

CITY OF EAGLE LAKE  
REGULAR CITY COMMISSION MEETING  
MONDAY, APRIL 15, 2024  
7:00 P.M.  
TO BE HELD IN THE COMMISSION CHAMBERS  
LOCATED AT 675 E EAGLE AVE  
EAGLE LAKE, FLORIDA 33839

**AGENDA**

**I. CALL TO ORDER**

**II. INVOCATION**

**III. PLEDGE OF ALLEGIANCE TO THE FLAG**

**IV. ROLL CALL**

**V. AUDIENCE**

**VI. SPECIAL PRESENTATIONS/RECOGNITIONS/PROCLAMATIONS, REQUESTS**

- A. Staff Reports
- B. City Manager Report
- C. Proclamation - Municipal Clerks Week, May 5, 2024 through May 11, 2024.
- D. Consideration of the appointment of Alternate Planning Commission member Joshua Macon to the open seat on the Planning Commission.
- E. Consideration of the appointment of Tiffany Crawford as an Alternate Member to the Planning Commission

**VII. PUBLIC HEARINGS**

- A. Consideration of the second reading of **Ordinance No. O-24-03**, An Ordinance of the City of Eagle Lake, Florida Extending the Corporate Limits of the City of Eagle Lake, to include Therein Additional Territory Lyng Contiguous and Adjacent to the Present boundaries of the City of Eagle Lake; Describing said Additional Territory; Repealing all Ordinances Conflicting Herewith and Providing an Effective Date. (General Location: Two parcels of land totaling approximately 5.0 acres in size, lying east of Gerber Dairy Road and north of Thomas Rd, with a street address of 0 Thomas Rd and 1409 Thomas Rd Winter Haven, Florida 33880) Thomas Property, effective upon second reading
- B. Consideration of the second reading of **Ordinance No. O-24-04**, An Ordinance of the City of Eagle Lake, Florida, amending the Eagle Lake Code of Ordinances; Chapter 6, Elections; Article 5, Canvassing; Protests and Contests; Section 6-111, Canvassing; Providing the Canvassing Board to Consist of the City Clerk, City Manager, and City Code Enforcement Officer, and Alternates as Appointed by the City Clerk; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing for an Effective Date, effective upon second reading
- C. Consideration of the second reading of **Ordinance No. O-24-05**, An Ordinance Amending the City of Eagle Lake Code of Ordinances, More Specifically, Chapter 6 Elections, Article II Candidates, Section 6-51, Method of Qualifying; Fees, Petition; Providing that Write In Candidates Must File Required Qualifying Documentation and Statement with the City Clerk Before the End of the Normal Qualifying Period; Providing a Conflict Clause and Severability Clause and an Effective Date, effective upon second reading
- D. Consideration of the first reading of **Ordinance No. O-24-06**, An Ordinance Amending the City of Eagle Lake, Florida 2030 Comprehensive Plan by Revising the Future Land Use Map Series to Change the Map Designation from Low Density Residential to Neighborhood Activity Center for One Parcel; Amending Ordinance Number O-20-19 by Changing the Zoning Designation for

the Same Parcel from Planned Development – Housing (PD-H) to Planned Development – Commercial (PD-C); Repealing all Ordinances in Conflict Herewith; and Providing an Effective Date. (General Location: One Parcel of land totaling approximately 2.88 Acres in size, located southwest of the intersection of Bomber Road and Craftsman Road within the Ranches at Lake McLeod Planned Development, and a street address of 2926 Bomber Road, Winter Haven, Florida 33880) The Ranches

- E. Consideration of the first reading of **Ordinance No. O-24-07**, An Ordinance of the City Commission of the City of Eagle Lake, Florida, Amending the City of Eagle Lake Code of Ordinances, Chapter 16, Utilities, Article V. Billing Procedures, Fees and Deposits, Section 16-142 Customer Billing, Administration, Inspection and Service Fees; to Change the Time for Imposition of Service Fee for Service Turn Ons or Turn Offs from 4:00 p.m. to 3:00 p.m. and to Correct Scrivener's Errors; Providing for Codification; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.
- F. Consideration of the first reading of **Ordinance No. O-24-08**, An Ordinance of the City Commission of the City of Eagle Lake, Florida; Amending Chapter 16, Utilities, by Replacing Section 16-145 in Its Entirety; to Authorize Water and Sewer Utility Liens; Providing for Exemptions; Providing for Collection of Liens; Providing for Codification; Providing for Conflicts; Providing for Severability; and Providing for an Effective Date.

#### **VIII. OLD BUSINESS**

#### **IX. NEW BUSINESS**

- A. Administrating Oath of Office to Randy Billings, Seat #1, Steve Metosh Seat #3 and Kristen Pita Seat #5
- B. Election of Mayor
- C. Election of Vice Mayor
- D. Select Member and Alternate Member for the Polk Regional Water Cooperative
- E. Consideration of the appointment of Commissioners as representatives to TPO Board, Ridge League of Cities Board Member, and Sports Association Liaison.
- F. Consideration of Joint Project Agreement Between Polk County and City of Eagle Lake for Thompson Nursery Road Extension Project (Utility Work)
- G. Consideration of Polk County Library Cooperative Interlocal Agreement 2024
- H. Consideration of 2024 Resurfacing Project Bid Award Recommendation

#### **X. CONSENT AGENDA**

- A. Approval of the Regular City Commission Meeting Minutes-----03/04/2024
- B. Approval of Financials – Jan.
- C. Approval of Financials – Feb.
- D. Approval of the Surplus List
- E. Approval of Bad Debt List ----- \$750.59

#### **XI. CITY ATTORNEY**

#### **XII. CITY COMMISSION**

#### **XIII. ADJOURNMENT**

Please be advised that if you desire to appeal any decisions made as a result of the above hearing or meeting, you will need a record of the proceedings and in some cases a verbatim record is required. You must make your own arrangements to produce this record. (Florida Statute 286.0105).

If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the City Clerk's Office at 75 North

Seventh Street, P.O. Box 129, Eagle Lake, Florida 33839 or phone (863) 293-4141 within 2 working days of your receipt of this meeting notification; if you are hearing or voice impaired, call 1-800-955-8771.

POSTED AT CITY HALL AND THE EAGLE LAKE POST OFFICE ON TUESDAY, APRIL 9, 2024  
BY CITY CLERK DAWN WRIGHT, MMC, FCRM, PHRP

# FROM THE DESK OF THE CITY MANAGER

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Memo To: Mayor and Commissioners

Date: April 15, 2024

Ref: Monthly Report

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**7 Eleven** – We found out that 7 Eleven will be building at the intersection on Gilbert and 17. Rumors said it was wawa but we know now it's a 7 Eleven.

**City Hall Park Lights** – We have repaired the lights at the city hall park so when we have our events we will not have to rely on temporary lighting.

**Commercial Development** – With the increased residential development, we are beginning to see increased interest in our commercial areas along 17 and Bomber Road.

**Girl Scouts** – For the last several years the city has avoided renting out space in the red brick building because we have had problems with people misbehaving. We have been contacted by a local girl scout troop looking to hold their meetings on Monday Tuesday and Thursday from 4 to 7 p.m. If it is acceptable to you, we would like to allow them to use the building provided they lock and clean the building when their meetings are over and shut off the air conditioning.

**Green Acres Water Plant** – We have completed our appraisal of the property needed for the expansion of the Green Acres Water Plant and we are looking at spending \$100,000 for the 2-acre property. If this is acceptable, we would like to make the offer official to the property owner.

**Lake Region Band Dinner and Show** – On March 30<sup>th</sup> I attended this show and received a certificate of appreciation from the Band for all of our hard work and they appreciate us working closely with the school.

**New City Hall** – We have received the latest cost estimate for the demolition of the city hall buildings and the construction of a new city hall, this cost is estimated at 21.5 million dollars. Our next step will be to bid for a construction manager and I hope to do that at our May meeting.

**Paving** – We opened bids for our street paving and we received one bid from AAA Paving and with Alternatives the amount will be \$405,164.57 This will be about \$100,000 over budget but we have experienced increased traffic over the past few years due to our crazy growth and I would recommend that we approve the \$405,164.57 to AAA Paving to complete the paving of local streets within the city.



# *Proclamation*

*Municipal Clerks Week  
May 5, 2024 - May 11, 2024*

*Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and*

*Whereas, The Office of the Municipal Clerk is the oldest among public servants, and*

*Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and*

*Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.*

*Whereas, The Municipal Clerk serves as the information center on functions of local government and community.*

*Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.*

*Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.*

*Now, Therefore, I, Suzy Wilson, Mayor of the City of Eagle Lake, do recognize the week of May 5<sup>th</sup> through May 11, 2024, as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, Dawn Wright and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.*

*Dated this 15<sup>th</sup> day of April, 2024*

*Attest:*

-----  
*MAYOR SUZY WILSON*

-----  
*CITY CLERK DAWN WRIGHT*



# CITY OF EAGLE LAKE

"GROWING WITH PEOPLE IN MIND"

75 NORTH SEVENTH STREET, P O BOX 129, EAGLE LAKE, FLORIDA 33839

## APPLICATION FOR BOARD APPOINTMENT

BOARD/COMMISSION Planning Commission - Alternate

NAME: Tiffany Crawford PHONE: 618-610-2313

HOME ADDRESS: 208 Vista View Avenue

BUSINESS ADDRESS: \_\_\_\_\_ BUSINESS PHONE: \_\_\_\_\_

CITY RESIDENT  
☒ YES ☐ NO

OWN PROPERTY IN CITY  
☒ YES ☐ NO

CITY BUSINESS LICENSE  
YES ☒ NO

REGISTERED VOTER  
☒ YES ☐ NO

OCCUPATION/TYPE OF BUSINESS: Teacher

SPECIAL KNOWLEDGE OR EXPERIENCE APPLICABLE TO FUNCTION OF BOARD/COMMISSION: \_\_\_\_\_

OTHER INFORMATION (CIVIC ACTIVITIES, ETC.): Church Member, Club  
Sponsor for Garden Club (Former),

NOTE: IF YOU ARE APPROVED TO ANY BOARD, COMMISSION OR COMMITTEE YOU WILL BE REQUIRED TO COMPLETE A FINANCIAL DISCLOSURE FORM IN ACCORDANCE WITH THE REQUIREMENTS OF FLORIDA LAW FOR EVERY YEAR DURING WHICH YOU SERVE AS AN APPOINTEE.

SIGNATURE: Tiffany L. Crawford

DATE: 4/5/2024

IF YOU ARE NOT APPOINTED AT THE NEXT MEETING, SCHEDULED FOR PURPOSE OF MAKING APPOINTMENTS, WOULD YOU LIKE TO MAINTAIN THIS APPLICATION ON FILE? YES ☒ YES ☐ NO

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(space for recording)

ORDINANCE NO. O-24-03

AN ORDINANCE OF THE CITY OF EAGLE LAKE, FLORIDA  
EXTENDING THE CORPORATE LIMITS OF THE CITY OF  
EAGLE LAKE, TO INCLUDE THEREIN ADDITIONAL  
TERRITORY LYING CONTIGUOUS AND ADJACENT TO  
THE PRESENT BOUNDARIES OF THE CITY OF EAGLE  
LAKE; DESCRIBING SAID ADDITIONAL TERRITORY;  
REPEALING ALL ORDINANCES CONFLICTING  
HEREWITH AND PROVIDING AN EFFECTIVE DATE.  
(General Location: Two parcels of land totaling approximately  
5.0 acres in size, lying east of Gerber Dairy Rd and north of  
Thomas Rd, with a street address of 0 Thomas Rd and 1409  
Thomas Rd, Winter Haven, Florida 33880) Thomas Property

WHEREAS, the owner of the property to be annexed, has filed a petition for  
voluntary annexation pursuant to Section 171.044, Florida Statutes; and

WHEREAS, the City of Eagle Lake deems it expedient and practical to incorporate  
said territory, as the same is in conformity with the overall plans for extending the  
boundaries of the City of Eagle Lake; and,

WHEREAS, the property herein described is contiguous, compact and adjacent to  
the corporate limits of the City of Eagle Lake, and the property will become a part of the  
unified corporate area with respect to municipal services and benefits.

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF  
EAGLE LAKE, FLORIDA:

1. That the City Commission of the City of Eagle Lake does hereby annex into the corporate limits of the City of Eagle Lake, Florida, the following described property.

That property described in Composite Exhibit "A", consisting of one page, including a legal description, and a location map.

2. All ordinances in conflict herewith are hereby repealed.
3. This ordinance shall take effect after the second reading, provided however, that such change shall first be noted upon the official zoning map of the City of Eagle Lake, Florida.

INTRODUCED on first reading this 4th day of March, 2024.

PASSED on second reading this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

CITY OF EAGLE LAKE, FLORIDA

\_\_\_\_\_  
SUZY WILSON, MAYOR  
COMMISSIONER

ATTEST:

\_\_\_\_\_  
DAWN WRIGHT, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
HEATHER R. MAXWELL, CITY ATTORNEY

## EXHIBIT "A"

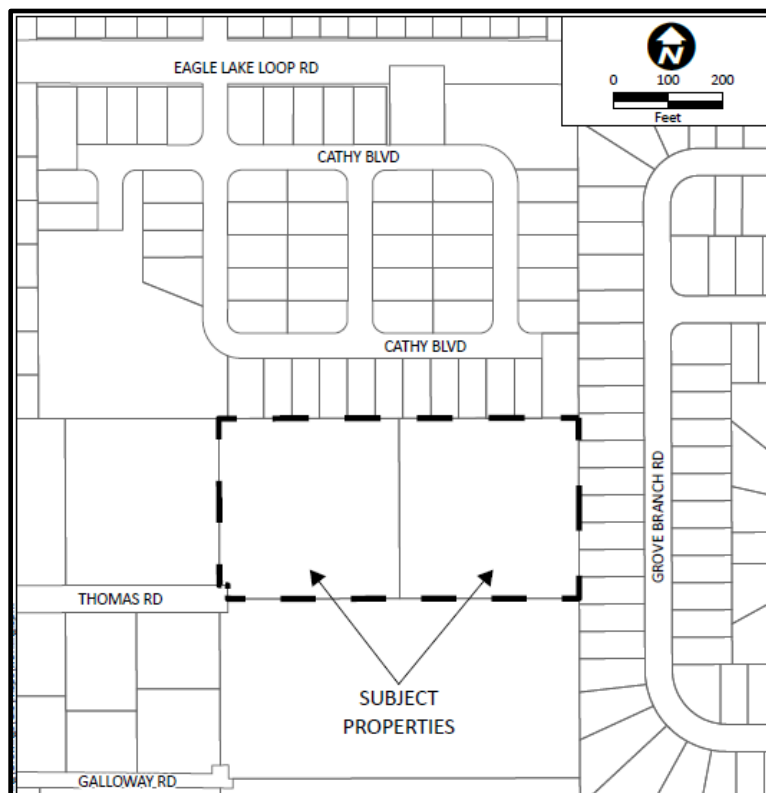
### Legal Description:

THE EAST ONE-HALF OF LOT 13, J. A. JOHNSON'S SUBDIVISION, IN SECTION 8, TOWNSHIP 29 SOUTH, RANGE 26 EAST, AS RECORDED IN PLAT BOOK 2, PAGE 103 OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA, TOGETHER WITH AN EXCLUSIVE EASEMENT FOR INGRESS AND EGRESS OVER THE SOUTH 25 FEET OF THE WEST ONE-HALF OF SAID LOT 13. SUBJECT TO AN EXCLUSIVE EASEMENT FOR INGRESS AND EGRESS OVER THE SOUTH 26 FEET OF THE WEST 315.5 FEET OF THE EAST ONE-HALF OF SAID LOT 13.

AND

THE WEST ONE-HALF OF LOT 13, J.A. JOHNSON'S SUBDIVISION, IN SECTION 8, TOWNSHIP 29 SOUTH, RANGE 26 EAST, AS RECORDED IN PLAT BOOK 2. PAGE 103 OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA. SUBJECT TO AN EXCLUSIVE EASEMENT FOR INGRESS AND EGRESS OVER THE SOUTH 25 FEET THEREOF. TOGETHER WITH AN EXCLUSIVE EASEMENT FOR INGRESS OVER THE SOUTH 25 FEET OF THE WEST 317.5 FEET OF THE EAST ONE-HALF OF SAID LOT 13.

### Location Map:



ORDINANCE NO.: O-24-04

AN ORDINANCE OF THE CITY OF EAGLE LAKE, FLORIDA, AMENDING THE EAGLE LAKE CODE OF ORDINANCES; CHAPTER 6, ELECTIONS; ARTICLE 5, CANVASSING; PROTESTS AND CONTESTS; SECTION 6-111, CANVASSING; PROVIDING THE CANVASSING BOARD TO CONSIST OF THE CITY CLERK, CITY MANAGER AND CITY CODE ENFORCEMENT OFFICER, AND ALTERNATES AS APPOINTED BY THE CITY CLERK; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, in the past, the City Code provided that a quorum of no fewer than three City Commissioners would constitute the canvassing board for City elections, and alternates were listed as the administrative County Court Judge for Polk County, Florida, or a County Court Judge designee; and

WHEREAS, in the past, there has been difficulty providing a quorum to sit as canvassing board due to new training requirements and time constraints; and

WHEREAS, in order to promote an efficiency and to avoid confusion, the City Commission wishes to appoint the City Clerk, City Manager and City Code Enforcement Officer to serve as canvassing board, with alternates to be appointed by the City Clerk.

NOW THEREFORE, BE IT ORDAINED by the people of the City of Eagle Lake, Florida:

1. That Chapter 6, Elections; Article V, Canvassing; Protests and Contests; Section 6-111, Canvassing, is hereby amended as shown on Exhibit "A" attached hereto and made a part hereof (~~strike through~~ language deleted, underline language added).

2. All ordinances in conflict herewith are hereby repealed to the extent necessary to give this ordinance full force and effect.



3. Should any action, paragraph, clause, sentence, item, word or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any part hereof, not so declared to be Invalid.

4. It is the intent of the City Commission that the provisions of Exhibit "A" to this Ordinance shall become codified and made a part of the Code of Ordinances of the City of Eagle Lake, Florida, and the sections cited in this Ordinance and set forth in Exhibit "A" hereto may be renumbered, reformatted or re-lettered to accomplish such intention.

5. This ordinance shall take effect immediately upon its adoption by the City Commission of the City of Eagle Lake, Florida.

INTRODUCED on first reading this 4th day of March, 2024.

PASSED on second reading this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

CITY OF EAGLE LAKE, FLORIDA

\_\_\_\_\_  
SUZY WILSON, MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK DAWN M. WRIGHT

Approved as to form:

\_\_\_\_\_  
CITY ATTORNEY HEATHER R. MAXWELL

ORDINANCE O-24-04

Exhibit "A"

(~~strickethrough~~ language deleted, underline language added)

**Sec. 6-111. – Canvassing.**

(a) The City Clerk, City Manager and City Code Enforcement Officer shall be the canvassing board for any candidate and issue election held pursuant to this chapter, except for special acts referendums which shall be canvassed by the county canvassing board pursuant to F.S. § 102.141. A quorum of no fewer than three shall be required to canvas the returns. In the event a quorum consisting of the City Clerk, City Manager and City Code Enforcement Officer is not available, alternate canvassing board members shall be appointed by the City Clerk. ~~The city commission shall be the canvassing board for any candidate and issue election held pursuant to this chapter, except for special acts referendums which shall be canvassed by the county canvassing board pursuant to F.S. § 102.141. A quorum of new fewer than three commissioners shall be required to canvass the returns. In the event a quorum of commissioners are unavailable, alternate canvassing board members shall be the city manager, the city clerk, and the administrative county court judge for Polk County or another county court judge designated by the administrative judge.~~ Such canvassing shall be conducted in accordance with this article except that any commissioner who is the subject of a recall pursuant to F.S. § 100.361 shall not participate in the canvassing of that issue. No commissioner may participate in the canvassing of the returns of the election for the seat for which he was a candidate.

(b) On the day of the election the commission shall convene as a canvassing board at the County's Supervisor of Elections office in a manner consistent with F.S. 102.141(2). At that time the city clerk shall present the returns by seat or issue. Absentee and provisional ballots shall be opened and counted or rejected at that meeting. Subsequent meetings of the canvassing board shall be held at a time and place designated by the chairperson of the canvassing board in a manner consistent with law.

(c) The commission shall canvass the returns in accordance with F.S. § 102.141(3), absentee ballots in accordance with F.S. § 101.68, provisional ballots in accordance with F.S. §101.048, and as otherwise provided by law.

(d) At such time as the commission has canvassed the returns, disposed of any challenges thereto, and ascertained and certified the results, the city clerk shall issue a certificate of election to each candidate elected and issue and file a certificate of election for each issue.



ORDINANCE NO.: O-24-05

AN ORDINANCE AMENDING THE CITY OF EAGLE LAKE CODE OF ORDINANCES, MORE SPECIFICALLY, CHAPTER 6 ELECTIONS, ARTICLE III CANDIDATES, SECTION 6-51, METHOD OF QUALIFYING; FEES, PETITION; PROVIDING THAT WRITE IN CANDIDATES MUST FILE REQUIRED QUALIFYING DOCUMENTATION AND STATEMENT WITH THE CITY CLERK BEFORE THE END OF THE NORMAL QUALIFYING PERIOD; PROVIDING A CONFLICT CLAUSE AND SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE PEOPLE OF THE CITY OF EAGLE LAKE, FLORIDA:

1. Chapter 6 Elections, Article III Candidates, Section 6-51 Method of qualifying; fees, petition, of the Code of Ordinances of the City of Eagle Lake, Florida, is hereby amended as shown on Exhibit "A" attached hereto and made a part hereof.
2. All ordinances in conflict herewith are hereby repealed to the extent necessary to give this ordinance full force and effect.
3. Should any section, paragraph, clause, sentence, item, word or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any part hereof, not so declared to be invalid.
4. This ordinance shall take effect immediately upon its adoption by the City Commission of the City of Eagle Lake, Florida.

INTRODUCED AND PASSED on first reading this 4<sup>th</sup> day of March, 2024.

ADOPTED on second reading this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

CITY OF EAGLE LAKE, FLORIDA

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SUZY WILSON, MAYOR

ATTEST:

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CITY CLERK DAWN WRIGHT

Approved as to form:

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CITY ATTORNEY HEATHER R. MAXWELL

## EXHIBIT "A"

(~~strikethrough~~ language deleted, underline language added)

### **Sec. 6-51. Method of qualifying; fees, petition.**

(a) Each person seeking to qualify as a candidate for city office shall file with the city clerk a declaration of candidacy stating thereon the seat number for which he is a candidate. A fee of \$25.00 shall be charged by the clerk for filing and for providing the campaign finance reports required by F.S. § 106.07 and the statement of financial interest required by F.S. § 112.313 which shall also be filed by each candidate.

(b) Unless qualifying pursuant to the alternative method of qualifying set forth in subsection (c), a qualification fee of \$25.00 shall be paid at the same time as the qualification papers are filed pursuant to subsection (a). Payment of the fee shall be by a check drawn on the candidate's campaign account, payable to the city, delivered to the city clerk, who shall see that it is deposited in the general revenue fund of the city.

(c) Filing of petition.

- (1) A petition containing the signatures of 25 city electors shall be filed together with the required qualification papers, requesting that the individual's name be placed on the next city ballot for the office designated on the petition. The designation of office shall be specific as to which seat of a particular office is being sought. The designation may not be changed during the circulation of a petition, nor upon or after being filed with the city clerk. The petition shall be filed with the city clerk upon qualification.
- (2) The petition shall be reviewed by the city clerk for signature verification pursuant to F.S. § 99.097. The city clerk shall within two full business days, but by no later than 5:00 p.m. on the last day of the qualifying period, whichever is first to occur, certify the number of signatures of city electors on the petition and whether that number equals or exceeds the requisite number. The cost of signature verification shall be paid pursuant to F.S. § 99.097(4), except that in the event a candidate is entitled to have the signatures verified at no cost to that candidate. A candidate is entitled to have the petition signatures verified at no cost to that candidate provided he executes an affidavit under oath that he cannot pay the charges for verification without imposing an undue burden upon the financial resources available to him. Such affidavit shall be filed with the city clerk together with the petition.

- (3) The city clerk shall notify the candidate of the result of the verification within two full business days after the day the verification is performed. If the requisite number of valid signatures was attained, the city clerk shall place the candidate's name on the next city election ballot and he shall be considered as having qualified as of the date the petition was filed.

(d) An otherwise qualified individual may qualify as a write-in candidate by filing a statement to that effect, under oath, with the city clerk during the time frame set forth in section 6-52 ~~no later than the 40th day preceding the next city election~~, together with the candidate's oath set forth in Florida Statutes. No qualification fee shall be required or collected from a write-in candidate. The candidate's name shall not be printed on the ballot, but provision shall be made for write-in votes to be cast in the next city election. Only write-in votes cast for a candidate who has qualified as a write-in candidate per this subsection shall be counted and canvassed as a valid vote.

ORDINANCE NO.: O-24-06

AN ORDINANCE AMENDING THE CITY OF EAGLE LAKE, FLORIDA 2030 COMPREHENSIVE PLAN BY REVISING THE FUTURE LAND USE MAP SERIES TO CHANGE THE MAP DESIGNATION FROM LOW DENSITY RESIDENTIAL TO NEIGHBORHOOD ACTIVITY CENTER FOR ONE PARCEL; AMENDING ORDINANCE NUMBER O-20-19 BY CHANGING THE ZONING DESIGNATION FOR THE SAME PARCEL FROM PLANNED DEVELOPMENT – HOUSING (PD-H) TO PLANNED DEVELOPMENT – COMMERCIAL (PD-C); REPEALING ALL ORDINANCES IN CONFLICT HERewith; AND, PROVIDING AN EFFECTIVE DATE.(General Location: One parcel of land totaling approximately 2.88 acres in size, located southwest of the intersection of Bomber Road and Craftsman Road within the Ranches at Lake McLeod Planned Development, and a street address of 2926 Bomber Road, Winter Haven, Florida 33880)

**WHEREAS**, the Legislature of the State of Florida has, in Chapter 166, Florida Statutes, delegated the responsibility to local governmental units the power to adopt regulations designed to promote the public health, safety and general welfare of its citizens;

**WHEREAS**, the City of Eagle Lake, Florida, pursuant to Section 163.3161, et. seq., Florida Statutes, the Community Planning Act, formerly the Florida Local Government Comprehensive Planning and Land Development Regulation Act, was required to prepare and adopt a comprehensive plan; and

**WHEREAS**, the City of Eagle Lake City Commission adopted the Eagle Lake 2030 Comprehensive Plan on April 18, 2011; and

**WHEREAS**, Chapter 163, Part II, Florida Statutes, the Community Planning Act, provides authority for local governments to amend their respective comprehensive plans and outlines certain procedures to amend adopted comprehensive plans; and

**WHEREAS**, the City of Eagle Lake received an application for a Comprehensive Plan Amendment (CPA/Zoning), dated February 13, 2024, to amend the City's 2030 Comprehensive Plan Future Land Use Map by changing the future land use designation from Low Density Residential to Neighborhood Activity Center for the parcel described in Exhibit A; and

**WHEREAS**, the City of Eagle Lake adopted Ordinance Number O-20-19 on August 3, 2020 to assign a Planned Development – Housing (PD-H) zoning for

approximately 280 acres, known as the Ranches at Lake McLeod and includes the 2.88 acre parcel identified in Exhibit A; and

**WHEREAS**, the application dated February 13, 2024 included a request to amend Ordinance Number O-20-19 to change the zoning for the parcel described in Exhibit A from Planned Development – Housing (PD-H) to Planned Development – Commercial (PD-C); and

**WHEREAS**, pursuant to Section 163.3184, Florida Statutes, and Division VI of the Eagle Lake Land Development Code, after due public notice the City of Eagle Lake Planning Commission, as the “Local Planning Agency,” held a public hearing on April 15, 2024, to consider making a recommendation to the City Commission regarding the application for an amendment to the Future Land Use Map and amending Ordinance Number O-20-19 to change the zoning from PD-H to PH-C; and

**WHEREAS**, pursuant to Section 163.3184, Florida Statutes, the Eagle Lake City Commission held a public hearing on April 15, 2024 and May 6, 2024 to consider the adoption of the proposed amendment to its Comprehensive Plan and Ordinance Number O-20-19; and

**WHEREAS**, the Eagle Lake City Commission considered all oral and written comments received during such public hearing, including the data and analysis provided for this amendment, and the recommendation of the Planning Commission;

**NOW, THEREFORE, BE IT ORDAINED** by the City Commission of the City of Eagle Lake, Florida, as follows:

## **SECTION I. PURPOSE AND INTENT,**

This Ordinance is hereby enacted to carry out the purpose and intent of, and exercise the authority set out in the Community Planning Act, Chapter 163, Part II, Florida Statutes, as amended.

## **SECTION II. FUTURE LAND USE MAP AMENDMENT.**

The City of Eagle Lake City Commission hereby adopts the following amendment to the Eagle Lake 2030 Comprehensive Plan Future Land Use Map Series, which will be updated consistent with the action of the Eagle Lake City Commission set forth in this Ordinance.

1. The Comprehensive Plan Amendment application request an amendment to the Future Land Use Map Series designated as the amendment area described herein and consisting of 2.88 +/- acres.
2. The amendment area is specifically described by a legal description and location map attached hereto as Exhibit “A” and includes the following Parcel Identification Number 26-29-18-000000-042010.

3. Upon the legal effective date of this Ordinance, the Eagle Lake Future Land Use Map category for the amendment area will be designated as Neighborhood Activity Center as shown in Exhibit B, attached hereto Any future development of the amendment area will be required to meet the standards of the Eagle Lake Comprehensive Plan.

### **SECTION III. ZONING ASSIGNMENT.**

Upon the legal effective date of this Ordinance, City Ordinance Number O-20-19 is amended to change the Zoning Classification for the amendment for the parcel from Planned Development – Housing (PD-H) to Planned Development - Commercial (PD-C) as shown in Exhibit C, attached hereto, pursuant to the provisions of the Eagle Lake Land Development Code

1. The Comprehensive Plan Amendment application requests an amendment to the Zoning Map designation on an amendment area that is 2.88 +/- acres in size.
2. The amendment area is identified as parcel number 26-29-18-0000000-042010 in the parcel records of the Polk County Property Appraiser's Office.
3. The amendment area is currently designated as Planned Development-Housing (PD-H) on the Zoning Maps pursuant to Ordinance Number O-20-19 adopted by the City Commission of the City of Eagle Lake, Florida.
4. Any development under this amendment will be required to meet the regulations and standards of the Eagle Lake Comprehensive Plan and Land Development Regulations.
5. The Planned Development-Commercial shall be subject to the following conditions:
  - A. Development of the PD-C shall generally conform to the Conceptual Plan submitted as part of the Comprehensive Plan Amendment/Zoning application dated February 6, 2024.
  - B. Land uses allowed include retail commercial and office uses according to the Neighborhood Commercial (CN) Zoning District as identified in Section 2.3.1.50 (Neighborhood Commercial), Article 2 (Table of Permitted Uses) and Chapter 5 (Dimensional Requirements) of the Eagle Lake Land Development Regulations.

### **SECTION IV. CONFLICT WITH OTHER ORDINANCES OR CODES.**

All Ordinances or parts of Ordinances of the Code of Ordinances of Eagle Lake, Florida, in conflict with the provision of this Ordinance are hereby repealed to the extent of such conflict.

**SECTION V. SEVERABILITY**

Should any word, phrase, sentence or section of this Ordinance be held by a court of competent jurisdiction to be illegal, void, unenforceable, or unconstitutional, then such shall be severed from this Ordinance, and the remainder of the Ordinance shall remain in full force and effect.

**SECTION VI. EFFETIVE DATE.**

This Ordinance shall become effective on the 31<sup>st</sup> day after its adoption by the Eagle Lake City Commission.

ADOPTED ON THIS \_\_\_\_\_, 2024

EAGLE LAKE CITY COMMISSION:

ATTEST:

\_\_\_\_\_  
DAWN WRIGHT  
CITY CLERK

BY: \_\_\_\_\_  
SUZY WILSON, MAYOR

Approved as to Form:

\_\_\_\_\_  
HEATHER R. MAXWELL, ESQ.  
CITY ATTORNEY



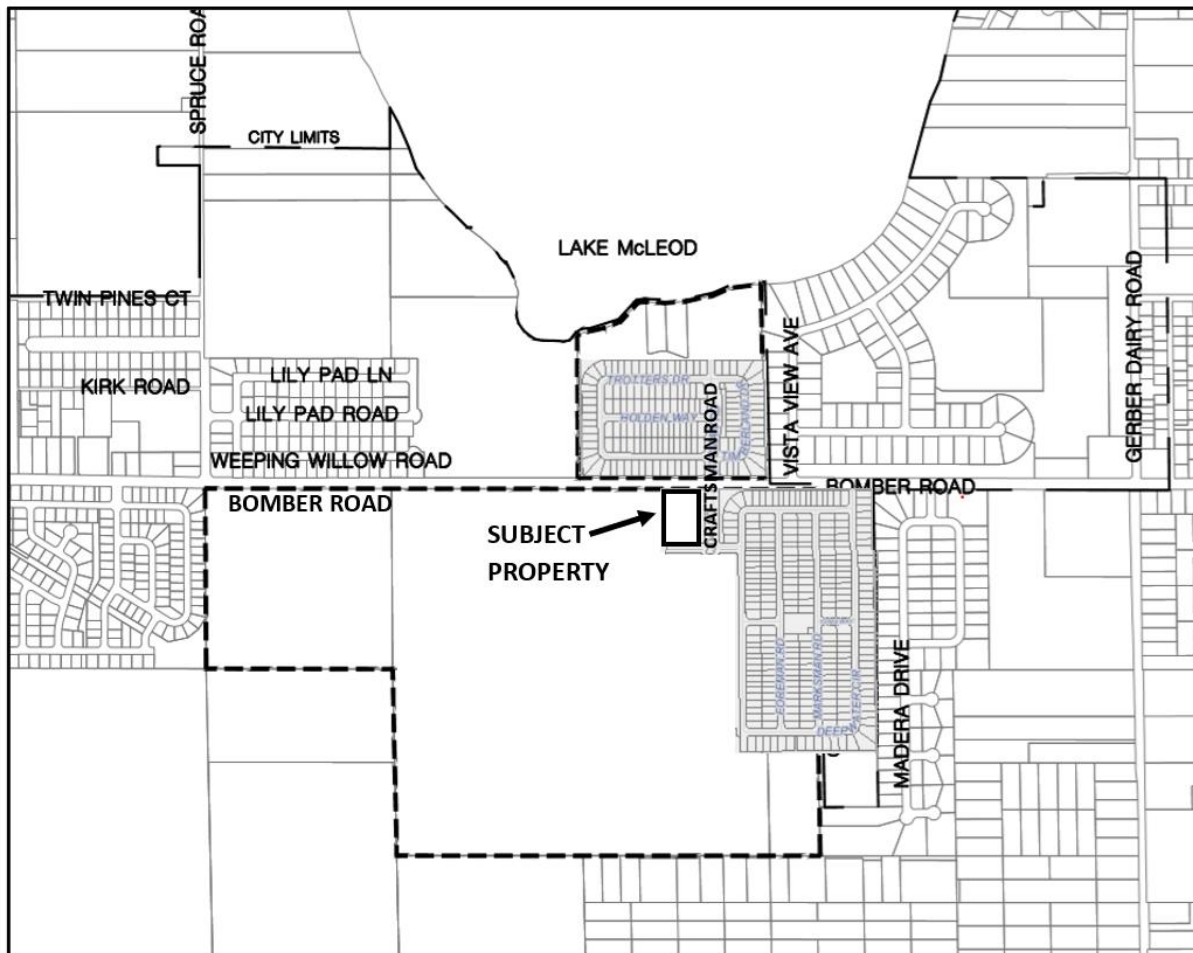
## EXHIBIT A – LEGAL DESCRIPTION AND LOCATION MAP

### LEGAL DESCRIPTION:

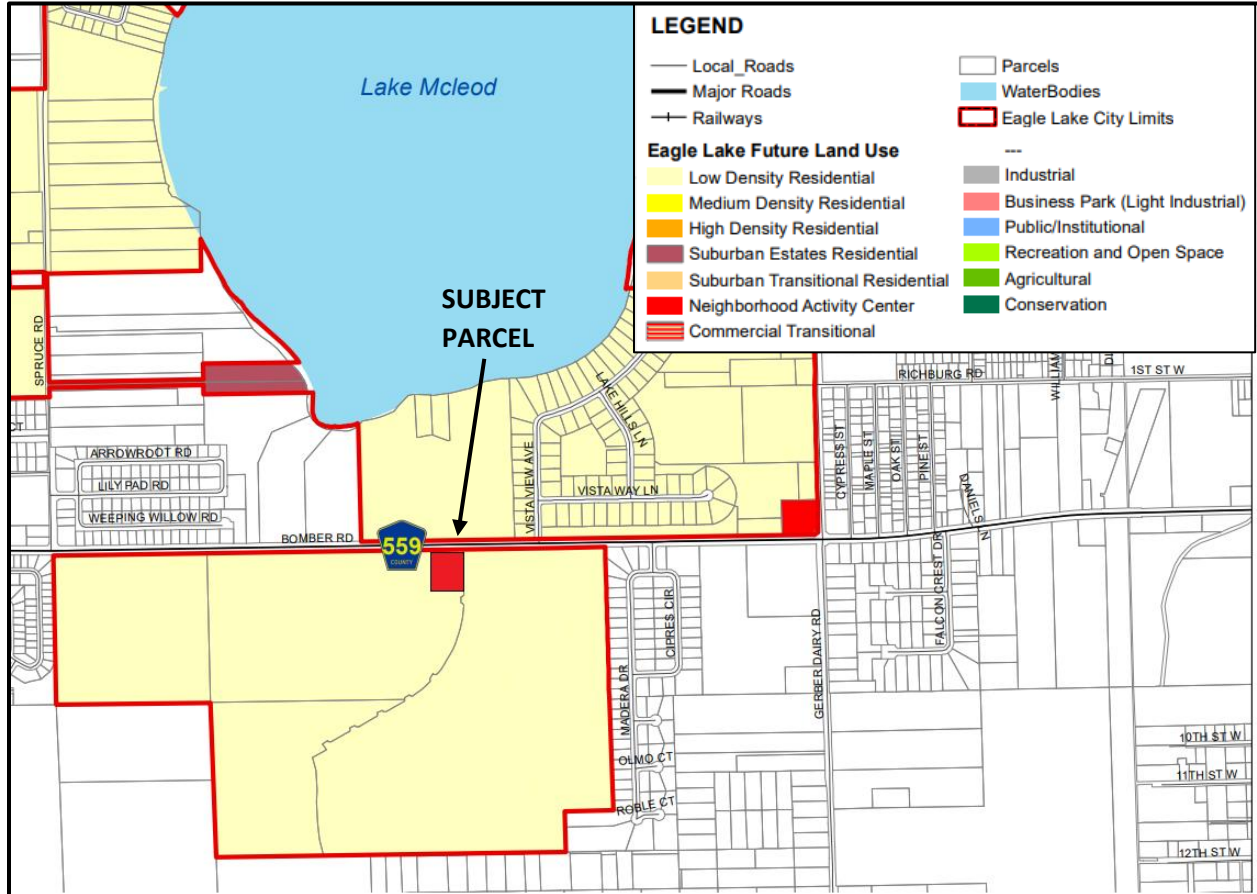
The South ½ of the Southwest ¼ (also known as the South ½ of U.S. Government Lot 4 and all of U.S. Government Lot 5) in Section 18, Township 29 South, Range 26 East.

(Source: Topographic survey “Ranches at Lake McLeod Commercial Site” dated 1/28/ 2024 by Accurate Survey of Florida, Inc., 4206 National Guard Dr., Plant City, FL 33563)

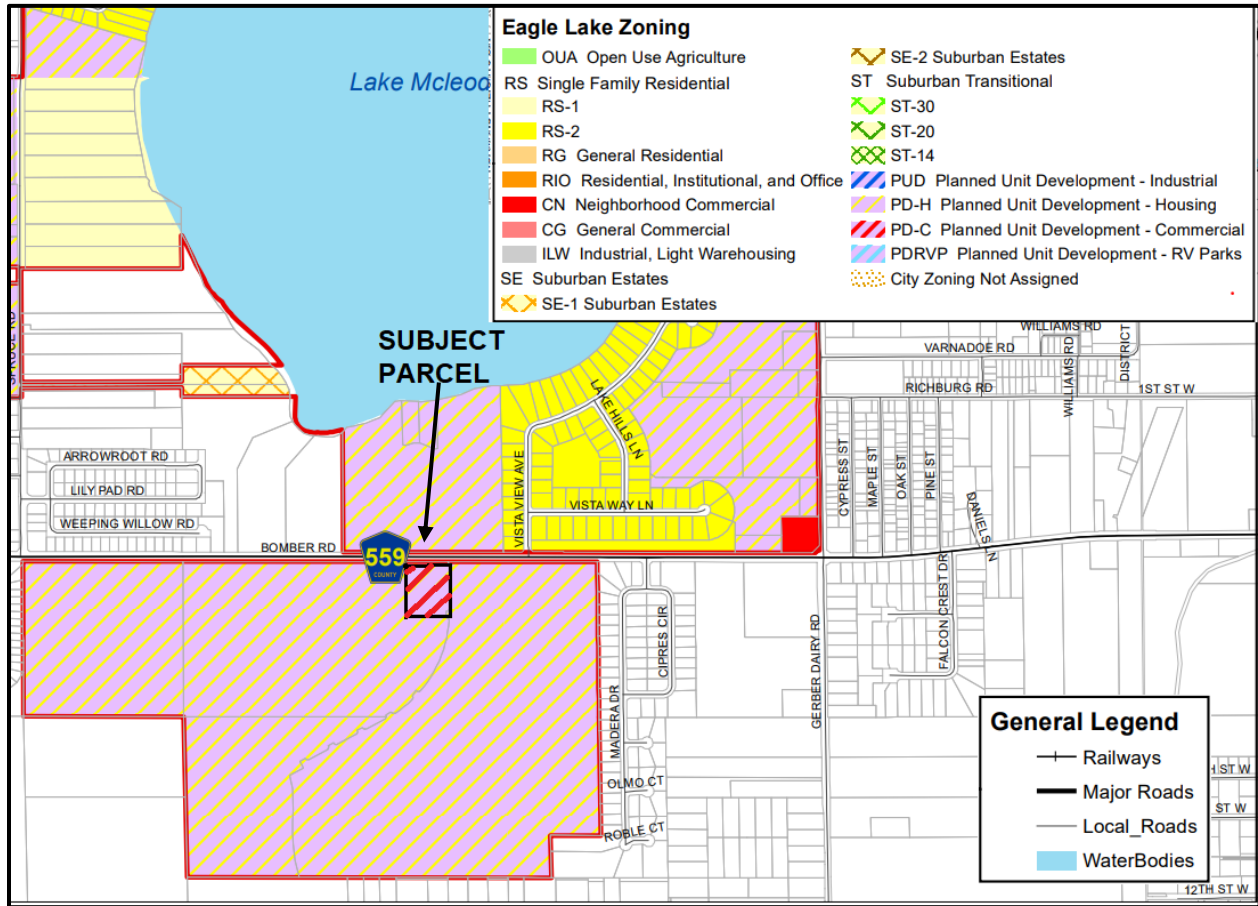
### LOCATION MAP:




## EXHIBIT B – FUTURE LAND USE MAP



## EXHIBIT C – ZONING MAP



## MEMORANDUM

TO: Tom Ernharth, City Manager, City of Eagle Lake  
FROM: Merle Bishop, FAICP, Senior Planner   
DATE: February 29, 2024  
SUBJECT: Ranches at Lake McLeod Commercial Site  
PROJECT: ELAKX23006 – Ranches at Lake McLeod Commercial

In response to the City's request, I have completed a review of the Comprehensive Plan Amendment (small scale map amendment) and zoning application submitted by Mr. Cody Bogart, PE, Newkirk Engineering, Inc. dated 2/06/24 and submitted 2/13/24 to the City of Eagle Lake for one parcel totaling approximately 2.882 acres and generally located immediately southwest of the intersection of County Road 559 (Bomber Road) and Craftsman Road within the Ranches at Lake McLeod Planned Development.

### BACKGROUND:

**Property Owner(s):** Ranches at Lake McLeod, LLC

**Applicant:** Newkirk Engineering, Inc.  
1420 Celebration Blvd., Suite 200  
Celebration, FL 34747

**Site Location:** SW of the intersection of CR 559 (Bomber Road) and Craftsman Road

**Parcel ID #:** 29-26-18-000000-042010

**Total Site Size:** 2.882 acres +/-

**Current Land Use:** Vacant

**Future Land Use Designation:** Low Density Residential Low

**Zoning Designations:** Planned Development – Housing (Ord. No. O-20-19)

**Proposed Future Land Use Designation:** Neighborhood Activity Center

**Proposed Zoning Districts:** Planned Development – Commercial (PD-C)

### BACKGROUND:

The applicant requests the City amend its Comprehensive Plan by changing the Future Land Use designation from Low Density Residential to Neighborhood Activity Center for a 2.882 +/- acres parcel, which qualifies as a small scale Comprehensive Plan amendment pursuant to §163.3187, F.S. (Process for Adoption of Small Scale Comprehensive Plan Amendment). Additionally, the applicant requests that the zoning designation of the parcel be changed from Planned Development – Housing (PD-H) to Planned Development – Commercial (PD-C). The change in zoning requires an amendment to Eagle Lake Ordinance No. O-20-19, which approved PD-H zoning for approximately 280 acres, known as the Ranches at Lake McLeod, and includes the subject parcel (see Exhibit D – Zoning Map). The requested PD-C zoning classification is consistent with the NAC future land use designation and will permit general retail commercial and office uses.

The parcel is located at the intersection of County Road 559 (Bomber Road), an urban collector road, and the main entrance road into the Ranches at Lake McLeod (Craftsman Road), a "local collector" road (see Exhibit A

– Location Map) . The parcel has approximately 300 feet of frontage on County Road 559 (Bomber Road) and approximately 400 feet of frontage on Craftsman Road. The conceptual site plan shows one access from Craftsman Road located on the east side of the parcel and one access from Wilder Road, a local road on the south boundary of the parcel. The proposed site development is a single two-story building totaling a maximum of 36,000 square feet located in the center of the parcel surrounded by the required parking and traffic drive isles. Proposed uses are a mixture of retail commercial and offices.

**SURROUNDING LAND USES:**

<b>NW</b> – Bomber Road Single family homes (Ranches at Lake McLeod PD – North Ranch) (City of Eagle Lake)	<b>N</b> – Bomber Road Single family homes (Ranches at Lake McLeod PD – North Ranch) (City of Eagle Lake)	<b>NE</b> – Bomber Road Single family homes (Ranches at Lake McLeod – North Ranch and Lake Meadows Sub.) (City of Eagle Lake)
<b>W</b> – vacant Wilder Road (Ranches at Lake McLeod – Central Ranch) (City of Eagle Lake)	<b>Subject Property (vacant)</b>	<b>E</b> – Craftsman Road Single family homes (Ranches at Lake McLeod - East Ranch) (City of Eagle Lake)
<b>SW</b> – vacant Wilder Road (Ranches at Lake McLeod – Central Ranch) (City of Eagle Lake)	<b>S</b> – vacant Wilder Road (Ranches at Lake McLeod – Central Ranch) (City of Eagle Lake)	<b>SE</b> – Craftsman Road/ stormwater retention pond single family homes (Ranches at Lake McLeod – East Ranch) (City of Eagle Lake)

**PUBLIC INFRASTRUCTURE:**

The conceptual site plan for the existing PD-H zoning (Ordinance No. O-20-19) designates the parcel as “Tract C” and is designated for “future development.” Assuming that the parcel is developed with the existing Future Land Use designation of low density residential (5 dwelling units/acre maximum density) and the residential density approved for the Ranches at Lake McLeod PD-H zoning (4.16 dwelling units per acre) the potential development of the parcel would be 12 dwelling units (4.16 du/acre X 2.882 acres).

The requested change to PD-C zoning and accompanying conceptual site plan is for a maximum of 36,000 square feet of mixed retail commercial and office uses. The recommendation for allowable uses is for the uses permitted within the Neighborhood Commercial (CN) Zoning District as identified in Section 2.3.1.50 (Neighborhood Commercial), Article 2 (Table of Permitted Uses) and Chapter 5 (Dimensional Requirements) of the Eagle Lake Land Development Regulations.

The applicant submitted a Utility Demand Calculation for the proposed project based on the FDEP demand calculations of 0.334 Equivalent Residential Units (ERU) per 1,000 square feet of commercial office building (add food service & retail space). Based on this report, which is signed and sealed by Cody A. Bogart, P.E. and dated 2/13/24, the total ERU for 36,000 square feet of commercial office/retail space is 12.024. Therefore, there is sufficient water and sewer capacity to serve the proposed development.

The applicant submitted traffic trip generation calculations, signed and sealed by Cody A. Bogart, P.E. and dated 1/26/24, which states that there the estimated PM Peak Hour traffic for the proposed development, assuming a 50/50 split for a strip retail plaza and general office uses, is 143 trips. for the proposed development

The City's Level of Service (LOS) for City facilities and services is established in the 2030 Comprehensive Plan. Impacts on LOS should be evaluated based on the impact resulting from a maximum development of 36,000 square feet of commercial uses. The incremental demand calculation is based on the difference between the potential development of the parcel for 12 single family homes using the existing Future Land Use and zoning designations and the proposed maximum of 36,000 square feet of commercial retail and office uses.

POTENTIAL INFRASTRUCTURE IMPACTS				
Current Available Capacity	Current Vested Demand	Total Demand	Incremental Demand <sup>6</sup>	Remaining Capacity
<b>Potable Water (LOS: 300 gpd<sup>1</sup>/ERC<sup>2</sup>)</b>				
1.584 mgpd	906,623 gpd	7,214 gpd	3,607 gpd	670,163 gpd
<b>Sanitary Sewer (LOS: 275 gpd<sup>1</sup>/ERC<sup>2</sup>)</b>				
750,000 gpd	622,297 gpd	5,411 gpd	2,705	122,292 gpd
<b>Recreation (LOS: 4.5 acres/1,000 population<sup>3</sup>)</b>				
17.45 acres	11.34 acres	0.00 acres	0.00	6.11 acres
<b>Transportation – C.R. 559 (Bomber Road) – LOS: C</b>				
720 trips <sup>4</sup> (PM Peak Hr.)	N/A	143 trips <sup>5</sup> (PM Peak Hr.)	132 trips (PM Peak Hr.)	588 trips

<sup>1</sup> City of Eagle Lake 2030 Comprehensive Plan, Administrative Section, Capacity Needs Assessment (pages 9 & 22)

<sup>2</sup> Equivalent Residential Connection (dwelling unit) for retail commercial is calculated based on 0.334 ERU/1,000 sq. ft.

<sup>3</sup> City of Eagle Lake, 2030 Comprehensive Plan, Recreation and Open Space Element, Policy 6.1 (page 2)

<sup>4</sup> Polk TPO Roadway Database 2022 (Effective date: April 2022)

<sup>5</sup> ITE TripGen – Retail Shopping Plaza <40K Sq. ft. and General Office use (Trip Generation Manual, 11<sup>th</sup> Edition)

<sup>6</sup> The difference between the potential for 12 single family dwelling units and the proposed 36K sq. ft. mixed commercial/office use

Sufficient capacity exists for all of the infrastructure areas evaluated for a development of 36,000 square feet of retail commercial and office development without diminishing the adopted level of service.

#### CONSISTENCY WITH COMPREHENSIVE PLAN:

The consistency of the proposed amendment with the Comprehensive Plan has been reviewed. Specifically, we find that the proposed amendment is consistent with or complies with the following applicable policies.

##### A. FUTURE LAND USE ELEMENT

**Policy 2.8, Neighborhood Activity Centers:** *Neighborhood Activity Centers are intended to accommodate the shopping, business, and service needs of residents of the City and the adjacent surrounding population. Permitted uses include supermarkets, office, convenience store, service station, Post Office, and related commercial services. Neighborhood Activity Centers must be located at the intersections of major collectors and arterial roadways or along an arterial road.*

The requested Neighborhood Activity Center Future Land Use and CG zoning designation is located at the intersection of an Urban Collector road and a "local collector" road, which provides access to Bomber Road for the Ranches at Lake McLeod development. This location will provide a central location for commercial and office uses to meet the needs of the surrounding residential development. Additionally, the parcel has access to existing infrastructure with sufficient capacity for development of the property for commercial/office uses. There is no other commercial uses or land use located in the immediate



vicinity of the requested amendment. The closest commercial future land use designation and zoning is located approximately ½ mile to the west at the intersection of CR 559 (Bomber Road) and Gerber Dairy Road. The location of the requested NAC is a logical location for establishing a new NAC with connectivity to the regional roadway network and surrounding neighborhood residential development.

**Policy 3.1,** *The City shall identify development constraints created by soil conditions, topography, natural features, and resources and regulate densities and intensities where such constraints exist.*

The property is located above the flood zone for Eagle Lake and has well-drained soils which are suitable for a low-rise multi-family development on the property. The Federal Emergency Management Agency (FEMA) flood maps indicated that there are no flood zones on the property.

The soil classification identified on the property by the USDA, Natural Resources Conservation Service, Soil Survey is Sparr sand which is well drained with the depth to water table greater than 80 inches and no flooding or ponding.

**Policy 4.1,** *The City shall direct development to areas where public facilities and services are available or shall be available at the time of development. High density/intensity land uses shall be directed to areas where the greatest level of service of public facilities and services exist.*

**Policy 4.2,** *The City shall issue development orders and plan public facility improvements and expansions in a manner which supports implementation of the Future Land Use Element and Map and is consistent with the Capital Improvements Element.*

The location of the property will enable development to be served by public facilities and services that are currently available or will be available prior to the issuance of any development orders.

**Policy 9.1,** *The City shall locate Future Land Uses at densities and intensities that will discourage urban sprawl and leap-frog development patterns.*

The proposed Neighborhood Activity Center Future Land Use and PD-C zoning will allow for commercial and office development to meet the needs of the surrounding residential development in the southern portion of Eagle Lake and along Bomber Road. This area currently has very limited options for commercial/office development resulting in residents having to travel outside of the area for commercial and office needs,

**Policy 12.2,** *The City shall enforce land development regulation criteria to achieve compatibility between adjacent land uses.*

The proposed Neighborhood Activity Center Future Land Use and PD-C zoning will allow commercial/office development on an urban collector highway. The parcel is separated from nearby single family residential home by roadways. The proposed development complies with the required setback and is centrally located on the parcel, which provides additional separation from residential uses. Additionally, the required landscape buffering will help to achieve compatibility.

**Policy 4.1,** *When reviewing development proposals for properties abutting or impacting traffic on State or County-maintained roadways, coordinate with the FDOT and Polk TPO to ensure consistency with state, regional and county standards, and determine impacts on adopted levels of service.*

The property has access to County Road 559 (Bomber Road), a County maintained urban collector road, via Craftsman Road, a new local collector road, which provides access to the Ranches at Lake McLeod development. Prior to final construction plan approval, the applicant will be required to coordinate a traffic analysis with Polk County.

**B. INFRASTRUCTURE ELEMENT**

The requested Neighborhood Activity Center Future Land Use and PD-C zoning will permit development consistent with several policies of the Infrastructure Element with respect to maximizing the use of existing facilities to ensure capacity is available for existing and proposed development throughout the City.

**CONCLUSION:**

The Eagle Lake Land Development Code requires that the Planning Commission shall consider the rezoning petition and base its recommendation to the City Commission upon a determination that the following conditions are satisfactorily met (Division VI, Article 2, Section 6.1.2.10(4) – Rezoning, General)

*The planning commission shall consider the rezoning petition and base its recommendation to the city commission upon a determination that the following conditions are satisfactorily met:*

- A. The rezoning petition is consistent with the City of Eagle Lake Comprehensive Plan, specifically the Land Use Element and requirements for establishing a new Neighborhood Activity Center Future Land Use district;
- B. The rezoning petition will not lower the adopted level of service below the minimum level of services as set forth in the comprehensive plan for any public facilities or services;
- C. The proposed rezoning and all permitted uses within the category sought will be compatible with the development of surrounding property;
- D. The need and justification for the change has been sufficiently described in the application and meets the requirements;
- E. The effect of the change, if any, on the particular property and on surrounding properties;
- F. The amount of undeveloped land in the general area and in the city having the same classification as that requested; and
- G. The proposed rezoning and all permitted uses are compatible with development on surrounding property; or compatibility can be achieved with a zoning district of lesser density or lesser intensity which is specified in the planning commission's recommendation.

The intended use of the property for 36,000 square feet of commercial/office uses must comply with the requirements of the land development code.

Based on this analysis, we find that the requested Neighborhood Activity Center Future Land Use designation and PD-C zoning are consistent with the applicable goals, objectives and policies of the Eagle Lake 2030 Comprehensive Plan, as amended. Additionally, the requested PD-C zoning is compatible with the surrounding single-family subdivisions.



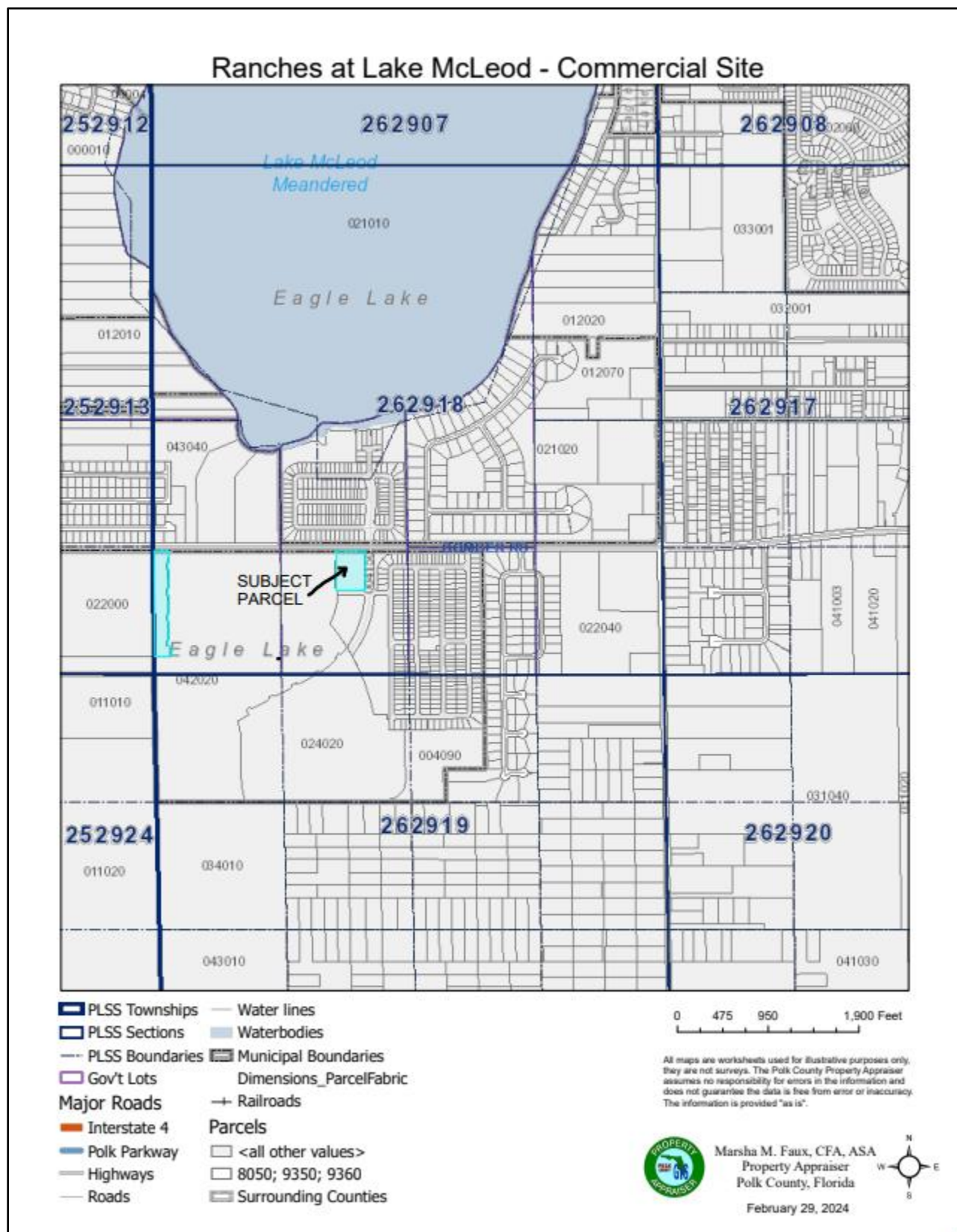
**RECOMMENDATION:**

1. The requested Comprehensive Plan Amendment to amend the Future Land Use Map from Low Density Residential to Neighborhood Activity Center and amendment to Ordinance No. O-20-19 to amend the zoning designation of the parcel from PD-H to PD-C is hereby recommended for approval subject to the following conditions:
  - A. Development of the PD-C shall generally conform to the Conceptual Plan submitted as part of the Comprehensive Plan Amendment/Zoning application dated February 6, 2024.
  - B. Land uses allowed include retail commercial and office uses according to the Neighborhood Commercial (CN) Zoning District as identified in Section 2.3.1.50 (Neighborhood Commercial), Article 2 (Table of Permitted Uses) and Chapter 5 (Dimensional Requirements) of the Eagle Lake Land Development Regulations.

**ATTACHMENTS:**

- EXHIBIT A – Location Map
- EXHIBIT B – Aerial Photograph
- EXHIBIT C – Future Land Use
- EXHIBIT D – Zoning Map
- EXHIBIT E – Legal Description

## EXHIBIT A – LOCATION MAP

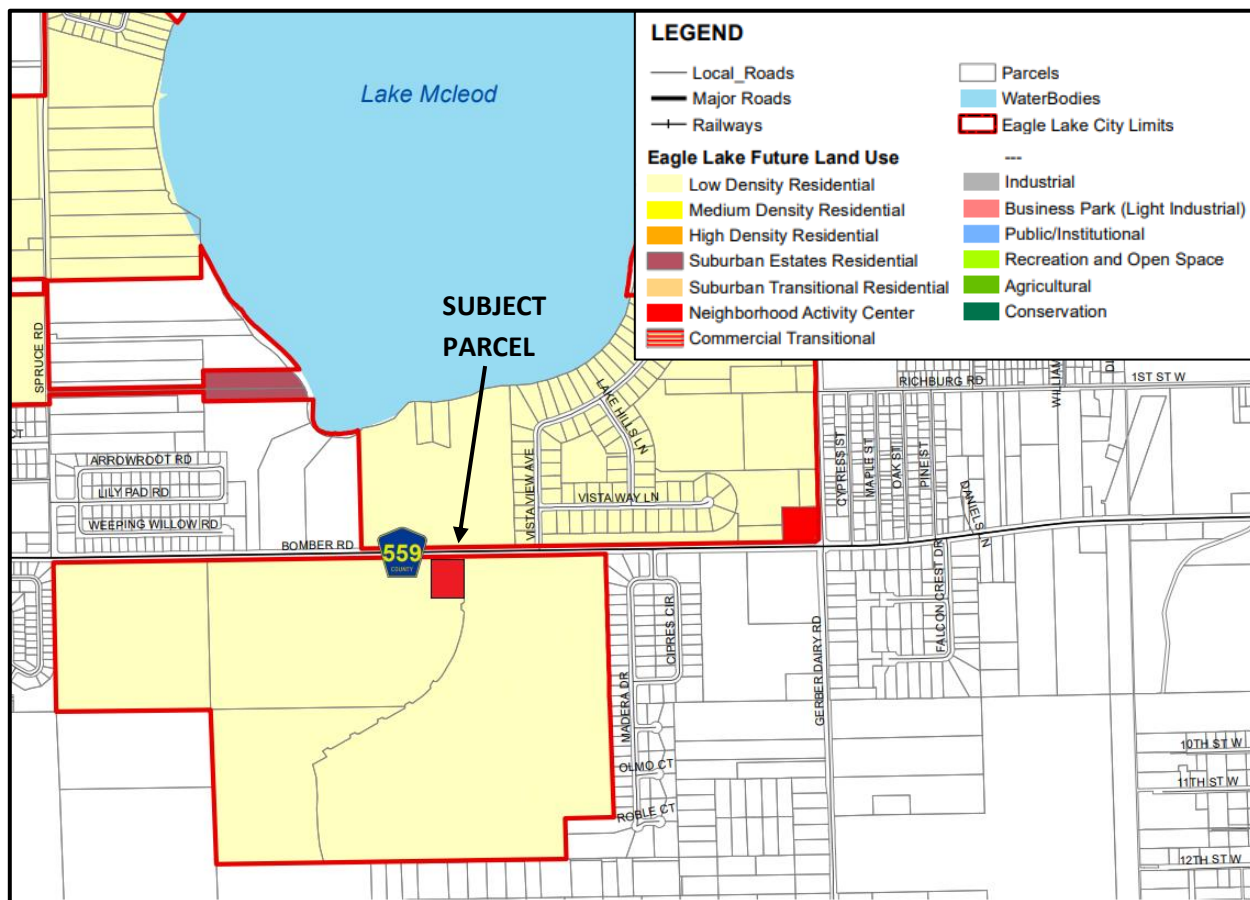


## EXHIBIT B – AERIAL PHOTOGRAPH

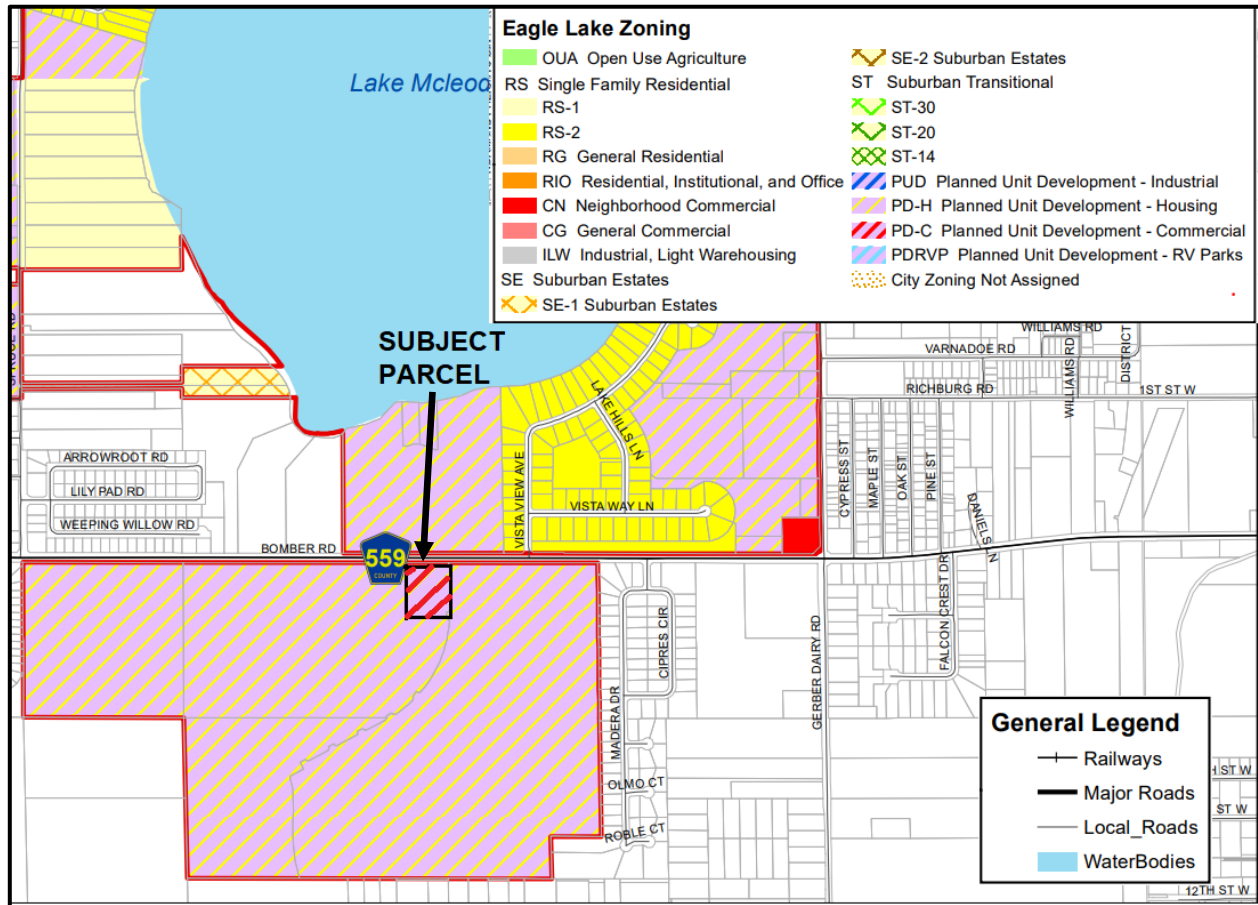




## EXHIBIT C – FUTURE LAND USE



## EXHIBIT D – ZONING MAP



## EXHIBIT E – LEGAL DESCRIPTION

### LEGAL DESCRIPTION:

The South ½ of the Southwest ¼ (also known as the South ½ of U.S. Government Lot 4 and all of U.S. Government Lot 5) in Section 18, Township 29 South, Range 26 East. (Source: Topographic survey “Ranches at Lake McLeod Commercial Site” dated 1/28/2024 by Accurate Survey of Florida, Inc., 4206 National Guard Dr., Plant City, FL 33563)

PARCEL ID NUMBER: 26-29-18-0000000-042010

ORDINANCE NO.: O-24-07

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EAGLE LAKE, FLORIDA, AMENDING THE CITY OF EAGLE LAKE CODE OF ORDINANCES, CHAPTER 16, UTILITIES, ARTICLE V. BILLING PROCEDURES, FEES AND DEPOSITS, SECTION 16-142 CUSTOMER BILLING, ADMINISTRATION, INSPECTION AND SERVICE FEES; TO CHANGE THE TIME FOR IMPOSITION OF SERVICE FEE FOR SERVICE TURN ONS OR TURN OFFS FROM 4:00 P.M. TO 3:00 P.M. AND TO CORRECT SCRIVENER'S ERRORS; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Eagle Lake provides water and sewer services to customers within the territorial boundaries of the City and within its Chapter 180 service area imposes service charges and fees for such services.

NOW THEREFORE BE IT ORDAINED by the City Commission of the City of Eagle Lake, Florida, as follows:

1. Section 16-142 of the Code of Ordinances shall be amended and shall read as follows (~~striketrough~~ language deleted, underline language added):

**Sec. 16-142. – Customer billing, administration, inspection and service fees.**

The following fees are hereby imposed:

- (1) A fee of \$3.00 per month on each user of utility services, including water, sewer and garbage collection, provided by the city. This fee will be charged regardless of whether a customer uses all of the utility services provided and shall be included as part of each customer's monthly bill. This fee will be charged monthly regardless of usage or non-usage of any service to defray the costs for the preparation of the monthly billing statement including the reading of the water meter, and applies to all customers of the utility system including those that area on a temporary hold for any reason.
- (2) A fee of \$3.00 per month for customers with separate irrigation meters on each monthly irrigation meter billing statement during months where there is usage. The fee shall be to defray the costs for the preparation of the monthly irrigation meter billing statement and reading of the irrigation meter.
- (3) A one-time administration fee of \$20.00 for new account set-up which shall be included on the customer's first billing statement. If a customer establishes a separate irrigation meter account and/or hydrant meter account then the one-time administration fee shall also be charged on each of these accounts and included on the customer's first monthly billing statement for such accounts.
- (4) A one-time commercial administration fee of \$45.00 for new commercial account set-up which shall be included on the customer's first monthly billing statement. If a customer establishes a separate irrigation meter and/or hydrant meter account then the one-time

administration fee shall also be charged on each of those accounts and included on the customer's first monthly billing statement for such accounts.

- (5) A fee of \$25.00, along with an application for service, to have water turned on for a 24 hour period for inspection purposes.
- (6) A fee of \$75.00 to have service~~s~~ turned on or off after ~~4:00~~ 3:00 p.m. on any city business day. In the absence of payment of said fee, service connections and/or reconnections shall be made the following business day if the payment required therefor is received after ~~4:00~~ 3:00 p.m.

2. It is the intent of the City Commission that the provisions of this Ordinance shall become codified and made a part of the City of Eagle Lake Code of Ordinances. The sections of this ordinance may be renumbered, reformatted or re-lettered to accomplish such intention.

3. All ordinances in conflict herewith are hereby repealed.

4. Should any section, paragraph, clause, sentence, item, word or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole, or any part hereof, not so declared to be invalid.

5. This Ordinance shall take effect \_\_\_\_\_, 2024.

INTRODUCED on first reading this \_\_\_\_ day of \_\_\_\_\_, 2024.

PASSED on second reading this \_\_\_\_ day of \_\_\_\_\_, 2024.

CITY OF EAGLE LAKE, FLORIDA

\_\_\_\_\_  
SUZY WILSON, MAYOR

ATTEST

\_\_\_\_\_  
CITY CLERK, DAWN WRIGHT

Approved as to form:

\_\_\_\_\_  
CITY ATTORNEY, HEATHER R. MAXWELL



## ORDINANCE O-24-08

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EAGLE LAKE, FLORIDA; AMENDING CHAPTER 16, UTILITIES, BY REPLACING SECTION 16-145 IN ITS ENTIRETY; TO AUTHORIZE WATER AND SEWER UTILITY LIENS; PROVIDING FOR EXEMPTIONS; PROVIDING FOR COLLECTION OF LIENS; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes, Chapter 180 provides municipalities with the authority to establish and operate water utility systems; and

WHEREAS, as authorized by state law, there is hereby imposed a lien on each property that is served by the City's water and/or wastewater system to secure the payment of delinquent City utility services.

NOW THEREFORE, BE IT ORDAINED by the City Commission of the City of Eagle Lake, Florida, as follows:

1. Section 16-145 of the Eagle Lake Code of Ordinances is deleted in its entirety and replaced in its entirety as follows (~~strike through~~ language deleted, underline language added):

~~Sec. 16-145.— Payment of attorney's fees in action for collection.~~

~~Any person who is supplied utility services by the city who becomes delinquent in the payment of a bill and against whom an action for collection is instituted in any court and concluded in favor of the city shall be required to pay, in addition to the unpaid bill, a reasonable attorney's fee to be made a part of the final judgment.~~

Sec. 16-145. – Liens and remedies for nonpayment of service.

Subject to the provisions of Section 180.135, Florida Statutes, if the fees, rates or charges for the services and facilities of the City of Eagle Lake water and/or wastewater systems shall not be paid as and when due, and shall be in default for thirty (30) days or more, then the unpaid balance thereof, together with attorneys' fees and costs, may be recovered by the city in a civil action, by recording a notice of lien, by referring the delinquent account to a collection agency, or a combination thereof. In the event the delinquent account holder is the owner of the property to which utility service was provided, a notice of lien, in such form as the city manager deems appropriate, may be filed in the office of the clerk of the circuit court of Polk County, Florida, and shall be recorded as liens are recorded. Any such lien, upon recording, shall be constructive notice of such lien and may be foreclosed or otherwise enforced by the city by action or suit in equity. Any lien provided in this section shall accrue interest at the statutory rate, as provided in Sections 687.01 and 55.03, Florida Statutes, as amended from time to time, from the date of recording. Such interest as

provided for in this section shall also constitute a lien against the property assessed of equal dignity to that of the underlying lien.

2. It is the intent of the City Commission that the provisions of this Ordinance shall become codified and made a part of the City of Eagle Lake Code of Ordinances. The sections of this ordinance may be renumbered, reformatted or re-lettered to accomplish such intention.

3. All ordinances in conflict herewith are hereby repealed.

4. Should any section, paragraph, clause, sentence, item, word or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole, or any part hereof, not so declared to be invalid.

5. This Ordinance shall take effect \_\_\_\_\_, 2024.

INTRODUCED on first reading this \_\_\_\_ day of \_\_\_\_\_, 2024.

PASSED on second reading this \_\_\_\_ day of \_\_\_\_\_, 2024.

CITY OF EAGLE LAKE, FLORIDA

\_\_\_\_\_  
SUZY WILSON, MAYOR

ATTEST

\_\_\_\_\_  
CITY CLERK, DAWN WRIGHT

Approved as to form:

\_\_\_\_\_  
CITY ATTORNEY, HEATHER R. MAXWELL

# PUBLIC OFFICIALS' OATH



I, RANDY BILLINGS, A CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA AND BEING EMPLOYED AS AN OFFICIAL OF THE CITY OF EAGLE LAKE, FLORIDA AND RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICIAL, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND THE STATE OF FLORIDA AND UPHOLD THE LAWS AND ORDINANCES OF THE CITY OF EAGLE LAKE.

---

EMPLOYEE OR PUBLIC OFFICIAL SIGNATURE

DATE:

April 15, 2024

ATTEST:

---

DAWN WRIGHT, CITY CLERK

# PUBLIC OFFICIALS' OATH



I, STEVEN METOSH, A CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA, AND BEING EMPLOYED AS AN OFFICIAL OF THE CITY OF EAGLE LAKE, FLORIDA AND RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICIAL, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND THE STATE OF FLORIDA AND UPHOLD THE LAWS AND ORDINANCES OF THE CITY OF EAGLE LAKE.

---

EMPLOYEE OR PUBLIC OFFICIAL SIGNATURE

DATE:

April 15, 2024

ATTEST:

---

DAWN WRIGHT, CITY CLERK

# PUBLIC OFFICIALS' OATH



I, KRISTEN PITA, A CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA AND BEING EMPLOYED AS AN OFFICIAL OF THE CITY OF EAGLE LAKE, FLORIDA AND RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICIAL, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND THE STATE OF FLORIDA AND UPHOLD THE LAWS AND ORDINANCES OF THE CITY OF EAGLE LAKE.

---

EMPLOYEE OR PUBLIC OFFICIAL SIGNATURE

DATE:

April 15, 2024

ATTEST:

---

DAWN WRIGHT, CITY CLERK

**JOINT PROJECT AGREEMENT  
BETWEEN POLK COUNTY AND CITY OF EAGLE LAKE  
FOR THOMPSON NURSERY ROAD EXTENSION PROJECT**

This agreement ("Agreement") is entered into by and between Polk County, a political subdivision of the State of Florida, ("**COUNTY**") and the City of Eagle Lake, a Florida Municipal Organization, organized and existing under the laws of the State of Florida, ("**CITY**").

**WITNESSETH:**

**WHEREAS**, the **COUNTY** is constructing, reconstructing, or otherwise changing a portion of a public road, said project being identified as **THOMPSON NURSERY ROAD**, Road No. 961304, ("Project"); and

**WHEREAS**, the **CITY** owns or desires to install certain utility facilities which are located within the limits of the Project and depicted on Exhibit "A" attached hereto ("Facilities") (Facilities shall be deemed to include utility facilities as the same may be relocated, adjusted, installed, or placed out of service pursuant to this Agreement); and

**WHEREAS**, the Project requires the location (vertically and/or horizontally), protection, relocation, installation, adjustment or removal of the Facilities, or some combination thereof, ("Utility Work"); and

**WHEREAS**, the **COUNTY** has entered into Professional Service Agreement 2022-041 ("Professional Service Agreement") to design and engineer the Project with Kimley-Horn and Associates, Inc. ("**COUNTY CONSULTANT**"); and

**WHEREAS**, the **COUNTY** and the **CITY** have determined that it would be to the best interest of the general public and to the economic advantage of both parties to enter into an agreement providing for the design of the Utility Work by the **COUNTY CONSULTANT** (design of the Utility Work shall hereinafter be referred to as the "Utility Design"); and

**WHEREAS**, the **CITY**, pursuant to the terms and conditions hereof, will bear certain costs associated with the Utility Design.

**NOW, THEREFORE**, in consideration of the premises and the mutual covenants contained herein, the **COUNTY** and the **CITY** hereby agree as follows:

**1. Design of Utility Work**

- a. The County shall request the **COUNTY CONSULTANT** prepare, at the **CITY's** sole cost and expense, final engineering design, plans, other necessary related design documents, and cost estimate for the Utility Work (the "Plans Package") more specifically described in the **COUNTY's** Amendment #2 to Professional Service Agreement 2022-041.
- b. The Plans Package shall be in the same format as the **COUNTY's** contract documents for the Project.
- c. The Plans Package shall include any and all activities and work effort required to perform the Utility Work, including but not limited to, all clearing and grubbing, survey work, permitting information, and shall include a traffic control plan.
- d. The Plans Package shall be prepared in compliance with the **Florida Department of Transportation's ("FDOT")** Utility Accommodation Manual, Polk County Utilities Standards and Specifications Manual, and the **FDOT's** Design Manual in effect at the time the Plans Package is prepared, and the **COUNTY's** contract documents for the Project. If the **FDOT's** Design Manual is updated and conflicts with the **FDOT's** Utility Accommodation Manual, the Utility Accommodation Manual shall apply where such conflicts exist.
- e. The technical special provisions which are a part of the Plans Package shall be prepared in accordance with the **FDOT's** guidelines on preparation of technical special provisions.
- f. The **COUNTY** shall provide a copy of the proposed Plans Package to the **CITY**, for review at the following stages: 90%, 100%, Final. The **CITY** shall review the Plans Package to see that it complies with the requirements of this Agreement.

- g. In the event the **CITY** finds any deficiencies in the Plans Package during the reviews performed pursuant to Subparagraph f. above, the **CITY** will notify the **COUNTY** in writing of the deficiencies within the time specified in the plans review transmittal.
- h. The **CITY** shall furnish the **COUNTY** such information from the **CITY** files as requested by the **COUNTY**.
- i. The Facilities and the Utility Design will include all utility facilities of the **CITY** which are located within the limits of the Project.

## 2. **Cost of Utility Design**

- a. The **CITY** shall be responsible for all costs of the Utility Design.
- b. The **CITY** agrees that it will, no more than thirty (30) days following the **COUNTY** approval of the Amendment referred to in Paragraph 1 hereof, furnish the **COUNTY** an advance deposit of **\$73,805.18** for the payment of the Utility Design.

The **COUNTY** shall utilize this deposit for the payment of the Utility Design. Both parties further agree that in the event the final billing pursuant to the terms of Subparagraph 2.c. below is less than the advance deposit, a refund of any excess will be made by the **COUNTY** to the **CITY**. If the cost of the Utility Design exceeds or is estimated to exceed the advance deposit, the **CITY** shall submit the necessary funds to cover the costs or estimated costs of the Utility Design within thirty (30) days of receiving notice from the County. In the event that it is subsequently determined that work in addition to that described in the Amendment described in Paragraph 1 hereof is necessary in order to properly complete the Utility Design, the **CITY** shall make an additional deposit in the amount necessary to issue a subsequent Amendment to the **COUNTY CONSULTANT** for the additional work.

- c. Upon final payment to the **COUNTY CONSULTANT**, the **COUNTY** intends to have its final and complete accounting of all costs incurred in connection with the Utility Design within three hundred sixty (360) days. All project cost records and accounts shall be subject to audit by a representative of the **CITY** for a period of three (3) years after final close out of the project. The **CITY** will be notified of the final cost. Both parties agree that in the event the final accounting of total Design Work is less than the total deposits to date, a refund of the excess will be made by the **COUNTY** to the **CITY** within sixty (60) days of the final accounting being completed. Both parties agree that in the event the final accounting of total Design Work is more than the total deposits to date, the **CITY** shall submit the necessary funds cover the total costs of the Design Work to the **COUNTY** within thirty (30) days of receiving notice from the County.

## 3. **Default**

- a. In the event the **CITY** breaches any provision of this Agreement, then in addition to any other remedies which are otherwise provided for in this Agreement, the **COUNTY** may exercise one more of the following options, provided that at no time shall the **COUNTY** be entitled to receive double recovery of damages:
  - (1) Terminate this Agreement if the breach is material and has not been cured within 60 days from written notice thereof from the **COUNTY**.
  - (2) Suspend the issuance of further permits to the **CITY** for the placement of Facilities on **COUNTY** property if the breach is material and has not been cured within 60 days from written notice thereof from the **COUNTY** until such time as the breach is cured.
  - (3) Pursue a claim for damages suffered by the **COUNTY**.
  - (4) Pursue any other remedies legally available.
  - (5) Perform any work with its own forces or through contractors and seek repayment for the cost thereof under Section 337.403(3), Florida Statutes.
- b. In the event the **COUNTY** breaches any provision of this Agreement, then in addition to any other remedies which are otherwise provided for in the Agreement, the **CITY** may exercise one or more of the following options:

- (1) Terminate this Agreement if the breach is material and has not been cured within 60 days from written notice thereof from the **CITY**.
  - (2) Pursue any other remedies legally available.
- c. Termination of this Agreement shall not relieve either party from any obligations it has pursuant to other agreements between the parties or from any statutory obligations that either party may have with regard to the subject matter hereof.

#### **4. Liability**

- a. To the extent provided by law, the **COUNTY** hereby agrees to be responsible for any loss, damage, liability, expense, penalty, fine, suit, action, claim and any expense whatsoever arising from or caused solely by any act or omission of the **COUNTY**, its officers, employees, contractors or agents.
- b. To the extent provided by law, the **CITY** hereby agrees to be responsible for any loss, damage, liability, expense, penalty, fine, suit, action, claim and any expense whatsoever arising from or caused solely by any act or omission of the **CITY**, its officers, employees, contractors or agents.
- c. **Nothing herein shall be deemed a waiver, express or implied, of either party's sovereign immunity or an increase in the limits of liability pursuant to Section 768.28, Florida Statutes, regardless of whether any such obligations are based in tort, contract, statute, strict liability, negligence, product liability or otherwise.**

#### **5. Miscellaneous**

- a. Time is of the essence in the performance of all obligations under this Agreement.
- b. Either party may unilaterally terminate this Agreement for refusal by the other party to allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the **party** in conjunction with this Agreement.
- c. Neither the **CITY** nor the **COUNTY** shall be liable to the other for any failure to perform under this Agreement to the extent performance is prevented by an act of God, war, riots, natural catastrophe, or other event beyond the control of the non-performing party and which could not have been avoided or overcome by the exercise of due diligence; provided that the party claiming the excuse from performance has (a) promptly notified the other party of the occurrence and its estimated duration, (b) promptly remedied or mitigated the effect of the occurrence to the extent possible, and (c) resumed performance as soon as possible.
- d. All notices required pursuant to the terms hereof may be sent by first class United States Mail, facsimile transmission, hand delivery, or express mail and shall be deemed to have been received by the end of five business days from the proper sending thereof unless proof of prior actual receipt is provided. Unless otherwise notified in writing, notices shall be sent to the following addresses:

**Notice to Polk County shall be:**

Director, Roads and Drainage Division  
Polk County Board of County Commissioners  
3000 Sheffield Road  
Winter Haven, FL 33880

with a copy to:

County Attorney  
Polk County Board of County Commissioners  
330 West Church Street  
Bartow, FL 33830

**Notice to the City shall be:**

Director, Public Works  
City of Eagle Lake  
75 N. 7<sup>th</sup> Street  
Eagle Lake, FL 33839

With a copy to:

City Attorney  
City of Eagle Lake  
75 N. 7<sup>th</sup> Street  
Eagle Lake, FL 33839



- e. This Agreement constitutes the complete and final expression of the parties with respect to the subject matter hereof and supersedes all prior agreements, understandings, or negotiations with respect thereto, except that the parties understand and agree that the **COUNTY** has manuals and written policies and procedures which may be applicable at the time of the Project and the relocation of the Facilities.
- f. This Agreement and the rights and obligations of the Parties hereunder shall be interpreted, governed by, construed under, and enforced in accordance with the applicable laws of the State of Florida, and the ordinances, rules and regulations of Polk County including, but not limited to the Polk County Comprehensive Plan, Land Development Code and Utility Code, and any amendments thereto in effect as of the Effective Date of this Agreement. The Parties hereby consent to the sole and exclusive jurisdiction and venue for any action relating to the construction, interpretation, or enforcement of this Agreement to be in or for the Tenth Judicial Circuit, in Polk County, Florida.
- g. This Agreement shall be effective upon the date of execution of the last Party ("Effective Date").
- h. A waiver by any Party of any breach of this Agreement shall not be binding upon the waiving Party unless such waiver is in writing. In the event of a written waiver, such a waiver shall not affect the waiving Party's rights with respect to any other or further breach of this Agreement. The making or acceptance of a payment by either Party with the knowledge of the other Party's existing default or breach of this Agreement shall not waive such default or breach, or any subsequent default or breach of this Agreement, and shall not be construed as doing so.
- i. Neither the COUNTY nor the CITY shall be liable to the other for any failure to perform under this Agreement to the extent such performance is prevented by an act of God, riots, labor disputes, natural catastrophe, or any event beyond the control of the nonperforming party and which could have been avoided or overcome by exercise of due diligence; provided that the party claiming excuse from performance has:
  - 1. Promptly notified the other party of the occurrence and its estimated duration.
  - 2. Promptly remedied or mitigated the effects of the occurrence and its estimated duration.
  - 3. Resume performance as soon as possible.
- j. Except as noted in Section 4 above, each Party shall be responsible for its own legal and attorneys' fees, costs and expenses incurred in connection with any dispute or any litigation arising out of, or relating to this Agreement, including attorneys' fees, costs, and expenses incurred for any appellate or bankruptcy proceedings.
- k. This Agreement may be executed in multiple counterparts each of which shall be an original, but which collectively shall form a single agreement.

**\*\*\*THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK\*\*\***

**IN WITNESS WHEREOF**, the Parties hereto, through their duly authorized representatives, have executed this Agreement on the day(s) and year set forth below.

**CITY OF EAGLE LAKE  
CITY COMMISSIONERS**

By: \_\_\_\_\_  
Cory Coler, Mayor

Date: \_\_\_\_\_

**ATTEST:**  
Dawn Wright, City Clerk

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

(SEAL)

Reviewed as to Form and Legal Sufficiency

By: \_\_\_\_\_  
City Attorney

**POLK COUNTY BOARD OF  
COUNTY COMMISSIONERS**

By: \_\_\_\_\_  
George Lindsey, III, Chairman

Date: \_\_\_\_\_

**ATTEST:**  
Stacy M. Butterfield, Clerk to the Board

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

(SEAL)

Reviewed as to Form and Legal Sufficiency

By: \_\_\_\_\_  
County Attorney's Office

## **Thompson Nursery Road Segment 1 – Water Main Relocations Proposal February 20, 2024**

### ***Identification of Project:***

Project: Thompson Nursery Road Segment 1 – Water Main Relocations

Client: Polk County

### ***Project Understanding:***

This proposal identifies the scope, schedule, and fee for engineering services for the 80% Design Plans for review by Polk County (County) and Final Design Plans associated for the 8-inch Water Main Relocations along the proposed Thompson Nursery Road between US Hwy 17 and Cameron Road SW (Project) and associated service connections.

### ***Specific Scope of Basic Services:***

#### Task 1 – Water Main Construction Plans

The Thompson Nursery Road Extension is a proposed roadway that will be constructed between the existing roads US Hwy 17 and Cameron Road SW. The County has identified an 8-inch water main that runs along the existing Cameron Road that will need to be relocated to run along the proposed Thompson Nursery Road. Kimley-Horn understands that the proposed water main will tie into the existing 8-inch water main that runs along US Hwy 17 and the existing 8-inch water main that runs along Cameron Road SW. Kimley-Horn understands that this existing water main is to be grouted and abandoned. The proposed 8-inch water main will be approximately 1,300 linear feet. An approximate 300 linear foot 6-inch water main will also be included to service the potable and fire service needs of the A&E Plaza on US Hwy 17 that currently ties into the existing water main on Cameron Road. The proposed water main will connect at the existing gate valve upstream of the building.

The construction plan and profile sheets will be prepared on 22"x34" half size sheets at a horizontal scale of 1" = 50'. The plans will be prepared on topographic information provided by the already obtained field survey. The plan and profile sheets will show the horizontal and vertical information for the project as previously described.

The Engineer will submit plans, specifications, and opinion of probable construction cost (Deliverables) to Polk County for review and comments at the 80% complete level. After receiving comments from Polk County, Kimley-Horn will revise the deliverables and submit the final construction deliverables to Polk County.

Kimley-Horn will prepare bid documentation and will assist the County in bidding services. Bidding services include attending a pre-bid meeting, responding to addenda, and final construction documentation.

#### Task 2 – Water Main Permitting

Kimley-Horn will prepare and submit a Florida Department of Environmental Protection (FDEP) permit application for the water main extension. The final plans will be coordinated with Polk County staff for their signatures on the permit applications.

Task 3 – Bid Assistance Services

Kimley-Horn will prepare one (1) opinion of probable construction cost and one (1) contractor bid tabulation form for the Project for use by the County during the bidding process. Kimley-Horn will attend one (1) pre-bid meeting and provide input as directed by the County. Kimley-Horn will prepare responses for up to 15 questions submitted by the contractors to the County during the bidding period.

Task 4 – Construction Phase Services

- A. Shop Drawings: Kimley-Horn will review water main shop drawings submitted by the Contractor in accordance with standard County procedures. The County will be responsible for the receipt, distribution, and disposition of all contractor submittals, including project logs. The term "shop drawings" include all drawings, diagrams, illustrations, transportation procedures, manuals, and design calculations submitted by the Contractor to define some portion of the project.
- B. Clarifications and Interpretations: Kimley-Horn will provide written responses to the County for up to five (5) Contractor Requests for Information (RFI).
- C. Visits to Site and Observation of Construction: Kimley-Horn will attend up to five (5) progress meetings during construction, including inspection services, as requested by the County.
- D. Applications for Payment: Based on its observations and on review of applications for payment and supporting documentation, Kimley-Horn will determine amounts recommended to be paid to the Contractor. Such recommendations will be based on Kimley-Horn's knowledge, information and belief, and will state whether in Kimley-Horn's opinion the Contractor's work has progressed to the point indicated, subject to any qualifications stated in the recommendation. For unit price work, Kimley-Horn's recommendations of payment will include determinations of quantities and classifications of Contractor's work, based on observations and measurements of quantities provided with pay requests. Kimley-Horn's recommendations will not be a representation that its observations to check Contractor's work have been exhaustive, extended to every aspect of Contractor's work, or involved detailed inspections. Active construction is expected to take 6 months, therefore a minimum of 6 application for payments are anticipated for review.
- E. Substantial Completion. Kimley-Horn will, after notice from Contractor that it considers the Work ready for its intended use, in company with County and Contractor, conduct one (1) substantial completion site visit to determine if the Work is substantially complete. Work will be considered substantially complete following satisfactory completion of all items with the exception of those identified on a final punch list.
- F. Record Drawings. Kimley-Horn will prepare record drawings for the County's files and use. The record drawings will depict the information provided by the Contractor in his red-lined drawings and through the submitted and approved shop drawings

Task 5 – Water Main Utility Investigation Services

Kimley-Horn will retain the services of ECHO UES, Inc. (ECHO) to perform identification and marking of existing utilities and up to four (4) utility verification test holes. Refer to attached subconsultant proposal for additional information.

**Project Deliverables:**

- 80% and Final Water Main Construction Plans
- 80% and Final Construction Specifications
- 80% and Final Opinion of Probable Construction Cost
- FDEP application package
- Utility test hole data sheets
- Contractor bid tabulation form
- Record drawings

**Additional Services if required:**

The following services are not included in this proposal, but may be performed if authorized by the County Payment for these additional services will be agreed upon prior to their performance.

- Attendance at meetings in addition to those noted in the scope of services
- Concept development of additional alternatives
- Cost estimates of additional alternatives

**Information Provided By Client:**

The County will provide the following information, upon which Kimley-Horn can rely:

- Available right of way data
- Available record or as-built plans
- Available permits
- Data regarding the existing road conditions

**Schedule:**

Tasks 1,2 and 5 are anticipated to be completed within 120 calendar days. Tasks 3 and 4 will be dependent on the County's bidding process and the construction duration.

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**Method of Compensation:**

It is understood this proposal is for an hourly rate for an amount not to exceed **\$71,000**.

Task	Fee
Task 1: Water Main Construction Plans	\$30,076.65
Task 2: Water Main Permitting	\$13,457.50
Task 3: Bid Assistance Services	\$5,906.81
Task 4: Construction Phase Services	\$19,830.15
Task 5: Water Main Utility Investigation (ECHO)	\$4,534.07
Total	\$73,805.18

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ACCEPTED:

POLK COUNTY, FLORIDA

KIMLEY-HORN AND ASSOCIATES, INC.

BY: \_\_\_\_\_

BY: \_\_\_\_\_  
Hao Chau, PE

TITLE: \_\_\_\_\_

TITLE: Vice President

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_



February 8, 2024

Joseph A. Roberts Jr., P.E. (FL, MN, PR)  
Kimley-Horn  
200 S. Orange Ave. Suite 600  
Orlando FL 32801

## **PROPOSAL FOR SUBSURFACE UTILITY ENGINEERING (SUE) SERVICES**

**Project: Thompson Nursery Rd at Cameron Rd. Intersection, Polk County**

Dear Mr. Roberts:

At ECHO UES, Inc. (ECHO) we value your consideration and appreciate the opportunity to provide a technical proposal for the provision of professional services. This technical proposal, inclusive of economical offer and schedule, details the approach we consider the most suitable for this project.

**Project Synopsis:** Based on the information made available to ECHO, we understand the project to consist of a water main relocation at the intersection of **Thompson Nursery Road and Cameron Rd.** in Polk County, Florida. ECHO's professional services were requested to provide subsurface utility engineering within the provided area for which the improvements will be designed and subsequently constructed.

**Project Limits:** ECHO's proposed services will be performed within well-defined limits (i.e., Project Limits) as shown on the attached graphic representations.

**Services:** Using a combination of field investigative techniques and technology, including surface geophysical instruments and vacuum excavation, ECHO will perform the following services.

- **Identification and marking of existing utilities.** Utilities potentially in conflict with the project and located within the project limits will be investigated in the attempt to identify their position. The results will be marked on the ground surface using the most appropriate method (i.e., pin flags, paint etc.) and showing the approximate position of the identified utilities. **For this effort, ECHO will attempt to achieve the ASCE/CI 38-22 Utility Quality Level B.**

***ECHO will attempt to identify and mark detectable underground utilities potentially in conflict with the proposed water main relocation and determine the points of connection located within the project limits, with the exclusion of irrigation lines and services lines. Gravity-based stormwater and sanitary systems are provided (by others) with the topographic survey services and will not be investigated unless specifically requested; this may result in an increase in fee.***


- **Verification of utility location and characteristics.** At locations selected by the Client, ECHO will attempt to expose the water main connection points via minimally intrusive methods (e.g., use of vacuum excavation) to confirm their characteristics (e.g., type, size, material, direction, configuration) and provide an accurate location. At completion of each excavation (test hole) ECHO will record all verifiable utility information, mark the utility location with the most appropriate method (e.g., wooden lathes, “X” mark on concrete, disc and nail on asphalt) and restore the field to as close as possible to its original conditions. **For this effort, ECHO will attempt to achieve the ASCE/CI 38-22 Utility Quality Level A. Four (4) test holes are proposed for this effort.**
- **Survey of utility information**
  - ECHO will perform a utility survey, collecting the information obtained per steps above.
  - The coordinate system will be based on the control provided by others with the topographical survey being conducted for the overall design (to be provided by the Client).
  - All survey efforts will be conducted in accordance with the Standards of Practice set forth in Rule Chapter 5J-17, F.A.C., pursuant to Section 472.027, F.S.

**Deliverables:**

- a. Field deliverables will consist of field marks (e.g., pin flags, paint marks, wooden lathes, nails/discs etc.) showing the position of the found utilities.
- b. Office deliverables will consist of:
  - images and a sketch (out of scale unless otherwise stated) based on the project plans or aerial imagery publicly available.
  - Test hole data sheets containing all the information obtained via test holes and visual verification.
  - Survey digital file and one (1) signed and sealed surveyor’s report.

**Proposed Schedule:** To be discussed and agreed upon with the client following acceptance of this proposal.

**Fee:** ECHO’s competitive offer, which is inclusive of all field, office, materials, supplies, and equipment costs is detailed below.

ECHO UES, Inc.					 UTILITY ENGINEERING & SURVEY	
PROFESSIONAL SERVICES ESTIMATE						
CLIENT:	KHA			PROJ. #		
PROJECT:	Thompson Nursery Rd at Cameron Rd.			PHASE. #		
LOCATION:	Polk Co.			TOT Length		
Subsurface Utility Engineering (SUE)						
FIELD WORK ITEMS		DAYS	DAILY RATE	SUB.TOT	NOTES	
Utility Designating		0.5	\$1,902.26	\$951.13	Designate the existing water main to be connected to	
Utility Locating		0.5	\$1,902.26	\$951.13	Provide up to 4 test holes for water main conections	
Survey		1	\$1,491.93	\$1,491.93	Survey designating and test holes	
			FIELD TOTAL =	\$3,394.19		
OFFICE WORK ITEMS			# OF HOURS	\$/h RATE	SUB.TOT	NOTES
Project Manager			1	\$230.98	\$230.98	PM project, schedule, invoicing and communications. Also include any site specific safety permits and plan, QC.
Senior Surveyor			1	\$230.98	\$230.98	Oversee survey activities
Project Surveyor			1	\$142.84	\$142.84	Process survey data and oversee field crews
Survey/GIS/SUE Analyst 3 (Senior)			6	\$89.18	\$535.08	Prepare electronic file and deliverables
			OFFICE TOTAL =	\$1,139.88		
			TOTAL =	\$4,534.07		
Prepared By: Jcomellas				Date: February 8, 2024		
All services to be provided in accordance with ECHO UES, Inc. relative proposal, terms and conditions.						

#### Notes and Limitations:

1. Client shall facilitate access to the site and provide any relevant project information.
2. Site must be clear of obstacles impeding access to any portion of the project limits.
3. Standard work hours are from 7:00am to 4:00pm, Monday through Friday; additional charges may occur (following discussion with the Client) in case of weekend or nighttime work.
4. ECHO will not work on any site that is known to be contaminated with any hazardous or harmful substance.
5. Any permit or fee requested to perform the work complying with any stakeholder's requirement will be submitted to the Client with a 5% administrative markup.
6. FDOT Design Standards (Index 600 Series) will be utilized for the Maintenance of Traffic (MOT). Should the site require modification to the Index 600 for non-standard MOT arrangements, ECHO will seek the Client's concurrence to obtain signed and sealed project's specific MOT plans (to be provided by others).
7. Any cost associated with signed and sealed MOT plans will be submitted to the Client with a 5% administrative markup.
8. Unless otherwise stated within this proposal, test holes have usual depth of up to eight (8) ft. from the ground surface, and diameter of up to 1 ft. Should there be a need for deeper or wider excavations, additional charges may apply.
9. The original ground surface at each test hole location will be restored to as close as possible to its original condition, using concrete mix or asphalt cold patch as applicable. Any deviation from this standard (e.g., use of hot asphalt, flowable fill etc.) may require additional charges and the use of specialty subcontractors.
10. Regardless of the type of estimate proposed (e.g., lump sum, time and materials, etc.) such an estimate should be considered indicative and based on preliminary information. Should any situation out of ECHO's control heavily impact on ECHO's field work performance (e.g., adverse site conditions), ECHO reserves the right to seek additional funds to complete the work.
11. The exact location of any underground utility is not guaranteed unless clearly exposed and visually verified at a specific location. Utility characteristics, methods of installation, soil conditions and the surrounding environment all may impact adversely the results of any utility investigation with surface geophysical instruments and technology. No guarantee is made that all utilities will be found and identified.
12. Independently from ECHO's scope of work and performance, the Client shall comply with the relative chapter from the Florida (or any other applicable) Statutes: "Underground Facility Damage Prevention and Safety Act" and call 811 prior to any excavation taking place.

13. Subsurface Utility Engineering, Designating and Locating terms all refer to the American Society of Civil Engineers / Construction Institute Standard for the Collection and Depiction of Subsurface Utility Data (ASCE/CI 38-02). Should ECHO adopt this standard for the performance of the scope of work and preparation of deliverables, clear mention to the Standard shall be made throughout the deliverable.

**Acceptance:** We will honor this proposal for 60 days. If accepted, please return to our attention together with a professional services agreement / task work order authorization and official Notice to Proceed.

At ECHO UES, Inc. we believe in collaboration and communication with our clients and are driven to understand their needs and provide time-efficient and cost-effective solutions. ECHO strives to provide quality utility and survey reliable data to design better, build faster, and safely enhance Engineering, Design, Construction and Maintenance of infrastructure.

Thank you for considering ECHO for this important project and please do not hesitate to contact me directly should you have any questions or concerns.

Sincerely,

**ECHO UES, Inc.**



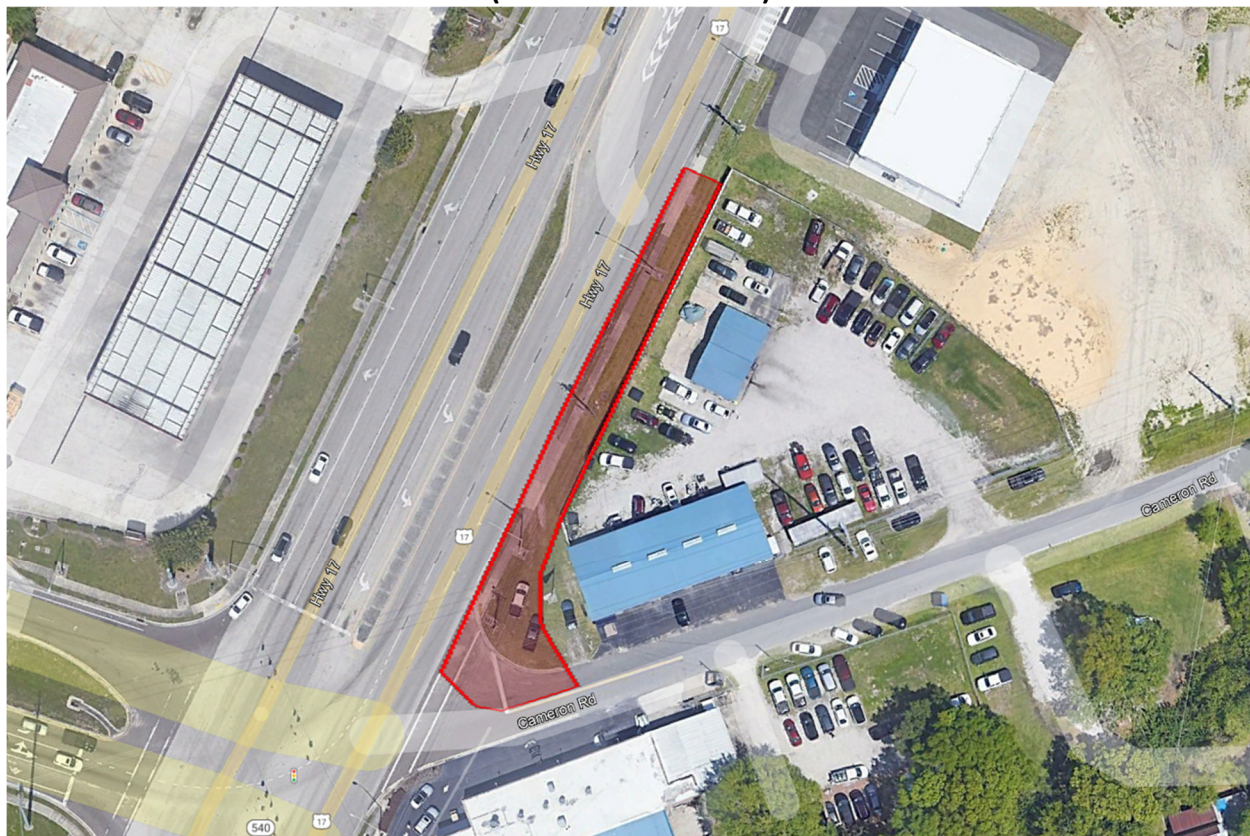
Jerry Comellas, Jr., PE  
President

**Vicinity Map**

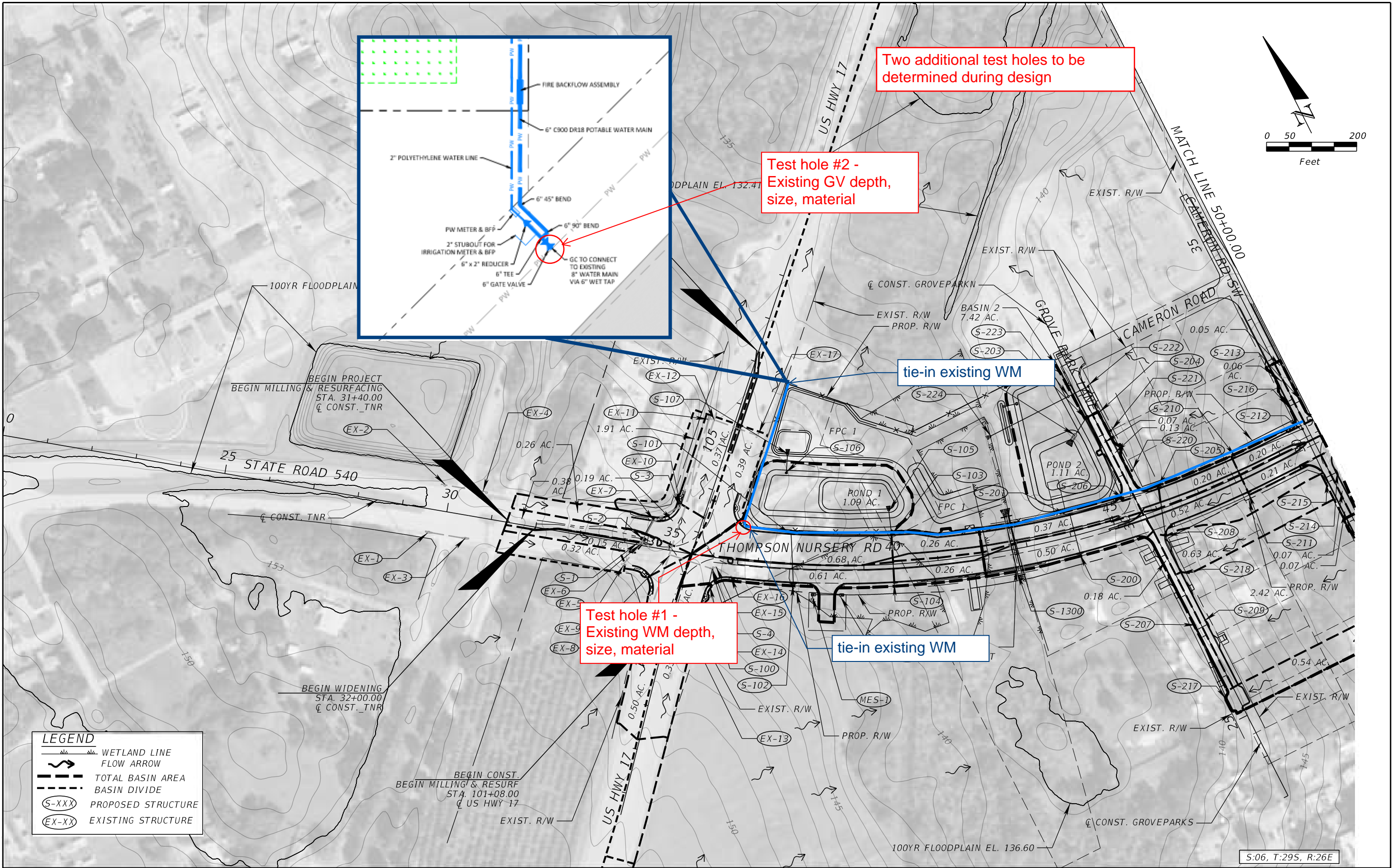




**Limits of SUE  
(shown in red below)**







LEGEND			
	WETLAND LINE		
	FLOW ARROW		
	TOTAL BASIN AREA		
	BASIN DIVIDE		
	PROPOSED STRUCTURE		
	EXISTING STRUCTURE		

REVISIONS			
DATE	DESCRIPTION	DATE	DESCRIPTION

**Kimley»Horn**

2022 KIMLEY-HORN AND ASSOCIATES, INC.  
189 SOUTH ORANGE AVENUE SUITE 1000, ORLANDO, FLORIDA 32801  
PHONE: 407-898-1511  
WWW.KIMLEY-HORN.COM    REGISTRY: 35106



PROPOSED DRAINAGE MAP (01)

SHEET NO.

3

PROJECT DEVELOPMENT & ENVIRONMENT  
PROJECT DATA

ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT

Name of Project:

Thompson Nursery Road - Segment 1

County:

Polk

FPN:

0

FAP No.:

0

Consult. Name Kimley-Horn

Consult. No.

Date: 2/12/2024

Estimator:

Staff Classification	Total Staff Hours From "SH Summary - Firm"	Project Manager	Chief Engineer 2	Chief Engineer 1	Senior Engineer 2	Senior Engineer 1	Engineer 2	Engineer 1	Engineer Intern	Chief Designer	Designer	Design Intern	Chief Planner	Senior Planner	Chief Scientist	Senior Scientist	Environmental Specialist	Senior Specialist	Secretary/Clerical	SH By Activity	Salary Cost By Activity	Average Rate Per Task
		\$205.00	\$323.86	\$285.49	\$248.03	\$232.76	\$217.68	\$159.24	\$123.63	\$184.51	\$120.65	\$67.17	\$254.54	\$146.13	\$194.56	\$147.89	\$119.31	\$150.85	\$98.43			
Water Main Construction Plans				15				30	170												\$30,076.65	#DIV/0!
Water Main Permitting				10				20	60												\$13,457.50	#DIV/0!
Bid Assistance Services				8				8	19												\$5,906.81	#DIV/0!
Construction Phase Services				15				20	100												\$19,830.15	#DIV/0!
																					\$0.00	#DIV/0!
																					\$0.00	#DIV/0!
Total Staff Hours	0	0	0	48	0	0	0	78	349	0		0	0	0	0	0	0	0	0	0		
Total Staff Cost		\$0.00	\$0.00	\$13,703.52	\$0.00	\$0.00	\$0.00	\$12,420.72	\$43,146.87	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$69,271.11	#DIV/0!

Survey Field Days by Subconsultant

4 - Person Crew:

Notes:

1. This sheet to be used by Prime Consultant to calculate the Grand Total fee.

2. Manually enter fee from each subconsultant. Unused subconsultant rows may be hidden.

3. Enter the rate for each classification in Row 9.

SALARY RELATED COSTS:

OVERHEAD:

OPERATING MARGIN:

FCCM (Facilities Capital Cost Money):

EXPENSES:

SALARY RELATED SUBTOTAL:

Survey (Field - if by Prime)

SUBTOTAL - PRIME

Subconsultant: ECHO

Subconsultant:

Subconsultant:

Subconsultant:

SUBTOTAL ESTIMATED FEE:

Optional Services

GRAND TOTAL ESTIMATED FEE:

Check = \$69,271.11

\$69,271.11

0.00%

\$0.00

0.00%

\$0.00

0.00%

\$0.00

0.00%

\$0.00

\$69,271.11

0.00 4-man crew dk \$ - / day

\$0.00

\$69,271.11

\$4,534.07

\$0.00

\$0.00

\$0.00

\$73,805.18

\$0.00

\$73,805.18



# **POLK COUNTY LIBRARY COOPERATIVE INTERLOCAL AGREEMENT 2024**

This Agreement is entered into this \_\_\_\_ day of \_\_\_\_\_ by Polk County, a political subdivision of the State of Florida, hereinafter referred to as the County, and the municipalities of Auburndale, Bartow, Dundee, Eagle Lake, Fort Meade, Frostproof, Haines City, Lake Alfred, Lakeland, Lake Wales, Mulberry, Polk City, and Winter Haven, hereinafter referred to as "participating municipalities".

WHEREAS, Section 163.01, Florida Statutes (2023) the Florida Interlocal Cooperation Act of 1969, permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage; and

WHEREAS, both the County and participating municipalities are public agencies within the meaning of Chapter 163.01, Florida Statutes (2023); and

WHEREAS, Section 163.01(4), Florida Statutes (2023) provides that a public agency of this state may exercise jointly with any other public agency of the state any power, privilege, or authority which such agencies share in common and which each might exercise separately; and

WHEREAS, Section 125.01(f), Florida Statutes (2023) authorizes the County to provide libraries and cultural facilities and programs; and

WHEREAS, Section 166.021(1), Florida Statutes (2023), authorizes municipalities to render municipal services and exercise power for municipal services, except when expressly prohibited by law; and

WHEREAS, the County and participating municipalities desire to cooperate in a countywide agreement to provide library services without charge to all persons residing in Polk County, including residents of the unincorporated areas and those incorporated areas not served by a public library; and

WHEREAS, the County as an eligible political subdivision under Section 257.17, Florida Statutes (2023), may participate in the State Aid to Libraries Program; and

WHEREAS, the County enacted Ordinance 07-18, the Polk County Amended, Restated and Consolidated Comprehensive Impact Fee Ordinance, as amended, which in part provides for the funding of library capital improvements required by growth within Polk

County; and

WHEREAS, the County enacted Ordinance 05-025, the Polk County Library MSTU Ordinance to levy ad valorem taxes within the unincorporated area of Polk County to fund new libraries, and, to the extent that it is demonstrated that such facilities benefit and are used by the residents of the unincorporated area of Polk County, existing and future library facilities operated by the Polk County Library Cooperative and its members.

NOW THEREFORE, in consideration of the promises and mutual covenants hereinafter contained, the parties do agree as follows:

## **1. PURPOSE**

The County and participating municipalities agree to cooperate, pursuant to the terms of this interlocal agreement, in the operation of a cooperative countywide library system in Polk County to provide library services without charge to all persons who are residents of Polk County.

In particular, it is the express purpose of the agreement to provide for the coordination of library service throughout the service area of the County and all participating entities, to provide for equal access to free public library service to all residents in Polk County, and to formulate and implement consistent plans, programs, policies, and procedures in the operation, maintenance and development of library service throughout the service area of the participating entities. The Board of County Commissioners shall have the authority to administer this Agreement and is empowered to take collective action as directed by the Library Cooperative Governing Board (hereafter governing board) as is reasonable or appropriate to achieve the purposes as set forth herein.

## **2. DEFINITIONS**

1. Resident shall mean any individual who either owns real property or resides in Polk County on a permanent basis or as established by the Governing Board.
2. County shall mean Polk County, a political subdivision of the State of Florida.
3. Auburndale shall mean the City of Auburndale, a legal entity established for local governmental purposes and the location of the Auburndale Public Library.
4. Bartow shall mean the City of Bartow, a legal entity established for local governmental purposes and the locations of the Bartow Public Library, Polk County Historical & Genealogical Library and the Polk County Law Library.
5. Dundee shall mean the Town of Dundee, a legal entity established for local governmental purposes and the location of the Dundee Public Library.

6. Eagle Lake shall mean the City of Eagle Lake, a legal entity established for local governmental purposes and the location of the Eagle Lake Public Library.
7. Fort Meade shall mean the City of Fort Meade, a legal entity established for local governmental purposes, and the location of the Fort Meade Public Library.
8. Frostproof shall mean the City of Frostproof, a legal entity established for local governmental purposes and the location of the Latt Maxcy Memorial Library.
9. Haines City shall mean the City of Haines City, a legal entity established for local governmental purposes and the location of the Haines City Public Library.
10. Lake Alfred shall mean the City of Lake Alfred, a legal entity established for local governmental purposes and the location of the Lake Alfred Public Library.
11. Lake Wales shall mean the City of Lake Wales, a legal entity established for local governmental purposes and the location of the Lake Wales Public Library.
12. Lakeland shall mean the City of Lakeland, a legal entity established for local governmental purposes and the locations of the Lakeland Public Library, Larry R. Jackson Branch Library and the Kelly Branch Library.
13. Mulberry shall mean the City of Mulberry, a legal entity established for local governmental purposes and the location of the Mulberry Public Library.
14. Polk City shall mean the City of Polk City, a legal entity established for local governmental purposes and the location of the Suzette Penton Polk City Community Library.
15. Winter Haven shall mean the City of Winter Haven, a legal entity established for local governmental purposes and the location of the Winter Haven Public Library, Kathryn L. Smith Memorial.
16. Cooperative shall mean the Polk County Library Cooperative, a public library system operated by a governing body designated by one or more participating local governments and/or entities to administer through a single administrative head, the common services for a group of libraries supported by those participating local governments and/or entities that have joined together by formal agreements to provide services across their combined service areas.
17. Single administrative head (Cooperative Coordinator) shall mean the central administrator of the Polk County Library Cooperative who administers, manages, and coordinates Cooperative activities and who, at a minimum, meets the requirements for a Cooperative Coordinator as described at Section 9, herein.
18. Governing Board shall mean the governing body of the Polk County Library Cooperative as empowered pursuant to this Agreement.
19. Service area shall mean all of Polk County.

20. Participating Library shall mean any of the libraries located within Polk County that have entered into this agreement.
21. Polk County is a political subdivision of the State of Florida and is authorized to participate in the State Aid to Libraries Program and operates the Polk County Genealogical Library and the Justice Steven H. Grimes Law Library.
22. Circulation – shall mean all library materials that are borrowed for use outside the library, including digital books and media.
23. Capital – shall mean money expended for purchase or construction of a library building or library quarters (ie: bricks and mortar, land (purchase or value of); and utility infrastructure). Capital shall not include shelving, furniture, or replacement of carpet.
24. BOCC – shall mean the “Board of County Commissioners” of Polk County
25. MSTU- shall mean the “Municipal Services Taxing Unit” enacted by the BOCC in the unincorporated areas of the county for public library services beginning with FY 2005-2006, the funds from which may be used for existing and future library facilities, collections and programs to the extent that it is demonstrated that such facilities benefit and are used by residents of the unincorporated area of Polk County.
26. Impact Fee – shall mean the library impact fee enacted by the BOCC for public library capital projects required by growth.

### **3. AGREEMENT**

This Agreement shall constitute the entire agreement of parties hereto and of the Polk County Library Cooperative. There are no promises, representations, or warranties other than those set forth herein. This Agreement shall be binding upon the parties and successors in interest in accordance with its terms. No modification or amendment of the Agreement shall be binding unless in writing approved by each of the governing boards of the participating libraries and by the Cooperative Governing Board, and executed on behalf of each of the participating libraries and the Cooperative Governing Board.

### **4. TERM**

The term of this Agreement shall be 10 years, beginning on October 1, 2024 and shall automatically renew for additional 10 year terms, however any party hereto may terminate their participation in this Agreement as provided herein. The parties hereto agree to meet at the request of any member party to review the provisions of this agreement at least one hundred and twenty (120) days prior to October 1<sup>st</sup> of each year in order to consider such modifications as the parties may desire for the subsequent year.

### **5. WITHDRAWAL OR TERMINATION**

Any participating party may withdraw from the Cooperative established by this Agreement and thereby terminate its rights and responsibilities under this Agreement. Written notice of the withdrawal and termination shall be given to the

Governing Board 60 days prior to the effective date. Any funds received by the withdrawing party will be pro-rated to the termination date and a refund will be made by the withdrawing party to the Cooperative. Distribution of the refund will be made to the remaining cities in accordance with the funding formula.

## **6. DISPENSATION OF PROPERTY AND EQUIPMENT**

Upon withdrawal or termination of the Agreement by any participating party (whether by termination or otherwise), all real property and equipment valued at the amount established by applicable law and regulations and purchased by the Cooperative with State, County or Federal funds (except State Construction Grant Funds), shall be retained by the Polk County Library Cooperative.

If the Cooperative ceases to exist, the abovementioned real property and equipment shall revert to the Florida Department of State, Division of Library and Information Services (State Library of Florida). All disposition of real property and equipment shall be in accordance with applicable state law and regulations.

Materials, furniture and equipment purchased with local funds or grants procured by the municipality or county, whether funds of a municipality, non-profit entity, or the county, shall remain the property of the participating library for which they were purchased. Disposition of the real property shall be the responsibility of the owning entity.

A terminating library will be able to purchase a copy of its MARC (Machine Readable Catalog) records in its current format at the time of termination for a fee covering the cost of extraction. If the terminating library requests its records to be expunged from the Cooperative database, it will be done at the terminating library's expense, with vendor approval from the Governing Board.

If the terminating library requests to continue using the Cooperative database and automation software, it will be reviewed by the Cooperative Governing Board and done at the terminating library's expense.

In the event that the terminating library serves as the host library for the automation networking equipment and software, the Governing Board will approve another host city or site.

## **7. ADDITION OF NEW MEMBERS**

**NEW MEMBERS:** Any publicly owned and operated library within Polk County which is not a participating library may become a party to this Agreement and a member of the Polk County Library Cooperative upon the approval by a majority vote of the Governing Board and upon execution and delivery of a counterpart original of the Agreement (as then in force). The above and the following conditions

must be satisfied by new members prior to April 1<sup>st</sup> of a given calendar year: 1) Agree to provide library services to all Polk County residents free of charge, 2) Agree to provide services in accordance with the Cooperative's Long-Range Plan, 3) Agree to submit an Annual Library Budget to the Cooperative, 4) Agree to share materials/resources with other member libraries, 5) Agree to remain open a minimum of 40 hours per week, and 6) Agree to all other conditions as outlined in the Interlocal Agreement

Upon satisfaction of these conditions, the proposed new member (participating library) shall become a party to this Agreement and a member of the Polk County Library Cooperative effective the next October 1, subject to all the provisions and obligations, and entitled to all the privileges and rights of new members as delineated in the Bylaws of the Governing Board.

## **8. GOVERNING BODY**

The Governing Board of the Polk County Library Cooperative shall consist of one representative appointed by each participating municipality, and one administrator from County government appointed by the Board of County Commissioners. Each participating municipality and the County shall also designate at least one; but no more than two alternate representatives to act on its behalf during any absence. The Governing Board shall elect a chair, vice-chair, and secretary each to serve a two year term. The Governing Board shall appoint the Cooperative's single administrative head (Cooperative Coordinator), adopt By-laws, set policy for and manage operations of the Cooperative, including salaries of the Coordinator and other staff, develop with the Cooperative Coordinator and approve the Cooperative's budget and submit it to the Board of County Commissioners for review and transmittal to the State Library of Florida, review and develop new formulas for the disbursement of County funds, make decisions with the Cooperative Coordinator on the use of state funds, which will be centrally expended by the Cooperative for participating libraries for the benefit of residents of the combined service area; make decisions with the Cooperative Coordinator on the use of County funds including county Library MSTU and Impact Fee revenues which will be expended pursuant to the provisions and limitations set out in Polk County Ordinances creating the Library MSTU and levying the Library Impact Fee; conduct public meetings, (no less often than quarterly), enter into and sign contracts to benefit the Cooperative members, and appoint members of committees and advisory boards as required to accomplish specific activities.

## **9. COOPERATIVE COORDINATOR**

The Cooperative Coordinator shall be appointed by the Governing Board and shall have the following minimum qualifications: a Master's Degree in library/information science from a program accredited by the American Library Association, plus five years of successful, full-time, paid library experience in a public library. The Governing Board may establish any other qualifications for the Cooperative

Coordinator and shall set positions, salary structure and benefits for the Coordinator and all direct staff of the Cooperative. The Cooperative Coordinator, under the supervision of the Governing Board, shall interview, select, supervise, and recommend discharge of staff for the office of the Cooperative in accordance with policies established by the Governing Board. All paid staff of the participating libraries shall remain employees of the governing board that operates each library and shall retain all rights, responsibilities and powers associated with employment of staff. In the event the Coordinator is an employee of a participating municipality the Coordinator's salary and other expenses of employment shall be reimbursed by the Cooperative.

## **10. DUTIES OF THE COOPERATIVE COORDINATOR**

Under the direction of the Governing Board, the duties of the Cooperative Coordinator shall include, but are not limited to:

- a. Maintaining information and submitting with approval of the Governing Board and on behalf of the Cooperative and participating libraries applications for available County, State and Federal library funds and filing reports required by the Florida Department of State, Division of Library and Information Services.
- b. Preparing and presenting to the Governing Board for approval the Cooperative's single Long Range Plan developed by the Governing Board and the Coordinator.
- c. Preparing and presenting to the Governing Board for approval the Cooperative's annual operating and capital budgets and Annual Plan of Service.
- d. Recommending and coordinating the implementation of library program opportunities for offering to the participating libraries.
- e. Recommending and developing, with the approval of the Governing Board cooperative projects as a method of cost reductions and improved efficiency.
- f. Planning for and developing centralized coordination, planning, technical services, and automation programs for participating libraries, as agreed to by the Governing Board.

## **11. LONG RANGE PLAN FOR LIBRARY SERVICES AND ANNUAL PLAN AND BUDGET**

In concert with the Governing Board, the Cooperative Coordinator shall coordinate the development and implementation of a Long Range Plan for the operation, maintenance, and development of the Cooperative and its participating libraries, to be adopted by the Governing Board and maintained through a yearly update.

The Governing Bodies of the participating libraries shall continue to fund their local libraries and are not required to make any payment to the Cooperative for participating in the Cooperative. All authority with respect to participating library

funding of the Cooperative's Long Range Plan, the Annual Plan and any other library program or expenditure from participating library's governing body shall lie solely with the participating municipality. In order to qualify for the maximum amount of state aid, all expenditures made for participating libraries by the participating municipalities shall be made in accordance with the Cooperative's Long Range Plan and Annual Plan.

There shall be a single, combined annual Cooperative budget for library service in Polk County. The budget shall be developed with a Fiscal Year ending September 30 of each year. The Cooperative's budget shall reflect the annual plan approved by the Governing Board, shall be prepared by the Cooperative Coordinator, and shall take into account funds received, budgeted for and expended by participating libraries, and funds received from the County, State and Federal funds (except State construction grants), and all other revenues received to provide library service.

The budget shall be adopted by the Cooperative's Governing Board for submission to the Board of County Commissioners. Nothing contained herein shall require any participating municipality or Polk County on behalf of Polk County's Historical/Genealogical Library or Polk County's Law Library to appropriate any amount in excess of the Maintenance of Effort defined at Section 14, herein.

## **12. ACCEPTANCE OF GIFTS, GRANTS, FUNDS, OR BEQUESTS**

The Governing Board, on behalf of the Cooperative, shall have the authority to apply for or receive gifts, grants, funds, or bequests. All such monies, property or funds received by the Cooperative shall be the property of the Cooperative, subject to termination provisions set forth in this Agreement. All such monies, property or funds received by municipalities or non-profit entities for the benefit of an individual participating library shall remain the property of the participating library.

## **13. COOPERATIVE SYSTEM-WIDE AND CENTRALIZED ACTIVITIES**

An Annual Plan of Library Service for the Cooperative may offer system-wide and centralized activities, such as centralized purchasing, centralized periodical subscription service, centralized technical services, shared staff, and others to be funded by one or a combination of:

- a. The Cooperative's County funds including Library MSTU and Library Impact fees designated in the Annual Budget.
- b. The Cooperative's State funds designated in the Annual Budget.
- c. Agreed-to portions of the Cooperative's County funds programmed to be distributed to the participating libraries with the approval of the participating libraries' governing bodies of those libraries that choose to participate in any system-wide and/or centralized



activity.

- d. Direct payment to the Cooperative by the governing bodies of participating libraries that choose to participate in any system-wide and/or centralized activity.

#### **14. APPROPRIATION FOR PARTICIPATING MUNICIPALITIES FUNDS:**

There is reserved to the participating municipalities the sole and exclusive discretion to determine the amount of annual appropriations from their own revenues and sources for the provision of library services. Participating libraries, including participating municipalities and the County, agree to a Maintenance of Effort which will maintain actual operating and maintenance expenditures for public library services, exclusive of short-term special funding, at that level of at least the lesser amount expended from the same purpose in either of the two fiscal years preceding the annual appropriation being considered, such that funds provided under this Agreement shall not be construed to be a substitute for city funds allocated for the support of public library services to the residents of the city or county. Participating municipalities who cannot meet this condition because of extenuating budget circumstances in a specific fiscal year may request a Maintenance of Effort Waiver for that specific fiscal year according to procedures established by the Cooperative's Governing Board and codified in the By-Laws adopted by the Governing Board.

#### **15. APPROPRIATION AND ALLOCATION OF POLK COUNTY FUNDS FOR PARTICIPATING LIBRARIES**

For the duration of this Agreement, County funds allocated for the support of the Cooperative shall be distributed among participating publicly owned and operated libraries according to the formulas found in Section 21 and Section 22.

- 1) Funding Formula – To the extent that it is demonstrated that the Cooperative's library system benefits and is used by residents of the unincorporated area of Polk County, the County shall provide dedicated funding from Library MSTU dollars to the Cooperative as provided for in Section 21.
- 2) Distribution Formula – The County funds, including Library MSTU dollars, allocated for the support of the Cooperative shall be distributed among participating libraries in two payment installments by January 31 and April 15 pending necessary information is provided by cities according to the formula in Section 22 with an annual review.
- 3) All County funds shall be spent by the participating libraries in accordance with the Cooperative's Long Range Plan and Annual Plan of Service and pursuant to the provisions and limitations set out in Polk County Ordinances creating the Library MSTU and levying the Library Impact Fee

- 4) State Aid to Libraries Grant funds and County Library Impact Fee dollars for capital projects required by growth shall be administered centrally and budgeted in accordance with the Long Range Plan and Annual Plan of Service and expended by the Cooperative on behalf of libraries services in Polk County.
- 5) The Cooperative Governing Board will expend any County funding provided for public library services in accordance with the Cooperative's long range plan and annual plan of service and the provisions and limitations set out in Polk County Ordinances creating the Library MSTU and levying the Library Impact Fee.

## **16. STATISTICAL REPORTS**

Each month, by the 20<sup>th</sup> day, statistical reports in the format requested by the Coordinator shall be submitted by all participating libraries to the Cooperative Coordinator for the previous month. Notwithstanding the foregoing, the Coordinator shall have the authority to adjust the reporting frequency to periods which are more efficient and productive to the administration of the Cooperative.

## **17. RESPONSIBILITY OF THE COOPERATIVE**

The Cooperative shall abide by the terms and provisions of laws of the State of Florida and the provisions of this Agreement and other applicable Federal, State, and or local laws, rules, and regulations.

## **18. ADDITIONAL RESPONSIBILITIES OF PARTICIPATING GOVERNING BODIES**

Participating governing bodies shall abide by all State and Federal laws, and specifically those relating to the provision of library services. Participating governing bodies shall retain local autonomy and control over the operations and functions of its participating library, except where participating governing bodies have ceded authority to the Cooperative's governing body through this Agreement or amendments thereto.

## **19. MODIFICATION OF AGREEMENT**

No modification, amendment, or alteration of the terms or conditions contained herein shall be effective unless contained in a written document approved and executed by the Cooperative's Governing Board and all parties hereto with the same formality and of equal dignity herewith.

## **20. NOTICES**

All notices, demands or other writings required to be given or made or sent in this Agreement, or which may be given or made or sent, by either party or the other, shall be deemed to have been fully given or made or sent when in writing and addressed to the City Manager of the participating municipalities and the County Manager for the Board of County Commissioners.

## **21. FUNDING FORMULA**

The County has provided a dedicated funding source (Library MSTU) which assists in its commitment to more equitable funding in order to reach \$23.60 operational funding per capita as recommended by previous professional consultants hired by the County.

## **22. DISTRIBUTION FORMULA**

Each participating municipality shall be allocated a portion of all county dollars, including the Library MSTU, to the extent that it is demonstrated that the Cooperative's library system benefits and is used by residents of the unincorporated area of Polk County, based on this formula:

[10% of the municipality's current library budget (excluding capital as defined herein) + (remaining funds for distribution X its library's % of circulation (as compared to the entire Cooperative's circulation) for the most recent fiscal year)] Any publicly owned and operated library open at least 40 hours a week will receive at least \$25,000. The minimum funding level has the opportunity to be increased upon recommendation by the Governing Board and with a unanimous approval vote of the Governing board.

Shown another way the formula looks like this:

A = Total County Funds

B = 10% of municipality's current library budget (excluding capital as defined herein)

C = Sum of amount B for each location

D = A – C (remaining funds for distribution)

E = % of library's circulation (as compared to the entire Cooperative's cumulative Circulation for the most recent fiscal year)

Each municipality's allocation = B + (D\*E), with the provision that any library open at least 40 hours a week will receive at least \$25,000. The minimum funding level has the opportunity to be increased upon recommendation by the Governing Board and with a unanimous approval vote of the Governing board.

## **ENTIRE AGREEMENT**

This Agreement embodies the entire agreement between the parties. It may not be modified or terminated except as provided herein. If any provision herein is invalid it shall be considered deleted therefrom, and shall not invalidate the remaining provisions.

*Passed by Library Cooperative Governing Board on March 13, 2024*

**POLK COUNTY BOARD OF  
COUNTY COMMISSIONERS**

**CITY OF:** \_\_\_\_\_

**Signed by:** \_\_\_\_\_

**Signed by:** \_\_\_\_\_

**Printed name:** \_\_\_\_\_

**Printed name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Witness:** \_\_\_\_\_

**Witness:** \_\_\_\_\_

**Printed name:** \_\_\_\_\_

**Printed name:** \_\_\_\_\_

March 21, 2024

Mr. Tom Ernharth, City Manager  
City of Eagle Lake  
75 N. 7<sup>th</sup> Street  
Eagle Lake, Florida 33839

Subject        Bid Award Recommendation  
Project        2024 Resurfacing Project  
Job No.        ELAKX23004

Dear Mr. Ernharth:

In accordance with our contract requirements, we reviewed and evaluated the one bid package submitted to the City on March 21, 2024 for the above referenced Project and are pleased to present our findings.

A detailed summary of the bids including a unit price breakdown for all bidders is attached. The base bid amount of \$326,169.57 includes a contingency amount of \$29,651.78 (net of \$296,517.798) which makes the base bid well under our original estimate of \$311,000. The bid amount for Add Alternate 1 is \$78,995.00.

The unit costs are very reasonable considering other recent projects in the area. Required bid submittal items were also checked for the one bidder. This bidder submitted all required documents.

Based upon Pennoni's review and discussions with City staff, Pennoni recommends awarding to H&S Investment Group of Central Florida, LLC (dba AAA Top Quality Asphalt) as the low responsive bidder. If funding is available, we recommend award of both the base bid and the add alternate with a total budget of \$405,164.57.

Upon bid award approval by the City Commission and pending approval by the FDEP, Pennoni will send a Notice of Award to the selected Contractor. We will then request and process the appropriate Contract Documents and Insurance Certificates with the selected Contractor for subsequent execution by the City.

Please call us if you have any additional questions or comments. We appreciate the opportunity to serve the City of Eagle Lake on this important project.

Sincerely,  
Pennoni Associates, Inc.

A handwritten signature in blue ink, appearing to read "S. C. Shealey".

Steven C. Shealey, P.E., MPA

Table 1 - Bid Tabulation  
2024 Paving Project  
City of Eagle Lake

Base Bid											
No.	Description	Unit	Qty	AAA Top Quality Asphalt							
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1.0	Mobilization/Demobilization	LS	1	\$ 2,443.72	\$ 2,443.72		\$ -		\$ -		\$ -
2.0	Maintenance of Traffic	LS	1	\$ 2,443.72	\$ 2,443.72		\$ -		\$ -		\$ -
3.0	Milling Existing Asphalt Pavement (1 " Avg Depth)	SY	10992	\$ 4.17	\$ 45,836.64		\$ -		\$ -		\$ -
4.0	Superpave Asphalt Conc Traffic A, 2.25" SP12.5	TN	1369	\$ 140.23	\$ 191,974.87		\$ -		\$ -		\$ -
5.0	Superpave Asphalt Conc Traffic A, 0.5" SP9.5	TN	308	\$ 153.44	\$ 47,259.52		\$ -		\$ -		\$ -
6.0	Thermoplastic Standard, White, 24"	LF	300	\$ 9.43	\$ 2,829.00		\$ -		\$ -		\$ -
7.0	Thermoplastic Standard, White, 12"	LF	110	\$ 8.21	\$ 903.10		\$ -		\$ -		\$ -
8.0	Railroad Crossing	EA	2	\$ 592.61	\$ 1,185.22		\$ -		\$ -		\$ -
9.0	Thermoplastic Standard, Yellow, 6"	LF	200	\$ 8.21	\$ 1,642.00		\$ -		\$ -		\$ -
10.0	Contingency, 10% of Total	LS	1	\$ 29,651.78	\$ 29,651.78		\$ -		\$ -		\$ -
	Base Bid Total			\$ 326,169.57		\$ -		\$ -		\$ -	

Bid Alternate 1											
2.0	Maintenance of Traffic	LS	1	\$ 243.32	\$ 243.32		\$ -		\$ -		\$ -
3.0	Milling Existing Asphalt Pavement (1 " Avg Depth)	SY	3049	\$ 4.17	\$ 12,714.33		\$ -		\$ -		\$ -
4.0	Superpave Asphalt Conc Traffic A, 2.25" SP12.5	TN	378	\$ 140.23	\$ 53,006.94		\$ -		\$ -		\$ -
5.0	Superpave Asphalt Conc Traffic A, 0.5" SP9.5	TN	84	\$ 153.44	\$ 12,888.96		\$ -		\$ -		\$ -
6.0	Thermoplastic Standard, White, 24"	LF	15	\$ 9.43	\$ 141.45		\$ -		\$ -		\$ -
	Bid Alternate Total			\$ 78,995.00		\$ -		\$ -		\$ -	

Bid Date: 21 March 2024  
City of Eagle Lake - 2024 Resurfacing Project



21 March 2024

Steven C. Shealey, P.E., MPA

Date

CITY OF EAGLE LAKE  
REGULAR CITY COMMISSION MEETING  
MONDAY, MARCH 4, 2024  
7:00 P.M.  
COMMISSION CHAMBERS  
675 E EAGLE AVE  
EAGLE LAKE, FLORIDA 33839

**I. CALL TO ORDER**

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

**II. INVOCATION**

Commissioner Metosh gave the invocation.

**III. PLEDGE OF ALLEGIANCE TO THE FLAG**

The Commission and audience said the Pledge of Allegiance to the Flag.

**IV. ROLL CALL**

PRESENT: Billings, Metosh, Wilson

ABSENT: None

**V. AUDIENCE**

There were no comments from the audience.

**VI. SPECIAL PRESENTATIONS/RECOGNITIONS/PROCLAMATIONS, REQUESTS**

**A. Staff Reports**

Code Enforcement Officer Nadeau updated the Commission regarding the Code Enforcement cases in the city and permits issued in the city.

Sgt. Turner updated the Commission regarding the events that have occurred in the city. Sgt. Turner stated he is tracking the accidents at Crystal Beach Road; he feels a light is warranted.

**B. City Manager Report**

City Manager Ernharth stated that the iPads for the commission, city manager and city clerk are over 4 years old and are outdated; they were purchased pre-COVID. He would like to order new iPads and keyboards for the Commission, City Manager and City Clerk.

**MOTION** was made by Commissioner Metosh and seconded by Commissioner Billings to authorize the City Manager to purchase new iPads and keyboards for the Commission, City Manager and City Clerk and surplus old iPads to be returned to commission and staff.

The vote was as follows:

AYES: 3

NAYS: 0



**C. Appointment to Commission Seat 4 Vacancy**

Mayor Wilson stated they received 2 applications to be appointed to Seat #4.

Commissioner Billings stated that he would like to appoint Brandi Freeze to the position.

City Clerk Wright advised since Ms. Freeze is a member of the Planning Commission, the City Commission would need to 1<sup>st</sup> accept Ms. Freeze's resignation from the Planning Commission and then they would be able to appoint her to the City Commission.

**MOTION** was made by Commissioner Metosh and seconded by Commissioner Billings to accept the resignation of Brandi Freeze from the Planning Commission.

The vote was as follows:

AYES: 3

NAYS: 0

**MOTION** was made by Commissioner Billings and seconded by Commissioner Wilson to appoint Brandi Freeze to City Commission Seat #4.

The vote was as follows:

AYES: 3

NAYS: 0

City Clerk Wright administered the Oath of Office to Ms. Freeze.

The Commission discussed placing the appointment of Joshua Macon to the open Planning Commission seat on the April 15, 2024, City Commission Agenda.

**D. Presentation of Audit**

Julie Davis RG & Company presented the audit.

**E. Presentation of Trending Analysis from Mike Brynjulfson**

Mike Brynjulfson presented the Trending Analysis.

**VII. PUBLIC HEARINGS**

- A. Consideration of the second reading of Ordinance No. O-24-02, An Ordinance of the City of Eagle Lake, Florida, Amending Chapter 1 of the City of Eagle Lake Code of Ordinance, to Add Section 1-15, Implementing the State's Statutory Mandate to Prepare Business Impact Estimates Prior to the Adoption of Proposed Ordinances Pursuant to Section 166.041 (4), Florida Statutes; providing Findings; Adopting Business Impact Estimate Procedures, Requirements and Exemptions; Providing for Severability Conflicts and an Effective Date.**

Attorney Maxwell read Ordinance No.: O-24-02 by title only.

**MOTION** was made by Commissioner Metosh and seconded by Commissioner Billings to approve Ordinance No.: O-24-02.

Mayor Wilson asked for audience and Commission discussion; there was none.

The roll call vote was as follows:

AYES: Billings, Metosh, Freeze, Wilson

NAYS: None

- B.** Consideration of the first reading of **Ordinance No. O-24-03**, An Ordinance of the City of Eagle Lake, Florida Extending the Corporate Limits of the City of Eagle Lake, to include Therein Additional Territory Lyng Contiguous and Adjacent to the Present boundaries of the City of Eagle Lake; Describing said Additional Territory; Repealing all Ordinances Conflicting Herewith and Providing an Effective Date. (General Location: Two parcels of land totaling approximately 5.0 acres in size, lying east of Gerber Dairy Road and north of Thomas Rd, with a street address of 0 Thomas Rd and 1409 Thomas Rd Winter Haven, Florida 33880) Thomas Property

Attorney Maxwell read Ordinance No.: O-24-03 by title only.

**MOTION** was made by Commissioner Metosh and seconded by Commissioner Billings to approve Ordinance No.: O-24-03.

Mayor Wilson asked for audience and Commission discussion; there was none.

The roll call vote was as follows:

AYES: Billings, Metosh, Freeze, Wilson

NAYS: None

- C.** Consideration of the first reading of **Ordinance No. O-24-04**, An Ordinance of the City of Eagle Lake, Florida, amending the Eagle Lake Code of Ordinances; Chapter 6, Elections; Article 5, Canvassing; Protests and Contests; Section 6-111, Canvassing; Providing the Canvassing Board to Consist of the City Clerk, City Manager, and City Code Enforcement Officer, and Alternates as Appointed by the City Clerk; Providing for Conflicts; Providing for Severability; Providing for Codification; and Providing for an Effective Date.

Attorney Maxwell read Ordinance No.: O-24-04 by title only.

**MOTION** was made by Commissioner Metosh and seconded by Commissioner Billings to approve Ordinance No.: O-24-04.

Mayor Wilson asked for audience and Commission discussion; there was none.

The roll call vote was as follows:

AYES: Billings, Metosh, Freeze, Wilson

NAYS: None

- D.** Consideration of the first reading of **Ordinance No. O-24-05**, An Ordinance Amending the City of Eagle Lake Code of Ordinances, More Specifically, Chapter 6 Elections, Article II Candidates, Section 6-51, Method of Qualifying; Fees, Petition; Providing that Write In Candidates Must File Required Qualifying Documentation and Statement with the City Clerk Before the End of the Normal Qualifying Period; Providing a Conflict Clause and Severability Clause and an Effective Date.

Attorney Maxwell read Ordinance No.: O-24-05 by title only.

**MOTION** was made by Commissioner Metosh and seconded by Commissioner Billings to approve Ordinance No.: O-24-05.

Mayor Wilson asked for audience and Commission discussion; there was none.

The roll call vote was as follows:

AYES: Billings, Metosh, Freeze, Wilson

NAYS: None

**VIII. OLD BUSINESS**

There was no old business.

**IX. NEW BUSINESS**

There was no new business.

**X. CONSENT AGENDA**

**A.** Approval of the Regular City Commission Minutes -----02/05/2024

**MOTION** was made by Commissioner Metosh and seconded by Commissioner Billings to approve Consent Agenda item A. Regular City Commission Minutes of 02/05/2024.

The vote was as follows:

AYES: 4

NAYS: 0

**XI. CITY ATTORNEY**

Attorney Maxwell welcomed Commissioner Freeze to the City Commission.

Attorney Maxwell stated at the last meeting the Commission agreed to join the Form 6 lawsuit being filed by Weiss Serota Helfman Cole & Bierman, P.L. from South Florida. Ms. Maxwell stated that State and Federal lawsuits were filed. She advised the city will need to have at least one Commissioner be named as a plaintiff in the lawsuit.

**XII. CITY COMMISSION**

Commissioner Metosh welcomed Commissioner Freeze.

Commissioner Billings had no report.

Commissioner Freeze had no report.

Mayor Wilson welcomed Commissioner Freeze to the Commission.

Mayor Wilson discussed the need for community involvement and suggested residents create a committee to bring ideas to the Commission.

**XIII. ADJOURNMENT**

**MOTION** was made by Commissioner Metosh and seconded by Commissioner Billings to adjourn at 7:39 p.m.

The vote was as follows:

AYES: 4

NAYS: 0

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MAYOR SUZY WILSON

ATTEST:

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CITY CLERK DAWN WRIGHT

## CITY OF EAGLE LAKE - GENERAL FUND

## ACCOUNT BALANCE

JAN 2024

<b>ACCOUNT BALANCE AS OF DECEMBER 31, 2023</b>	6,878,640.08
DEPOSITS	2,341,420.78
CLEARED CHECKS	(2,039,760.48)
WITHDRAWALS/ACH	0.00
RETURNED CHECKS	0.00
<b>ACCOUNT BALANCE AS OF JANUARY 31, 2024</b>	<b>7,180,300.38</b>

**OUTSTANDING CHECKS:**

44428	CITY OF TAYLORS FALLS PCCA - REF	(100.00)
45964	BRIAN L FLETCHER	(35.77)
46263	CARP CON INC - REF	(1,000.00)
46266	CLERK OF COURTS/EXP	(3.00)
46286	FLORIDA BLUE	(22,319.29)
46288	GUARDIAN	(628.58)
46290	LINCOLN FINANCIAL GROUP	(323.43)
46291	MINNESOTA LIFE	(240.80)
46289	Liberty National Insurance Company QB	(230.53)
46293	WASHINGTON NATIONAL INS CO	(220.94)
46287	Florida Municipal Insurance Trust QB	(123.06)
46285	EMPLOYEE FUND QB	(80.00)
46292	New York Life Ins QB	(21.68)
46300	PENNONI	(20,435.68)
46298	iWorQ SYSTEMS	(3,600.00)
46304	Tampa Electric Company-2	(3,169.90)
46306	LENNAR HOMES	(1,000.00)
46299	LENNAR HOMES	(1,000.00)
46305	Tampa Electric Company -3	(912.71)
46302	SPECTRUM ENTERPRISE 168089401	(439.48)
46303	TAMPA ELECTRIC CO.-1	(381.35)
46296	GRAY ROBINSON	(360.00)
46301	POLK NEWS - SUN	(204.00)
46307	FLORIDA PEST CONTROL	(189.00)
46297	IIMC (MEMBERSHIP)	(185.00)
46295	CIVILSURV DESIGN GROUP INC	(67.50)
46294	CDN PARTNERS INC	(33.75)
TOTAL OUTSTANDING CHECKS:		(57,305.45)

01/30/2024	Deposit	716.00
01/31/2024	Deposit	878.59

<b>TOTAL OUTSTANDING DEPOSITS:</b>	<b>1,594.59</b>
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<b>REMAINING ACCOUNT BALANCE:</b>	<b>7,124,589.52</b>
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**CITY OF EAGLE LAKE**  
**Profit & Loss Budget vs. Actual**  
**October 2023 through January 2024**

	Oct '23 - Jan 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
310.000 · Taxes				
311.000 · Ad Valorem Taxes	1,643,625.35	1,788,490.00	-144,864.65	91.9%
312.000 · Sales, Use & Gas Taxes				
312.300 · 9th Cent Gas Tax	6,588.81	17,500.00	-10,911.19	37.7%
312.410 · Local Option Gas Tax	34,523.55	100,327.00	-65,803.45	34.4%
312.412 · Local Gov. 1/2 cent sales tax	88,669.01	262,851.00	-174,181.99	33.7%
312.420 · 5-cent Local Option Gas Tax	21,234.70	63,766.00	-42,531.30	33.3%
Total 312.000 · Sales, Use & Gas Taxes	151,016.07	444,444.00	-293,427.93	34.0%
314.000 · Utility Service Taxes				
314.100 · Electric Utility Service Tax	107,564.74	225,000.00	-117,435.26	47.8%
314.150 · Water Utility Service Tax	29,105.86	45,000.00	-15,894.14	64.7%
314.400 · Natural Gas Service Tax	5.41	100.00	-94.59	5.4%
314.800 · Propane Service Tax	592.67	1,500.00	-907.33	39.5%
315.000 · Local Communications Serv. Tax	27,461.95	92,000.00	-64,538.05	29.8%
Total 314.000 · Utility Service Taxes	164,730.63	363,600.00	-198,869.37	45.3%
323.000 · Franchise Fees				
323.100 · Electric Franchise Fees	84,986.56	220,000.00	-135,013.44	38.6%
323.400 · Natural Gas Franchise Fees	860.78	2,000.00	-1,139.22	43.0%
323.700 · Solid Waste Franchise Fee	5,000.00	25,000.00	-20,000.00	20.0%
Total 323.000 · Franchise Fees	90,847.34	247,000.00	-156,152.66	36.8%
Total 310.000 · Taxes	2,050,219.39	2,843,534.00	-793,314.61	72.1%
330.000 · Intergovernmental Revenue				
335.000 · State Shared Revenues				
335.120 · SRS Sales Tax	39,385.40	120,000.00	-80,614.60	32.8%
335.122 · SRS - Motor Fuel Tax	15,316.52	50,000.00	-34,683.48	30.6%
335.150 · Alcoholic Beverage Licenses	97.89	250.00	-152.11	39.2%
Total 335.000 · State Shared Revenues	54,799.81	170,250.00	-115,450.19	32.2%
338.800 · County Shared Revenue				
337.700 · Library Cooperative	0.00	25,000.00	-25,000.00	0.0%
337.710 · Delivery Driver System Funding	43,449.62	135,815.00	-92,365.38	32.0%
338.200 · Polk County Occupational Licens	988.90	1,500.00	-511.10	65.9%
Total 338.800 · County Shared Revenue	44,438.52	162,315.00	-117,876.48	27.4%
Total 330.000 · Intergovernmental Revenue	99,238.33	332,565.00	-233,326.67	29.8%
340.000 · Charges for Services				
341.200 · Zoning Fees	2,750.00	500.00	2,250.00	550.0%
341.300 · Copies/Certifications	8.00	75.00	-67.00	10.7%
342.900 · FDOT Roadway Maintenance	3,015.69	11,965.00	-8,949.31	25.2%
352.000 · Library Fines and Collections	479.96	1,500.00	-1,020.04	32.0%
Total 340.000 · Charges for Services	6,253.65	14,040.00	-7,786.35	44.5%
350.000 · Fines & Forfeitures				
341.541 · Police Fines	3,091.16	8,000.00	-4,908.84	38.6%
350.100 · Other Fines and Forfeitures	0.00	100.00	-100.00	0.0%
Total 350.000 · Fines & Forfeitures	3,091.16	8,100.00	-5,008.84	38.2%
360.000 · Other Revenue				
361.100 · Interest Income	2,502.24	6,500.00	-3,997.76	38.5%
362.100 · Facilities Rental	900.00			
362.201 · T-Mobile Tower Lease	7,500.00	38,000.00	-30,500.00	19.7%
366.000 · Private Donations				
366.101 · Donations for City Events	4,300.00			
366.000 · Private Donations - Other	0.00	4,000.00	-4,000.00	0.0%

**CITY OF EAGLE LAKE**  
**Profit & Loss Budget vs. Actual**  
**October 2023 through January 2024**

	Oct '23 - Jan 24	Budget	\$ Over Budget	% of Budget
Total 366.000 · Private Donations	4,300.00	4,000.00	300.00	107.5%
369.900 · Miscellaneous Income				
340.901 · Reimbursements				
340.910 · Reimbursement-Sports Assoc.	7,357.95			
Total 340.901 · Reimbursements	7,357.95			
369.310 · Misc Revenue - Engineering Fees	119,955.81			
369.996 · E-Rate Reimbursement	755.78			
369.900 · Miscellaneous Income - Other	14,027.70	100,000.00	-85,972.30	14.0%
Total 369.900 · Miscellaneous Income	142,097.24	100,000.00	42,097.24	142.1%
Total 360.000 · Other Revenue	157,299.48	148,500.00	8,799.48	105.9%
367.000 · Licenses and Permits				
322.000 · Building Permits Other				
322.050 · Subdivision Permit App.Fee	0.00	2,900.00	-2,900.00	0.0%
322.060 · Plan Review Fee	156,128.50	5,000.00	151,128.50	3,122.6%
322.070 · DCA BLDG Cert Charge 1%	542.24	50.00	492.24	1,084.5%
322.100 · DBPR Radon Surcharge-1%	727.10	50.00	677.10	1,454.2%
322.150 · Contractor's Registration	0.00	300.00	-300.00	0.0%
322.200 · Polk County Imp.Fees 3%	14,134.92	100.00	14,034.92	14,134.9%
322.300 · Building Inspection Fees	135,580.00	23,000.00	112,580.00	589.5%
322.400 · Building Permits	321,473.50	80,000.00	241,473.50	401.8%
324.610 · Parks and Rec Impact Fee	139,957.00			
324.611 · Public BLDG & Fac - Res	479,574.00			
Total 322.000 · Building Permits Other	1,248,117.26	111,400.00	1,136,717.26	1,120.4%
Total 367.000 · Licenses and Permits	1,248,117.26	111,400.00	1,136,717.26	1,120.4%
369.200 · CASH OVER/SHORT	-10.00			
382.000 · Transfers - IN	37,447.66	256,204.00	-218,756.34	14.6%
382.100 · CRA Transfer - IN	6,668.00	20,004.00	-13,336.00	33.3%
Total Income	3,608,324.93	3,734,347.00	-126,022.07	96.6%
Gross Profit	3,608,324.93	3,734,347.00	-126,022.07	96.6%
Expense				
510.000 · General Government				
511.000 · Commissioner Costs				
511.100 · Employee Benefits	207.36	650.00	-442.64	31.9%
511.110 · City Commission Fees/Salaries	2,710.62			
511.120 · Salaries and Wages - CC	0.00	9,036.00	-9,036.00	0.0%
511.300 · Operating Expenditures				
511.240 · Workers Compensation Insurance	1.95	75.00	-73.05	2.6%
511.310 · Engineering Services	160,878.05	300,000.00	-139,121.95	53.6%
511.311 · Legal Services	360.00	12,000.00	-11,640.00	3.0%
511.313 · Planning Services	2,565.00	5,000.00	-2,435.00	51.3%
511.320 · Accounting & Auditing	11,265.00	12,500.00	-1,235.00	90.1%
511.321 · Financial Reporting Svcs	14,846.10	15,000.00	-153.90	99.0%
511.340 · Contractual Services	8,030.75	2,500.00	5,530.75	321.2%
511.341 · Election Fees	0.00	3,000.00	-3,000.00	0.0%
511.410 · Communication Services	1,659.71	6,000.00	-4,340.29	27.7%
511.420 · Postage	364.57	1,100.00	-735.43	33.1%
511.450 · Insurance Property	72,622.73	90,000.00	-17,377.27	80.7%
511.460 · Repair & Maint Svcs Comm Bldg	0.00	10,500.00	-10,500.00	0.0%
511.470 · Printing and Binding/ Municipal	0.00	4,500.00	-4,500.00	0.0%
511.480 · Advertising / Promotions	643.00	5,000.00	-4,357.00	12.9%
511.490 · Other Current Charges	7,391.10	12,000.00	-4,608.90	61.6%
511.512 · Event Expenses	0.00	4,000.00	-4,000.00	0.0%
511.515 · Event Expenses - Donated Funds	3,609.20	0.00	3,609.20	100.0%
511.541 · Travel, Meetings, and Dues	627.48	5,000.00	-4,372.52	12.5%
511.991 · Contingency Fund	0.00	11,000.00	-11,000.00	0.0%

**CITY OF EAGLE LAKE**  
**Profit & Loss Budget vs. Actual**  
**October 2023 through January 2024**

	Oct '23 - Jan 24	Budget	\$ Over Budget	% of Budget
511.993 · CRA/Community Redevelopment Age	20,000.00	20,000.00	0.00	100.0%
511.998 · Reserve / Contingency	0.00	770,526.00	-770,526.00	0.0%
<b>Total 511.300 · Operating Expenditures</b>	<b>304,864.64</b>	<b>1,289,701.00</b>	<b>-984,836.36</b>	<b>23.6%</b>
511.600 · CAPITAL OUTLAY	97,355.15	50,000.00	47,355.15	194.7%
<b>Total 511.000 · Commissioner Costs</b>	<b>405,137.77</b>	<b>1,349,387.00</b>	<b>-944,249.23</b>	<b>30.0%</b>
<b>512.000 · CITY MANAGER</b>				
512.100 · Employee Benefits	11,216.63	36,000.00	-24,783.37	31.2%
512.120 · Salaries and Wages	40,600.80	116,771.00	-76,170.20	34.8%
512.300 · Operating Expenditures				
512.240 · Workers Compensation Insurance	25.29	750.00	-724.71	3.4%
512.340 · Contractual Services	0.00	500.00	-500.00	0.0%
512.410 · Communication Services	771.92	2,600.00	-1,828.08	29.7%
512.420 · Postage	0.00	650.00	-650.00	0.0%
512.490 · Other Expenditures	193.62	1,500.00	-1,306.38	12.9%
512.540 · Education & Training	350.00	3,500.00	-3,150.00	10.0%
512.541 · Travel, Meetings, and Dues	922.21	2,600.00	-1,677.79	35.5%
512.991 · Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
<b>Total 512.300 · Operating Expenditures</b>	<b>2,263.04</b>	<b>14,100.00</b>	<b>-11,836.96</b>	<b>16.0%</b>
<b>Total 512.000 · CITY MANAGER</b>	<b>54,080.47</b>	<b>166,871.00</b>	<b>-112,790.53</b>	<b>32.4%</b>
<b>513.000 · Administration</b>				
513.100 · Employee Benefits	32,996.16	98,100.00	-65,103.84	33.6%
513.121 · Salaries and Wages	81,131.15	239,301.00	-158,169.85	33.9%
513.140 · Overtime	1,243.47	2,200.00	-956.53	56.5%
513.300 · Operating Expenditures				
513.240 · Workers Compensation Insurance	51.57	4,600.00	-4,548.43	1.1%
513.340 · Contractual Svcs (Copier/Lease)	5,270.73	12,000.00	-6,729.27	43.9%
513.410 · Communication Services	1,248.48	15,000.00	-13,751.52	8.3%
513.420 · Postage	318.14	7,000.00	-6,681.86	4.5%
513.430 · Utility Services	627.59	3,500.00	-2,872.41	17.9%
513.460 · Repair & Maintenance	0.00	5,000.00	-5,000.00	0.0%
513.490 · Other Expenditures	168.96	9,300.00	-9,331.04	1.8%
513.510 · Office Supplies	1,650.01	5,000.00	-3,349.99	33.0%
513.540 · Education and Training	1,537.56	8,000.00	-6,462.44	19.2%
513.541 · Travel, Meetings, & Dues	1,116.48	6,500.00	-5,383.52	17.2%
513.991 · Contingency Fund	0.00	3,000.00	-3,000.00	0.0%
<b>Total 513.300 · Operating Expenditures</b>	<b>11,989.52</b>	<b>79,100.00</b>	<b>-67,110.48</b>	<b>15.2%</b>
<b>Total 513.000 · Administration</b>	<b>127,360.30</b>	<b>418,701.00</b>	<b>-291,340.70</b>	<b>30.4%</b>
<b>Total 510.000 · General Government</b>	<b>586,578.54</b>	<b>1,934,959.00</b>	<b>-1,348,380.46</b>	<b>30.3%</b>
<b>521.000 · Police Department</b>				
521.300 · Operating Expenditures - PD				
521.340 · Contractual Services - Sheriff	341,285.67	700,000.00	-358,714.33	48.8%
521.410 · Communication Services	515.06	2,000.00	-1,484.94	25.8%
521.430 · Utility Services	975.11	3,100.00	-2,124.89	31.5%
521.490 · Other Expenditures	357.00			
<b>Total 521.300 · Operating Expenditures - PD</b>	<b>343,132.84</b>	<b>705,100.00</b>	<b>-361,967.16</b>	<b>48.7%</b>
521.600 · Capital Outlay - PD	0.00	10,000.00	-10,000.00	0.0%
<b>Total 521.000 · Police Department</b>	<b>343,132.84</b>	<b>715,100.00</b>	<b>-371,967.16</b>	<b>48.0%</b>
<b>541.000 · Streets</b>				
541.100 · Employee Benefits	6,098.72	18,000.00	-11,901.28	33.9%
541.120 · Salaries and Wages	10,875.00	31,200.00	-20,325.00	34.9%



**CITY OF EAGLE LAKE**  
**Profit & Loss Budget vs. Actual**  
**October 2023 through January 2024**

	Oct '23 - Jan 24	Budget	\$ Over Budget	% of Budget
541.140 · Overtime	922.50	2,000.00	-1,077.50	46.1%
541.300 · Operating Expenditures - ST				
541.240 · Workers Compensation Insurance	495.60	750.00	-254.40	66.1%
541.310 · Engineering	0.00	2,000.00	-2,000.00	0.0%
541.311 · NPDES Charges	124.00	0.00	124.00	100.0%
541.340 · Contractual Services	0.00	2,000.00	-2,000.00	0.0%
541.400 · Petroleum Products	230.03	1,000.00	-769.97	23.0%
541.410 · Communication Services	1,103.68	1,000.00	103.68	110.4%
541.430 · Utility Services	15,514.67	40,000.00	-24,485.33	38.8%
541.460 · Repair and Maintenance	2,066.08	12,000.00	-9,933.92	17.2%
541.490 · Other Expenditures	0.00	1,000.00	-1,000.00	0.0%
541.521 · Supplies & Materials	2,708.03	2,000.00	708.03	135.4%
541.522 · Uniforms	0.00	375.00	-375.00	0.0%
541.530 · Road Materials/Street Repair	0.00	2,500.00	-2,500.00	0.0%
541.630 · Street Signs	341.00	15,000.00	-14,659.00	2.3%
<b>Total 541.300 · Operating Expenditures - ST</b>	<b>22,583.09</b>	<b>79,625.00</b>	<b>-57,041.91</b>	<b>28.4%</b>
541.600 · Capital Outlay - ST				
541.603 · Transfer Out-Restr. 5 Cent GasTx	0.00	200,000.00	-200,000.00	0.0%
<b>Total 541.600 · Capital Outlay - ST</b>	<b>0.00</b>	<b>200,000.00</b>	<b>-200,000.00</b>	<b>0.0%</b>
<b>Total 541.000 · Streets</b>	<b>40,479.31</b>	<b>330,825.00</b>	<b>-290,345.69</b>	<b>12.2%</b>
550.000 · Building and Code Enforcement				
550.100 · Employee Benefits	13,789.27	42,000.00	-28,210.73	32.8%
550.120 · Salaries and Wages	30,436.00	84,700.00	-54,264.00	35.9%
550.140 · Overtime	1,840.50	500.00	1,340.50	368.1%
550.300 · Operating Expenditures				
550.240 · Workers Compensation Insurance	316.56	750.00	-433.44	42.2%
550.311 · Legal Services & Magistrate	612.00	5,000.00	-4,388.00	12.2%
550.340 · Contractual Services (Code Enf)	862.69	23,000.00	-22,137.31	3.8%
550.345 · POLK COUNTY PLAN REV & INSPECT	176,264.24			
550.400 · Petroleum Products	378.83	1,500.00	-1,121.17	25.3%
550.410 · Communication Services	863.53	2,100.00	-1,236.47	41.1%
550.420 · Postage	445.41	1,000.00	-554.59	44.5%
550.460 · Repairs and Maintenance	532.40	200.00	332.40	266.2%
550.490 · Other Expenditures	90.34	550.00	-459.66	16.4%
550.491 · Code Enforcement Other	3,600.00	50,000.00	-46,400.00	7.2%
550.522 · Uniforms	0.00	300.00	-300.00	0.0%
550.540 · Education & Training	1,654.58	1,500.00	154.58	110.3%
550.541 · Travel, Meetings & Dues	150.00	2,000.00	-1,850.00	7.5%
<b>Total 550.300 · Operating Expenditures</b>	<b>185,770.58</b>	<b>87,900.00</b>	<b>97,870.58</b>	<b>211.3%</b>
550.600 · CAPITAL OUTLAY - CE	0.00	10,000.00	-10,000.00	0.0%
<b>Total 550.000 · Building and Code Enforcement</b>	<b>231,836.35</b>	<b>225,100.00</b>	<b>6,736.35</b>	<b>103.0%</b>
571.000 · Library				
571.100 · Employee Benefits	20,751.21	72,600.00	-51,848.79	28.6%
571.120 · Salaries and Wages	31,217.40	73,358.00	-42,140.60	42.6%
571.128 · Delivery Van Drivers				
571.140 · Overtime	493.21	4,500.00	-4,006.79	11.0%
571.212 · FICA VAN DRIVER	2,140.51			
571.128 · Delivery Van Drivers - Other	27,487.09	90,215.00	-62,727.91	30.5%
<b>Total 571.128 · Delivery Van Drivers</b>	<b>30,120.81</b>	<b>94,715.00</b>	<b>-64,594.19</b>	<b>31.8%</b>
571.300 · Operating Expenditures				
571.240 · Workers Compensation Insurance	686.25	2,200.00	-1,513.75	31.2%
571.410 · Communication Services	965.23	3,300.00	-2,334.77	29.2%
571.420 · Postage	50.35	500.00	-449.65	10.1%
571.430 · Utility Services	627.59	3,300.00	-2,672.41	19.0%
571.460 · Repair and Maintenance	0.00	500.00	-500.00	0.0%

**CITY OF EAGLE LAKE**  
**Profit & Loss Budget vs. Actual**  
**October 2023 through January 2024**

	Oct '23 - Jan 24	Budget	\$ Over Budget	% of Budget
571.490 · Other Expenditures	390.00	500.00	-110.00	78.0%
571.510 · Office Supplies	747.09	2,400.00	-1,652.91	31.1%
571.520 · Operating Expenses - LB	0.00	1,800.00	-1,800.00	0.0%
571.521 · Operating Expenses---LB Van Dri	25.00			
571.660 · Books & Materials	1,287.75	20,000.00	-18,712.25	6.4%
<b>Total 571.300 · Operating Expenditures</b>	<b>4,779.26</b>	<b>34,500.00</b>	<b>-29,720.74</b>	<b>13.9%</b>
<b>Total 571.000 · Library</b>	<b>86,868.68</b>	<b>275,173.00</b>	<b>-188,304.32</b>	<b>31.6%</b>
<b>572.000 · Parks &amp; Rec</b>				
572.100 · Employee Benefits	6,092.07	24,000.00	-17,907.93	25.4%
572.120 · Salaries and Wages	11,520.00	32,940.00	-21,420.00	35.0%
572.140 · Overtime	171.32			
<b>572.300 · Operating Expenditures</b>				
572.240 · Workers Compensation Insurance	207.03	750.00	-542.97	27.6%
572.340 · Contractual Services	0.00	10,000.00	-10,000.00	0.0%
572.400 · Petroleum Products	311.04	6,000.00	-5,688.96	5.2%
572.410 · Communication Services	161.57	2,000.00	-1,838.43	8.1%
572.430 · Utility Services	25,072.79	49,000.00	-23,927.21	51.2%
572.460 · Repair & Maintenance	1,188.76	30,000.00	-28,811.24	4.0%
572.461 · Grounds-Bldg/Clean/Maint/Veh	5,163.24	24,000.00	-18,836.76	21.5%
572.490 · Other Expenditures	667.46	500.00	167.46	133.5%
572.512 · Event Expenses	4,998.78	5,000.00	-1.22	100.0%
572.513 · Hometown Festival (Fireworks)	4,000.00	9,000.00	-5,000.00	44.4%
572.521 · Supplies & Materials	4,639.85	7,000.00	-2,360.15	66.3%
572.654 · Mistletoe Marketplace	3,272.30	3,000.00	272.30	109.1%
<b>Total 572.300 · Operating Expenditures</b>	<b>49,682.82</b>	<b>146,250.00</b>	<b>-96,567.18</b>	<b>34.0%</b>
<b>572.600 · Capital Outlay - PR</b>	<b>159,942.43</b>	<b>50,000.00</b>	<b>109,942.43</b>	<b>319.9%</b>
<b>Total 572.000 · Parks &amp; Rec</b>	<b>227,408.64</b>	<b>253,190.00</b>	<b>-25,781.36</b>	<b>89.8%</b>
<b>Total Expense</b>	<b>1,516,304.36</b>	<b>3,734,347.00</b>	<b>-2,218,042.64</b>	<b>40.6%</b>
<b>Net Ordinary Income</b>	<b>2,092,020.57</b>	<b>0.00</b>	<b>2,092,020.57</b>	<b>100.0%</b>
<b>Net Income</b>	<b>2,092,020.57</b>	<b>0.00</b>	<b>2,092,020.57</b>	<b>100.0%</b>

**CITY OF EAGLE LAKE**  
**Balance Sheet**  
As of January 31, 2024

	Jan 31, 24
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
100.000 · Cash & Cash Equivalents	
101.103 · CS - GENERAL FUND	7,124,589.52
102.000 · Reclass to restricted cash	-71,116.79
102.216 · Petty Cash	150.00
102.217 · Petty Cash Library	15.00
Total 100.000 · Cash & Cash Equivalents	7,053,637.73
101.256 · CS - BUILDING/CODE ENFORCEMENT	461,629.40
101.257 · CS - PARKS & REC FUND	607,100.00
101.258 · CS - PUBLIC BUILDING FUND	2,635,612.38
101.259 · CS- TRANSPORTATION FUND	398,449.84
115.100 · Reclass FROM unrestricted cash	0.28
Total Checking/Savings	11,156,429.63
Accounts Receivable	
115.101 · *Accounts Receivable	116,959.41
Total Accounts Receivable	116,959.41
Other Current Assets	
115.000 · Due From Other Governments	71,116.79
115.200 · A/R Due from Others	45,405.16
115.300 · A/R - Due from Governments	35,028.13
116.110 · Return Checks Receivable	80.00
130.000 · Due From (To) Utility/CRA Fund	
131.100 · Due From Utility Fund-Payroll	48,700.73
131.200 · Due From Utility-Sani/Storm	-15,772.00
131.250 · Due From/To Utility Daily Dep.	1,058.98
131.350 · Due To/From Utility Fund -OTHER	6,086.71
131.382 · DUE FROM CRA FUND-ADMIN FEES	24,284.96
131.390 · DUE FROM CRA	16,000.00
Total 130.000 · Due From (To) Utility/CRA Fund	80,359.38
149.900 · Undeposited Funds	59.10
2120 · Payroll Asset	0.01
Total Other Current Assets	232,048.57
Total Current Assets	11,505,437.61
Other Assets	
115.900 · LEASE RECEIVABLE	359,573.36
Total Other Assets	359,573.36
<b>TOTAL ASSETS</b>	<b>11,865,010.97</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
202.100 · Accounts Payable	1,987,961.74
Total Accounts Payable	1,987,961.74
Other Current Liabilities	
203.100 · Sales Tax Payable	311.83
205.000 · Polk County Impact Fees Payable	7,965.91
205.101 · POLK COUNTY SHERIFF EDUCATION	4,242.33
205.102 · POLK COUNTY FIRE REVIEW	6,071.87
205.200 · DBPR Fee Payable	8,509.81
205.201 · DCA PAYABLE	-6,304.72
208.101 · DUE TO STATE UNCLAIMED PROPERTY	-75.00

**CITY OF EAGLE LAKE**  
**Balance Sheet**  
As of January 31, 2024

	Jan 31, 24
210.000 · Accrd Exp & Other Liabilities	
218.110 · Withholding Payable	-52.96
218.190 · Cobra Insurance Payable	156.94
Total 210.000 · Accrd Exp & Other Liabilities	103.98
2100 · Payroll Liabilities	
2100.06 · UNITED WAY QB	30.00
2100.07 · EMPLOYEE FUND QB	75.00
2100.10 · LIBERTY LIFE QB	-0.07
2100.11 · COLONIAL ACCIDENT CANCER QB	0.03
2100.26 · PAYROLL TAXES	1.00
Total 2100 · Payroll Liabilities	105.96
215.000 · Accrued Payroll and Benefits	27,669.22
240.100 · DIRECT INFLOWS - UNAVAILABLE RE	101,558.16
240.200 · DEFERRED INFLOWS	355,595.98
Total Other Current Liabilities	505,755.33
Total Current Liabilities	2,493,717.07
Total Liabilities	2,493,717.07
Equity	
271.100 · Fund Balance	7,279,273.33
Net Income	2,092,020.57
Total Equity	9,371,293.90
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>11,865,010.97</b>

## CITY OF EAGLE LAKE - UTILITY FUND

## ACCOUNT BALANCE

JAN 2024

<b>ACCOUNT BALANCE AS OF DECEMBER 31, 2023</b>	4,529,453.47
DEPOSITS	470,859.47
CLEARED CHECKS	(503,200.55)
WITHDRAWALS/ACH	0.00
RETURNED CHECKS	0.00
<b>ACCOUNT BALANCE AS OF JANUARY 31, 2024</b>	<b>4,497,112.39</b>

**OUTSTANDING CHECKS:**

20561	SHEILA PAGE - REF	(120.13)
21507	JESUS CANA MOHAMMED ALAM - REF	(31.23)
21682	WALTER O'BYRNE - REF	(50.88)
21667	HEATHER MCKENZIE - REF	(19.42)
21713	SHELBY DIAZ - REF	(55.65)
21740	ALFONSO ARCADIO ESTRADA - REF	(166.24)
21769	RESHEENA HARDY - REF	(29.33)
21793	PAULA TIERNEY - REF	(37.70)
21892	TOM PERRY ST - REF	(30.81)
21972	BRANDON GIBSON - REF	(31.01)
22523	FIDENCIO COSTILLA - REF	(15.62)
22568	VSP TAMPA LLC - REF	(124.38)
22550	JEANNIE SHANKS - REF	(27.47)
22671	RYAN RAMOS - REF	(76.87)
JE #20		(10.00)
23081	JOHN SHELTON - REF	(120.85)
23232	GEOFFERY LOVERIDGE - REF	(103.14)
23380	JAMIE RIVERA - REF	(33.54)
23461	DEBORAH VASSER - REF	(85.69)
23488	JOSE RIOS-MENDEZ - REF	(91.80)
23599	VICTORIA HERNANDEZ - REF	(122.48)
23574	ANGEL VELEZ - REF	(25.58)
23638	G W OR SHIRLEY K LOSEY - REF	(67.94)
23648	ANGEL VELEZ - REF	(10.00)
JE #20		(4.00)
23710	SHERDRICA BAZIL - REF	(16.48)
23798	JULIAN HILLS LLC - REF	(206.52)
23815	TACO STOP -REF	(96.85)
23805	MARY CARR - REF	(28.60)
23820	JULIAN HILLS LLC - REF	(14.23)
23837	MODDIE LOCKLEAR - REF	(2.36)
23866	MAKAYLA SHAVER -REF	(80.56)
23952	JULIAN HILLS LLC - REF	(150.00)
23989	SABRINA LOPEZ - REF	(6.92)

CITY OF EAGLE LAKE - UTILITY FUND  
ACCOUNT BALANCE

23990	YOLANDA CAMACHO - REF	(6.53)
24005	JULIAN HILLS LLC - REF	(150.00)
24020	KRISTONYA MOODY - REF	(12.26)
24027	CATHERINE PFLUG - REF	(30.40)
24048	RUSS JOHNSON - REF	(25.01)
24040	JUAN ZEPEDA - REF	(4.64)
24121	ARIEL URREA JR - REF	(16.04)
24151	RP HOMES 3 LLC - REF	(107.94)
24207	PETER STODDART - REF	(102.32)
24241	CITY ELECTRIC SUPPLY CO*	(68.86)
24307	DEMETRIO APARICIO - REF*	(68.92)
24302	AMANDA PRADO - REF	(68.92)
24326	BENJAMIN WESTBROOK - REF	(152.29)
24336	ENRIQUEZ LEIA - REF	(59.65)
24329	CHRISTOPHER DENMARK - REF	(10.00)
24361	ERIKA JUAREZ - REF	(4.10)
24402	ANIL KURTULDU - REF	(58.56)
24408	EMMANUEL OSIAS - REF	(25.26)
24420	VERONICA ROSADO - REF	(7.89)
24458	HOPE LANDRUM - REF	(1.36)
JE #35		(20.00)
24548	BENITA STARCHER - REF	(106.01)
24559	EDGAR OMAR VENEGAS - REF	(34.31)
24556	DEBORAH ARNETT-WILLIAMS - REF	(28.50)
24546	AMY JENKINS - REF	(5.70)
24618	JAMES SHELTON - REF	(2.49)
24683	STORMWATER UTILITY FUND	(7,712.00)
24636	JESSICA CARTER - REF	(56.35)
24646	ARIEL SANTOS - REF	(111.28)
24673	PENNONI ASSOCIATES INC.	(6,134.55)
24676	Tampa Electric Company	(5,651.51)
24671	FLORIDA MIDLAND RAILROAD LLC	(1,395.98)
24666	CITRAVEST MANAGEMENT - REF*	(165.45)
24670	FCG REALTY 2 - REF	(165.45)
24669	DOROTHY PROPERTIES LLC - REF	(120.63)
24678	D R HORTON* - REF	(111.98)
24667	CLAYTON PROPERTIES GROUP - REF	(101.57)
24680	D R HORTON* - REF	(95.22)
24668	D R HORTON* - REF	(81.08)
24681	D R HORTON* - REF	(73.33)
24675	SPECTRUM ENTERPRISE-168089401	(62.16)
24665	ASAP PROGRAMS	(39.50)
24679	D R HORTON* - REF	(26.05)
24674	RICHMOND AMERICAN HOMES OF FLORIDA LP-REF	(20.52)
24672	LENNAR HOMES LLC - REF	(12.46)
24677	WJHFL LLC - REF	(8.20)
		<hr/>
		(25,417.51)
		<hr/>

CITY OF EAGLE LAKE - UTILITY FUND  
ACCOUNT BALANCE

General Journal	10/31/2023	82.19
General Journal	10/31/2023	175.00
General Journal	10/31/2023	380.00
General Journal	10/31/2023	1,500.00
General Journal	10/31/2023	3,532.81
General Journal	12/27/2023	235.62
Deposit	01/30/2024	1,750.00
General Journal	01/30/2024	2,306.05
General Journal	01/31/2024	2,125.43

TOTAL OUTSTANDING DEPOSITS:

12,087.10

REMAINING ACCOUNT BALANCE:

4,483,781.98

**City of Eagle Lake-Utility Fund**  
**Profit & Loss Budget vs. Actual**  
**October 2023 through January 2024**

	Oct '23 - Ja...	Budget	\$ Over Bud...	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
324.210 · Impact Fees-Water-residential	1,184,225.70			
324.211 · Impact Fees-Sewer-residential	1,122,000.00			
330.000 · Intergovernmental Revenue				
331.000 · Federal/State Grants/CDBG	38,482.00			
<b>Total 330.000 · Intergovernmental Revenue</b>	<b>38,482.00</b>			
<b>343.000 · Charges for Services</b>				
343.300 · Water Charges / User Fee	367,997.69	690,000.00	-322,002.31	53.3%
343.310 · Water Taps	73,950.00	3,000.00	70,950.00	2,465.0%
343.311 · New Water Meters	277,220.00	5,000.00	272,220.00	5,544.4%
343.312 · Water Reconnect Fee	0.00	8,000.00	-8,000.00	0.0%
343.313 · ADMIN FEES	8,355.00			
343.330 · Service Charge - 1/2	16,350.00	16,000.00	350.00	102.2%
343.340 · Charges for Repairs	9,300.00			
343.360 · Customer Billing Fee - 1/3	28,557.00	60,000.00	-31,443.00	47.6%
343.400 · Garbage Collection				
343.410 · GARBAGE TOTE SALES	449.40			
343.400 · Garbage Collection - Other	286,908.35	600,000.00	-313,091.65	47.8%
<b>Total 343.400 · Garbage Collection</b>	<b>287,357.75</b>	<b>600,000.00</b>	<b>-312,642.25</b>	<b>47.9%</b>
<b>343.500 · Sewer Charges / User Fee</b>	<b>495,329.36</b>	<b>900,000.00</b>	<b>-404,670.64</b>	<b>55.0%</b>
343.510 · Tap Fees - Sewer	121,000.00	3,000.00	118,000.00	4,033.3%
343.520 · Polk County Utility Tax-CITY SH	322.40	200.00	122.40	161.2%
343.900 · Stormwater Fees	31,056.00	85,000.00	-53,944.00	36.5%
349.000 · Late Fees - 1/2	16,990.00	35,000.00	-18,010.00	48.5%
<b>Total 343.000 · Charges for Services</b>	<b>1,733,785.20</b>	<b>2,405,200.00</b>	<b>-671,414.80</b>	<b>72.1%</b>
361.000 · Interest Income	6,077.54	5,000.00	1,077.54	121.6%
369.901 · Miscellaneous Income - 1/2	1,601.00	2,000.00	-399.00	80.1%
<b>Total Income</b>	<b>4,086,171.44</b>	<b>2,412,200.00</b>	<b>1,673,971.44</b>	<b>169.4%</b>
<b>Gross Profit</b>	<b>4,086,171.44</b>	<b>2,412,200.00</b>	<b>1,673,971.44</b>	<b>169.4%</b>
<b>Expense</b>				
<b>533.000 · Water</b>				
533.100 · Employee Benefits	18,344.23	48,000.00	-29,655.77	38.2%
<b>533.120 · Salaries and Wages</b>	<b>53,433.53</b>	<b>103,499.00</b>	<b>-50,065.47</b>	<b>51.6%</b>
533.125 · On Call Pay	3,087.20	11,000.00	-7,912.80	28.1%
533.140 · Overtime	833.00	3,500.00	-2,667.00	23.8%
<b>533.300 · Operating Expenses</b>				
533.240 · Insurance	791.31	3,500.00	-2,708.69	22.6%
533.310 · Engineering Services	21,234.24	10,000.00	11,234.24	212.3%
533.311 · Legal Services	0.00	6,000.00	-6,000.00	0.0%
533.320 · Accounting & Auditing - WD	2,000.00	6,500.00	-4,500.00	30.8%
533.340 · Contractual Services	12,962.56	15,000.00	-2,037.44	86.4%
533.400 · Petroleum Products	2,587.18	12,000.00	-9,412.82	21.6%
533.410 · Communications Services	2,373.86	7,000.00	-4,626.14	33.9%
533.420 · Postage Supplies & Billing 1/3	4,073.16	10,000.00	-5,926.84	40.7%
533.430 · Utilities	761.40	57,000.00	-56,238.60	1.3%
533.450 · Insurance Auto & Equipment	18,523.60	20,000.00	-1,476.40	92.6%
533.460 · Repairs & Maint Svc (Equip/Veh)	8,566.22	26,000.00	-17,433.78	32.9%
533.480 · ADVERTISING	223.13	2,500.00	-2,276.87	8.9%
533.490 · Other Expenditures	3,490.78	2,000.00	1,490.78	174.5%
533.521 · Supplies & Materials (Tools)	4,062.48	10,000.00	-5,937.52	40.6%
533.522 · Uniforms	0.00	1,000.00	-1,000.00	0.0%
533.540 · Education and Training	0.00	250.00	-250.00	0.0%
533.541 · Travel, Meetings, & Dues	296.80	600.00	-303.20	49.5%
533.555 · Chemicals	9,661.00	16,000.00	-6,339.00	60.4%
533.560 · POLK REGIONAL WATER COOPERATIVE	163,049.71	160,344.00	2,705.71	101.7%
533.581 · Transfer to General Fund/Adm	22,339.16	75,190.00	-52,850.84	29.7%
533.602 · Repairs & Maint Svc (Plants)	98,408.37	40,000.00	58,408.37	246.0%



**City of Eagle Lake-Utility Fund**  
**Profit & Loss Budget vs. Actual**  
**October 2023 through January 2024**

	Oct '23 - Ja...	Budget	\$ Over Bud...	% of Budget
533.996 · Debt Service Rus Water	0.00	31,510.00	-31,510.00	0.0%
533.998 · Reserve/Contingency	0.00	109,827.00	-109,827.00	0.0%
<b>Total 533.300 · Operating Expenses</b>	<b>375,404.96</b>	<b>622,221.00</b>	<b>-246,816.04</b>	<b>60.3%</b>
533.600 · Capital Outlay - WD	48,402.80	95,000.00	-46,597.20	51.0%
533.900 · Bad Debt Expense - WD	699.49			
<b>Total 533.000 · Water</b>	<b>500,205.21</b>	<b>883,220.00</b>	<b>-383,014.79</b>	<b>56.6%</b>
533.999 · AMERICAN RESCUE PLAN EXPENSE WD	14,475.00	200,000.00	-185,525.00	7.2%
534.000 · Solid Waste				
534.300 · Operating Expenses				
534.340 · Contract for Solid Waste	177,285.69	378,000.00	-200,714.31	46.9%
534.913 · Due to Gen Fund Admin S Waste	7,068.00	21,204.00	-14,136.00	33.3%
<b>Total 534.300 · Operating Expenses</b>	<b>184,353.69</b>	<b>399,204.00</b>	<b>-214,850.31</b>	<b>46.2%</b>
<b>Total 534.000 · Solid Waste</b>	<b>184,353.69</b>	<b>399,204.00</b>	<b>-214,850.31</b>	<b>46.2%</b>
535.000 · Sewer/Waste Water Services				
535.100 · Employee Benefits	24,821.61	96,000.00	-71,178.39	25.9%
535.120 · Salaries and Wages	50,627.87	177,938.00	-127,310.13	28.5%
535.125 · On Call Pay	4,471.44	11,000.00	-6,528.56	40.6%
535.140 · Overtime	7,702.49	6,000.00	1,702.49	128.4%
535.300 · Operating Expenses				
535.240 · Insurance	419.19	3,000.00	-2,580.81	14.0%
535.310 · Engineering	1,990.00	15,000.00	-13,010.00	13.3%
535.311 · Legal Services	0.00	600.00	-600.00	0.0%
535.312 · NPDES Charges	0.00	1,000.00	-1,000.00	0.0%
535.320 · Accounting & Auditing - SW	2,000.00	11,000.00	-9,000.00	18.2%
535.340 · Contractual Services	3,865.56	10,000.00	-6,134.44	38.7%
535.400 · Petroleum Products	373.09	10,000.00	-9,626.91	3.7%
535.410 · Communications Services	3,248.54	4,500.00	-1,251.46	72.2%
535.420 · Postage Supplies & Billing 1/3	4,107.67	9,500.00	-5,392.33	43.2%
535.430 · Utilities	24,885.79	50,000.00	-25,114.21	49.8%
535.431 · Wastewater Treatment - SW	56,253.98	160,000.00	-103,746.02	35.2%
535.450 · Insurance Auto & Equip	23,601.17	29,500.00	-5,898.83	80.0%
535.460 · Repairs & Maint Svc (Equip/Veh)	1,806.19	5,000.00	-3,193.81	36.1%
535.490 · Other Expenditures	354.31	500.00	-145.69	70.9%
535.521 · Supplies & Materials (Tools)	670.01	25,000.00	-24,329.99	2.7%
535.522 · Uniforms	0.00	1,000.00	-1,000.00	0.0%
535.541 · Travel, Meetings & Dues	296.80	1,500.00	-1,203.20	19.8%
535.581 · Transfer Out - Other Funds	22,339.16	75,190.00	-52,850.84	29.7%
535.602 · Repairs & Maint-Syst (Lift Sta)	2,119.95	20,000.00	-17,880.05	10.6%
535.995 · Lift Station Debt Svc-Bond Pmt	17,085.78	21,721.00	-4,635.22	78.7%
535.998 · Reserve / Contingency	0.00	109,827.00	-109,827.00	0.0%
<b>Total 535.300 · Operating Expenses</b>	<b>165,417.19</b>	<b>563,838.00</b>	<b>-398,420.81</b>	<b>29.3%</b>
<b>Total 535.000 · Sewer/Waste Water Services</b>	<b>253,040.60</b>	<b>854,776.00</b>	<b>-601,735.40</b>	<b>29.6%</b>
535.600 · Capital Outlay	75,142.80	50,000.00	25,142.80	150.3%
535.999 · AMERICAN RESCUE PLAN EXPENSE SD	14,475.00			
538.000 · Stormwater				
538.910 · Stormwater Expenses - Operating	255,903.62	25,000.00	230,903.62	1,023.6%
<b>Total 538.000 · Stormwater</b>	<b>255,903.62</b>	<b>25,000.00</b>	<b>230,903.62</b>	<b>1,023.6%</b>
<b>Total Expense</b>	<b>1,297,595.92</b>	<b>2,412,200.00</b>	<b>-1,114,604.08</b>	<b>53.8%</b>
<b>Net Ordinary Income</b>	<b>2,788,575.52</b>	<b>0.00</b>	<b>2,788,575.52</b>	<b>100.0%</b>
<b>Net Income</b>	<b>2,788,575.52</b>	<b>0.00</b>	<b>2,788,575.52</b>	<b>100.0%</b>

**City of Eagle Lake-Utility Fund**  
**Balance Sheet**  
As of January 31, 2024

	Jan 31, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
101.108 · UNRESTRICTED CASH - ALL	
101.109 · CS- UTILITY FUND	4,483,781.98
151.990 · RECLASS TO RESTRICTED	826,917.16
101.108 · UNRESTRICTED CASH - ALL - Other	200.00
<b>Total 101.108 · UNRESTRICTED CASH - ALL</b>	5,310,899.14
102.216 · PETTY CASH-DRAWER SET UP	50.00
150.001 · RESTRICTED CASH - ALL	
101.104 · CS STORMWATER UTILITY FUND	471,202.54
101.110 · CS- DEPOSIT FUND	461,190.49
101.111 · CS - WATER IMPACT FUND	10,477.63
101.112 · CS- SEWER IMPACT FUND	9,263.58
101.121 · CS- WATER IMPACT SAVINGS	5,411,282.72
101.122 · CS- SEWER IMPACT SAVINGS	4,878,658.34
151.113 · CS- RUS FUND	44,710.25
151.116 · CS- LIFT STATION FUND	28,602.42
151.999 · RESTRICTED CASH RECLASSIFICATIO	-826,917.16
<b>Total 150.001 · RESTRICTED CASH - ALL</b>	10,488,470.81
<b>Total Checking/Savings</b>	15,799,419.95
<b>Accounts Receivable</b>	
1200 · *Accounts Receivable	8,048.39
<b>Total Accounts Receivable</b>	8,048.39
<b>Other Current Assets</b>	
110.000 · Accounts Receivable, Net	
115.100 · Accounts Receivable	177,863.04
116.100 · Unbilled Accounts Receivable	60,859.98
116.110 · Utility Returned Checks Rec.	37,390.50
117.100 · Allowance for Bad Debts	-1,237.87
<b>Total 110.000 · Accounts Receivable, Net</b>	274,875.65
115.000 · Due From Other Governments	-1,048.54
131.000 · Due From Other Funds	
131.250 · Due to/from General Fund	838,165.42
131.350 · Due From/To Gen.Fund - Other	39,804.74
207.100 · Due to General Fund-Payroll	-17,749.60
207.200 · Due to General Fund-Sani/Storm	15,772.00
<b>Total 131.000 · Due From Other Funds</b>	875,992.56
141.100 · Inventory of Supplies	10,749.32
1499 · Undeposited Funds	1,159.22
<b>Total Other Current Assets</b>	1,161,728.21
<b>Total Current Assets</b>	16,969,196.55
<b>Fixed Assets</b>	
160.900 · Fixed Assets, Net	
161.900 · Land-Water	28,526.62
164.900 · Water Plant	2,767,299.49
164.901 · Sewer Plant	5,626,245.15
164.902 · Stormwater Plant	1,913,068.76
166.900 · Furniture & Equipment - Water	752,678.24
166.901 · Furniture & Equipment - Sewer	364,121.65
167.900 · Accumulated Depreciation-Water	-1,927,476.86
167.901 · Accumulated Depr - Sewer	-3,373,611.91
167.902 · Accumulated Depr. - Stormwater	-578,429.09

**City of Eagle Lake-Utility Fund**  
**Balance Sheet**  
As of January 31, 2024

	Jan 31, 24
Total 160.900 · Fixed Assets, Net	5,572,422.05
Total Fixed Assets	5,572,422.05
Other Assets	
120.009 · ALLOWANCE UNCOLLECTIBLE MISC AR	-6,151.72
Total Other Assets	-6,151.72
<b>TOTAL ASSETS</b>	<b>22,535,466.88</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
202.100 · Accounts Payable	238,818.10
Total Accounts Payable	238,818.10
Other Current Liabilities	
202.500 · Polk County Utility Tax	12,052.74
202.501 · Bartow Sewer Impact Fee Payable	70,706.52
208.100 · DUE TO STATE-UNCLAIMED PROPERTY	-1,220.02
215.000 · Accrued Payroll and Benefits	29,171.37
217.000 · Accrued Compensated Absences	
217.100 · Accrued Sick Pay	58,209.00
217.200 · Accrued Vacation Pay	19,720.86
217.300 · Accrued Compensatory Time	647.79
Total 217.000 · Accrued Compensated Absences	78,577.65
220.100 · Customer Deposits	441,229.89
223.100 · UNEARNED REVENUE - ARPA GRANT	685,195.03
232.950 · Accrued Interest Payable	9,373.27
239.100 · OPEB LIABILITY	34,142.11
Total Other Current Liabilities	1,359,228.56
Total Current Liabilities	1,598,046.66
Long Term Liabilities	
203.120 · RUS Water Revenue Bonds - 2007	220,000.96
203.140 · USDA LOAN - LIFT STATIONS	381,167.00
203.150 · CURRENT PORTION OF LONG TERM D	40,565.16
203.155 · LESS CURRENT PORTION OF LTD	-40,565.16
203.902 · PLATINUM BANK - HARRISON	0.01
Total Long Term Liabilities	601,167.97
Total Liabilities	2,199,214.63
Equity	
281.500 · Retained Earnings	17,547,676.73
Net Income	2,788,575.52
Total Equity	20,336,252.25
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>22,535,466.88</b>

CITY OF EAGLE LAKE - CRA  
ACCOUNT BALANCE  
JAN 2024

ACCOUNT BALANCE AS OF DECEMBER 31, 2023	328,321.02
DEPOSITS	20,023.94
CLEARED CHECKS	(4,545.00)
WITHDRAWALS/ACH	0.00
RETURNED CHECKS	0.00
ACCOUNT BALANCE AS OF JANUARY 31, 2024	<u>343,799.96</u>
OUTSTANDING CHECKS:	
2015 TAMPA ELECTRIC	(215.65)
TOTAL OUTSTANDING CHECKS	<u>(215.65)</u>
REMAINING ACCOUNT BALANCE	<u>343,584.31</u>

# City of Eagle Lake CRA Profit & Loss Budget vs. Actual

October 2023 through January 2024

	Oct '23 - Jan 24	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
310.000 · Taxes-Other				
311.100 · CRA Ad Valorem taxes - E.L.	20,000.00	20,000.00	0.00	100.0%
311.101 · Polk Cty.-tax increment EL-CRA	59,467.05	52,000.00	7,467.05	114.4%
<b>Total 310.000 · Taxes-Other</b>	<b>79,467.05</b>	<b>72,000.00</b>	<b>7,467.05</b>	<b>110.4%</b>
361.100 · Interest Income	78.56	100.00	-21.44	78.6%
<b>Total Income</b>	<b>79,545.61</b>	<b>72,100.00</b>	<b>7,445.61</b>	<b>110.3%</b>
<b>Gross Profit</b>	<b>79,545.61</b>	<b>72,100.00</b>	<b>7,445.61</b>	<b>110.3%</b>
<b>Expense</b>				
510.000 · Operating Expenses				
510.311 · Legal Services	0.00	2,000.00	-2,000.00	0.0%
510.313 · Planning Services	0.00	2,000.00	-2,000.00	0.0%
510.420 · Postage, Supplies & Materials	0.00	100.00	-100.00	0.0%
510.430 · Utilities	761.23	3,000.00	-2,238.77	25.4%
510.460 · Repair & Maint Service	225.00	1,000.00	-775.00	22.5%
510.470 · Printing and Binding-CRA	0.00	500.00	-500.00	0.0%
510.480 · Advertising	0.00	500.00	-500.00	0.0%
510.490 · Other Expenditures	4,545.00			
510.510 · Office Supplies - CRA	0.00	500.00	-500.00	0.0%
510.520 · OPERATING SUPPLIES	0.00	500.00	-500.00	0.0%
510.541 · Travel, Meetings and Dues	0.00	100.00	-100.00	0.0%
510.832 · Facade Grant	0.00	4,000.00	-4,000.00	0.0%
510.991 · CRA CONTINGENCY	0.00	34,896.00	-34,896.00	0.0%
<b>Total 510.000 · Operating Expenses</b>	<b>5,531.23</b>	<b>49,096.00</b>	<b>-43,564.77</b>	<b>11.3%</b>
510.320 · Accounting & Auditing	0.00	3,000.00	-3,000.00	0.0%
510.581 · Transfer Out - Other Funds	6,668.00	20,004.00	-13,336.00	33.3%
<b>Total Expense</b>	<b>12,199.23</b>	<b>72,100.00</b>	<b>-59,900.77</b>	<b>16.9%</b>
<b>Net Income</b>	<b>67,346.38</b>	<b>0.00</b>	<b>67,346.38</b>	<b>100.0%</b>

**City of Eagle Lake CRA**  
**Balance Sheet**  
As of January 31, 2024

	<u>Jan 31, 24</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
101.408 · PB- CRA COMMUNITY REDEVELOPMENT	343,584.31
Total Checking/Savings	343,584.31
Other Current Assets	
131.382 · DUE TO GENERAL FUND-ADMIN FEES	-22,617.96
Total Other Current Assets	-22,617.96
Total Current Assets	320,966.35
<b>TOTAL ASSETS</b>	<b><u>320,966.35</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
202.000 · Accounts Payable	1,892.00
Total Accounts Payable	1,892.00
Other Current Liabilities	
131.390 · DUE TO GENERAL FUND --LOAN PAY	16,000.00
Total Other Current Liabilities	16,000.00
Total Current Liabilities	17,892.00
Total Liabilities	17,892.00
Equity	
1110 · Retained Earnings	235,727.97
Net Income	67,346.38
Total Equity	303,074.35
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>320,966.35</u></b>

## CITY OF EAGLE LAKE - GENERAL FUND

## ACCOUNT BALANCE

FEB 2024

<b>ACCOUNT BALANCE AS OF JANUARY 31, 2024</b>	7,180,300.38
DEPOSITS	1,308,591.26
CLEARED CHECKS	(2,172,505.85)
WITHDRAWALS/ACH	0.00
RETURNED CHECKS	0.00
<b>ACCOUNT BALANCE AS OF FEBRUARY 29, 2024</b>	<b>6,316,385.79</b>

**OUTSTANDING CHECKS:**

44428	CITY OF TAYLORS FALLS PCCA - REF	(100.00)
46263	CARP CON INC - REF	(1,000.00)
46325	VISUAL IMAGES OF CF INC	(341.00)
46351	FLORIDA BLUE	(22,319.29)
46353	GUARDIAN	(628.58)
46355	LINCOLN FINANCIAL GROUP	(323.43)
46356	MINNESOTA LIFE	(240.80)
46354	Liberty National Insurance Company QB	(230.53)
46358	WASHINGTON NATIONAL INS CO	(220.94)
46352	Florida Municipal Insurance Trust QB	(123.06)
46357	New York Life Ins QB	(21.68)
46362	BOCC - PLAN REVIEW & INSPECTIONS	(55,901.77)
46373	RISK MANAGEMENT ASSOCIATES INC	(23,945.91)
46379	Tampa Electric Company-2	(2,975.26)
46372	PREFERRED GOVERNMENTAL INSURANCE TRUST	(1,385.00)
46380	Tampa Electric Company -3	(1,008.98)
46376	SPECTRUM ENTERPRISE 168089401	(572.14)
46382	VERIZON WIRELESS - CELL	(540.96)
46377	SPECTRUM ENTERPRISE 232909301	(495.91)
46378	TAMPA ELECTRIC CO.-1	(426.65)
46367	Haines City Fire Ext. Svc. Inc.	(404.95)
46361	BOARD OF CO COMM - FUEL	(362.38)
46385	POLK NEWS - SUN	(254.00)
46375	SPECTRUM ENTERPRISE - 230804401	(219.98)
46366	FLORIDA PEST CONTROL	(198.96)
46369	HRdirect	(189.98)
46371	POLK TRACTOR COMPANY	(129.42)
46364	DAVID FLOYD - REF	(125.00)
46368	HILL MANUFACTURING COMPANY INC	(115.80)
46359	ARMCHEM INTERNATIONAL CORP.	(109.95)
46383	WALMART - CAPITAL ONE	(95.73)
46370	POLK NEWS - SUN	(81.75)
46363	CNA SURETY	(50.00)
46360	ASAP PROGRAMS	(35.00)

CITY OF EAGLE LAKE - GENERAL FUND  
ACCOUNT BALANCE

TOTAL OUTSTANDING CHECKS:

(115,174.79)

02/28/2024 Deposit

55.00

02/29/2024 Deposit

471.00

02/29/2024 Deposit

76,117.10

TOTAL OUTSTANDING DEPOSITS:

76,643.10

REMAINING ACCOUNT BALANCE:

6,277,854.10



**CITY OF EAGLE LAKE**  
**Profit & Loss Budget vs. Actual**  
**October 2023 through February 2024**

	Oct '23 - Feb 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
310.000 · Taxes				
311.000 · Ad Valorem Taxes	1,681,046.91	1,788,490.00	-107,443.09	94.0%
312.000 · Sales, Use & Gas Taxes				
312.300 · 9th Cent Gas Tax	7,710.30	17,500.00	-9,789.70	44.1%
312.410 · Local Option Gas Tax	42,343.69	100,327.00	-57,983.31	42.2%
312.412 · Local Gov.1/2 cent sales tax	112,800.21	262,851.00	-150,050.79	42.9%
312.420 · 5-cent Local Option Gas Tax	26,382.67	63,766.00	-37,383.33	41.4%
<b>Total 312.000 · Sales, Use &amp; Gas Taxes</b>	<b>189,236.87</b>	<b>444,444.00</b>	<b>-255,207.13</b>	<b>42.6%</b>
314.000 · Utility Service Taxes				
314.100 · Electric Utility Service Tax	127,994.93	225,000.00	-97,005.07	56.9%
314.150 · Water Utility Service Tax	37,873.77	45,000.00	-7,126.23	84.2%
314.400 · Natural Gas Service Tax	7.50	100.00	-92.50	7.5%
314.800 · Propane Service Tax	637.23	1,500.00	-862.77	42.5%
315.000 · Local Communications Serv. Tax	34,579.06	92,000.00	-57,420.94	37.6%
<b>Total 314.000 · Utility Service Taxes</b>	<b>201,092.49</b>	<b>363,600.00</b>	<b>-162,507.51</b>	<b>55.3%</b>
323.000 · Franchise Fees				
323.100 · Electric Franchise Fees	125,851.34	220,000.00	-94,148.66	57.2%
323.400 · Natural Gas Franchise Fees	2,262.61	2,000.00	262.61	113.1%
323.700 · Solid Waste Franchise Fee	10,000.00	25,000.00	-15,000.00	40.0%
<b>Total 323.000 · Franchise Fees</b>	<b>138,113.95</b>	<b>247,000.00</b>	<b>-108,886.05</b>	<b>55.9%</b>
<b>Total 310.000 · Taxes</b>	<b>2,209,490.22</b>	<b>2,843,534.00</b>	<b>-634,043.78</b>	<b>77.7%</b>
330.000 · Intergovernmental Revenue				
335.000 · State Shared Revenues				
335.120 · SRS Sales Tax	49,231.75	120,000.00	-70,768.25	41.0%
335.122 · SRS - Motor Fuel Tax	19,145.65	50,000.00	-30,854.35	38.3%
335.150 · Alcoholic Beverage Licenses	97.89	250.00	-152.11	39.2%
<b>Total 335.000 · State Shared Revenues</b>	<b>68,475.29</b>	<b>170,250.00</b>	<b>-101,774.71</b>	<b>40.2%</b>
338.800 · County Shared Revenue				
337.700 · Library Cooperative	0.00	25,000.00	-25,000.00	0.0%
337.710 · Delivery Driver System Funding	43,449.62	135,815.00	-92,365.38	32.0%
338.200 · Polk County Occupational Licens	1,083.50	1,500.00	-416.50	72.2%
<b>Total 338.800 · County Shared Revenue</b>	<b>44,533.12</b>	<b>162,315.00</b>	<b>-117,781.88</b>	<b>27.4%</b>
<b>Total 330.000 · Intergovernmental Revenue</b>	<b>113,008.41</b>	<b>332,565.00</b>	<b>-219,556.59</b>	<b>34.0%</b>
340.000 · Charges for Services				
341.200 · Zoning Fees	3,250.00	500.00	2,750.00	650.0%
341.300 · Copies/Certifications	15.95	75.00	-59.05	21.3%
342.900 · FDOT Roadway Maintenance	3,015.69	11,965.00	-8,949.31	25.2%
352.000 · Library Fines and Collections	593.81	1,500.00	-906.19	39.6%
<b>Total 340.000 · Charges for Services</b>	<b>6,875.45</b>	<b>14,040.00</b>	<b>-7,164.55</b>	<b>49.0%</b>
350.000 · Fines & Forfeitures				
341.541 · Police Fines	4,040.03	8,000.00	-3,959.97	50.5%
350.100 · Other Fines and Forfeitures	0.00	100.00	-100.00	0.0%
<b>Total 350.000 · Fines &amp; Forfeitures</b>	<b>4,040.03</b>	<b>8,100.00</b>	<b>-4,059.97</b>	<b>49.9%</b>
360.000 · Other Revenue				
361.100 · Interest Income	3,190.48	6,500.00	-3,309.52	49.1%
362.100 · Facilities Rental	900.00			
362.201 · T-Mobile Tower Lease	9,375.00	38,000.00	-28,625.00	24.7%
366.000 · Private Donations				
366.101 · Donations for City Events	4,300.00			
366.000 · Private Donations - Other	0.00	4,000.00	-4,000.00	0.0%
<b>Total 366.000 · Private Donations</b>	<b>4,300.00</b>	<b>4,000.00</b>	<b>300.00</b>	<b>107.5%</b>
369.900 · Miscellaneous Income				
340.901 · Reimbursements				
340.910 · Reimbursement-Sports Assoc.	7,357.95			
<b>Total 340.901 · Reimbursements</b>	<b>7,357.95</b>			
369.310 · Misc Revenue - Engineering Fees	143,086.24			
369.996 · E-Rate Reimbursement	755.78			
369.900 · Miscellaneous Income - Other	16,140.94	100,000.00	-83,859.06	16.1%

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Accrual Basis

**CITY OF EAGLE LAKE**  
**Profit & Loss Budget vs. Actual**  
**October 2023 through February 2024**

	Oct '23 - Feb 24	Budget	\$ Over Budget	% of Budget
Total 369.900 · Miscellaneous Income	167,340.91	100,000.00	67,340.91	167.3%
Total 360.000 · Other Revenue	185,106.39	148,500.00	36,606.39	124.7%
367.000 · Licenses and Permits				
322.000 · Building Permits Other				
322.050 · Subdivision Permit App.Fee	0.00	2,900.00	-2,900.00	0.0%
322.060 · Plan Review Fee	181,291.65	5,000.00	176,291.65	3,625.8%
322.070 · DCA BLDG Cert Charge 1%	618.14	50.00	568.14	1,236.3%
322.100 · DBPR Radon Surcharge-1%	837.18	50.00	787.18	1,674.4%
322.150 · Contractor's Registration	0.00	300.00	-300.00	0.0%
322.200 · Polk County Imp.Fees 3%	16,162.47	100.00	16,062.47	16,162.5%
322.300 · Building Inspection Fees	145,460.00	23,000.00	122,460.00	632.4%
322.400 · Building Permits	369,126.00	80,000.00	289,126.00	461.4%
324.610 · Parks and Rec Impact Fee	160,327.00			
324.611 · Public BLDG & Fac - Res	549,014.00			
Total 322.000 · Building Permits Other	1,422,836.44	111,400.00	1,311,436.44	1,277.2%
Total 367.000 · Licenses and Permits	1,422,836.44	111,400.00	1,311,436.44	1,277.2%
369.200 · CASH OVER/SHORT	-10.00			
382.000 · Transfers - IN	66,044.98	256,204.00	-190,159.02	25.8%
382.100 · CRA Transfer - IN	8,335.00	20,004.00	-11,669.00	41.7%
Total Income	4,015,726.92	3,734,347.00	281,379.92	107.5%
Gross Profit	4,015,726.92	3,734,347.00	281,379.92	107.5%
Expense				
510.000 · General Government				
511.000 · Commissioner Costs				
511.100 · Employee Benefits				
511.210 · FICA Taxes	241.92	650.00	-408.08	37.2%
Total 511.100 · Employee Benefits	241.92	650.00	-408.08	37.2%
511.110 · City Commission Fees/Salaries	3,162.39			
511.120 · Salaries and Wages - CC	0.00	9,036.00	-9,036.00	0.0%
511.300 · Operating Expenditures				
511.240 · Workers Compensation Insurance	1,387.60	75.00	1,312.60	1,850.1%
511.310 · Engineering Services	192,622.48	300,000.00	-107,377.52	64.2%
511.311 · Legal Services	10,360.00	12,000.00	-1,640.00	86.3%
511.313 · Planning Services	2,565.00	5,000.00	-2,435.00	51.3%
511.320 · Accounting & Auditing	11,265.00	12,500.00	-1,235.00	90.1%
511.321 · Financial Reporting Svcs	18,093.02	15,000.00	3,093.02	120.6%
511.340 · Contractual Services	8,030.75	2,500.00	5,530.75	321.2%
511.341 · Election Fees	0.00	3,000.00	-3,000.00	0.0%
511.410 · Communication Services	2,376.37	6,000.00	-3,623.63	39.6%
511.420 · Postage	364.57	1,100.00	-735.43	33.1%
511.450 · Insurance Property	96,568.64	90,000.00	6,568.64	107.3%
511.460 · Repair & Maint Svcs Comm Bldg	0.00	10,500.00	-10,500.00	0.0%
511.470 · Printing and Binding/ Municipal	0.00	4,500.00	-4,500.00	0.0%
511.480 · Advertising / Promotions	978.75	5,000.00	-4,021.25	19.6%
511.490 · Other Current Charges	7,481.10	12,000.00	-4,518.90	62.3%
511.512 · Event Expenses	0.00	4,000.00	-4,000.00	0.0%
511.515 · Event Expenses - Donated Funds	3,609.20	0.00	3,609.20	100.0%
511.541 · Travel, Meetings, and Dues	684.13	5,000.00	-4,315.87	13.7%
511.991 · Contingency Fund	0.00	11,000.00	-11,000.00	0.0%
511.993 · CRA/Community Redevelopment Age	20,000.00	20,000.00	0.00	100.0%
511.998 · Reserve / Contingency	0.00	770,526.00	-770,526.00	0.0%
Total 511.300 · Operating Expenditures	376,386.61	1,289,701.00	-913,314.39	29.2%
511.600 · CAPITAL OUTLAY	97,355.15	50,000.00	47,355.15	194.7%
Total 511.000 · Commissioner Costs	477,146.07	1,349,387.00	-872,240.93	35.4%
512.000 · CITY MANAGER				
512.100 · Employee Benefits				
512.210 · FICA TAXES-CM	3,779.92			
512.100 · Employee Benefits - Other	10,069.78	36,000.00	-25,930.22	28.0%
Total 512.100 · Employee Benefits	13,849.70	36,000.00	-22,150.30	38.5%
512.120 · Salaries and Wages	49,583.20	116,771.00	-67,187.80	42.5%
512.300 · Operating Expenditures				
512.240 · Workers Compensation Insurance	33.72	750.00	-716.28	4.5%
512.340 · Contractual Services	0.00	500.00	-500.00	0.0%

**CITY OF EAGLE LAKE**  
**Profit & Loss Budget vs. Actual**  
**October 2023 through February 2024**

	Oct '23 - Feb 24	Budget	\$ Over Budget	% of Budget
512.410 · Communication Services	980.41	2,600.00	-1,619.59	37.7%
512.420 · Postage	0.00	650.00	-650.00	0.0%
512.490 · Other Expenditures	258.95	1,500.00	-1,241.05	17.3%
512.540 · Education & Training	880.50	3,500.00	-2,619.50	25.2%
512.541 · Travel, Meetings, and Dues	944.02	2,600.00	-1,655.98	36.3%
512.991 · Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
<b>Total 512.300 · Operating Expenditures</b>	<b>3,097.60</b>	<b>14,100.00</b>	<b>-11,002.40</b>	<b>22.0%</b>
<b>Total 512.000 · CITY MANAGER</b>	<b>66,530.50</b>	<b>166,871.00</b>	<b>-100,340.50</b>	<b>39.9%</b>
<b>513.000 · Administration</b>				
513.100 · Employee Benefits				
513.210 · Fica Taxes - AD	7,703.86			
513.230 · Life & Health Insurance - AD	1,283.18			
513.100 · Employee Benefits - Other	32,000.55	98,100.00	-66,099.45	32.6%
<b>Total 513.100 · Employee Benefits</b>	<b>40,987.59</b>	<b>98,100.00</b>	<b>-57,112.41</b>	<b>41.8%</b>
513.121 · Salaries and Wages	99,029.13	239,301.00	-140,271.87	41.4%
513.140 · Overtime	2,222.89	2,200.00	22.89	101.0%
513.300 · Operating Expenditures				
513.240 · Workers Compensation Insurance	68.76	4,600.00	-4,531.24	1.5%
513.340 · Contractual Svcs (Copier/Lease)	7,331.48	12,000.00	-4,668.52	61.1%
513.410 · Communication Services	1,507.50	15,000.00	-13,492.50	10.1%
513.420 · Postage	318.14	7,000.00	-6,681.86	4.5%
513.430 · Utility Services	775.54	3,500.00	-2,724.46	22.2%
513.460 · Repair & Maintenance	0.00	5,000.00	-5,000.00	0.0%
513.490 · Other Expenditures	1,375.43	9,500.00	-8,124.57	14.5%
513.510 · Office Supplies	2,077.02	5,000.00	-2,922.98	41.5%
513.540 · Education and Training	1,612.56	8,000.00	-6,387.44	20.2%
513.541 · Travel, Meetings, & Dues	1,217.91	6,500.00	-5,282.09	18.7%
513.991 · Contingency Fund	0.00	3,000.00	-3,000.00	0.0%
<b>Total 513.300 · Operating Expenditures</b>	<b>16,284.34</b>	<b>79,100.00</b>	<b>-62,815.66</b>	<b>20.6%</b>
<b>Total 513.000 · Administration</b>	<b>158,523.95</b>	<b>418,701.00</b>	<b>-260,177.05</b>	<b>37.9%</b>
<b>Total 510.000 · General Government</b>	<b>702,200.52</b>	<b>1,934,959.00</b>	<b>-1,232,758.48</b>	<b>36.3%</b>
<b>521.000 · Police Department</b>				
521.300 · Operating Expenditures - PD				
521.340 · Contractual Services - Sheriff	341,285.67	700,000.00	-358,714.33	48.8%
521.410 · Communication Services	605.59	2,000.00	-1,394.41	30.3%
521.430 · Utility Services	1,123.06	3,100.00	-1,976.94	36.2%
521.490 · Other Expenditures	476.00			
<b>Total 521.300 · Operating Expenditures - PD</b>	<b>343,490.32</b>	<b>705,100.00</b>	<b>-361,609.68</b>	<b>48.7%</b>
521.600 · Capital Outlay - PD	0.00	10,000.00	-10,000.00	0.0%
<b>Total 521.000 · Police Department</b>	<b>343,490.32</b>	<b>715,100.00</b>	<b>-371,609.68</b>	<b>48.0%</b>
<b>541.000 · Streets</b>				
541.100 · Employee Benefits				
541.210 · Fica Taxes - ST	1,091.27			
541.100 · Employee Benefits - Other	6,494.88	18,000.00	-11,505.12	36.1%
<b>Total 541.100 · Employee Benefits</b>	<b>7,586.15</b>	<b>18,000.00</b>	<b>-10,413.85</b>	<b>42.1%</b>
541.120 · Salaries and Wages	13,275.00	31,200.00	-17,925.00	42.5%
541.140 · Overtime	990.00	2,000.00	-1,010.00	49.5%
541.300 · Operating Expenditures - ST				
541.240 · Workers Compensation Insurance	660.80	750.00	-89.20	88.1%
541.310 · Engineering	0.00	2,000.00	-2,000.00	0.0%
541.311 · NPDES Charges	124.00	0.00	124.00	100.0%
541.340 · Contractual Services	0.00	2,000.00	-2,000.00	0.0%
541.400 · Petroleum Products	448.71	1,000.00	-551.29	44.9%
541.410 · Communication Services	1,404.46	1,000.00	404.46	140.4%
541.430 · Utility Services	19,473.99	40,000.00	-20,526.01	48.7%
541.460 · Repair and Maintenance	2,066.08	12,000.00	-9,933.92	17.2%
541.490 · Other Expenditures	0.00	1,000.00	-1,000.00	0.0%
541.521 · Supplies & Materials	2,708.03	2,000.00	708.03	135.4%
541.522 · Uniforms	0.00	375.00	-375.00	0.0%
541.530 · Road Materials/Street Repair	0.00	2,500.00	-2,500.00	0.0%
541.630 · Street Signs	341.00	15,000.00	-14,659.00	2.3%
<b>Total 541.300 · Operating Expenditures - ST</b>	<b>27,227.07</b>	<b>79,625.00</b>	<b>-52,397.93</b>	<b>34.2%</b>

**CITY OF EAGLE LAKE**  
**Profit & Loss Budget vs. Actual**  
**October 2023 through February 2024**

	Oct '23 - Feb 24	Budget	\$ Over Budget	% of Budget
541.600 · Capital Outlay - ST				
541.603 · Trsfer Out-Restr. 5 Cent GasTx	0.00	200,000.00	-200,000.00	0.0%
Total 541.600 · Capital Outlay - ST	0.00	200,000.00	-200,000.00	0.0%
Total 541.000 · Streets	49,078.22	330,825.00	-281,746.78	14.8%
550.000 · Building and Code Enforcement				
550.100 · Employee Benefits				
550.210 · FICA TAXES- CODE	2,545.86			
550.230 · Life & Health Insurance- BLD/CE	15.84			
550.100 · Employee Benefits - Other	14,565.27	42,000.00	-27,434.73	34.7%
Total 550.100 · Employee Benefits	17,126.97	42,000.00	-24,873.03	40.8%
550.120 · Salaries and Wages	37,310.00	84,700.00	-47,390.00	44.0%
550.140 · Overtime	2,191.50	500.00	1,691.50	438.3%
550.300 · Operating Expenditures				
550.240 · Workers Compensation Insurance	422.08	750.00	-327.92	56.3%
550.311 · Legal Services & Magistrate	634.26	5,000.00	-4,365.74	12.7%
550.340 · Contractual Services (Code Enf)	862.69	23,000.00	-22,137.31	3.8%
550.345 · POLK COUTY PLAN REV & INSPECT	232,166.01			
550.400 · Petroleum Products	457.20	1,500.00	-1,042.80	30.5%
550.410 · Communication Services	986.11	2,100.00	-1,113.89	47.0%
550.420 · Postage	474.40	1,000.00	-525.60	47.4%
550.460 · Repairs and Maintenance	532.40	200.00	332.40	266.2%
550.490 · Other Expenditures	90.34	550.00	-459.66	16.4%
550.491 · Code Enforcement Other	3,861.84	50,000.00	-46,138.16	7.7%
550.522 · Uniforms	0.00	300.00	-300.00	0.0%
550.540 · Education & Training	1,654.58	1,500.00	154.58	110.3%
550.541 · Travel, Meetings & Dues	150.00	2,000.00	-1,850.00	7.5%
Total 550.300 · Operating Expenditures	242,291.91	87,900.00	154,391.91	275.6%
550.600 · CAPITAL OUTLAY - CE	0.00	10,000.00	-10,000.00	0.0%
Total 550.000 · Building and Code Enforcement	298,920.38	225,100.00	73,820.38	132.8%
571.000 · Library				
571.100 · Employee Benefits				
571.210 · Fica Taxes - LB	2,951.10			
571.230 · Life and Health Insurance - LB	19.04			
571.100 · Employee Benefits - Other	22,845.99	72,600.00	-49,754.01	31.5%
Total 571.100 · Employee Benefits	25,816.13	72,600.00	-46,783.87	35.6%
571.120 · Salaries and Wages	38,576.60	73,358.00	-34,781.40	52.6%
571.128 · Delivery Van Drivers				
571.140 · Overtime	698.20	4,500.00	-3,801.80	15.5%
571.212 · FICA VAN DRIVER	2,627.48			
571.128 · Delivery Van Drivers - Other	33,647.79	90,215.00	-56,567.21	37.3%
Total 571.128 · Delivery Van Drivers	36,973.47	94,715.00	-57,741.53	39.0%
571.300 · Operating Expenditures				
571.240 · Workers Compensation Insurance	915.00	2,200.00	-1,285.00	41.6%
571.410 · Communication Services	1,125.74	3,300.00	-2,174.26	34.1%
571.420 · Postage	50.35	500.00	-449.65	10.1%
571.430 · Utility Services	775.53	3,300.00	-2,524.47	23.5%
571.460 · Repair and Maintenance	0.00	500.00	-500.00	0.0%
571.490 · Other Expenditures	390.00	500.00	-110.00	78.0%
571.510 · Office Supplies	885.70	2,400.00	-1,514.30	36.9%
571.520 · Operating Expenses - LB	0.00	1,800.00	-1,800.00	0.0%
571.521 · Operating Expenses---LB Van Dri	60.00			
571.660 · Books & Materials	1,545.93	20,000.00	-18,454.07	7.7%
Total 571.300 · Operating Expenditures	5,748.25	34,500.00	-28,751.75	16.7%
Total 571.000 · Library	107,114.45	275,173.00	-168,058.55	38.9%
572.000 · Parks & Rec				
572.100 · Employee Benefits				
572.210 · Fica Taxes - PR	1,087.17			
572.100 · Employee Benefits - Other	6,496.97	24,000.00	-17,503.03	27.1%
Total 572.100 · Employee Benefits	7,584.14	24,000.00	-16,415.86	31.6%
572.120 · Salaries and Wages	14,040.00	32,940.00	-18,900.00	42.6%

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Accrual Basis

**CITY OF EAGLE LAKE**  
**Profit & Loss Budget vs. Actual**  
**October 2023 through February 2024**

	Oct '23 - Feb 24	Budget	\$ Over Budget	% of Budget
572.140 · Overtime	171.32			
572.300 · Operating Expenditures				
572.240 · Workers Compensation Insurance	276.04	750.00	-473.96	36.8%
572.340 · Contractual Services	0.00	10,000.00	-10,000.00	0.0%
572.400 · Petroleum Products	311.04	6,000.00	-5,688.96	5.2%
572.410 · Communication Services	201.97	2,000.00	-1,798.03	10.1%
572.430 · Utility Services	29,988.38	49,000.00	-19,011.62	61.2%
572.460 · Repair & Maintenance	1,536.76	30,000.00	-28,463.24	5.1%
572.461 · Grounds-Bldg/Clean/Maint/Veh	6,982.21	24,000.00	-17,017.79	29.1%
572.490 · Other Expenditures	696.25	500.00	196.25	139.3%
572.512 · Event Expenses	4,998.78	5,000.00	-1.22	100.0%
572.513 · Hometown Festival (Fireworks)	4,000.00	9,000.00	-5,000.00	44.4%
572.521 · Supplies & Materials	4,678.45	7,000.00	-2,321.55	66.8%
572.654 · Mistletoe Marketplace	3,272.30	3,000.00	272.30	109.1%
572.888 · Facilities Deposit Refunds - PR	125.00			
<b>Total 572.300 · Operating Expenditures</b>	<b>57,067.18</b>	<b>146,250.00</b>	<b>-89,182.82</b>	<b>39.0%</b>
572.600 · Capital Outlay - PR	159,942.43	50,000.00	109,942.43	319.9%
<b>Total 572.000 · Parks &amp; Rec</b>	<b>238,805.07</b>	<b>253,190.00</b>	<b>-14,384.93</b>	<b>94.3%</b>
<b>Total Expense</b>	<b>1,739,608.96</b>	<b>3,734,347.00</b>	<b>-1,994,738.04</b>	<b>46.6%</b>
<b>Net Ordinary Income</b>	<b>2,276,117.96</b>	<b>0.00</b>	<b>2,276,117.96</b>	<b>100.0%</b>
<b>Net Income</b>	<b>2,276,117.96</b>	<b>0.00</b>	<b>2,276,117.96</b>	<b>100.0%</b>

**CITY OF EAGLE LAKE**  
**Balance Sheet**  
As of February 29, 2024

	Feb 29, 24
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
100.000 · Cash & Cash Equivalents	
101.103 · CS - GENERAL FUND	6,277,854.10
102.000 · Reclass to restricted cash	-71,116.79
102.216 · Petty Cash	150.00
102.217 · Petty Cash Library	15.00
Total 100.000 · Cash & Cash Equivalents	6,206,902.31
101.256 · CS - BUILDING/CODE ENFORCEMENT	461,658.74
101.257 · CS - PARKS & REC FUND	607,137.50
101.258 · CS - PUBLIC BUILDING FUND	2,635,776.13
101.259 · CS- TRANSPORTATION FUND	402,392.51
115.100 · Reclass FROM unrestricted cash	0.28
Total Checking/Savings	10,313,867.47
Accounts Receivable	
115.101 · *Accounts Receivable	96,641.39
Total Accounts Receivable	96,641.39
Other Current Assets	
115.000 · Due From Other Governments	71,116.79
115.200 · A/R Due from Others	45,405.16
115.300 · A/R - Due from Governments	35,028.13
116.110 · Return Checks Receivable	80.00
130.000 · Due From (To) Utility/CRA Fund	
131.100 · Due From Utility Fund-Payroll	12,128.90
131.200 · Due From Utility-Sani/Storm	-15,772.00
131.250 · Due From/To Utility Daily Dep.	92,518.47
131.350 · Due ToFrom Utility Fund -OTHER	449.88
131.382 · DUE FROM CRA FUND-ADMIN FEES	22,617.96
131.390 · DUE FROM CRA	16,000.00
Total 130.000 · Due From (To) Utility/CRA Fund	127,943.21
149.900 · Undeposited Funds	20,059.10
2120 · Payroll Asset	0.01
Total Other Current Assets	299,632.40
Total Current Assets	10,710,141.26
Other Assets	
115.900 · LEASE RECEIVABLE	359,573.36
Total Other Assets	359,573.36
<b>TOTAL ASSETS</b>	<b>11,069,714.62</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
202.100 · Accounts Payable	1,006,804.22
Total Accounts Payable	1,006,804.22
Other Current Liabilities	
203.100 · Sales Tax Payable	311.83
205.000 · Polk County Impact Fees Payable	7,965.91
205.101 · POLK COUNTY SHERIFF EDUCATION	4,332.77
205.102 · POLK COUNTY FIRE REVIEW	6,071.87
205.200 · DBPR Fee Payable	9,500.62
205.201 · DCA PAYABLE	-5,622.19
208.101 · DUE TO STATE UNCLAIMED PROPERTY	-75.00

03/15/24

**CITY OF EAGLE LAKE**  
**Balance Sheet**  
As of February 29, 2024

	Feb 29, 24
210.000 · Accrd Exp & Other Liabilities	
218.110 · Withholding Payable	-52.96
218.190 · Cobra Insurance Payable	156.94
Total 210.000 · Accrd Exp & Other Liabilities	103.98
2100 · Payroll Liabilities	
2100.06 · UNITED WAY QB	30.00
2100.07 · EMPLOYEE FUND QB	75.00
2100.10 · LIBERTY LIFE QB	-0.07
2100.11 · COLONIAL ACCIDENT CANCER QB	0.03
2100.26 · PAYROLL TAXES	1.00
Total 2100 · Payroll Liabilities	105.96
215.000 · Accrued Payroll and Benefits	27,669.22
240.100 · DIRECT INFLOWS - UNAVAILABLE RE	101,558.16
240.200 · DEFERRED INFLOWS	355,595.98
Total Other Current Liabilities	507,519.11
Total Current Liabilities	1,514,323.33
Total Liabilities	1,514,323.33
Equity	
271.100 · Fund Balance	7,279,273.33
Net Income	2,276,117.96
Total Equity	9,555,391.29
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>11,069,714.62</b>

## CITY OF EAGLE LAKE - UTILITY FUND

## ACCOUNT BALANCE

FEB 2024

<b>ACCOUNT BALANCE AS OF JANUARY 31, 2024</b>	4,497,112.39
DEPOSITS	534,420.67
CLEARED CHECKS	(282,995.05)
WITHDRAWALS/ACH	0.00
RETURNED CHECKS	0.00
<b>ACCOUNT BALANCE AS OF FEBRUARY 29, 2024</b>	<b>4,748,538.01</b>

**OUTSTANDING CHECKS:**

20561	SHEILA PAGE - REF	(120.13)
21507	JESUS CANA MOHAMMED ALAM - REF	(31.23)
21682	WALTER O'BYRNE - REF	(50.88)
21667	HEATHER MCKENZIE - REF	(19.42)
21713	SHELBY DIAZ - REF	(55.65)
21740	ALFONSO ARCADIO ESTRADA - REF	(166.24)
21769	RESHEENA HARDY - REF	(29.33)
21793	PAULA TIERNEY - REF	(37.70)
21892	TOM PERRY ST - REF	(30.81)
21972	BRANDON GIBSON - REF	(31.01)
22523	FIDENCIO COSTILLA - REF	(15.62)
22568	VSP TAMPA LLC - REF	(124.38)
22550	JEANNIE SHANKS - REF	(27.47)
22671	RYAN RAMOS - REF	(76.87)
23081	JOHN SHELTON - REF	(120.85)
23232	GEOFFERY LOVERIDGE - REF	(103.14)
23380	JAMIE RIVERA - REF	(33.54)
23461	DEBORAH VASSER - REF	(85.69)
23488	JOSE RIOS-MENDEZ - REF	(91.80)
23599	VICTORIA HERNANDEZ - REF	(122.48)
23574	ANGEL VELEZ - REF	(25.58)
23638	G W OR SHIRLEY K LOSEY - REF	(67.94)
23648	ANGEL VELEZ - REF	(10.00)
23710	SHERDRICA BAZIL - REF	(16.48)
23798	JULIAN HILLS LLC - REF	(206.52)
23815	TACO STOP -REF	(96.85)
23805	MARY CARR - REF	(28.60)
23820	JULIAN HILLS LLC - REF	(14.23)
23837	MODDIE LOCKLEAR - REF	(2.36)
23866	MAKAYLA SHAVER -REF	(80.56)
23952	JULIAN HILLS LLC - REF	(150.00)
23989	SABRINA LOPEZ - REF	(6.92)
23990	YOLANDA CAMACHO - REF	(6.53)
24005	JULIAN HILLS LLC - REF	(150.00)



CITY OF EAGLE LAKE - UTILITY FUND  
ACCOUNT BALANCE

24020	KRISTONYA MOODY - REF	(12.26)
24027	CATHERINE PFLUG - REF	(30.40)
24048	RUSS JOHNSON - REF	(25.01)
24040	JUAN ZEPEDA - REF	(4.64)
24121	ARIEL URREA JR - REF	(16.04)
24151	RP HOMES 3 LLC - REF	(107.94)
24207	PETER STODDART - REF	(102.32)
24241	CITY ELECTRIC SUPPLY CO*	(68.86)
24302	AMANDA PRADO - REF	(68.92)
24307	DEMETRIO APARICIO - REF*	(68.92)
24326	BENJAMIN WESTBROOK - REF	(152.29)
24336	ENRIQUEZ LEIA - REF	(59.65)
24329	CHRISTOPHER DENMARK - REF	(10.00)
24361	ERIKA JUAREZ - REF	(4.10)
24402	ANIL KURTULDU - REF	(58.56)
24408	EMMANUEL OSIAS - REF	(25.26)
24420	VERONICA ROSADO - REF	(7.89)
24458	HOPE LANDRUM - REF	(1.36)
24559	EDGAR OMAR VENEGAS - REF	(34.31)
24556	DEBORAH ARNETT-WILLIAMS - REF	(28.50)
24618	JAMES SHELTON - REF	(2.49)
24719	WJHFL LLC	(2,174.68)
24713	WJHFL LLC	(655.93)
24745	VICENTE BAUTISTA HERNANDEZ - REF	(189.31)
24733	ERIC INGRAM - REF	(32.21)
24756	FERGUSON ENTERPRISES, INC. WATERWORKS	(77,220.95)
24758	GENERAL FUND	(56,240.18)
24763	RISK MANAGEMENT ASSOCIATES INC.	(14,041.59)
24771	FERGUSON ENTERPRISES, INC. WATERWORKS	(11,837.00)
24768	Tampa Electric Company	(4,857.23)
24753	CASSADY ELECTRIC, INC.	(2,346.84)
24751	BARTOW FORD COMPANY	(2,257.35)
24752	BOCC - FUEL	(1,098.49)
24750	ARMCHEM INTERNATIONAL	(371.52)
24761	POLK REGIONAL WATER COOPERATIVE	(370.50)
24766	SPECTRUM ENTERPRISE - 230292201	(219.98)
24769	VERIZON WIRELESS - CELL	(193.34)
24767	STANLEY MARTIN HOMES - REF	(115.45)
24772	STANLEY MARTIN HOMES - REF	(115.45)
24759	HUDSON HOMES MANAGEMENT LLC - REF	(115.45)
24770	WILLIAM ZAPATA GOMEZ - REF	(92.02)
24757	FRONTIER 863-293-2804-101415-5	(81.13)
24762	REPUBLIC SERVICES	(64.20)
24765	SPECTRUM ENTERPRISE-168089401	(43.51)
24755	D R HORTON* - REF	(40.72)
24754	CLAYTON PROPERTIES GROUP - REF	(38.15)

CITY OF EAGLE LAKE - UTILITY FUND  
ACCOUNT BALANCE

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(177,939.71)

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General Journal	02/28/2024	2,614.32
General Journal	02/29/2024	2,357.91
Deposit	02/29/2024	21,241.05

TOTAL OUTSTANDING DEPOSITS:	26,213.28
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REMAINING ACCOUNT BALANCE:	4,596,811.58
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**City of Eagle Lake-Utility Fund**  
**Profit & Loss Budget vs. Actual**  
**October 2023 through February 2024**

	Oct '23 - Fe...	Budget	\$ Over Bud...	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
324.210 · Impact Fees-Water-residential	1,398,725.70			
324.211 · Impact Fees-Sewer-residential	1,336,500.00			
330.000 · Intergovernmental Revenue				
331.000 · Federal/State Grants/CDBG	38,482.00			
<b>Total 330.000 · Intergovernmental Revenue</b>	<b>38,482.00</b>			
<b>343.000 · Charges for Services</b>				
343.300 · Water Charges / User Fee	480,873.72	690,000.00	-209,126.28	69.7%
343.310 · Water Taps	85,350.00	3,000.00	82,350.00	2,845.0%
343.311 · New Water Meters	320,920.00	5,000.00	315,920.00	6,418.4%
343.312 · Water Reconnect Fee	0.00	8,000.00	-8,000.00	0.0%
343.313 · ADMIN FEES	10,615.00			
343.330 · Service Charge - 1/2	19,350.00	16,000.00	3,350.00	120.9%
343.340 · Charges for Repairs	13,035.00			
343.360 · Customer Billing Fee - 1/3	36,186.00	60,000.00	-23,814.00	60.3%
343.400 · Garbage Collection				
343.410 · GARBAGE TOTE SALES	513.60			
343.400 · Garbage Collection - Other	366,261.56	600,000.00	-233,738.44	61.0%
<b>Total 343.400 · Garbage Collection</b>	<b>366,775.16</b>	<b>600,000.00</b>	<b>-233,224.84</b>	<b>61.1%</b>
<b>343.500 · Sewer Charges / User Fee</b>	<b>623,900.87</b>	<b>900,000.00</b>	<b>-276,099.13</b>	<b>69.3%</b>
343.510 · Tap Fees - Sewer	140,000.00	3,000.00	137,000.00	4,666.7%
343.520 · Polk County Utility Tax-CITY SH	475.08	200.00	275.08	237.5%
343.900 · Stormwater Fees	72,932.00	85,000.00	-12,068.00	85.8%
349.000 · Late Fees - 1/2	21,595.00	35,000.00	-13,405.00	61.7%
<b>Total 343.000 · Charges for Services</b>	<b>2,192,007.83</b>	<b>2,405,200.00</b>	<b>-213,192.17</b>	<b>91.1%</b>
<b>361.000 · Interest Income</b>	<b>7,676.15</b>	<b>5,000.00</b>	<b>2,676.15</b>	<b>153.5%</b>
<b>369.901 · Miscellaneous Income - 1/2</b>	<b>9,703.07</b>	<b>2,000.00</b>	<b>7,703.07</b>	<b>485.2%</b>
<b>Total Income</b>	<b>4,983,094.75</b>	<b>2,412,200.00</b>	<b>2,570,894.75</b>	<b>206.6%</b>
<b>Gross Profit</b>	<b>4,983,094.75</b>	<b>2,412,200.00</b>	<b>2,570,894.75</b>	<b>206.6%</b>
<b>Expense</b>				
<b>533.000 · Water</b>				
533.100 · Employee Benefits	22,633.03	48,000.00	-25,366.97	47.2%
<b>533.120 · Salaries and Wages</b>	<b>64,999.33</b>	<b>103,499.00</b>	<b>-38,499.67</b>	<b>62.8%</b>
<b>533.125 · On Call Pay</b>	<b>3,722.80</b>	<b>11,000.00</b>	<b>-7,277.20</b>	<b>33.8%</b>
533.140 · Overtime	833.00	3,500.00	-2,667.00	23.8%
<b>533.300 · Operating Expenses</b>				
533.240 · Insurance	1,055.08	3,500.00	-2,444.92	30.1%
533.310 · Engineering Services	26,271.66	10,000.00	16,271.66	262.7%
533.311 · Legal Services	0.00	6,000.00	-6,000.00	0.0%
533.320 · Accounting & Auditing - WD	5,750.00	6,500.00	-750.00	88.5%
533.340 · Contractual Services	13,587.80	15,000.00	-1,412.20	90.6%
533.400 · Petroleum Products	3,425.16	12,000.00	-8,574.84	28.5%
533.410 · Communications Services	2,755.12	7,000.00	-4,244.88	39.4%
533.420 · Postage Supplies & Billing 1/3	4,111.03	10,000.00	-5,888.97	41.1%
533.430 · Utilities	928.72	57,000.00	-56,071.28	1.6%
533.450 · Insurance Auto & Equipment	24,698.13	20,000.00	4,698.13	123.5%
533.460 · Repairs & Maint Svc (Equip/Veh)	12,963.72	26,000.00	-13,036.28	49.9%
533.480 · ADVERTISING	223.13	2,500.00	-2,276.87	8.9%
533.490 · Other Expenditures	3,977.94	2,000.00	1,977.94	198.9%
533.521 · Supplies & Materials (Tools)	5,423.81	10,000.00	-4,576.19	54.2%
533.522 · Uniforms	0.00	1,000.00	-1,000.00	0.0%
533.540 · Education and Training	0.00	250.00	-250.00	0.0%
533.541 · Travel, Meetings, & Dues	296.80	600.00	-303.20	49.5%
533.555 · Chemicals	12,060.00	16,000.00	-3,940.00	75.4%
533.560 · POLK REGIONAL WATER COOPERATIVE	164,129.71	160,344.00	3,785.71	102.4%
533.581 · Transfer to General Fund/Adm	28,604.99	75,190.00	-46,585.01	38.0%
533.602 · Repairs & Maint Svc (Plants)	154,212.41	40,000.00	114,212.41	385.5%

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Accrual Basis

**City of Eagle Lake-Utility Fund**  
**Profit & Loss Budget vs. Actual**  
**October 2023 through February 2024**

	Oct '23 - Fe...	Budget	\$ Over Bud...	% of Budget
533.996 · Debt Service Rus Water	0.00	31,510.00	-31,510.00	0.0%
533.998 · Reserve/Contingency	0.00	109,827.00	-109,827.00	0.0%
<b>Total 533.300 · Operating Expenses</b>	<b>464,475.21</b>	<b>622,221.00</b>	<b>-157,745.79</b>	<b>74.6%</b>
533.600 · Capital Outlay - WD	87,013.28	95,000.00	-7,986.72	91.6%
533.900 · Bad Debt Expense - WD	760.74			
<b>Total 533.000 · Water</b>	<b>644,437.39</b>	<b>883,220.00</b>	<b>-238,782.61</b>	<b>73.0%</b>
533.999 · AMERICAN RESCUE PLAN EXPENSE WD	14,475.00	200,000.00	-185,525.00	7.2%
534.000 · Solid Waste				
534.300 · Operating Expenses				
534.340 · Contract for Solid Waste	222,301.49	378,000.00	-155,698.51	58.8%
534.913 · Due to Gen Fund Admin S Waste	8,835.00	21,204.00	-12,369.00	41.7%
<b>Total 534.300 · Operating Expenses</b>	<b>231,136.49</b>	<b>399,204.00</b>	<b>-168,067.51</b>	<b>57.9%</b>
<b>Total 534.000 · Solid Waste</b>	<b>231,136.49</b>	<b>399,204.00</b>	<b>-168,067.51</b>	<b>57.9%</b>
535.000 · Sewer/Waste Water Services				
535.100 · Employee Benefits	30,623.93	96,000.00	-65,376.07	31.9%
535.120 · Salaries and Wages	61,469.87	177,938.00	-116,468.13	34.5%
535.125 · On Call Pay	5,511.92	11,000.00	-5,488.08	50.1%
535.140 · Overtime	8,751.48	6,000.00	2,751.48	145.9%
535.300 · Operating Expenses				
535.240 · Insurance	558.92	3,000.00	-2,441.08	18.6%
535.310 · Engineering	7,091.91	15,000.00	-7,908.09	47.3%
535.311 · Legal Services	0.00	600.00	-600.00	0.0%
535.312 · NPDES Charges	0.00	1,000.00	-1,000.00	0.0%
535.320 · Accounting & Auditing - SW	5,750.00	11,000.00	-5,250.00	52.3%
535.340 · Contractual Services	4,560.79	10,000.00	-5,439.21	45.6%
535.400 · Petroleum Products	633.60	10,000.00	-9,366.40	6.3%
535.410 · Communications Services	3,889.65	4,500.00	-610.35	86.4%
535.420 · Postage Supplies & Billing 1/3	4,288.66	9,500.00	-5,211.34	45.1%
535.430 · Utilities	29,743.02	50,000.00	-20,256.98	59.5%
535.431 · Wastewater Treatment - SW	70,804.73	160,000.00	-89,195.27	44.3%
535.450 · Insurance Auto & Equip	31,468.23	29,500.00	1,968.23	106.7%
535.460 · Repairs & Maint Svc (Equip/Veh)	2,177.71	5,000.00	-2,822.29	43.6%
535.490 · Other Expenditures	499.29	500.00	-0.71	99.9%
535.521 · Supplies & Materials (Tools)	1,936.40	25,000.00	-23,063.60	7.7%
535.522 · Uniforms	0.00	1,000.00	-1,000.00	0.0%
535.541 · Travel, Meetings & Dues	296.80	1,500.00	-1,203.20	19.8%
535.581 · Transfer Out - Other Funds	28,604.99	75,190.00	-46,585.01	38.0%
535.602 · Repairs & Maint-Syst (Lift Sta)	4,581.15	20,000.00	-15,418.85	22.9%
535.995 · Lift Station Debt Svc-Bond Pmt	17,085.78	21,721.00	-4,635.22	78.7%
535.998 · Reserve / Contingency	0.00	109,827.00	-109,827.00	0.0%
<b>Total 535.300 · Operating Expenses</b>	<b>213,971.63</b>	<b>563,838.00</b>	<b>-349,866.37</b>	<b>37.9%</b>
<b>Total 535.000 · Sewer/Waste Water Services</b>	<b>320,328.83</b>	<b>854,776.00</b>	<b>-534,447.17</b>	<b>37.5%</b>
535.600 · Capital Outlay	113,753.27	50,000.00	63,753.27	227.5%
535.999 · AMERICAN RESCUE PLAN EXPENSE SD	14,475.00			
538.000 · Stormwater				
538.910 · Stormwater Expenses - Operating	257,118.12	25,000.00	232,118.12	1,028.5%
<b>Total 538.000 · Stormwater</b>	<b>257,118.12</b>	<b>25,000.00</b>	<b>232,118.12</b>	<b>1,028.5%</b>
<b>Total Expense</b>	<b>1,595,724.10</b>	<b>2,412,200.00</b>	<b>-816,475.90</b>	<b>66.2%</b>
<b>Net Ordinary Income</b>	<b>3,387,370.65</b>	<b>0.00</b>	<b>3,387,370.65</b>	<b>100.0%</b>
<b>Net Income</b>	<b>3,387,370.65</b>	<b>0.00</b>	<b>3,387,370.65</b>	<b>100.0%</b>

**City of Eagle Lake-Utility Fund**  
**Balance Sheet**  
As of February 29, 2024

	Feb 29, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
101.108 · UNRESTRICTED CASH - ALL	
101.109 · CS- UTILITY FUND	4,596,811.58
151.990 · RECLASS TO RESTRICTED	826,917.16
101.108 · UNRESTRICTED CASH - ALL - Other	200.00
<b>Total 101.108 · UNRESTRICTED CASH - ALL</b>	<b>5,423,928.74</b>
102.216 · PETTY CASH-DRAWER SET UP	50.00
150.001 · RESTRICTED CASH - ALL	
101.104 · CS STORMWATER UTILITY FUND	479,176.41
101.110 · CS- DEPOSIT FUND	441,229.89
101.111 · CS - WATER IMPACT FUND	10,478.30
101.112 · CS- SEWER IMPACT FUND	9,264.17
101.121 · CS- WATER IMPACT SAVINGS	5,774,949.12
101.122 · CS- SEWER IMPACT SAVINGS	5,236,760.93
151.113 · CS- RUS FUND	47,342.06
151.116 · CS- LIFT STATION FUND	30,057.82
151.999 · RESTRICTED CASH RECLASSIFICATIO	-826,917.16
<b>Total 150.001 · RESTRICTED CASH - ALL</b>	<b>11,202,341.54</b>
<b>Total Checking/Savings</b>	<b>16,626,320.28</b>
<b>Accounts Receivable</b>	
1200 · *Accounts Receivable	12,572.46
<b>Total Accounts Receivable</b>	<b>12,572.46</b>
<b>Other Current Assets</b>	
110.000 · Accounts Receivable, Net	
115.100 · Accounts Receivable	245,562.14
116.100 · Unbilled Accounts Receivable	60,859.98
116.110 · Utility Returned Checks Rec.	38,020.39
117.100 · Allowance for Bad Debts	-1,237.87
<b>Total 110.000 · Accounts Receivable, Net</b>	<b>343,204.64</b>
115.000 · Due From Other Governments	-1,048.54
131.000 · Due From Other Funds	
131.250 · Due to/from General Fund	478,676.92
131.350 · Due From/To Gen.Fund - Other	-449.88
207.100 · Due to General Fund-Payroll	-18,027.36
207.200 · Due to General Fund-Sani/Storm	15,772.00
<b>Total 131.000 · Due From Other Funds</b>	<b>475,971.68</b>
141.100 · Inventory of Supplies	10,749.32
1499 · Undeposited Funds	177.05
<b>Total Other Current Assets</b>	<b>829,054.15</b>
<b>Total Current Assets</b>	<b>17,467,946.89</b>
<b>Fixed Assets</b>	
160.900 · Fixed Assets, Net	
161.900 · Land-Water	28,526.62
164.900 · Water Plant	2,767,299.49
164.901 · Sewer Plant	5,626,245.15
164.902 · Stormwater Plant	1,913,068.76
166.900 · Furniture & Equipment - Water	752,678.24
166.901 · Furniture & Equipment - Sewer	364,121.65
167.900 · Accumulated Depreciation-Water	-1,927,476.86
167.901 · Accumulated Depr - Sewer	-3,373,611.91
167.902 · Accumulated Depr. - Stormwater	-578,429.09

**City of Eagle Lake-Utility Fund**  
**Balance Sheet**  
As of February 29, 2024

	Feb 29, 24
Total 160.900 · Fixed Assets, Net	5,572,422.05
Total Fixed Assets	5,572,422.05
Other Assets	
120.009 · ALLOWANCE UNCOLLECTIBLE MISC AR	-6,151.72
Total Other Assets	-6,151.72
<b>TOTAL ASSETS</b>	<b>23,034,217.22</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
202.100 · Accounts Payable	144,855.28
Total Accounts Payable	144,855.28
Other Current Liabilities	
202.500 · Polk County Utility Tax	12,021.60
202.501 · Bartow Sewer Impact Fee Payable	72,376.74
208.100 · DUE TO STATE-UNCLAIMED PROPERTY	-1,220.02
215.000 · Accrued Payroll and Benefits	29,171.37
217.000 · Accrued Compensated Absences	
217.100 · Accrued Sick Pay	58,209.00
217.200 · Accrued Vacation Pay	19,720.86
217.300 · Accrued Compensatory Time	647.79
Total 217.000 · Accrued Compensated Absences	78,577.65
220.100 · Customer Deposits	433,508.84
223.100 · UNEARNED REVENUE - ARPA GRANT	685,195.03
232.950 · Accrued Interest Payable	9,373.27
239.100 · OPEB LIABILITY	34,142.11
Total Other Current Liabilities	1,353,146.59
Total Current Liabilities	1,498,001.87
Long Term Liabilities	
203.120 · RUS Water Revenue Bonds - 2007	220,000.96
203.140 · USDA LOAN - LIFT STATIONS	381,167.00
203.150 · CURRENT PORTION OF LONG TERM D	40,565.16
203.155 · LESS CURRENT PORTION OF LTD	-40,565.16
203.902 · PLATINUM BANK - HARRISON	0.01
Total Long Term Liabilities	601,167.97
Total Liabilities	2,099,169.84
Equity	
281.500 · Retained Earnings	17,547,676.73
Net Income	3,387,370.65
Total Equity	20,935,047.38
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>23,034,217.22</b>

CITY OF EAGLE LAKE - CRA  
ACCOUNT BALANCE  
FEB 2024

ACCOUNT BALANCE AS OF JANUARY 31, 2024		343,799.96
DEPOSITS		21.76
CLEARED CHECKS		(2,107.65)
WITHDRAWALS/ACH		0.00
RETURNED CHECKS		0.00
ACCOUNT BALANCE AS OF FEBRUARY 29, 2024		<u>341,714.07</u>
OUTSTANDING CHECKS:		
2019	GENERAL FUND	(1,667.00)
2018	CITY ELECTRIC SUPPLY	(392.80)
2020	TAMPA ELECTRIC	(186.93)
TOTAL OUTSTANDING CHECKS		<u>(2,246.73)</u>
REMAINING ACCOUNT BALANCE		<u>339,467.34</u>

# City of Eagle Lake CRA Profit & Loss Budget vs. Actual

October 2023 through February 2024

	Oct '23 - Feb 24	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
310.000 · Taxes-Other				
311.100 · CRA Ad Valorem taxes - E.L.	20,000.00	20,000.00	0.00	100.0%
311.101 · Polk Cty.-tax increment EL-CRA	59,467.05	52,000.00	7,467.05	114.4%
<b>Total 310.000 · Taxes-Other</b>	<b>79,467.05</b>	<b>72,000.00</b>	<b>7,467.05</b>	<b>110.4%</b>
361.100 · Interest Income	100.32	100.00	0.32	100.3%
<b>Total Income</b>	<b>79,567.37</b>	<b>72,100.00</b>	<b>7,467.37</b>	<b>110.4%</b>
<b>Gross Profit</b>	<b>79,567.37</b>	<b>72,100.00</b>	<b>7,467.37</b>	<b>110.4%</b>
<b>Expense</b>				
510.000 · Operating Expenses				
510.311 · Legal Services	0.00	2,000.00	-2,000.00	0.0%
510.313 · Planning Services	0.00	2,000.00	-2,000.00	0.0%
510.420 · Postage, Supplies & Materials	0.00	100.00	-100.00	0.0%
510.430 · Utilities	948.16	3,000.00	-2,051.84	31.6%
510.460 · Repair & Maint Service	1,009.24	1,000.00	9.24	100.9%
510.470 · Printing and Binding-CRA	0.00	500.00	-500.00	0.0%
510.480 · Advertising	0.00	500.00	-500.00	0.0%
510.490 · Other Expenditures	4,937.00			
510.510 · Office Supplies - CRA	0.00	500.00	-500.00	0.0%
510.520 · OPERATING SUPPLIES	0.00	500.00	-500.00	0.0%
510.541 · Travel, Meetings and Dues	0.00	100.00	-100.00	0.0%
510.832 · Facade Grant	0.00	4,000.00	-4,000.00	0.0%
510.991 · CRA CONTINGENCY	0.00	34,896.00	-34,896.00	0.0%
<b>Total 510.000 · Operating Expenses</b>	<b>6,894.40</b>	<b>49,096.00</b>	<b>-42,201.60</b>	<b>14.0%</b>
510.320 · Accounting & Auditing	0.00	3,000.00	-3,000.00	0.0%
510.581 · Transfer Out - Other Funds	8,335.00	20,004.00	-11,669.00	41.7%
<b>Total Expense</b>	<b>15,229.40</b>	<b>72,100.00</b>	<b>-56,870.60</b>	<b>21.1%</b>
<b>Net Income</b>	<b>64,337.97</b>	<b>0.00</b>	<b>64,337.97</b>	<b>100.0%</b>



City of Eagle Lake CRA  
**Balance Sheet**  
As of February 29, 2024

	Feb 29, 24
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
101.408 · PB- CRA COMMUNITY REDEVELOPMENT	339,467.34
Total Checking/Savings	339,467.34
Other Current Assets	
131.382 · DUE TO GENERAL FUND-ADMIN FEES	-22,617.96
Total Other Current Assets	-22,617.96
Total Current Assets	316,849.38
<b>TOTAL ASSETS</b>	<b>316,849.38</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
202.000 · Accounts Payable	783.44
Total Accounts Payable	783.44
Other Current Liabilities	
131.390 · DUE TO GENERAL FUND --LOAN PAY	16,000.00
Total Other Current Liabilities	16,000.00
Total Current Liabilities	16,783.44
Total Liabilities	16,783.44
Equity	
1110 · Retained Earnings	235,727.97
Net Income	64,337.97
Total Equity	300,065.94
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>316,849.38</b>

April 15, 2024

Surplus List:

iPads:

Serial Numbers:

DLXZX2JVKC48

DLXZX2EXKC48

DLXC1161KC48

DLXC10U8KC48

DLXC11C5KC48

DLXC114EKC48

DLXC11H5KC48

DJTWG4QYR1

F6PD903FKC51

Truck:

2005 F150 Vin#1FTRX14W65NB80750

Trailers:

1999 16' Trailer WH0000000000001598

2000 16' Trailer 1E9AL1627YL252185

## Bad Debt List: January 5, 2024 - March 19, 2024

<u>Account</u>	<u>Name</u>	<u>Location</u>	<u>Total Due</u>
1211	TOTH, C SUE	1380 EAGLE LAKE LOOP RD	35.36
2708	LOZADA, DAVID	193 VISTA VIEW AVE	5.76
6200	THIELEN ENVIRONMENTAL, LLC	430 N 5TH ST	69.65
6502	DIAZ, MELANIE	913 FIRST DR	10
6574	SOOTS, RUSSELL	663 SQUIRES GROVE DR	63.6
6696	JOHNSON, JESSICA	809 SUN BURST RD	98.01
976	CRUZ, WANDA	251 W MCLEOD AVE	468.21

**Bad Debt Total: 750.59**