77	0.00	1,746.23	63
05-533-220	Retirement Contribution - Water Oper	339.68	4,663.00	351.54	3,065.22	0.00	1,597.78	66
05-533-230	Life & Health Insurance - Water Oper	1,526.39	20,321.00	1,646.60	14,067.15	0.00	6,253.85	69
05-533-240	Worker's Compensation - Water Oper	0.00	210.00	0.00	142.59	0.00	67.41	68
05-533-300	WATER OPERATIONS - OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
05-533-305	Contract Labor - Water Oper	17,708.33	231,250.00	19,270.83	173,543.53	0.00	57,706.47	75
05-533-310	Professional Services - Water Oper	0.00	4,100.00	0.00	1,604.90	0.00	2,495.10	39
05-533-311	Engineering Services - Water Oper	934.75	25,000.00	59.00	325.00	0.00	24,675.00	1
05-533-312	Professional Services - Other - Water Op	92.10	20,000.00	108.30	3,338.52	0.00	16,661.48	17
05-533-315	Inmate Labor - Water Oper	0.00	11,499.00	0.00	8,624.55	0.00	2,874.45	75
05-533-400	Travel and Training - Water Oper	0.00	500.00	0.00	0.00	0.00	500.00	0
05-533-410	Communication Services - Water Oper	72.15	1,500.00	0.00	562.11	0.00	937.89	37
05-533-431	Mt. Olive WTP - Utilities - Water Oper	391.65	6,600.00	397.62	2,880.83	0.00	3,719.17	44
05-533-432	Commonwealth WTP - Utilities - Water Ope	15.51	4,650.00	58.74	218.62	0.00	4,431.38	5
05-533-433	V.Matt Williams WTP - Utilities - Water	674.44	11,000.00	858.90	5,948.88	0.00	5,051.12	54
05-533-460	Repairs and Maintenance - Water Oper	1,500.00	30,000.00	1,507.32	13,286.04	0.00	16,713.96	44
05-533-461	Mt. Olive WTP - Repairs and Maint - Wate	650.00	0.00	0.00	571.64	0.00	571.64-	0
05-533-462	Commonwealth WTP - Repairs and Maint - W	0.00	22,000.00	0.00	6.95	0.00	21,993.05	0
05-533-463	V.Matt Williams WTP - Repairs and Maint	650.00	35,000.00	625.90	639.80	0.00	34,360.20	2
05-533-464	Vehicle Fuel - Water Oper	0.00	6,600.00	76.95	482.53	0.00	6,117.47	7
05-533-465	Vehicle Maintenance - Water Oper	99.73	4,000.00	0.00	2,857.13	0.00	1,142.87	71
05-533-470	Printing and Reproduction - Water Oper	0.00	600.00	0.00	0.00	0.00	600.00	0
05-533-492	Recording & Other Fees - Water Oper	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0
05-533-493	Equipment Rental - Water Oper	0.00	4,000.00	0.00	0.00	0.00	4,000.00	0
05-533-510	Office Supplies - Water Oper	31.95	500.00	0.00	263.76	0.00	236.24	53
05-533-520	Operating Supplies - Water Oper	4,115.52	20,000.00	423.67	46,791.66	0.00	26,791.66-	234
05-533-540	Books, Pub., Sub., & Memberships - Water	0.00	2,500.00	0.00	210.86	0.00	2,289.14	8
05-533-600	WATER OPERATIONS - CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0
05-533-640	Machinery & Equipment - Water Oper	0.00	7,500.00	0.00	9,694.33	0.00	2,194.33-	129
05-533-700	WATER OPERATIONS - DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0
05-533-710	Principal - Water Oper	0.00	69,529.00	0.00	20,466.06	0.00	49,062.94	29
05-533-720	Interest - Water Oper	0.00	100,966.00	0.00	51,992.55	0.00	48,973.45	52
05-533-733	Mandated Reserve - Water Oper	570.50	0.00	0.00	0.00	0.00	0.00	0
	Department Total	34,402.22	713,726.00	30,409.91	403,454.94	0.00	310,271.06	57

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Canceled	Balance	% Expd
05-535-300	SEWER OPERATIONS - OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
05-535-305	Contract Labor - Sewer Oper	17,708.34	231,250.00	19,270.84	173,437.50	0.00	57,812.50	75
05-535-310	Professional Services - Sewer Oper	0.00	2,500.00	0.00	3,165.00	0.00	665.00	127
05-535-311	Engineering Services - Sewer Oper	1,466.75	18,000.00	4,731.00	11,427.00	0.00	6,573.00	63
05-535-312	Professional Services - Other - Sewer Op	0.00	14,000.00	0.00	2,190.00	0.00	11,810.00	16
05-535-315	Inmate Labor - Sewer Oper	0.00	11,499.00	0.00	8,624.55	0.00	2,874.45	75
05-535-400	Travel and Training - Sewer Oper	0.00	500.00	0.00	0.00	0.00	500.00	0
05-535-410	Communication Services - Sewer Oper	59.55	900.00	0.00	476.27	0.00	423.73	53
05-535-411	Cardinal Hill WWTP - Comm Svcs - Sewer	77.06	1,000.00	39.02	312.01	0.00	687.99	31
05-535-412	Mt. Olive WWTP - Comm Svcs - Sewer Oper	198.50	2,400.00	0.00	1,587.65	0.00	812.35	66
05-535-430	Utilities - Sewer Oper	227.37	3,300.00	500.68	2,232.27	0.00	1,067.73	68
05-535-431	Cardinal Hill WWTP - Utilities - Sewer O	1,594.85	18,000.00	1,526.80	12,025.77	0.00	5,974.23	67
05-535-432	Mt. Olive WWTP - Utilities - Sewer Opera	740.14	10,000.00	683.77	5,650.55	0.00	4,349.45	57
05-535-440	Rentals and Leases - Sewer Oper	0.00	0.00	0.00	4,033.05	0.00	4,033.05	0
05-535-460	Repairs and Maintenance - Sewer Oper	638.79	70,000.00	11,338.29	49,538.02	0.00	20,461.98	71
05-535-461	Cardinal Hill - Repairs and Maint - Sewe	510.00	20,000.00	1,580.13	1,701.04	0.00	18,298.96	9
05-535-464	Vehicle Fuel - Sewer Oper	174.32	5,000.00	76.99	482.76	0.00	4,517.24	10
05-535-465	Vehicle Maintenance - Sewer Oper	99.73	3,400.00	0.00	4,717.51	0.00	1,317.51	139
05-535-492	Recording & Other Fees - Sewer Oper	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0
05-535-493	Equipment Rental - Sewer Oper	0.00	4,000.00	0.00	0.00	0.00	4,000.00	0
05-535-510	Office Supplies - Sewer Oper	31.95	550.00	0.00	127.81	0.00	422.19	23
05-535-520	Operating Supplies - Sewer Oper	148.66	2,000.00	0.00	847.25	0.00	1,152.75	42
05-535-600	SEWER OPERATIONS - CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0
05-535-640	Machinery & Equipment - Sewer Oper	1,828.51	13,317.00	0.00	8,117.37	0.00	5,199.63	61
05-535-641	Cardinal Hill - Mach & Equip - Sewer Ope	0.00	7,500.00	0.00	0.00	0.00	7,500.00	0
05-535-700	SEWER OPERATIONS - DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0
05-535-710	Principal - Sewer Oper	0.00	282,566.00	0.00	57,965.74	0.00	224,600.26	21
05-535-720	Interest - Sewer Oper	0.00	388,848.00	0.00	194,773.33	0.00	194,074.67	50
05-535-733	Mandated Reserve - Sewer Oper	1,929.50	0.00	0.00	0.00	0.00	0.00	0
	Department Total	27,434.02	1,112,030.00	39,747.52	543,432.45	0.00	568,597.55	49
05-536-000		0.00	0.00	0.00	0.00	0.00	0.00	0
05-590-300	NON-DEPARTMENTAL - OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
05-590-310	Professional Services - Non-Dept	0.00	0.00	3,260.32	9,342.36	0.00	9,342.36	0
05-590-312	Professional Services - Other - Non-Dept	0.00	24,300.00	0.00	95.51	0.00	24,204.49	0
05-590-320	Accounting and Auditing - Non-Dept	11,609.43	13,880.00	0.00	25,068.85	0.00	11,188.85	181
05-590-420	Education Reimbursement - Non-Dept	0.00	27,306.00	0.00	0.00	0.00	27,306.00	0
05-590-440	Rentals and Leases - Non-Dept	1,020.49	4,074.00	185.84	2,283.43	0.00	1,790.57	56

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
05-590-450	Liability Insurance - Non-Dept	0.00	45,841.00	0.00	35,042.50	0.00	10,798.50	76
05-590-492	Recording & Other Fees - Non-Dept	0.00	2,300.00	0.00	2,300.00	0.00	0.00	100
05-590-528	Postage - Non-Dept	2,765.70	3,000.00	0.00	0.00	0.00	3,000.00	0
05-590-600	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0
05-590-630	Improvements Other than Bldg - Non-Dept	0.00	34,638.00	0.00	2,525.90	0.00	32,112.10	7
05-590-900	NON-DEPARTMENTAL - OTHER USES	0.00	0.00	0.00	0.00	0.00	0.00	0
05-590-920	Transfer to General Fund - Non-Dept	0.00	25,000.00	0.00	0.00	0.00	25,000.00	0
05-590-930	Transfer to Water Impact Fee Reserves	0.00	34,940.00	0.00	0.00	0.00	34,940.00	0
05-590-931	Transfer to Sewer Impact Fee Reserves	0.00	78,300.00	0.00	0.00	0.00	78,300.00	0
05-590-992	Unemployment Claims - Non-Dept	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0
05-590-994	Bank Fees - Non-Dept	0.00	1,550.00	0.00	0.00	0.00	1,550.00	0
05-590-996	Bad Debt - Non-Dept	0.00	40,000.00	0.00	0.00	0.00	40,000.00	0
05-590-999	Other - Non-Operating Charges - Non-Dept	0.00	0.00	628.37	478.37	0.00	478.37-	0
	Department Total	15,395.62	336,629.00	4,074.53	77,136.92	0.00	259,492.08	23
	ENTERPRISE FUND Expend Total	77,231.86	2,162,385.00	74,231.96	1,024,024.31	0.00	1,138,360.69	47

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
05	ENTERPRISE FUND	222,098.73	232,836.48	1,583,739.14	77,231.86	74,231.96	1,024,024.31	559,714.83

June 5, 2017
08:27 AM

POLK CITY
Statement of Revenue and Expenditures

Page No: 5

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
	Final Total	222,098.73	232,836.48	1,583,739.14	77,231.86	74,231.96	1,024,024.31	559,714.83

Library Reports 10/2016 - 09/2017

	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Totals
Circulation													
Adult Books	926	964	933	974	998	991	927	1008					7,721
Juvenile Books	730	633	518	501	808	671	706	706					5,273
DVD'S	1024	992	936	898	982	1103	853	1076					7,864
Total Circulation	2680	2589	2387	2373	2788	2765	2486	2790					20,858
New Borrowers													
In City	5	15	7	12	12	7	7	15					80
In County	1	1	4	3	7	2	5	4					27
Total New Borrowers	6	16	11	15	19	9	12	19					107
Number of Programs													
Adult	1	1	0	1	1	1	2	1					8
Juvenile	1	2	2	2	2	1	2	7					19
Young Adult	1	1	0	1	1	0	1	1					6
Total Programs	3	4	2	4	4	2	5	9					33
Program Attendance													
Adult	7	7	98	12	9	7	51	46					237
Juvenile	60	17	163	19	12	11	37	253					572
Young Adult	10	8	28	2	9	0	21	4					82
Total Attendance	77	32	289	33	30	18	109	303					891
Reference Questions													
<i>Phone Calls</i>	237	254	213	292	201	190	175	196					1,758
Number of Computer Users													
	425	436	349	378	315	399	402	422					3,126
Total Patrons													
	1613	1484	1566	1324	1383	1424	1453	1831					12,078

NOTE: Books By Mail check outs are now included in the monthly total.

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

STATISTICAL DATA

West Division

June 5, 2017

Northwest District

To: Patricia Jackson , City Manager

From: Deputy Christina Poindexter #7376

Subject: Statistical report for May, 2017.

ACTIVITY	
FELONY ARREST	0
AFFIDAVITS FELONY	0
MISDEMEANOR ARREST	0
AFFIDAVITS MISDEMEANOR	0
OUT OF COUNTY/STATE WARRANT ARRESTS	0
PROCAP WARRANT ARREST	0
TOTAL ARRESTS	0
SEARCH WARRANTS	0
FIELD INTERROGATION REPORTS	0
TRAFFIC CITATIONS	0
INTELLIGENCE REPORTS	0
STOLEN PROPERTY RECOVERED	\$0
HRS. TRANSPORTING/ AGENCIES/DIVISIONS	0
OFFENSE REPORTS	9
NARCOTICS SEIZED	\$.00
ASSETS SEIZED	\$.00
PATROL NOTICES	4
FOXTROT REPORTS	5
TOW-AWAY NOTICES	0
COMMUNITY CONTACTS	250
TRAFFIC STOPS	2
TOTAL DISPATCHED CALLS FOR SERVICE	56

In May 2017, there were five (5) PROCAP captured crimes as compared to four (4) in 2016. During the month two residential burglaries were reported one occurred at 209 Central Avenue, 2 known suspects entered the victims residence and removed items. Two total arrest were made in this case. A residential burglary occurred at 424 Honey Bee Lane, the victim woke up to the opening of her front door. No items were removed and the suspect was arrested down the road from the original incident location. A Grand Theft occurred at 125 Carter Blvd at the Dollar Market where the manager is advising 5 bales of compressed card bored was stolen from near the trash dumpster. This is an ongoing issue and cameras have been hidden around the premises in an attempt to locate a suspect. A Grand Theft occurred at 8859 Hinsdale Heights regarding the theft of copper wire on a new home under construction. A Grand Theft occurred at 405 Sunrise Blvd., where the victim's ex-roommate removed several items from the residence while the victim was attending a funeral out of town.

CaseNo	Inc From	Inc To	DOW	Location	Narrative	PRINTS	CASE STATUS	DET
BURGLARY RESIDENCE								
PCSO-170021200	2017-05-07 / 1300hrs	2017-05-07 / 1330hrs	Sun	209 CENTRAL AVE	2 known susps entered victs resid & removed a black turn dial safe located inside were 3 Diesel brand watches, diamond tennis bracelet, gold 24" chain, \$200 in change, & a black QSEE video camera / Video of incident captured the females moving the safe Susps: Virginia Kepler WF 062489 & Katie Anderson WF 20-25yoa, Desiree Thompson, or Lacey Payne. x15 Katherine Anderson w/i 08/18/95 and Maria Hiraldo w/i 07/09/90 AFIS hit on Hiraldo	yes-AFIS	CA	Thomas
PCSO - 170023181	2017-05-17 / 0608hrs	2017-05-17 / 0608hrs	Wed	424 HONEY BEE LN	vict awoke to hearing her front door open & close; when they got up to see who it was they observed susp fleeing the resid, he was then stopped by LEO - 10'15, Keith Colon WM 093071- Colon also had an outstanding warrant		ca	Asbury
GRAND THEFT								
PCSO-170020362	2017-05-01 / 1700hrs	2017-05-02 / 0818hrs	Tues	8859 HINSDALE HEIGHTS DR	RESIDENCE UNDER CONSTRUCTION: no doors or windows; unk susp entered resid & removed 10 gauge & 12 gauge copper wire for a total of 32'	no	NFL	Poindexter
PCSO-170022538	2017-05-11 / 1300hrs	2017-05-15 / 1700hrs	Mon	405 SUNRISE BLVD	possible susps (roommates) removed a 22 LR caliber Colt revolver, handheld small VHS recorder, Proscan 36" TV, & 2 Shakespeare fishing poles Susps: Lonnie Blackmon WM 121388 & Kathryn Keller WF 112991 attempting to locate Blackmon and Keller, collected video of blue SUV and WM removing items from residence	no	pending	Thomas
PCSO-170023696	2017-05-20 / 0051hrs	2017-05-20 / 0545hrs	Sat	125 CARTER BLVD DOLLAR GENERAL	5 bales of cardboard worth approx \$500 were taken from garbage bin area - Sonoco Recycling has not picked up any cardboard from busin since 3/30 - witness to busin did observed a WM box truck pass by front entrance at 0051hrs on 5/20/17			not assigned

Department of Law Enforcement																														
Polk City - 2016-2017																														
	Jan		Feb		Mar		Apr		May		June		July		Aug		Sept		Oct		Nov		Dec		YTD Totals		Monthly	YTD Average		
	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	Change	\$	%	
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burg. Business	0	0	0	0	0	0	1	0	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	1	0%	0.0	0.2
Burg. Residence	0	2	0	0	0	0	1	0	0	2	2	0	0	0	0	0	1	0	0	0	0	0	0	3	0	1	4	200%	0.2	0.8
Burg. Structure	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0%	0.0	0.2
Burg. Conveyance	0	1	0	0	0	0	2	0	3	0	2	0	0	0	0	0	0	0	1	0	0	0	0	0	0	5	1	0%	1.0	0.2
Vehicle Theft	1	0	0	1	0	0	1	0	0	0	1	0	0	0	0	0	0	0	1	0	2	0	0	0	0	2	1	0%	0.4	0.2
Grand Theft	0	0	0	1	0	2	1	1	0	3	0	0	0	0	1	0	0	3	0	0	0	0	0	1	0	1	7	200%	0.2	1.4
Petit Theft	0	0	0	1	0	1	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	0	0	3	-100%	0.0	0.6
Mail Theft	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	1	0	0%	0.2	0.0
Retail Theft	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0%	0.4	0.0
Criminal Mischief	0	0	0	1	0	0	0	0	0	0	1	0	0	0	1	0	0	0	0	0	2	0	1	0	0	0	1	0%	0.0	0.2
Totals	2	3	0	5	1	4	6	2	4	5	7	0	1	0	2	0	2	0	5	0	6	0	6	0	13	19	150%	2.6	3.8	
% Change	50%		500%		300%		-67%		25%		N/A		N/A		N/A		N/A		N/A		N/A		N/A		46%				46%	



Aquarina Waterworks, Inc.

2517 Elm Circle

Lake Wales, FL 33898

Kevin Burge (772) 708-7946 Keith

Burge (772) 201-3299

aquarinawaterworks@bellsouth.net (Kevin Burge)

Burkimwater@aol.com (Keith Burge)

City of Polk City

Polk City Commissioners

May 2017 Utility Operations Summary

Executive Summary

The following points are presented as an overall summary of water and wastewater utility department activities and events that occurred during the month of May, 2017:

- All monthly testing and reports that were due have been completed and turned into the proper regulatory agency.
- Responded to reports that Voyles Loop LS was not pumping properly. A bypass pump was brought in and we are evaluating different options to restore the lift station to normal operation.
- Continued to perform daily routine cleaning and maintenance on the City's lift stations.
- Continued with the weekly monitoring the City's generators.
- Started to collect (3) quotes for the painting of the Cardinal Hill wastewater treatment facility.
- Started to collect (3) quotes for the upgrade/replacement of the (3) master control center's of all water treatment plants.
- Started to collect (3) quotes for the Ruth Road LS rehabilitation project.
- Started to collect (3) quotes for the water tank replacement at the Mt. Olive WTP.
- Met with the City Manager and Public Works Director to discuss the workshop.
- Obtained a quote for a new wastewater tank at the Cardinal Hill Wastewater Treatment Facility.

Operations and Maintenance Activities

- May 2, 2017 - installed meters at lots 43, 44, 111, 76 at Fountain Park.
- May 3, 2017 - pulled pumps at lift stations 10 and 11.
- May 3, 2017 - did an install/change-out at 1074 Motorcoach.
- May 4, 2017 - pulled pumps at lift station #10 because of rags.
- May 4, 2017 - exposed water line for a directional bore on Citrus Blvd.
- May 8, 2017 - inspected all three check valves at Voyles Loop LS for proper operation.
- May 9, 2017 - painted fire hydrants in Mt. Olive North and assisted Cliff from Public Works attaching new bush hog to the new tractor.

- May 10, 2017 - continued painting fire hydrants in MOSN and pulled pumps at lift station #10.
- May 12, 2017 - had the City of Auburndale try to VAC out Voyles Loop. Their truck would not operate properly. The project was postponed.
- May 12, 2017 - tried to fixed a chlorine line at Mt. Olive WTP.
- May 12, 2017 - pulled pumps at LS #10 and #11.
- May 15, 2017 - responded to LS #10 and found one of the new pumps purchased from Barney's had a seal failure. We took pump in to Barney's for warranty repair.
- May 17, 2017 - repaired a water leak on Damascus Avenue.
- May 18, 2017 - pulled pumps at LS #11.
- May 19, 2017 - pulled lift station pumps at LS #10 and #11 and also made a tool for turning off gate valves.
- May 22, 2017 - picked up a Jetter from the City of Lake Alfred for the Public Works Director, Mr. Keith Prestage

Miscellaneous Job Order Completions

- 53 turn on/off
- 11 locates
- 5 new meter installs
- 7 Meter maintenance
- 21 meter register change outs
- 3 customer service calls
- 39 Meter reads
- 12 Laptop tests
- 0 Meter change-outs
- 0 new irrigation meter installs
- 151 total work orders completed during the month of May 2017

Planned June Monthly Activities

- Finish gathering quotes for the rehabilitation of Ruth Road lift station.
- Continue to inspect sanitary sewer lines and manholes.
- Continue to gather (3) quotes for the tank replacement at the Mt. Olive WTP.
- Discuss City budget with City officials.
- Install new 20 hp pump at voyles loop lift station.
- Send back bypass pump that is being used at Voyles Loop lift station



Polk City City Commission Agenda Form

Meeting Date: June 19, 2017
Item Number: Consent Agenda

Subject:

Accept minutes for:
April 17, 2017 – City Commission Workshop
May 11, 2017 – City Commission Workshop
May 15, 2017 – Regular City Commission Meeting Minutes
June 5, 2017 – City Commission Workshop

Department:

Administrative

Summary:**Requested Commission Action:**

Approval of Minutes

Financial Impact:

None

Attachments: X

Supporting Documents Reviewed X

Submitting Department Head:

Patricia Jackson, City Manager

Date:

6/15/2017

Approved by City Manager:**Date:**

CITY COMMISSION WORKSHOP MINUTES

April 17, 2017

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

ROLL CALL

Present: Mayor Joe LaCascia, Vice Mayor Wanda Harris, Commissioner Don Kimsey, Commissioner Mike Blethen, City Attorney Thomas Cloud, and City Manager Patricia Jackson

ORDER OF BUSINESS

Reclaimed Water Reuse Planning

Mayor Joe LaCascia discussed the Reclaimed Water Reuse Planning document and provided background dating back to 2010 when Gerry Hartman, Hartman Consultants, LLC, did an Optimization Study that was approved by the City Commission which involved consolidation of debt at a lower rate, improvements to the Cardinal Hill WWTP, decommissioning of Mt. Olive South WWTP. This Program reduced cost by operating one versus two wastewater plants. The five potential reclaimed water reuse sites were 1) Smith Road site, 2) Mt. Olive South Perc Ponds, 3) Cardinal Hill WWTP, 4) SR 33 Sprayfield, 5) Interstate 4 Percolation Ponds. The 39.82 acres of sprayfield has a capacity of 185,000 gallons per day or approximately 4,650 gpd per acre. In contrast, the percolation ponds or Rapid Infiltration Basins (RIBS) have a capacity of 100,000 gpd on four (4) acres. The RIBS takes over five hundred times the flow, per acre. The Cardinal Hill WWTP has a permitted capacity of 300,000 gpd, which is slightly greater than the existing total operational reuse sites. The existing plant can be re-rated based upon the historical performance to 350,000 gpd without capital improvements. The effluent disposal capacity of 285,000 gpd is the limiting factor for the wastewater system. In 2010, the Annual Average Daily Flow (AADF) and the City's Wastewater system was approximately 120,000 gpd. Today, the AADF it is approximately 155,000. This planning document resolves the effluent capacity as follows: 1) Matching or exceeding the proposed re-rated Cardinal Hall WWTP; 2) Meeting the Mud Lake environmental goals as set forth by FDEP studies; and 3) Making the effluent reuse more efficient for the City.

City Attorney Cloud provided clarification regarding the possibility of public inquiry about this process and the SRF Funding. As part of the funding process, if someone has a question about what they are hearing tonight, it is important that those questions be answered.

Commission Consensus.....there will be public comment.

Gerry Hartman stated when we consolidated the two-point option in 2010, a part of that was to consolidate the effluent disposal reuse capacity in sites. Currently, we ask the operators to go to four sites and we are trying to consolidate down to two sites, the second aspect is Polk City owns the Smith Road site, which has significant effluent disposal capacity. Approximately one year ago, the City authorized Ardman and Associates to do soil testing and do a preliminary assessment of the site, which also includes the environmental aspect (where the water goes). After assessing, Douglas Dufresne, Professional Hydrogeologist, came to the conclusion that it would take 350,000-500,000 gpd of reclaimed water to recharge the Great Florida Aquifer, the Secondary Aquifer and the deep zone of the Aquifer.

Public comments by the following persons:

Sandra Cutts (315 Central Avenue) – Asked if Sand Hill and Smith Road are one in the same?

Gerry Hartman responded, yes.

Michael HoShing (505 Orange Boulevard) – spoke regarding the need to utilize an environmentally friendly process.

Lisa Shifflett (234 Bayberry Drive) – Inquired about further testing for the capacity of the Cardinal Hill site.

City Commission comments included proposed projects as related to Cardinal Hill WWTP, Optimization Study approved by the City Commission, and later amended to include the Reuse project.

After lengthy discussion and reviewing the report submitted for this project, it was the consensus of the Commission to have an environmental study done to look at additional capacity at the Cardinal Hill WWTP, rather than going to the Sand Mine site. Gerry Hartman will have a report for the City Commission at the next Public Hearing on May 15, 2017.

ANNOUNCEMENTS - None

Adjournment – 7:00 pm

Patricia R. Jackson, City Manager

Joe LaCascia, Mayor

CITY COMMISSION WORKSHOP MINUTES

May 11, 2017

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

ROLL CALL

Present: Mayor Joe LaCascia, Vice Mayor Wanda Harris, Commissioner Mike Blethen, Commissioner Don Kimsey, Commissioner Randy Carroll, City Attorney Thomas Cloud, and City Manager Patricia Jackson

ORDER OF BUSINESS

Discussion of City Commission Duties and Responsibilities

City Attorney Thomas Cloud provided an overview of the duties and responsibilities of being a City Commissioner. A rewarding experience, but easy to head out in the wrong direction. There is no "I" in "Team". The minute an individual Commissioner starts to wander off in a singular direction, is when things begin to fall apart. The scope of duties is covered in four areas: 1) The Charter which establishes a strong City Manager form of Government which is common in Florida and other Home Rule states; 2) Florida Statutes from Chapters 97-286 which all deal with local government. 3) The Code of Ordinances and 4) Commission policy is less defined than the previous three. Normally when you are regulating externally you would turn to Ordinances and it is reflected in Polk City's Code of Ordinances.

City Attorney Cloud used as an example the City Commission has set a policy on Decorum. The people that come before the City Commissioners have to act with proper decorum.

Mayor LaCascia stated as a reference....this policy codified in Resolution 2013-05.

City Attorney Cloud discussed the following:

The Mayor-Commissioner form of Government as outlined in the Charter.

-How vacancies are filled

-Polk City is managed through a City Manager. The relationship with the City Manager is collegial, not an individual commissioner. The direction to the City Manager should come from the Commission as a whole.

-Ethics Code - if it sounds wrong, it's probably wrong. If you are dealing with an issue with the City and it involves a family member, you, as a Commissioner should steer clear.

-Gift Statutes – Very complicated Statutes in Florida.

-Sunshine and Public Records

-Procurement/Bidding

-Management and Employment – it is not the job of the Commission to manage employees....that is the responsibility of the City Manager.

City Attorney Cloud reiterated to each Commissioner to be mindful of who you are and where you are. Just don't put yourself in certain situations.

Mayor LaCascia stated the job as Commissioner is to represent Polk City, not just a specific area.

Vice Mayor Harris stated the need to give support to the staff.

City Manager Jackson stated that if an employee has an issue of any kind, they need to come directly to her, not the City Commission.

Lengthy discussion ensued.

ANNOUNCEMENTS - None

Adjournment – 7:20 pm

Patricia R. Jackson, City Manager

Joe LaCascia, Mayor

CITY COMMISSION MINUTES

May 15, 2017

Mayor Joe LaCascia called the meeting to order at 7:00 p.m.

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

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

ROLL CALL – Assistant to the City Manager Sheandolen Dunn

Present: Mayor Joe LaCascia, Vice Mayor Wanda Harris, Commissioner Don Kimsey, Commissioner Mike Blethen, Commissioner Randy Carroll, City Attorney Thomas Cloud and City Manager Patricia Jackson

APPROVE CONSENT AGENDA

Motion by Commissioner Kimsey to approve the Consent Agenda and correcting the vote for Ordinance 2017-01 (scrivener's error) in the April 17, 2017 minutes; motion was seconded by Vice Mayor Harris. **Motion carried unanimously.**

PRESENTATIONS AND RECOGNITIONS

- 1) Mayor LaCascia read a Proclamation for National Police Week.

PUBLIC COMMENT

- 1) Susan Ketterman (583 Marklen Loop) spoke in regards to the parks and shrubbery at Hungry Howies.
- 2) Sandra Cutts (315 Central Avenue) – Spoke in regards to: talking to elected officials, Water Bills, Basketball/Tennis Court now open, Bryant Property purchase, Polk City's Special Election, City Commission Meeting Agenda posting.
- 2) Herb Reaves (733 Meandering Way) – Utility Service transfer fee.

Motion by Mayor LaCascia to waive the \$15 transfer fee; this motion was seconded by Vice Mayor Harris. Motion passed by voice vote. **Motion carried unanimously.**

ORDER OF BUSINESS

PUBLIC HEARING - Ordinance 2017-01 - Amending the Polk City Comprehensive Plan; revising the infrastructure, conservation, intergovernmental coordination and capital improvements elements based on the City's ten-year water supply facilities work plan-First Reading

City Manager Jackson explained that this item failed with a 2/2 vote at the April 17 Meeting; therefore, it is being brought back to the City Commission for reconsideration. If this Ordinance passes at this meeting, it will go to second and final reading.

Mayor LaCascia read the Ordinance by title only. Mayor LaCascia opened the public hearing.

The following person spoke in regards to Ordinance 2017-01: Sandra Cutts (315 Central Avenue)

Jennifer Codo-Salisbury, CFRPC, this is just an amendment to the current Comprehensive Plan. The Plan recognizes practices that Polk City currently promotes such as water conservation, coordinate with the SWFWMD with the water use permit renewal, and looks at the system for any improvements. This Ordinance simply respects what Polk City is already doing and also respects that Polk City is a part of the Polk Regional Water Cooperative. Florida Statutes asks that each local Government look into updating their Comprehensive Plan consistent with these amendments.

Commissioner Blethen inquired about the date of the last Plan?

Jennifer Codo-Salisbury responded Polk City had not originally adopted a Water Supply Plan, but the Comprehensive Plan has always encouraged and promoted water conservation, coordination with the Water Management Districts and this update simply continues that effort. Polk City has filed many Comprehensive Plans over the years; however, in the ten-year Plan, this is the first major Water Supply Plan. Polk City is adopting the goals, objectives and policies that you will be looking to bring forward into Polk City's Plan. This is for your review, this is a transmittal hearing, and if approved on first reading, it will be transmitted to the Florida Department of Economic Opportunity (DEO), similar to any other Comprehensive Plan Amendment. After DEO reviews, it will come back for final adoption hearing.

Commissioner Kimsey asked what is Polk City's Alternate Water Supply.

Jennifer Codo-Salisbury responded you have conservation mechanisms in place. The Comprehensive Plan talks about working to identify alternate water supply. One alternative would be Reuse to conserve water.

City Attorney Cloud further explained the Comprehensive Plan (dating back to 1984), the projected growth in Polk City and water use per day. Policies have to be in place to

handle such water use. This projection is approximately 20 years in the future. Alternate water supplies are water supplies that are not typically used to produce potable water. What has been used is sinking a well into the Floridan Aquifer and pulling up water that does not require much treatment except chlorination and aeration. Because of over pumpage around the State of Florida, fifteen to twenty years ago, Florida began looking at alternate water supplies; water that has a higher concentration of salts. The use of storm water that has been collected in a place for irrigation. These are all considered to be alternatives. Because of this, in 2005, the State of Florida said if municipalities go out and develop these alternative supplies, we will give you grant money, approximately 55 percent.

A bill passed in the Legislature that would make funds available. Polk County began putting together a plan to find these alternative water sources. Polk City has a strong water supply that does not necessarily make us go out and find a new alternative water supplies. However, by participating in the Water Cooperative and helping others find these alternate water supplies, Polk City is in a position to continue to renew its consumptive water use permit. In going forward, Polk City needs to continue getting its water use permit. We are updating Polk City's Plan to show what has been done over the last seven years.

Mayor LaCascia closed the Public Hearing.

Lengthy discussion and comments ensued.

Motion by Mayor LaCascia to transmit Ordinance 2017-01 to the Department of Economic Opportunity for review; this motion was seconded by Commissioner Carroll.

Vote: Commissioner Carroll—aye; Mayor LaCascia—aye; Commissioner Blethen—nay; Vice Mayor Harris - aye; Commissioner Kimsey - aye

Motion carried 4/1.

Community Event (Competitive Mini Grant)

Jennifer Codo-Salisbury stated as part of the mini-grant awarded to the City by the Florida Department of Economic Opportunity - Competitive Florida Program, Polk City will host a Community Event to provide information about water conservation, Florida Friendly Landscaping, Green Swamp Facts, Mosquito Control, Low Impact Design, and Hurricane Preparedness.

The event will be held on Saturday, June 10, 2017 from 10:00 am – 1:00 pm at the Donald Bronson Community Center.

Mayor LaCascia urged the Commissioners to attend this event. This item is on Polk City's website.

Public Hearing - Resolution 2017-02

Mayor LaCascia stated this is a Resolution of the City Commission of Polk City, Florida; approving the Polk City, Florida Reclaimed Water Reuse Planning Document; providing an effective date.

Gerry Hartman presented this Resolution on April 17, 2017 discussing three options. This is a transmittal to potentially get 80% grant and 20% of local share of taking the effluent from SR 33 Sprayfield and rerouting the force main at SR 33 and taking over to the Smith Road site, to use Rapid Infiltration Basins (RIBS) at that site. The Hydrogeologist at Ardman and Associates confirmed that this site could do 350,000 gpd without full development and potentially up to 500,000 gallons per day (gpd) before development of the site. Without doing the transmittal we can't get the participation from FDEP for the first design phase of the project. We looked at two other alternatives as discussed previously. This is a timely application process, which is first come, first serve which opened May 1. We've worked with FDEP since the last meeting and have a determination that this project meets all the environmental goals and objectives without adverse impacts to the systems.

This process will increase percolation and recharge of the Florida Aquifer, which increases the Potentiometric surface, decreasing the impact our wells have on the ground water reserves which will keep them useful for many years to come. Another alternative was why can't we use the Cardinal Hill site? The public came up and asked for that alternative to be investigated. There is a confining unit in there and it was not a suitable site. It would not hold 350,000 gpd.

A report was provided and it shows the previous analysis and there were 12 soil borings done on that site and findings confirm that Cardinal Hill is not suitable for Rapid Infiltration Basins (RIBS). This site is only permissible for basic irrigation, which is only 70,000 gpd. This report is a matter of record. Requesting the City Commission to pass a Resolution which authorizes the City Manager to sign the planning document to be submitted for a possible grant funds.

This grant would be \$128,000 and Polk City's portion of the funding will be \$32,000 (Phase 1).

Mayor LaCascia questioned where we would get this money from?

City Manager Jackson stated we would use the Sewer Impact Fees. This project would be done to handle the growth of Polk City to move the sprayfield out to Smith Road, which we currently have in Reserves.

Commissioner Blethen inquired about the amount to move the sprayfield.

Mr. Hartman responded \$1.3 million, which is the total project.

City Attorney Cloud asked Mr. Hartman how many projects of this type he has done.

Mr. Hartman responded approximately 30.

Commissioner Blethen is requesting clarity on the direction the City is going.

Mayor LaCascia stated there was such specific direction, every dollar was enumerated when we got the 2011 Bond.

City Attorney Cloud stated Mr. Hartman did an Optimization Study in 2011. As per the study, Polk City needed to implement several steps. There was a possibility that one day we could reduce the cost even further by taking the site even further. This was laid out in the 2011 report. That is pretty good utility planning by the Utility Engineer.

Sandra Cutts (315 Central Avenue) asked what Polk City would be getting for \$32,000.

Mr. Hartman responded the survey, soil analyses, hydraulic analyses, permitting, etc. You must have a valid permitable, biddable project.

Mayor LaCascia closed the Public Hearing.

Motion by Commissioner Kimsey to approved Resolution 2017-02, which accepts, adopts and approves the Polk City, Florida Reclaimed Water Reuse Planning Document; this motion was seconded by Vice Mayor Harris.

Vote: Vice Mayor Harris - aye, Commissioner Randy Carroll - aye, Commissioner Don Kimsey - aye, Commissioner Blethen – aye, Mayor LaCascia - aye

Motion carried unanimously.

Voyles Loop Lift Station Pump Purchase

Keith Burge, Aquarina discussed the recommendation that Polk City Upgrade the Voyles Loop Lift Station from a 10hp pump to a 20hp 4" Flygt NP3153 hard iron impeller submersible pump with startup service. This upgrade is necessary due to the growth of Fountain Park home development. Therefore, Staff is recommending Alternate #1 in the amount of \$15,744.00 from Xylem Water Solutions USA.

Mayor LaCascia inquired about the second quote.

Keith Burge clarified that there is a second alternate from Flygt, which is two pumps for \$30,438. At this time, there is no need to purchase two pumps. We will purchase one 20 hp pump this fiscal year and purchase another one next fiscal year.

Commissioner Kimsey inquired about purchasing a re-built pump.

Keith Burge strongly discouraged this option. Discussed the expenses thus far at Voyles Loop Lift Station.

Gerry Hartman stated the re-built pumps can be done; however, the winding was not the problem, it was the head condition of the pump. The vallup and the impeller can only put out 40 feet a head. We need a 100 feet of head on the pump. We have a certified pump from Flygt that meets all the hydraulics and drum curve specifications and we need a 64 amp service. We have to utilize a pump and motor that does not go over the 64 amps. The head condition that we need, there are very few pumps that have the steep pump curve that is needed for this project.

Mayor LaCascia stated why would we risk purchasing a re-built pump. This would not be fiscally responsible.

It is the recommendation of Aquarina Waterworks and Polk City's Professional Engineer of record to purchase one pump now and purchase another one in the new fiscal year. Purchasing a second pump now would require additional work to the electrical panel, which is an additional cost.

Lengthy discussion ensued.

Motion by Vice Mayor Harris to approve the Voyles Loop Lift Station Pump Purchase; this motion was seconded by Commissioner Carroll.

Motion passed by voice vote.

CITY MANAGER ITEMS

City Commission Planning Workshop – May 22, 2017 at 6 pm.

Watermelon Festival – Polk City BBQ would like to host this event. Is requesting that Polk City provide staff to assist and have the Polk County's Sheriff's Office on hand. Polk City BBQ would like to donate the proceeds (funds after expenses) to Polk City Elementary. City Commissioners are being asked to serve watermelon slices. City Commission provided consensus.

CITY ATTORNEY ITEMS

Fantasy of Flight Fire Flow Agreement – making minor changes to the Agreement. Should have ready by the next meeting. No financial impact to the City.

Labor Case – There is a settlement offer of \$4,000. Requesting permission to settle this case. City Commission Consensus provided.

COMMISSIONER ITEMS

Vice Mayor Harris – Thanked everyone for coming.

Commissioner Blethen – Thanked everyone for coming. Requested a donation of \$1,000 to Polk City Elementary for washer and dryer.

City Manager Jackson stated she needs a letter of request from Polk City Elementary.

Commissioner Kimsey – Discussed FEMA and flood zones. Thanked everyone for coming

Commissioner Carroll – Took a tour of the City's facilities. Thanked the City staff for their dedication.

Mayor LaCascia – None

ANNOUNCEMENTS - None

ADJOURNMENT – 9:20 pm

Patricia Jackson, City Manager

Joe LaCascia, Mayor

CONSENT AGENDA
May 15, 2017

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. Accept minutes – April 17, 2017 – Regular City Commission Meeting

B. REPORTS

1. Building Report – April 2017
2. Finance Report – April 2017
3. Library Report – April 2017
4. Polk Sheriff's Report – April 2017
5. Public Works Report – April 2017
6. Utilities Report – April 2017

C. OTHER

- 1) 517 Edgewater Drive Boat Dock

CITY COMMISSION WORKSHOP MINUTES

June 5, 2017

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

ROLL CALL

Present: Mayor Joe LaCascia, Vice Mayor Wanda Harris, Commissioner Mike Blethen, Commissioner Don Kimsey, Commissioner Randy Carroll, City Manager Patricia Jackson

Absent: City Attorney Thomas Cloud

ORDER OF BUSINESS

Discussion of Polk County Urban County Agreement Renewal (CDBG)

City Manager Jackson stated that Polk City is in a three-year Agreement with Polk County Urban Community Development Block Grant (CDBG) which will expire in FY 17. Polk City has received notification to renew the Agreement. However, there is the option to opt out of the County's program and move into an Agreement with the State of Florida Small Cities CDBG Program and have the opportunity to apply for up to \$650,000 in grant funding. The County's program has an award of \$8,000.

At this time we can respectfully terminate the Agreement with Polk County in writing by June 12, 2017 and move forward with an Agreement with the State of Florida Small Cities CDBG Program.

Commissioner Blethen inquired about the scoring process for being awarded grant funds.

City Manager Jackson stated that Scott Modessit would need to provide a thorough explanation on the scoring and this could be done at a later time in a workshop.

Lengthy discussion ensued.

Motion by Commissioner Kimsey to opt out of Polk County's CDBG Program and enter into an Agreement with the State of Florida Small Cities CDBG Program; this motion was seconded by Commissioner Carroll.

After further discussion the Motion carried unanimously by voice vote.

ANNOUNCEMENTS - None

Adjournment – 6:25 pm

Patricia R. Jackson, City Manager

Joe LaCascia, Mayor



City of Polk City City Commission Agenda Form

Meeting Date: June 19, 2017

Item Number: 1

Subject:

Services Agreement for Financial Report Officer/Comptroller – George Cotellis, Jr. pre-audit work

Department:

Finance

Summary:

Mr. Cotellis, Jr. assists the Finance Department in preparation of the FY 2017 Audit.

Requested Commission Action:

Approve the Financial Reporting Officer/Comptroller Services

Financial Impact:

\$11,900 (estimated – split between G.F. and E.F.)

Attachments: X

Supporting Documents Reviewed X

Submitting Department Head:

Date:

Patricia R. Jackson, City Manager

6/15/2017

Approved by City Manager:

Date:

City Commission Action: ☐ Approved as Recommended

☐ Approved with Modifications

☐ Tabled to Time Certain Date: _____

☐ Denied

GEORGE J. COTELLIS, JR.

**1203 Candlewood Drive
Lakeland, Florida 33813
(863) 272-4826**

May 22, 2017

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

Re: Financial Reporting Officer/Comptroller Services Agreement

The purpose of this letter is to set forth the understanding of my employment for services as the City's Financial Reporting Officer/Comptroller for the functions listed below to **Polk City, Florida** for the year ended September 30, 2017.

I will:

- Assist City staff in making the necessary adjustments to provide for year-end closing of the accounting records and preparation of the schedules required to properly prepare the financial statements and related footnotes as well as for supporting documentation for the annual financial statement audit.
- Preparation of the basic financial statements, required supplementary information, other supplementary information and related footnotes. I will not provide any opinion or form of assurance on these financial statements. The financial statements will be used solely by the City's independent auditors.
- Provide additional accounting services as requested by management as the need arises.

My services cannot be relied upon to disclose errors, irregularities, or illegal acts, including fraud or defalcations, which may exist. I may inform you of any such matters that come to my attention.

Management's responsibilities include:

- Establishing and maintaining internal control and ensuring compliance with laws, regulations, contracts, and agreements.
- Design and implementation of programs and controls to prevent and detect fraud.

Fees and Payment Terms:

My fee for these services will be at the actual hours expended at the quoted hourly rate plus out-of-pocket costs (such as report reproduction, typing, postage, travel, copies, telephone,

etc.) Attachment A contains my estimated fee. Additional services requested would be priced using the hourly rate in Attachment A.

My invoices will be rendered as work progresses and are payable on presentation. In accordance with my policies, work may be suspended if your account balance 30 is days or more overdue and may not be resumed until your account is paid in full. If I have to terminate our services for nonpayment, or if you should elect to terminate my services for any reason, you will be obligated to compensate me for all time expended and to reimburse me for all out-of-pocket costs through the date of termination.

Other:

Parties to this agreement agree that any dispute that may arise regarding the meaning, performance, or enforcement of this engagement will, prior to resorting litigation, be submitted to mediation upon the written request of any party to this engagement. All mediations initiated as a result of this contract shall be administered by the American Arbitration Association (AAA). The results of this mediation shall be binding only upon the agreement of each part to be bound. Cost of any medication proceeding shall be shared equally by both parties.

Polk City, Florida shall defend, indemnify, and hold harmless, George J. Cotellis, Jr., from any and all actual or alleged claims, demands, causes of action, liability and loss, whether brought by an individual or other entity , or imposed by a court of law or by administrative action of any federal, state, or local governmental body or agency, arising out of incident to any acts, omissions, negligence, or willful misconduct by **Polk City, Florida**, its personnel, employees, agents or contractors in connection with or arising out of services performed pursuant to his agreement.

Either party may terminate this agreement upon thirty days written notice.

I appreciate the opportunity to be of service to **Polk City, Florida** and believe this letter accurately summarizes the significant terms of my contract. If you agree with the terms of my contract as described in this letter, please sign the enclosed copy and return it to me.

Sincerely,


George J. Cotellis, Jr.,

Approved: **Polk City, Florida**

By: _____

Date: _____

Title: _____

Encl.: Attachment A

Polk City, Florida
September 30, 2017
Rates Submitted by George J. Cotellis, Jr.

Services	Estimated Hours	Rate Per Hour	Estimated Fee
Year End Closing and Preparation of Schedules for the Audit	100	\$ 85	\$ 8,500
Preparation of Financial Statement and Footnotes	24	85	2,040
Preparation of Management's Discussion and Analysis (MD&A)	8	85	680
Questions, Correspondence, Meetings with External Auditors	8	85	680
Total Estimated Professional Fees	<u>140</u>		<u>11,900</u>
Out-of-Pocket Supplies / Reproduction Costs (1.0%)			-
Travel Expenses			-
Total Estimated Costs			<u>\$ 11,900</u>

Rate Per Hour for Additional Services:

George J. Cotellis, Jr. - Owner

\$85



Polk City City Commission Agenda Form

Meeting Date: June 19, 2017

Item Number: 2

Subject: Interest in acquiring portion of city property – at corner of Broadway Boulevard NE and SR 33	
Department: Executive	
Summary: The City Manager has received a letter from Mr. E. Jack Campbell inquiring about the acquisition of a portion of property that Polk City owns at the corner of Broadway Blvd., NE and State Road 33. He will be present at the meeting to address the City Commission; however, City Attorney Tom Cloud will also discuss the City's options and what steps the City would need to take if the Commission considers the request.	
Requested Commission Action: Approval or disapproval will depend on Commission after discussion of the process.	
Financial Impact:	
Attachments: 1	Supporting Documents Reviewed 1
Submitting Department Head: Patricia R. Jackson, City Manager	Date: 6/15/2017
Approved by City Manager: Patricia R. Jackson, City Manager	Date: 6/15/2017

June 12, 2017

Dear Polk City Commission:

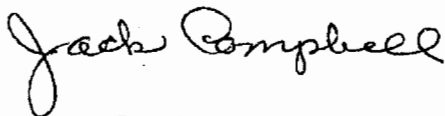
My wife and I have been retired homeowners in Polk City for many years. Recently, we acquired a parcel of land at the corner of Commonwealth Ave and Broadway which contains Domino's Pizza, Dixie Clippers Barber shop, and until recently a vacant building.

We have demolished the old blue vacant structure and have begun building a new modest building which has been leased to Sunshine Pharmacy, who will move there from their present location on Carter Blvd.

From the driveway to these businesses to the right of way line on Broadway, there is a tiny and unused rectangle of City land that I would like to acquire and maintain as part of the entrance drive. This land is otherwise unused.

We would like to attend the next Commission Meeting to present the above with my plan to use this property and help beautify Polk City. Hopefully there is an easy avenue to make this acquisition.

Sincerely,

A handwritten signature in cursive script that reads "E. Jack Campbell". The signature is written in black ink and is positioned above the printed name and address.

E. Jack Campbell
4965 Mt. Olive Shores Dr.
Polk City, Florida 33868



Polk City City Commission Agenda Form

Meeting Date: June 19, 2017

Item Number: 3

Subject: Voting Delegate - Florida League of Cities Annual Conference	
Department: Executive	
Summary: The Florida League of Cities will be held in Orlando August 17–19, 2017. Polk City needs to designate one official to be the voting delegate. Mayor Joe LaCascia has been the City's Voting Delegate in the past.	
Requested Commission Action: Approval of Mayor LaCascia as Voting Delegate to the FLC Annual Conference.	
Financial Impact:	
Attachments: X	Supporting Documents Reviewed X
Submitting Department Head: Patricia Jackson, City Manager	Date: 6/15/2017
Approved by City Manager: Patricia R. Jackson, City Manager	Date: 6/15/2017



301 South Bronough Street • Suite 300 • P.O. Box 1757 • Tallahassee, FL 32302-1757 • (850) 222-9684 • Fax (850) 222-3806 • www.floridaleagueofcities.com

TO: Municipal Key Official

FROM: Michael Sittig, Executive Director 

DATE: May 22, 2017

SUBJECT: 91st Annual FLC Conference
VOTING DELEGATE INFORMATION
August 17-19, 2017 – World Center Marriott, Orlando

As you know, the Florida League of Cities' Annual Conference will be held at the World Center Marriott, Orlando, Florida on August 17-19. This conference will provide valuable educational opportunities to help Florida's municipal officials serve their citizenry more effectively.

It is important that each municipality designate one official to be the voting delegate. Election of League leadership and adoption of resolutions are undertaken during the business meeting. One official from each municipality will make decisions that determine the direction of the League.

In accordance with the League's by-laws, each municipality's vote is determined by population, and the League will use the Estimates of Population from the University of Florida for 2016.

Conference registration materials will be sent to each municipality in the month of June. Materials will also be posted on-line. Call us if you need additional copies.

If you have any questions on voting delegates, please call Gail Dennard at the League (850) 701-3619 or (800) 616-1513, extension 3619. **Voting delegate forms must be received by the League no later than August 14, 2017.**

Attachments: Form Designating Voting Delegate

**91st Annual Conference
Florida League of Cities, Inc.
August 17-19, 2017
Orlando, Florida**

It is important that each member municipality sending delegates to the Annual Conference of the Florida League of Cities, designate one of their officials to cast their votes at the Annual Business Session. League By-Laws requires that each municipality select one person to serve as the municipalities voting delegate. *Municipalities do not need to adopt a resolution to designate a voting delegate.*

Please fill out this form and return it to the League office so that your voting delegate may be properly identified.

Designation of Voting Delegate

Name of Voting Delegate: _____

Title: _____

Municipality of: _____

AUTHORIZED BY:

Name

Title

Return this form to:

Gail Dennard
Florida League of Cities, Inc.
Post Office Box 1757
Tallahassee, FL 32302-1757
Fax to Gail Dennard at (850) 222-3806 or email gdennard@flcities.com

Important Dates

May 2017

Notice to Local and Regional League Presidents and Municipal Associations
regarding the Resolutions Committee

June 2017

Appointment of Resolutions Committee Members

July 12th

Deadline for Submitting Resolutions to the League office

August 17th

Policy Committee Meetings
Voting Delegates Registration

August 18th

Resolutions Committee Meeting

August 19th

Immediately Following Breakfast – Pick Up Voting Delegate Credentials
Followed by Annual Business Session



Polk City City Commission Agenda Form

Meeting Date: June 19, 2017

Item Number: 4

Subject:

Paving Project - Haynes Circle, Sunset Blvd., Sunshine Blvd., Sunrise Blvd., Broadway Blvd.
NE, W. Arborvitae Ln.

Department:

Public Works Department

Summary:

It is our recommendation that the city Mill and Resurface Haynes Circle, Sunset Blvd, Sunshine Blvd, Sunrise Blvd, Broadway Blvd. NE, W. Arborvitae Ln.

Mill Asphalt, Blend Base & Compact Bougainvillea Ave. under a Seminole County's Asphalt Term Contract using Ranger Construction Company. The City will adhere to the specifications of the Seminole County's Asphalt Term Contract.

Requested Commission Action:

Approve Paving Project under the Seminole County's Asphalt Term Contract using Ranger Construction.

Financial Impact:

\$117,413.40

Attachments: 1

Supporting Documents Reviewed 1

Submitting Department Head:

Keith Prestage *Public Works Director*

Date:

6/14/2017

Approved by City Manager:

Patricia R. Jackson, City Manager

Date:

6/15/2017



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>> Scroll page by page
or click here for an overview
and section list



Quality Contracting... On Time, Within Budget...

06/02/2017

8:49

1706014A

Polk City Mill & Resurface - Seminole

*** Paul Carlson

BID TOTALS

<u>Bid Item</u>	<u>Description</u>	<u>Status - Rnd</u>	<u>Quantity</u>	<u>Units</u>	<u>Unit Price</u>	<u>Bid Total</u>
	Haynes Circle					
110	Edge Mill, 1.25"	U	775.000	SY	1.98	1,534.50
120	SP 9.5 TL-C (Recycled 40%)(1 Lift), 1.25"	U	90.000	TN	112.00	10,080.00
130	Maintenance of Traffic	U	0.375	DY	1,500.00	562.50

Total - Haynes Circle

\$12,177.00

	Sunset Boulevard					
210	Edge Mill, 1.25"	U	1,500.000	SY	1.98	2,970.00
220	SP 9.5 TL-C (Recycled 40%)(1 Lift), 1.25"	U	175.000	TN	112.00	19,600.00
230	Maintenance of Traffic	U	0.729	DY	1,500.00	1,093.50

Total - Sunset Boulevard

\$23,663.50

	Sunshine Boulevard					
310	Edge Mill, 1.25"	U	2,200.000	SY	1.98	4,356.00
320	SP 9.5 TL-C (Recycled 40%)(1 Lift), 1.25"	U	275.000	TN	112.00	30,800.00
330	Maintenance of Traffic	U	1.146	DY	1,500.00	1,719.00

Total - Sunshine Boulevard

\$36,875.00

	Sunrise Boulevard					
410	Edge Mill, 1.25"	U	1,520.000	SY	1.98	3,009.60
420	SP 9.5 TL-C (Recycled 40%)(1 Lift), 1.25"	U	180.000	TN	112.00	20,160.00
430	Maintenance of Traffic	U	0.750	DY	1,500.00	1,125.00

Total - Sunrise Boulevard

\$24,294.60

06/02/2017 8:49
 1706014A Polk City Mill & Resurface - Seminole
 *** Paul Carlson

BID TOTALS

<u>Bid Item</u>	<u>Description</u>	<u>Status - Rnd</u>	<u>Quantity</u>	<u>Units</u>	<u>Unit Price</u>	<u>Bid Total</u>
Broadway Boulevard NE						
510	Edge Mill, 1.25"	U	425.000	SY	1.98	841.50
520	SP 9.5 TL-C (Recycled 40%)(1 Lift), 1.25"	U	60.000	TN	112.00	6,720.00
530	Maintenance of Traffic	U	0.410	DY	1,500.00	615.00
Total - Broadway Boulevard NE						\$8,176.50
W. Arbovitae Lane						
610	Edge Mill, 1.25"	U	410.000	SY	1.98	811.80
620	SP 9.5 TL-C (Recycled 40%)(1 Lift), 1.25"	U	65.000	TN	112.00	7,280.00
630	Maintenance of Traffic	U	0.433	DY	1,500.00	649.50
Total - W Arbovitae Lane						\$8,741.30
Bougainvillea & Arbovitae						
710	Mill Asphalt, Blend Base & Compact	U	200.000	SY	1.98	396.00
720	SP 9.5 TL-C (Recycled 40%)(1 Lift), 2.0"	U	25.000	TN	112.00	2,800.00
730	Maintenance of Traffic	U	0.193	DY	1,500.00	289.50
Total - Bougainvillea & Arbovitae						\$3,485.50
Bid Total						\$117,413.40

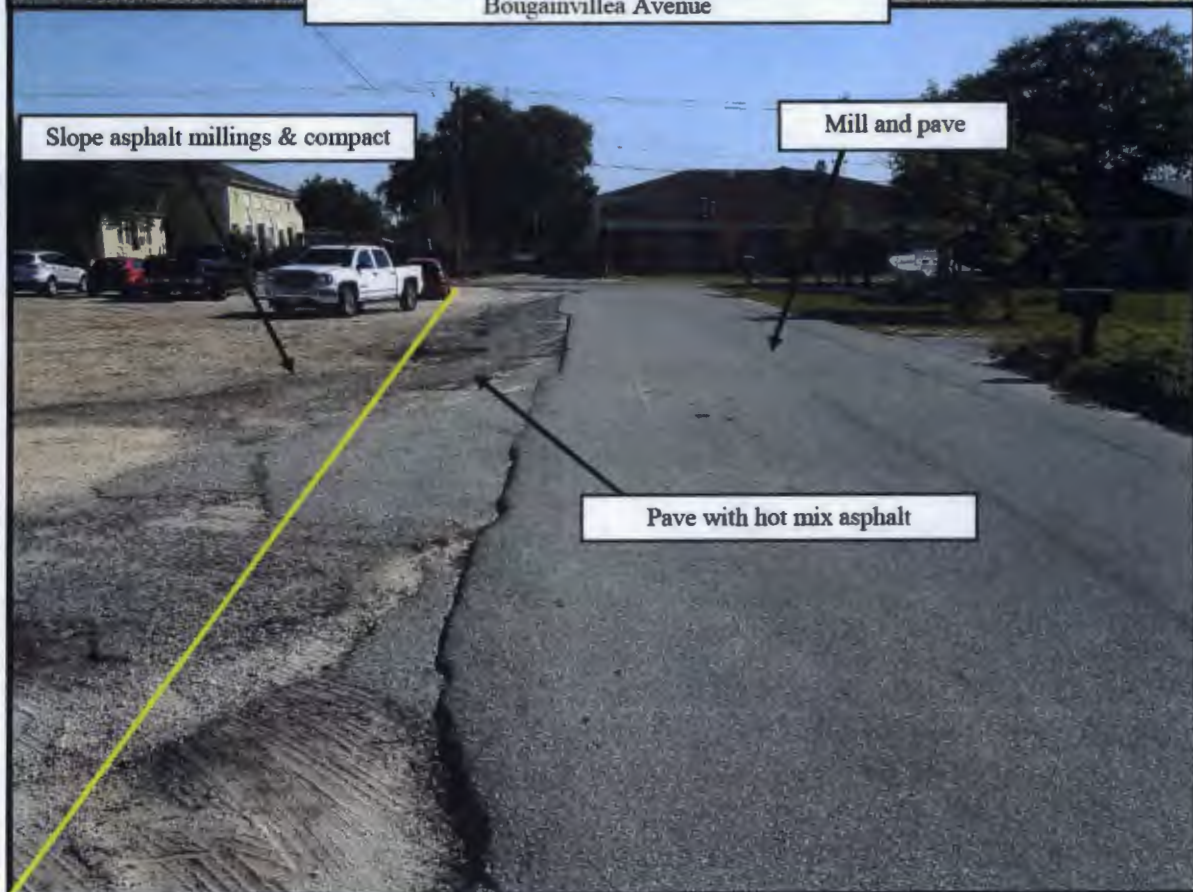
**Notes:
 Items in italics are Non-Additive.



Bougainvillea Avenue

Rebuild north shoulder of road from E Arborvitae to telephone pole and increase radius on northeast corner. Use millings from road to strengthen shoulder. Pave an extra 8 feet or more of shoulder and then slope millings for an additional 10 feet or more and compact. Mill and pave this section of road to match new asphalt.

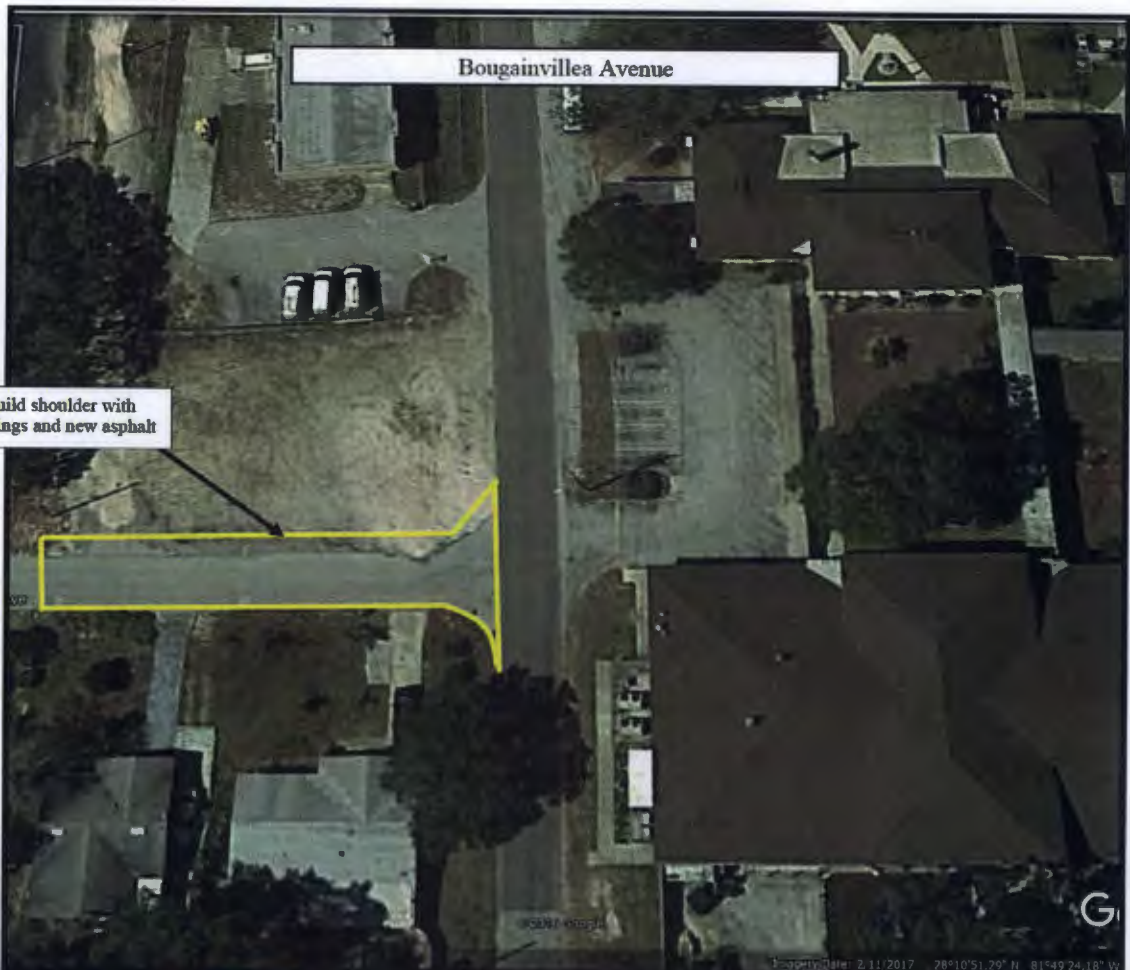
Bougainvillea Avenue

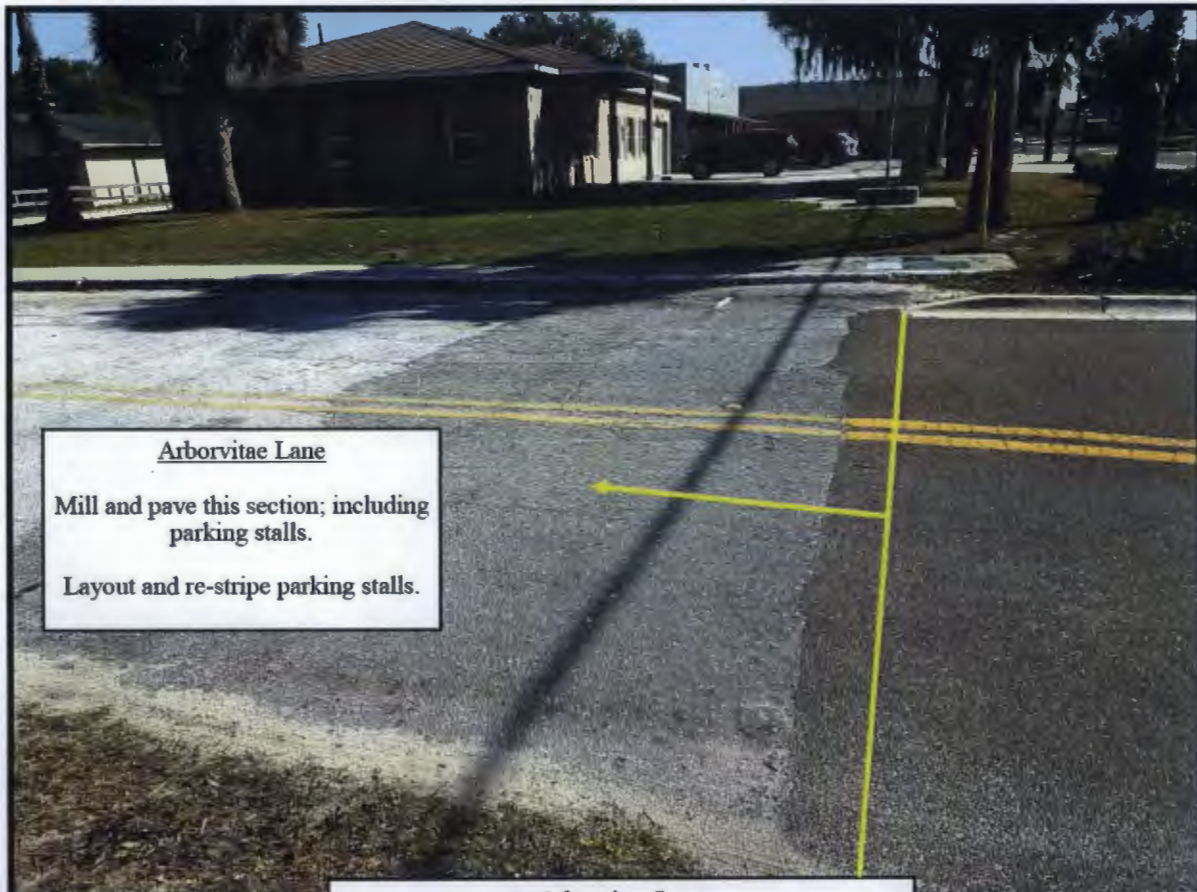


Slope asphalt millings & compact

Mill and pave

Pave with hot mix asphalt





Arborvitae Lane

Mill and pave this section; including
parking stalls.

Layout and re-stripe parking stalls.



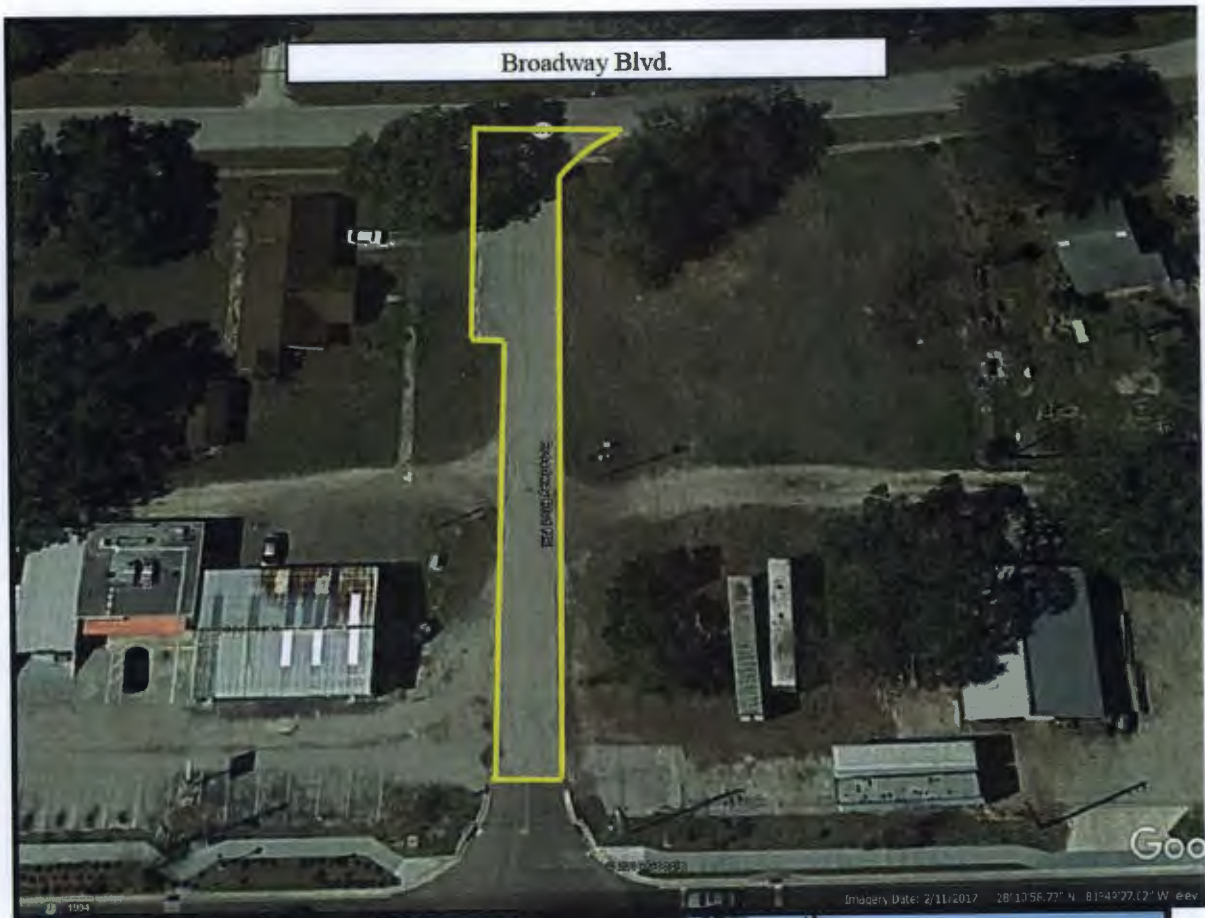
Arborvitae Lane





Broadway Blvd.









Polk City City Commission Agenda Form

Meeting Date: June 19, 2017

Item Number: 5

Subject:

Discussion of Skate Park

Department:

Executive

Summary:

At the May 22nd Workshop, there was discussion regarding the existing skate park and what direction the City wants to go. This was asked to be placed on the agenda for further discussion and possible action.

Requested Commission Action:

Discuss and decide what direction to take with the skate park.

Financial Impact:

\$42,226.00 (Site plan)

\$3,654 (Fencing)

\$45,880.00 TOTAL

Attachments: X

Supporting Documents Reviewed X

Submitting Department Head:

Patricia Jackson, City Manager

Date:

6/15/2017

Approved by City Manager:

Patricia R. Jackson, City Manager

Date:

6/15/2017



REP SERVICES, INC.

Experts at Play & Outdoor Spaces

Site Amenities ■ Playground Equipment ■ Safety Surfacing ■ Shade
Phone: 407.231.9558 Fax: 866.232.8532 E-mail: sales@rep-services.com

Please mail POs, contracts and checks to:

Rep Services, Inc.
581 Technology Park, STE 1009
Lake Mary, FL 32746-7127

Proposed To: City of Polk City
Public Works
123 Broadway Blvd. SE
Polk City, FL 33868

Ship To: City of Polk City-Skatepark
123 Broadway Blvd. SE
Polk City, FL 33868

Bill To: City of Polk City
Public Works
123 Broadway Blvd. SE
Polk City, FL 33868

Attn: Keith Prestage

Attn: Keith Prestage

Attn: Keith Prestage

Project No: 14216
Proposal No: 14216.01
Proposal Date: 4/20/2017

Project Name: City of Polk City-Skatepark
Proposal Name: City of Polk City-Skatewave
Proposal Expires: 5/20/2017

Project Contact: Keith Prestage
Project Location: 123 Broadway Blvd. SE
Polk City, FL 33868

For Questions Contact: Tricia Thomas ☎ 407-915-7849 ✉ trivers@rep-services.com
Sales Consultant: Scott Brushwood ☎ 727-539-8457 ✉ scott@rep-services.com

Opt/Rev: A/0 **Printed:** 4/21/2017 - TT

Vendor: Landscape Structures

Proj Drawings: SW3_899_sample SP small

556815

Class	Part No	Qty	Description	Unit Price	Ext Price
SkateWave	SW3_899_SAMPL E SP SMAL	1 EA	City of Polk City Skatepark-SW3_899_Sample SP small	39,450.00	39,450.00

Product Subtotal: \$39,450.00

Discount per the Clay County Contract #13/14-8: 2.00% (\$789.00)

Discounted Product Total: \$38,661.00

Freight: Prepaid Ship Method: Best Way FOB: Destination Weight: 6,510 lbs Freight Charge: \$3,565.00

Landscape Structures Total: \$42,226.00

General Terms of Sale and Proposal Summary

Gov't: N30; Resellers, 100% w/order. Others: 50% down, balance prior to ship.

Note: Orders less than \$5,000 require full payment for product with the order.
A 2% convenience fee will be added to credit card payments.

Product: \$38,661.00
Freight: \$3,565.00
Proposal Total: \$42,226.00

Notes

The Clay County Contract #13/14-8 provides a 2% discount on LSI product. The maximum price for installation is 45% of the product price. (Installation does not include site prep, slabs, footings or engineering).

Basis of Proposal

Our proposal is based upon your email request dated 04/17/2017.

Estimated project completion schedule

The lead time for your project is 4-6 weeks after RSI receipt of your signed order, finish selections, Credit Agreement and Deposit, if requested.

Scope of Proposal

Please note the vendor requirements itemized below.

This proposal is for material, freight and applicable tax only. Building permits, engineering, unloading, assembly, installation, site preparation and surfacing are by others. Drivers will not unload the shipment, and a loading dock is the customary destination. Purchaser must make all arrangements for unloading.

Orders are shipped within our manufacturer's standard lead times. Requests for delayed shipping may result in additional costs due to increases in freight, material costs or other factors. To secure the prices on this proposal, the offer must be accepted prior to the expiration date noted.

The undersigned warrants that he/she is an authorized representative of the company noted and has the requisite authority to bind said company and/or principal. If any particular billing is not paid when due, all outstanding balances, regardless of prior terms, will become immediately due and owing upon demand. Interest on past due amounts will be assessed at 1 ½ % per month or the maximum interest rate permitted by applicable law, whichever is less. Should it become necessary for either party to this contract to institute legal action for enforcement of any provisions of this contract, the prevailing party shall be entitled to reimbursement for all court costs and reasonable attorney's fees incident to such legal action. The parties hereto agree that proper venue for any legal action in any way related to this contract shall be in Seminole County, FL.

Accepted By:

City of Polk City

Company Name

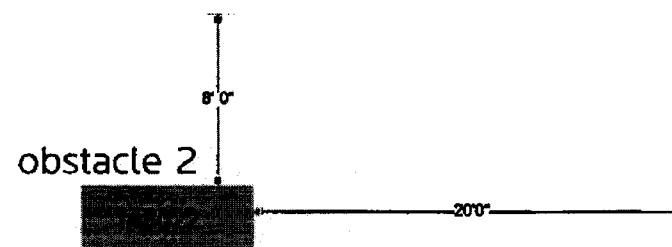
Authorized By

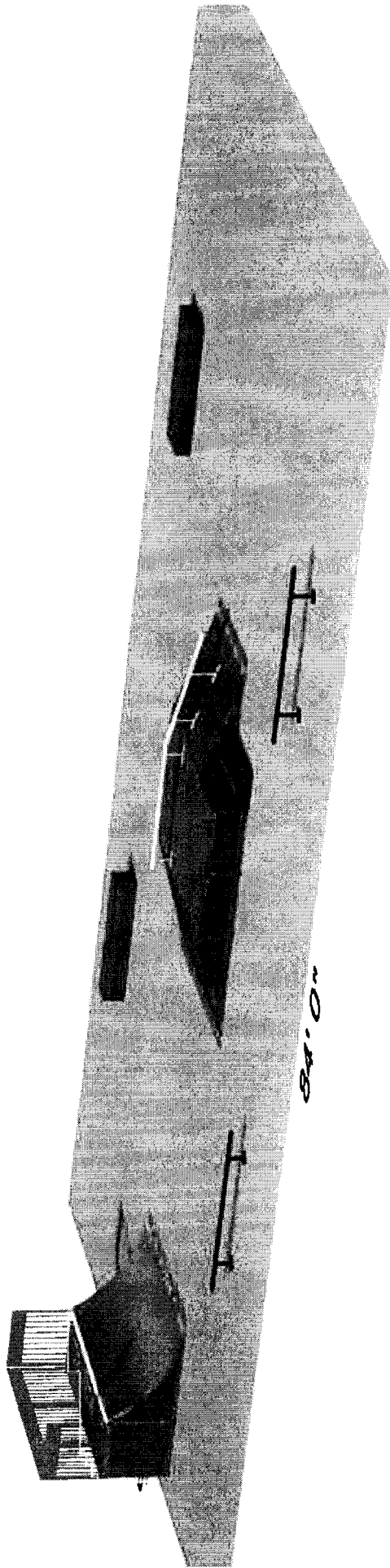
Printed Name

Date

As Its:

(Title)





a Skatepark

SWP 111 10/16/2011

3/16/2011



Skateway
Modular Skatepark

Quote Date 4-24-17

Invoice No. _____ / Date _____

Completion Date _____ Posted _____

Proposal To City of Folk CityAddress Skate ParkCity Folk City

Zip _____

Source
of Lead Keith
Home/Cell
Telephone No. 242-2642

Work No. _____

Fax No. _____

Total Height 6' Top Rail 1 5/8" Walk Gate Post _____Post Spaced 10' Line Post 2" Drive Gate Posts 2 1/2Gauge ☐ 9 ☐ 11 1/2, End Post 2 1/2 Gate Frames 1 5/8Knuckled ☐ XXX Corner Post 2 1/2 All Full weightSafeguard ☐ III Fence Type (s) 6' Galv. ChainlinkPosts set in concrete ☒ Yes ☐ NoStakes Visible ☐ Yes ☐ NoFlagged ☐ Yes ☐ NoTentative Install Date 4-weeks314' Total Complete Fence
With - Without Top Rail 6' 9/16Complete Fence
With - Without Top Rail

8 2 1/2 Terminal Posts

Terminal Posts

Off-Set

Tie-On

1 12' Gate DOUBLE

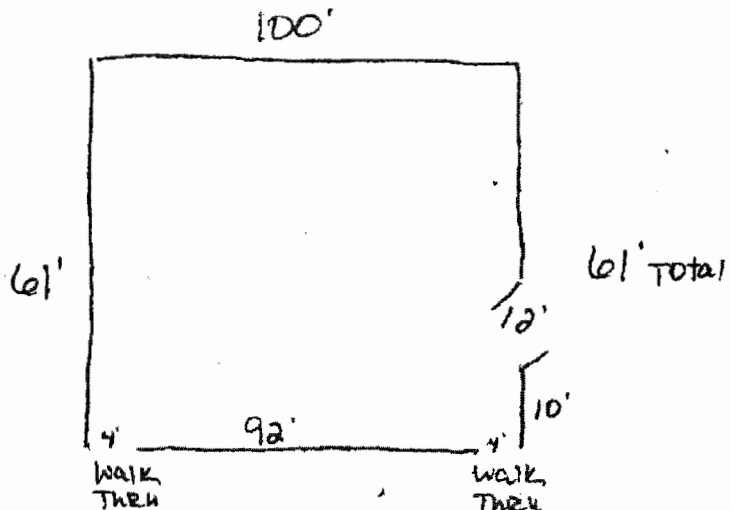
Gate

Gate

Gate

Pos Coil Ten WireSalesman CoreoTotal Contract Price \$3654.00

Deposit \$ _____

BALANCE DUE UPON
COMPLETION OF JOB \$ _____☐ VISA ☐ MasterCard ☐ DISCOVER

A. Level grade with rolling terrain



B. Level grade



C. Level grade with rolling terrain



D. Fence following grade

WALKER'S FENCE NOT RESPONSIBLE FOR IRRIGATION

from claims for personal injury, property damage or trespass from or by means of the installation of said fence material. Not responsible for loss due to wind, rain, flood or other natural causes. This proposal becomes a contract when accepted by both parties. Interest will be charged at 1.5% per month on accounts over 30 days. Costs of collection and attorney fees if any, will be added. **NOTICE TO BUYER: THERE IS 20% CANCELLATION FEE ON THIS CONTRACT WHICH REPRESENTS LIQUIDATED DAMAGES.** Purchasers of cypress wood fences installed by Walker's Fence Co. are informed of the following: Fence wood materials are rough mill-cut pieces. This wood has knots, a rough surface and is of the "rustic" appearance. Cypress is a wood that shrinks in hot weather and small gaps will appear between boards. Cracks in the wood are common and an accepted occurrence. Our guarantee covers workmanship **ONLY** on wood fences. **CUSTOMER IS RESPONSIBLE FOR OBTAINING ALL NECESSARY BUILDING PERMITS UNLESS SPECIFICALLY STATED OTHERWISE IN THIS CONTRACT.**

I have read, understood and accepted
the above contract terms and conditions: _____

Signature of Buyer

Date

White: Office Copy

Yellow: Customer Copy



Polk City City Commission Agenda Form

Meeting Date: June 19, 2017

Item Number: 6

Subject:

Purchase of new playground equipment for children play area at Freedom Park.

Department:

Public Works Department

Summary:

It is our recommendation that the city replace the old rusted playground equipment at Freedom Park with new equipment from American Park and Recreation Company.

Requested Commission Action:

Approve the purchase of new playground equipment from American Park and Recreation Company

Financial Impact:

\$14,635.00

Attachments: X

Supporting Documents Reviewed X

Submitting Department Head:

Keith Prestage, Public Works Department

Date:

6/15/2017

Approved by City Manager:

Patricia R. Jackson, City Manager

Date:

6/15/2017



Company Address:
 6304 Benjamin Road,
 Suite 507,
 Tampa, Florida-33634.
Call 1-800-245-7777
FAX 1-800-393-1997
Email sales@apark.com

Proposal No:	204734	Proposal Date:	June 15 2017, 09:44:41 AM
Bill To:	POLK CITY, CITY OF POLK CITY, FL 33868 KEITH PRESTAGE Email: keith.prestage@mypolkcity.org Phone: 863-984-1375 X 232	Ship To:	POLK CITY, CITY OF POLK CITY, FL 33868 KEITH PRESTAGE Phone: 863-984-1375 X 232

FOB	Sales Rep	Terms
-	Kris	-

Qty	Model#	Description	Price Each	Total
1	APARK52	Custom Playstructure, Child Capacity 24, Minimum Use 38' x 26', Ages 2-12	13,643.00	\$13,643.00
1	90015202 4 seats 3.5" post	3.5" Arch swingset frame and top bar, 4 seats. 355 weight. Use Zone 36' x 32'	2,600.00	\$2,600.00
2	S-02 Belt Seat	Flexible 6" wide polymer seat with galvanized steel "A" triangle hardware. Carbon steel spring inserts 6"W x 24"L (Blue, Green, Yellow, Red, Black, Tan)	40.00	\$80.00
2	S-25 Full Bucket	Our finest full bucket seat. Full stainless steel inserts. (B, G, Y, R, BL)	95.00	\$190.00
24	H-40, playground chain; per foot	Galvanized Playground chain 4/0. Priced per foot. 3/16" 6 oz.	2.00	\$48.00
16	SH-40 Clevis	Clevis to attach top chains to hangers, 5/16" shackles with a 3/8" x 1 1/2" bolt with special head. It will accept up to 1/2" chain. Clevis Wrench CWSH-41 required to open or close. ROOF COLOR = POST COLOR = POST CAP COLOR = RAILING COLOR = WAVE SLIDE COLOR = TIRE COLOR = EDUCATION CLIMBER COLOR = TRIPLE RAIL SLIDE COLOR = DECKS = BROWN	4.00	\$64.00
1	SH-41 Clevis Wrench	Clevis Wrench, specially made wrench to open clevis.	2.00	\$2.00

	Sub Total:	\$16,627.00
	Discount: (11.98%)	\$1,992.00
	Shipping & Handling:	\$0.00
	Estimated Total:	\$14,635.00
	Sales Tax:	\$0.00
	Total:	\$14,635.00

CUSTOMER APPROVAL: X _____

DATE: (mm/dd/yyyy) ____/____/____

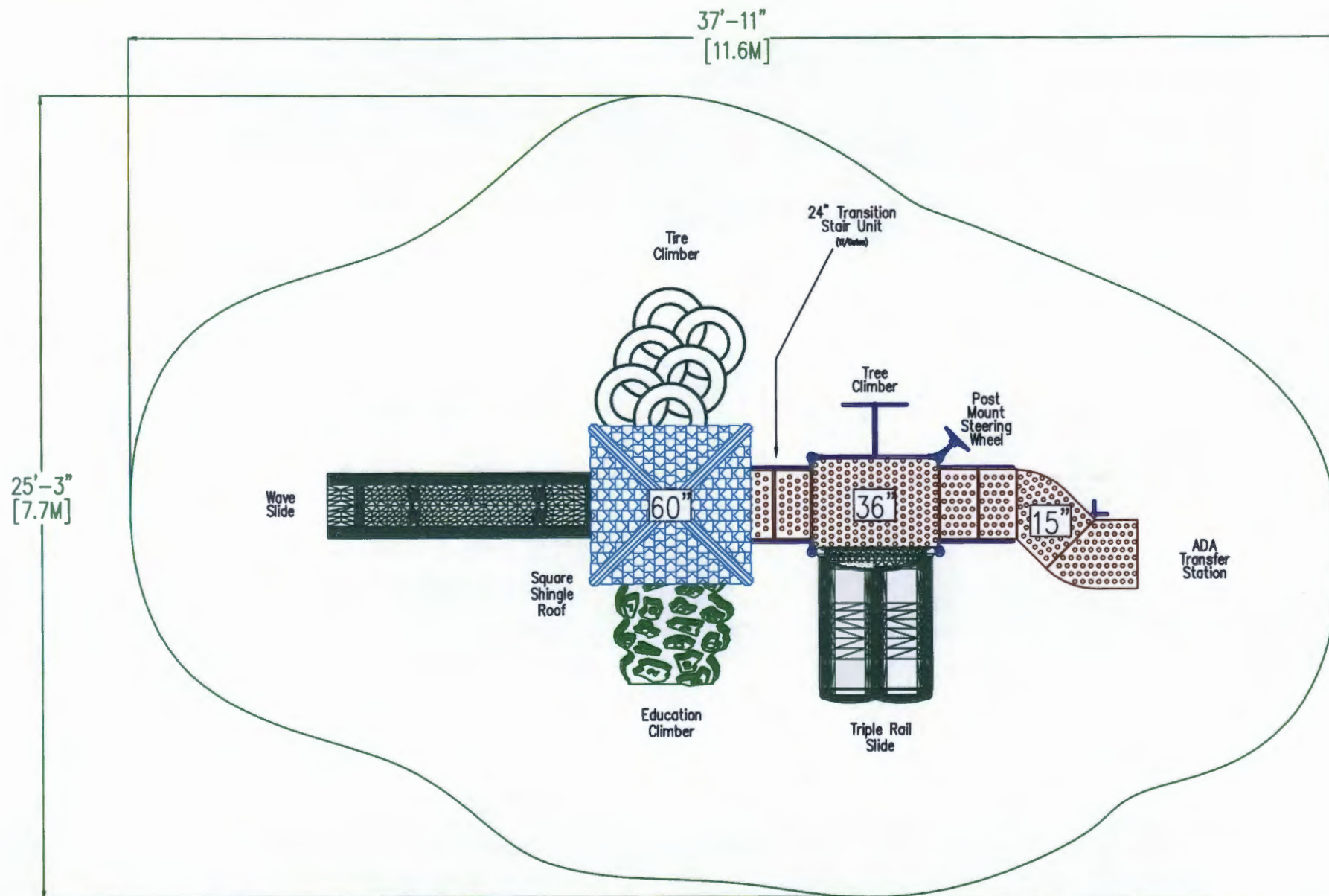
Approved Amount \$ _____

MC ☐ VISA ☐ DISCOVER ☐ CARD # xxxxxxxxxxxx _____ CVV#: _____

Address: _____

Name as it appears on Card: _____ EXP.: _____

*This quote is valid for 30 days from date above. Freight Cost are based on delivery to a business address. When signing for delivery, shipments must be inspected for shortages or damage and if found must be noted on the freight bill. Please refer to our website Ordering Information section; Damage/Loss Claims. All playground equipment must be installed over an impact attenuating surface to meet current ASTM/CPSC guidelines. If APARK is installing your equipment, all underground utilities must be marked prior to installation and the site clear and level. **Florida Call before you dig ph# 800-432-4770. Property owner is responsible for building permits if required.** Appropriate sales tax will be added to final invoice. *Credit Cards are charged the date order is placed. Cancellation/returns are subject to restocking fees.



APARK-0052

Drawn By: Beverly Smith

Date: 2/7/12

Scale: None

Structure Size: 26 X 14
ASTM Use Zone Size: 38 X 26
ASTM Surface Area: 682

Child Capacity: 24
Age Range: 2-12
4' Landscape Timbers: 25
Fall Height: 5

This play structure will meet ADA Accessibility guidelines for buildings and facilities with the addition of 0 ground level play components of 0 different types of play.





