

CITY OF EAGLE LAKE  
REGULAR CITY COMMISSION MEETING  
MONDAY, MARCH 1, 2021  
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
- VII. **PUBLIC HEARINGS**
  - A. Consideration of uses for Community Development Block Grant (CDBG) allocation in the amount of \$13,900 and authorize City Manager to submit proposal
- VIII. **OLD BUSINESS**
- IX. **NEW BUSINESS**
  - A. Consideration of the State Revolving Fund Amendment 1 to Loan Agreement DW530910 (Green Acres Water Plant)
  - B. Consideration of proposal from Pennoni for Eagle Lake Water and Sewer Utilities – Geographic Information System (GIS) in the amount of \$22,900
- X. **CONSENT AGENDA**
  - A. Approval of the Regular City Commission Minutes -----02/01/2021
  - B. Approve Financials
- XI. **AUDIENCE**
- XII. **CITY ATTORNEY**
- XIII. **CITY COMMISSION**
- XIV. **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 WEDNESDAY, FEBRUARY 24, 2021  
BY CITY CLERK DAWN WRIGHT, MMC, FCRM, PHRP

# Commission Report

11/30/2020 - 02/22/2021

Case #	Case Date	Name	Violation Address	Status	Follow up date	Violation(s)	Compliance Date	Case Disposition
210018	2/5/2021	Gregory Wayne Dowdy Jr	670 N 8th St	Open	2/17/2021	Accumulation of Junk & Trash (Outside Storage)		
210017	2/2/2021	Arthur M Hays	155 5th St	Open	2/15/2021	Conditional Use		
210016	2/1/2021	Yong Chun Chen & Yi Cheng Zheng	0 Bomber Rd	Open	2/26/2021	Accumulation of Junk & Trash, Overgrowth		
210015	1/26/2021	CITY OF EAGLE LAKE	Assembly St	Closed	1/26/2021	Street signage for children are unreadable	1/26/2021	Compliance b City Public Works
210014	1/25/2021	Lawrence Armbrurger & Juliana Armbrurger	768 Country Walk Cove	Closed	1/29/2021	Accumulation of Junk & Trash (Construction Debris)	1/29/2021	Unfounded
210013	1/20/2021	Vickie Richardson	0 Lakeside Ter S	Closed	1/31/2021	Abandoned, derelict, Unregistered Vehicle	1/29/2021	Compliance b Property Owner
210012	1/15/2021	CYNTHIA L STIMSON & DAVID STIMSON	285 FELTON ST	Open	2/26/2021	Bldg. Permit Required (Shed)		
210011	1/15/2021	Charlene Brockman	665 BROOKINS AVE E	Closed	1/29/2021	Construction Debris @ Curbside	1/25/2021	Compliance b Property Owner
210010	1/15/2021	Sarah Lynn Underwood	675 Bay Ave E	Closed	1/29/2021	Construction Debris @ Curbside	1/22/2021	Compliance b Property Owner
210009	1/15/2021	KNG Group LLC	300 BINGHAM ST S	Closed	1/29/2021	Construction Debris @ Curbside	1/19/2021	Compliance b Property Owner
210008	1/14/2021	KEVIN & GLORIA PEREZ	265 S 2ND ST	Closed	1/29/2021	Construction Debris @ Curbside	1/19/2021	Compliance b Property Owner
210007	1/14/2021	Kathy Cooper	216 W Lake Ave	Closed	1/22/2021	Rooster, Parking in Alley	1/22/2021	Compliance b Property Owner
210006	1/7/2021	KAY BRASWELL	1150 11TH ST	Closed	1/7/2021	Roofing Affidavit	1/7/2021	Unfounded
210005	1/6/2021	WILLIAM Miguel ROSA Planas, Stephanie Rosa	567 SQUIRES GROVE DR	Closed	1/11/2021	RV (Camping Trl) parking	1/11/2021	Compliance b Property Owner
210004	1/4/2021	TERESO ESTRADA & ERIKA GONZALEZ	446 Eagle Dr N	Closed	1/22/2021	IPMC Property Maintenance	1/20/2021	Compliance b Property Owner
210003	1/5/2021	TERESO ESTRADA, ERIKA GONZALEZ	243 Maple Ave	Closed	1/22/2021	Accumulation of Junk & Trash (Construction Debris)	1/20/2021	Compliance b Property Owner
210002	1/4/2021	TERESO ESTRADA, ERIKA GONZALEZ	225 MAPLE AVE	Closed	2/4/2021	tree obstructing ROW	1/20/2021	Compliance b Property Owner
210001	1/4/2021	Geoffrey G & Nicole Erickson Roe	518 7TH ST S	Closed	1/22/2021	Bldg Permit Req(Fence) Driveway	1/20/2021	Compliance b Property Owner
210000	12/31/2020				1/30/2021			
200158	12/30/2020	James Harrison	681 Mcleod Ave	Open	1/27/2021	Bldg Permit Required		
200157	12/29/2020	Blanca Gonzalez Sanchez	505 VISTA WAY LN	Closed	1/8/2021	Bldg Permit Required (Carport)	12/30/2020	Permit Tech
200156	12/11/2020	ISAAC GONZALEZ GALVAN & YURITZA ARANDA	1055 10th St	Closed	12/11/2020	Burning	12/11/2020	Unfounded

# FROM THE DESK OF THE CITY MANAGER

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Memo To: Mayor and Commissioners

Date: March 1, 2021

Ref: Monthly Report

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**100<sup>th</sup> Anniversary Banners** – These banners have been ordered and we are awaiting their delivery.

**COVID Testing** – The Florida Board of Health used the Senior Center parking lot as a testing site on January 21<sup>st</sup> and this resulted in 31 test samples with 6 positives. That was almost a 20% positivity rate and they feel that it shows that they are targeting the correct areas.

They will hold additional testing on the following dates from 8:30 to 11:30 a.m.:

- Friday March 26<sup>th</sup>, 2021
- Friday April 23<sup>rd</sup>, 2021

**New Developments** – The Thousand Oaks Project that is located on Eagle Ave will be submitting applications for annexation, Comp Plan and Zoning Approval and this industrial property on Cameron Road will be in for rezoning, comp plan and zoning approval. Both are proposed to be residential developments.

**Sheriff Department Rates** – We received the new rates for the renewal of our 4 Year Contract and the rates will increase 2% per year.

**Spruce Tedder Subdivision** – This 399-lot residential subdivision is expected to start construction on March 1<sup>st</sup> and will be constructing a new water line from 12<sup>th</sup> Street to their main entrance on Spruce Road.

**Squires Grove Phase 2** – The 152 lot second phase should begin construction in March and are completing the upgraded water line along Eagle Ave from 7<sup>th</sup> Ave to 12<sup>th</sup> Street.

**Housing and Neighborhood Development**  
PO Box 9005 • Drawer HS04  
1290 Golfview Ave., Suite 167  
Bartow, Florida 33831-9005



**PHONE:** 863-534-5240  
**FAX:** 863-534-0349  
[www.polk-county.net](http://www.polk-county.net)

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**HEALTH AND HUMAN SERVICES DIVISION**

February 1, 2021

Tom Ernharth, City Manager  
City of Eagle Lake  
P.O. Box 129  
Eagle Lake, FL 33839

Re: FY 2021-2022 CDBG Allocation

Dear Mr. Ernharth :

Enclosed please find the Community Development Block Grant (CDBG) Request for Municipal Partner Proposals application for FY 2021-2022. Please submit a schedule with your application that indicates the dates of your project's public hearing and any citizen input/participation as a result of the hearing. This information will satisfy citizen participation requirements for this year's CDBG project. For planning purposes please use the amount of \$13,900.00.

Each municipal partner is required by federal regulations to hold a public hearing concerning your proposed expenditure of CDBG funds. To allow sufficient time for your required public hearings, the due date for your proposal is **12:00 Noon on Friday, April 2, 2021.**

The Housing and Neighborhood Development staff is available to answer questions and provide technical assistance from 8:00 a.m. to 5:00 p.m. Monday through Friday. You may schedule an appointment with Bridget Engleman, by calling (863) 534-5616.

Sincerely,

Tamara West, MPA, Manager  
Housing and Neighborhood Development

# **Request for Municipal Partner Proposals**

## **FY 2021-2022 COMMUNITY DEVELOPMENT BLOCK GRANT**

**POLK COUNTY BOARD OF COUNTY COMMISSIONERS**  
Housing and Neighborhood Development



***Proposals are due by 12:00 NOON on Friday, April 2, 2021***  
***NO PROPOSALS WILL BE ACCEPTED AFTER THIS DEADLINE***

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CDBG REGULATIONS .....	under separate cover

## GENERAL INFORMATION

First, complete the cover sheet and assemble the required documentation. Next, develop the proposal using the following proposal guidelines. The two attachments must also be completed. To be considered for funding, four copies of these collated materials (one original and three (3) copies) must be mailed or delivered to:

Bridget Engleman, CDBG Program Supervisor  
Housing and Neighborhood Development  
Post Office Box 9005, Drawer HS04  
Bartow, FL 33831-9005

**Proposal submission deadline is 12:00 NOON Friday, April 2, 2021.  
NO PROPOSALS WILL BE ACCEPTED AFTER THIS TIME.**

Copies may also be delivered to the Housing and Neighborhood Development (HND) offices located at 1290 Golfview Avenue, Suite 167, Bartow. HND staff will answer questions and provide technical assistance during normal working hours either in person or by phone. Call 863-534-5240 to make appointments for technical assistance.

Municipalities are required to provide sufficient opportunity for public comment on proposed projects. Input may be gained through a lay advisory board, a public hearing, or a meeting when the project is approved by the City Council. Notice of public comment should be formally advertised. Documentation of public participation must accompany the proposal.

Municipalities are encouraged to review the Federal regulations regarding administration of the CDBG. Special attention should be given to Federal and County reporting and procurement policies. The Federal government stresses accountability and achievement of measurable outcomes to meet identified needs in use of its funds by grantees and subrecipients.

# COVER SHEET

Project Name:

Name of City:

Project Location (Address if available):

Brief Project Description:

Contact Person:

Address (if different)

Phone:

Name of City Manager /Authorized Representative:

Signature of Authorized Representative:

Title:

## Checklist of Required Documents

- \_\_\_\_\_ Financial Audit (most recent year-end)
- \_\_\_\_\_ Completed proposal narrative with attachments
- \_\_\_\_\_ List of City Commissioners/City Council members
- \_\_\_\_\_ Job descriptions of service delivery positions for which salaries and benefits are requested
- \_\_\_\_\_ Certificate of Insurance
- \_\_\_\_\_ Construction plans (if applicable)
- \_\_\_\_\_ Appraisal report(s) for proposals involving purchase or renovation of building(s)
- \_\_\_\_\_ Documentation of public participation
- \_\_\_\_\_ Map depicting project' s service benefit area
- \_\_\_\_\_ Procurement Policy (current/most recent version)

## PROPOSAL GUIDELINES

### A. Project Description

1. *Give a detailed explanation of what the municipality proposes to do. The description needs to include specifications such as types, sizes and locations of buildings to be constructed or rehabilitated, materials used, how many feet of pipes, ditches, roadways or sidewalks are to be installed or improved, types of recreational equipment or fencing installed, and other information such as professional services to be procured, and whether contract or city labor is to be used. **Please provide site location information which includes, but is not limited to property address, Parcel ID number, Year the structure was built (for building renovation projects), and photographs of the subject property.***

The response to this question is the most important part of the proposal and will be the basis for the Scope of Services in the contract. It will be incorporated into a project description verbatim. Accordingly, the description should include the following specifics (when applicable):

1. **Building**-Size (square footage), type (concrete block, metal frame), doors/windows/floors (type and size), renovation (number of rooms, restrooms), roofing (fiber glass/warranty, metal), accessibility ramps (length, width, landing stations).
2. **Street** - New or reconstruction, type material (base and surface), length and width, curbing/sidewalks/driveways.
3. **Sewer** -New or upgrade, type and size of sewer line, length, mains, pumps, stations, manholes, house lateral and connections.
4. **Water** – New or upgrade, type and size of water line, length, mains, house lateral and connections.
5. **Drainage** - Type (reinforced concrete pipe), length and size, number of inlets, retention areas, pump stations, horsepower.
6. **Land** - Buy or lease, ownership, size (square footage), number of parcels.
7. **Playground** - Play set type (plastic - covered galvanized, wood), landing area type (sand, mulch, synthetic), number of play stations, activity courts, lighting, irrigation, number and size of bleachers, restroom and picnic shelters.
8. **Fencing** - Type of fencing material, length and height, number of gates, usage.
9. **Equipment** - Rental (backhoe, trenchers, dozers), pumps, handrails, exercise equipment and stations.

- 10. **Professional services** - Architectural, engineering, appraisal, survey.
- 11. **Labor** - Contract or city labor or combination of both.

**Discussion of budgets and project implementation should not be addressed in this section.**

- 2. *Explain how the activity is part of a larger neighborhood improvement strategy in the municipality.*

Polk County encourages Municipal Partners to use CDBG funds to improve the quality of life in locally designated neighborhood improvement areas that have a long-term improvement strategy in place. Municipalities are required to designate such areas and to combine local and federal resources to fund the related improvements.

- 3. *If there is a distinct service area, please submit a map outlining the service area to ensure that the area contains predominantly low and moderate income persons.*

The service area may be a neighborhood, a street, a fire district, or an entire municipality, depending upon the nature of the proposal. Proposals involving public facilities or infrastructure often have a defined service area and could be designated as an area benefit project. This would qualify for funds even though many of its residents are not considered to be low/moderate income. However, in order for a project to be considered an "area-benefit project" under CDBG regulations, a majority (51% or greater) of the persons residing in the service area must receive low or moderate incomes. Submit a map outlining the project's service area to ensure it is a predominantly low and moderate income area.

A proposed project's service area may include a pocket of poverty within a block group that is not predominantly of low /moderate income. In this case, Housing and Neighborhood Development staff can assist in determining eligible service areas.

- 4. *Does your activity include the acquisition, rehabilitation, construction or reconstruction of land or building(s)? Yes \_\_\_\_\_ No \_\_\_\_\_*

Question 4 only applies if your proposed activity involves purchase of land and/or construction or renovation of buildings. **If not, skip to Section B.**

*a. What is the current condition of the land/building?*

This question asks for a narrative description of the current condition of the property. The intent is for the reviewers to: 1) be aware of any land use constraints that may limit use of the property; 2) be aware of any unusual environmental conditions on the property such as the presence of wetlands or hazardous materials storage; and 3) be able to document to U.S. HUD that slum and blighted conditions exist if the project is to be eligible for funding under the CDBG National Objective of slum and blight removal. Acceptable documentation for the latter situation consists of a report

by a qualified inspector detailing the condition of the building and listing what needs to be done to renovate the structure.

b. Does the municipality own the site or building? Yes\_\_\_\_ No\_\_\_\_

Federal funds cannot be used for improvements to private property not owned by the subrecipient. Therefore, applicants must own all properties for which improvement funds are being requested. (This does not apply if funds are being requested for acquisition; however, funds cannot be spent for improvements until the acquisition is complete.)

c. Does the activity involve construction or rehabilitation of a building(s)?  
Yes\_\_\_\_ No\_\_\_\_

If the activity involves construction or rehabilitation of a building(s), provide construction plans. This information is needed to ensure that the project and proposed time frames are feasible, and that the construction budget is realistic.

d. For activities involving acquisition, has an appraisal been made?  
Yes\_\_\_\_ No\_\_\_\_

*If yes, attach the appraisal report.*

Fair market values must be paid for property acquired utilizing Federal funds. Fair market value is determined and documented through an appraisal, and confirmed with a review appraisal.

e. How many parcels are to be purchased?

Information provided should clarify which parcels are being acquired.

## **B. Implementation Schedule**

1. *What is the proposed time frame for implementation and completion? Use the attached Implementation Schedule to delineate time frames for completion of all major tasks.*

An implementation schedule is crucial to planning for the budget and proposed funding sources. The implementation schedule is the work program for completion of the project. Development of the schedule is a three-step process:

Step 1: Divide program objectives stated in the Project Description into subtasks. The project goal is considered to be a “destination on a map”. The objectives are a verbal description of the journey to reach that destination. The subtasks are the “roads” one would actually take to get there.

For example, a municipality is proposing to develop a park in a targeted neighborhood. The goal (the destination) is to revitalize or stabilize the neighborhood. The objective is to expand recreational opportunities (the

description of the journey). The work program (subtasks) is what is needed to do to develop the park - acquire the land, prepare a site plan, develop construction plans and specifications, advertise and receive bids for construction and equipment, and construct the facility.

Step 2: Next, attach a time frame to each of the subtasks identified in Step 1. Establish a sequence for the subtasks -- subtask 1 is followed by subtask 2, and so on. (Remember, that some subtasks can proceed concurrently.) Next one must decide how much time is needed to complete each task. This is largely done through prior experience and combining lag times (e.g., time between ordering and delivery of equipment and site furniture). Plot the subtasks against expected timelines next. Step 3 tells how to do this.

Step 3: The attached Implementation Schedule diagramming the project's sequence of tasks will be incorporated into the contract. To complete the form, first list each of the subtasks in the left-hand column. These subtasks were developed in Step 1 above in the sequence that they will be completed. The next twelve columns represent monthly increments in your contract period. Number the months. (For example, if the contract will extend for 12 months, number the columns A1" to A12".) Next, go across each subtask's row and make a mark each month when the subtask will be going on. For example, if the first task is to acquire land, write "Land acquisition" in the left-hand column. If it will take a month between signing the purchase agreement and the closing, mark the column labeled "1" after this first entry. Now repeat this procedure for all of subtasks. What emerges is a complete picture of how the proposal will be implemented and how the subtasks relate to each other. It can then be seen if completion of one task conflicts with another; if one has planned too much for a given month; and how the tasks overlap. Necessary revisions and refinements are easily made to both. Additional copies of this schedule may be needed to describe all the proposed activities.

- 2. List the milestones the municipality intends to use to ensure that the project will be implemented in a timely manner.*

The Federal government stresses accountability by measuring progress toward stated milestones. Accountability is the basis for the monitoring activities to which all grantees and subrecipients are subject. Consequently, the project must have built-in milestones.

A milestone states up front that by a certain date, a certain task will be ongoing or completed. In the example given above, the milestone at the end of the first month of the contract period is the transfer of title on the land. Applicants must define the milestones of the project's implementation schedule and how its progress will be reported. **If a municipality is awarded funds, it will submit monthly reports documenting milestone completions to the Polk County Housing and**

**Neighborhood Development Office.** Failure to do so will delay reimbursements and may lead to termination of the contract. The monthly report is in a standardized format and will be an attachment to your contract.

3. *What provisions have been made to ensure that the project will be ready to start when funding becomes available?*

To circumvent start-up time delays, identify all tasks that may have unforeseen activities and constraints.

4. *Describe in detail the steps that will be taken to ensure the continued maintenance and operation of the proposed activity?*

In preparing the proposal, consider how the continued maintenance and operation of the activity will be financed. CDBG funds are intended for startup or seed money, not to subsidize an activity indefinitely. There is no guarantee that Federal funding will be maintained at existing levels in future years. **Thus, describe how provisions for future alternative funding sources have been established.**

### **C. Project Budget**

1. *Provide a line item budget using the attached Budget Summary.*

All proposals must contain line item budgets. Should the proposal be funded, this budget will become part of the Agreement authorizing the expenditures. Be concise when completing this Summary, as it is crucial to the proposal. It will assist evaluators in discerning the projects specific purpose and to examine its feasibility and cost-effectiveness. The budget also assists the municipality in planning details of the project.

The attached Budget Summary must be used. The first column labeled "Category" separates line items into related groups. The categories listed are typical expense groupings such as labor costs, materials and supplies, etc. **Note that salaries and benefits can be paid for project related activities only.** The second "Line Item" column is for specific line items in each category. The next two columns are for the amounts for each line item listed under the appropriate funding source. The last column is for totaling the amounts of each line item. There is an additional row for totaling CDBG and other funding sources amounts at the bottom of the chart.

2. *Will municipal resources be used to complete the project? Explain how this will be accomplished.*

Local resources should be used in combination with Federal funds to complete the project to ensure community reinvestment. In many cases, municipalities will contribute labor to construct public facilities or infrastructure. In answering this question, state the value of the match, as well as how the match will be accomplished. Specify this amount and all in-kind amounts such as volunteer services, donations, and city general funds, in the Budget Summary.

## D. Outcome Measures

HUD, along with other public and private agencies, developed an Outcome Performance Measurement System for use by CDBG, ESG and HOME grantees. The system includes objectives, outcome measures, and indicators that describe outputs.

The objectives include:

- **Suitable Living Environment** - In general, this objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment.
- **Decent Housing** - The activities that typically would be found under this objective are designed to cover the wide range of housing possible under HOME, CDBG or ESG. This objective focuses on housing programs where the purpose of the program is to meet individual family or community needs and not programs where housing is an element of a larger effort, since such programs would be more appropriately reported under Suitable Living Environment.
- **Creating Economic Opportunities** - This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

The outcome categories include:

- **Availability/Accessibility.** This outcome category applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low-and moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low and moderate income people where they live.
- **Affordability.** This outcome category applies to activities that provide affordability in a variety of ways in the lives of low- and moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.
- **Sustainability: Promoting Livable or Viable Communities.** This outcome applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low- and moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

The following questions should be addressed in this section of the proposal:

1. *Which objective fits the proposed project? (Select one)*

- Creating Suitable Living Environments
- Providing Decent Affordable Housing
- Creating Economic Opportunities

2. *Which outcome measure describes the proposed project? (Select one)*

- Accessibility/Availability
- Affordability
- Sustainability

3. *List the output indicators that relate to the type of project being proposed.*

Attached to this document is a standardized list of output indicators that grantees will report on as appropriate for their chosen objectives and outcomes.



**BUDGET SUMMARY**  
**Attachment 2**

Category	Line Item	CDBG Funds	Match/Other Funding Sources	Total
Salaries & benefits (service delivery or labor costs only)				
Supplies & Materials				
Consultants & professional services				
Land acquisition				
Other expenses				
<b>Totals</b>				

## **Project Site Location Information Form**

**Property Address:**

**Parcel ID Number:** (You may provide a copy of the property appraiser's information for documentation)

**Boundaries of the project area if proposed project covers large area:** (Names of the streets to north, south, east, and west of the subject property)

**Property Owner:**

**Year Structure Built:** (if project is a renovation of an existing building):

Please provide the following to assist staff in their review of your proposed project:

**Location Map**

**Photos of Site**

**Census Tract:**

**SPECIFIC OUTCOME INDICATORS  
Attachment 3**

**Please select the outcome measure that supports your proposal from the examples listed below.**

**1) Public facility or infrastructure activities**

Number of persons assisted:

- with new access to a facility or infrastructure benefit
- with improved access to a facility or infrastructure benefit
- where activity was used to meet a quality standard or measurably improved quality, report the number that no longer only have access to a substandard facility or infrastructure

**2) Public service activities**

Number of persons assisted:

- with new access to a service
- with improved access to a service
- where activity was used to meet a quality standard or measurably improved quality, report the number that no longer only have access to substandard service

**3) Activities are part of a geographically targeted revitalization effort (Y/N)?**

If Yes (circle one)

- a) Comprehensive
- b) Commercial
- c) Housing
- d) Other

Choose all the indicators that apply, or at least 3 indicators if the effort is (a) Comprehensive.

- Number of new businesses assisted
- Number of businesses retained
- Number of jobs created or retained in target area
- Amount of money leveraged (from other public or private sources)
- Number of low- or moderate-income (LMI) persons served
- Slum/blight demolition
- Number of LMI households assisted
- Number of acres of remediated brownfields
- Number of households with new or improved access to public facilities/services
- Number of commercial façade treatment/business building rehab
- Optional indicators a grantee may elect to use include crime rates, property value change, housing code violations, business occupancy rates, employment rates, homeownership rates (optional)

**4) Number of commercial façade treatment/business building rehab (site, not target area based)**

**5) Number of acres of brownfields remediated (site, not target area based)**

**6) New rental units constructed per project or activity**

Total number of units:

Of total:

- Number affordable
- Number section 504 accessible
- Number qualified as Energy Star

Of the affordable units:

- Number occupied by elderly
- Number subsidized with project-based rental assistance (federal, state, or local program)
- Number of years of affordability
- Number of housing units designated for persons with HIV/AIDS, including those Units receiving assistance for operations

Of those, number of units for the chronically homeless

- Number of units of permanent housing designated for homeless persons and families, including those units receiving assistance for operations

**7) Rental units rehabilitated**

Total number of units:

Of total:

- Number affordable
- Number section 504 accessible
- Number of units created through conversion of nonresidential buildings to residential buildings
- Number brought from substandard to standard condition (HQS or local code)
- Number qualified as Energy Star
- Number brought into compliance with lead safe housing rule (24 CFR part 35)

Of those affordable units:

- Number occupied by elderly
- Number subsidized with project-based rental assistance (federal, state or local program)
- Number of years of affordability
- Number of housing units designated for persons with HIV/AIDS, including those Units receiving assistance for operations

Of those, the number of units for the chronically homeless

- Number of units of permanent housing for homeless persons and families, including those units receiving assistance for operations

**8) Homeownership Units Constructed, Acquired, and/or Acquired with Rehabilitation (per project or activity)**

Total number of units

Of those:

- Number of affordable units
- Number of years of affordability
- Number qualified as Energy Star
- Number section 504 accessible
- Number of households previously living in subsidized housing

Of those affordable:

- Number occupied by elderly
- Number specifically designated for persons with HIV/AIDS
- Of those, the number specifically for chronically homeless
- Number specifically designated for homeless
- Of those, number specifically for chronically homeless

**9) Owner occupied units rehabilitated or improved**

Total number of units:

- Number occupied by elderly
- Number of units brought from substandard to standard condition (HQS or local code)
  
- Number qualified as Energy Star
- Number of units brought into compliance with lead safe housing rule (24 CFR part 35)
- Number of units made accessible for persons with disabilities

**10) Direct Financial Assistance to homebuyers**

- Number of first-time homebuyers
- Of those, number receiving housing counseling
  
- Number receiving down-payment assistance/closing costs

**11) Tenant-Based Rental Assistance**

Total Number of Households

Of those:

- Number with short-term rental assistance (less than 12 months)
- Number of homeless households

Of those, number of chronically homeless households

**12) Number of homeless persons given overnight shelter**

**13) Number of beds created in overnight shelter or other emergency housing**

**14) Homelessness Prevention**

- Number of households that received emergency financial assistance to prevent homelessness
- Number of households that received emergency legal assistance to prevent homelessness

**15) Jobs created**

Total number of jobs

Employer-sponsored health care (Y/N)

Type of jobs created (use existing Economic Development Administration (EDA) classification)

Employment status before taking job created:  
Number of unemployed \_\_\_\_\_

**16) Jobs retained**

Total number of jobs

Employer-sponsored health care benefits

**17) Businesses assisted**

Total businesses assisted

New businesses assisted

Existing businesses assisted

Of those:

Business expansions

Business relocations

DUNS number(s) of businesses assisted

(HUD will use the DUNS numbers to track number of new businesses that remain operational for 3 years after assistance)

**18) Does assisted business provide a good or service to meet needs of service area/neighborhood/community (to be determined by community)?**

CDBG Regulations 24CFR 570

[http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title24/24cfr570\\_main\\_02.tpl](http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title24/24cfr570_main_02.tpl)

**STATE REVOLVING FUND  
AMENDMENT 1 TO LOAN AGREEMENT DW530910  
CITY OF EAGLE LAKE**

This amendment is executed by the STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (Department) and the CITY OF EAGLE LAKE, FLORIDA, (Project Sponsor) existing as a local governmental entity under the laws of the State of Florida. Collectively, the Department and the Project Sponsor shall be referred to as "Parties" or individually as "Party".

The Department and the Project Sponsor entered into a State Revolving Fund Loan Agreement, Number DW530910; and

Loan repayment activities need rescheduling to give the Project Sponsor additional time to complete Planning Activities; and

Certain provisions of the Agreement need revision.

The Parties hereto agree as follows:

1. Unless repayment is further deferred by amendment of the Agreement, Semiannual Loan Payments as set forth in Section 10.05 shall be received by the Department beginning on February 15, 2022, and semiannually thereafter on August 15 and February 15 of each year until all amounts due under the Agreement have been fully paid.

2. The items scheduled under Section 10.07 of the Agreement are rescheduled as follows:

(2) Completion of Project Planning Activities is scheduled for August 15, 2021.

(3) Establish the Loan Debt Service Account and begin Monthly Loan Deposits no later than August 15, 2021.

(4) The first Semiannual Loan Payment in the amount of \$1,087 shall be due February 15, 2022.

3. All other terms and provisions of the Loan Agreement shall remain in effect.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

This Amendment 1 to Loan Agreement DW530910 may be executed in two or more counterparts, any of which shall be regarded as an original and all of which constitute but one and the same instrument.

IN WITNESS WHEREOF, the Department has caused this amendment to the Loan Agreement to be executed on its behalf by the Secretary or Designee and the Project Sponsor has caused this amendment to be executed on its behalf by its Authorized Representative and by its affixed seal. The effective date of this amendment shall be as set forth below by the Department.

for  
**CITY OF EAGLE LAKE**

\_\_\_\_\_  
Mayor

Attest:

Approved as to form and legal sufficiency:

\_\_\_\_\_  
City Clerk  
SEAL

\_\_\_\_\_  
City Attorney

for  
**STATE OF FLORIDA**  
**DEPARTMENT OF ENVIRONMENTAL PROTECTION**

\_\_\_\_\_  
Secretary or Designee

\_\_\_\_\_  
Date

January 26, 2021

**ELAKX21002P**

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

**RE: EAGLE LAKE WATER AND SEWER UTILITIES – GEOGRAPHIC INFORMATION SYSTEM (GIS)**

Dear Mr. Ernharth,

Pennoni is pleased to submit this proposal to the City of Eagle Lake (the Client) to provide professional services as they relate to the above-referenced project. Pennoni proposes to create a desktop Utility GIS incorporating the potable water and wastewater collection utilities as indicated in the 2015 Master Plan Exhibits provided by the City. Additional development involving new potable water and wastewater collection utility expansion with available as-built drawings will be added to the data provided in the 2015 inventory. This desktop GIS will be created such that if and when the City so desires, it can be converted to an on-line GIS for access by authorized personnel from different devices, including PC's, mobile phones, and tablets. This on-line GIS could also be published in an open format for public use if the City desires to do so.

**SCOPE OF SERVICE**

Our Scope of Services under this agreement are for providing the City with the development of a desktop Utilities GIS for inventory and mapping of existing utilities and to be used by the City in planning future utilities expansion, as needed. The following presents separate Scope Of Services descriptions and fee estimates for Potable Water Distribution and Wastewater Collection to allow for work to be executed and performed in phases if the City so chooses. Our Scope of Services for this project are:

**1.a. Potable Water Service Distribution:**

Pennoni will extract the various water potable water lines, and water service area limits depicted on the City of Eagle Lake Water Distribution System mapping completed in 2015 as part of the City's Master Planning effort and incorporate them into data that will be graphically displayed in a desktop GIS. The current City of Eagle Lake Limits will also be included. The attribute data attached to each entity will be provided upon selection and will display multiple fields for recording pipe ID, diameter, material, installation date, and maintenance remarks. Pennoni will populate fields with data based on the available information. Additional data can be added in the future as more information, including maintenance notations for each utility line becomes available. Specific attribute data can also be displayed on the desktop GIS mapping. Upon completion, the GIS information will be exported to a PDF map for viewing and printing as needed.

**1.b. Additional Water Service Distribution Lines for Developed Areas after 2015:**

Pennoni will research areas of recent development occurring after the 2015 Master Plan referenced in section 1.a. and record any identified newly installed potable water lines from as-built plans and incorporate them into data that will be graphically displayed in the desktop GIS.

2.a. Wastewater Collection System:

Pennoni will extract the various wastewater collection system lines, wastewater manholes, lift stations, and force mains as depicted on the City of Eagle Lake Existing Wastewater Collection System Map completed in 2015 as part of the City's Master Planning effort and incorporate them into data that will be graphically displayed in a desktop GIS. The current City of Eagle Lake Limits will also be included. The attribute data attached to each entity will be provided upon selection and will display multiple fields for recording pipe ID, diameter, material, rim elevations, inverts, installation date, and maintenance remarks along with other pertinent data. Pennoni will populate fields with data based on the available information. Additional data can be added in the future as more information, including maintenance notations for each wastewater entity becomes available. Specific attribute data can also be displayed on the overall mapping. Upon completion, the GIS information will be exported to a PDF map for viewing and printing as needed.

2.b. Additional Wastewater Collection System Lines for Developed Areas after 2015:

Pennoni will research areas of recent development occurring after the 2015 Master Plan referenced in section 2.a. and record any identified newly installed wastewater collection system lines from as-built plans and incorporate them into data that will be graphically displayed in the desktop GIS.

Products identified will be transmitted to the Client in digital format and/or printed upon request.

Any service not explicitly described in Sections 1.a – 2.b above will be performed as an Additional Service upon request and written approval by the City.

**FEE, BILLING AND PAYMENT**

Our total estimated lump sum cost to perform the efforts described in our Scope of Services is \$22,900. This total cost by Phase is as follows:

1.a. Potable Water Service Distribution: .....	\$6,300
1.b. Additional Water Service Distribution Lines for Developed Areas after 2015: .....	\$4,100
2.a. Wastewater Collection System: .....	\$8,200
2.b. Additional Wastewater Collection System Lines for Developed Areas after 2015: .....	\$4,300

\*Additional data layers, meetings, and effort beyond those listed in Sections 1.a - 2.b Scope of Work will be billed as an Additional Service.

An invoice for professional services completed will be presented for payment monthly, based on the time and expense incurred to date. Invoices are due upon receipt. The Client acknowledges that the method of billing and payment has been discussed in detail, that the terms agreed upon can only be changed by a written addendum agreed to by both parties, and that work may be stopped until payment is made in accordance with the agreement.

**TERMS AND CONDITIONS**

**General**

Pennoni Associates Inc. General Terms and Conditions are attached hereto and are considered as part of the Scope of Services. The Client indicates by the execution of this proposal that they have reviewed and understand the General Terms and Conditions.

**Special**

1. In the performance of its work, Pennoni will rely on readily available and historic information (plans, as-built drawings, etc.) provided by the Town and by others without research to verify the accuracy of said information.
2. We will perform our services in accordance with accepted professional standards.

Thank you for the opportunity to provide these professional services. If this proposal is acceptable, please sign and return this proposal as our Notice-to-Proceed. If you have any questions, or if you would like to discuss any of the above, please do not hesitate to contact us.

Sincerely,  
**PENNONI ASSOCIATES INC.**



C. Wayne Sweikert, PLS  
Project Manager



Richard Butala  
Vice President/Office Director

ACCEPTED BY: \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Print Name and Title

CITY OF EAGLE LAKE  
REGULAR CITY COMMISSION MEETING  
MONDAY, FEBRUARY 1, 2021  
7:00 P.M.  
COMMISSION CHAMBERS  
675 E EAGLE AVE  
EAGLE LAKE, FLORIDA 33839

**I. CALL TO ORDER**

Mayor Coler 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, Wilson, Metosh, Clark, Coler

ABSENT: None

**V. AUDIENCE**

There were no comments from the audience.

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

**A. Staff Reports**

Sgt. Freeze updated the Commission regarding the events that have occurred in the City.

City Clerk Wright advised qualifying for the City's Election started today and ends on Friday, February 5<sup>th</sup> at noon.

**B. City Manager Report**

City Manager Ernharth stated we ordered the banners for our 100 Year Celebration.

**C. Reappointment of Jennifer Aleman to the Planning Commission**

**MOTION** was made by Commissioner Wilson and seconded by Commissioner Billings to reappoint Jennifer Aleman the Planning Commission.

Mayor Coler asked for discussion; there was none.

AYES: 5

NAYS: 0

**D. Presentation of Audit**

Julie Davis and Jon Stein of RG & Company presented the audit.

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

Mike Brynjulfson presented the Trending Analysis.

Manager Ernharth discussed paying off debt in the general and utility funds.

**MOTION** was made by Mayor Coler and seconded by Commissioner Billings to approve paying off the Florida League Cities Series 2010BB in the General Fund in the amount of \$750,000 and paying \$250,000 toward the principal balance on the Enterprise Fund Series 2007 Bonds that have an interest rate of 4.1250%.

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

The roll call vote was as follows:

AYES: Billings, Wilson, Metosh, Clark, Coler

NAYS: None

**VII. PUBLIC HEARINGS**

There were no Public Hearings.

**VIII. OLD BUSINESS**

There was no Old Business.

**IX. NEW BUSINESS**

**A. Consideration of Eagle Lake Municipal Election Administration Agreement**

**MOTION** was made by Commissioner Wilson and seconded by Commissioner Clark to approve Eagle Lake Municipal Election Administration Agreement.

Mayor Coler asked for audience and Commission; there was none.

The vote was as follows:

AYES: 5

NAYS: 0

**B. Approval of Potential Election Poll Workers for the April Municipal Election**

**MOTION** was made by Commissioner Wilson and seconded by Commissioner Billings to approve the Potential Election Poll Workers for the April Municipal Election.

Mayor Coler asked for audience and Commission; there was none.

The vote was as follows:

AYES: 5

NAYS: 0

C. Consideration of The Ranches at Lake McLeod Phase 2(Central Ranches) Plan Review

**MOTION** was made by Commissioner Wilson and seconded by Commissioner Metosh to approve The Ranches at Lake McLeod Phase 2 (Central Ranches) Plan Review subject to them addressing concerns the City Engineers identified.

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

The roll call vote was as follows:

AYES: Billings, Wilson, Metosh, Clark, Coler

NAYS: None

X. **CONSENT AGENDA**

A. Approval of the Regular City Commission Minutes -----12/07/2020

**MOTION** was made by Commissioner Clark and seconded by Commissioner Billings to approve the Consent Agenda, Items A. the Regular City Commission Minutes of 12/07/2020.

Mayor Coler asked for discussion from the audience and Commission; there was none.

The vote was as follows:

AYES: 5

NAYS: 0

B. Approval of Zambelli contract for Fireworks on June 26, 2021 in the amount of \$5,500.

**MOTION** was made by Commissioner Wilson and seconded by Commissioner Metosh to approve the Consent Agenda, Item B. the Zambelli contract for Fireworks on June 26, 2021 in the amount of \$5,500.

Staff discussed to increase firework display to 30 minutes would have cost \$40,000.

Mayor Coler asked for discussion from the audience and Commission; there was none.

The vote was as follows:

AYES: 5

NAYS: 0

C. Approval of Financials - November

D. Approval of Financials – December

**MOTION** was made by Commissioner Wilson and seconded by Commissioner Billings to approve the Consent Agenda, Items C. the Financials – November 2020, and D. the Financials – December 2020.

Mayor Coler asked for discussion from the audience and Commission; there was none.

The vote was as follows:

AYES: 5

NAYS: 0

E. Approval of Bad Debt in the amount of -----\$3,219.23

**MOTION** was made by Commissioner Billings and seconded by Commissioner Wilson to approve the Consent Agenda, Items E. the Bad Debt list in the amount of \$3,219.23.

Mayor Coler asked for discussion from the audience and Commission; there was none.

The vote was as follows:

AYES: 5

NAYS: 0

**XI. AUDIENCE**

Ester Garcia, 210 Varnadoe Road, Winter Haven FL 33880 asked about new water plant. Ms. Garcia asked for a better way to handle the County doing work and shutting off the water.

City Manager Ernharth advised it is a 2-year design for the new water plant.

City Manager Ernharth stated Mr. Fletcher contacted the County regarding them not notifying the residents and the county is now putting up signs letting them know when water will be shut off.

**XII. CITY ATTORNEY**

City Attorney Dawson had no report.

**XIII. CITY COMMISSION**

Commissioner Wilson asked about code enforcement issues.

Mr. Ernharth stated that he has spoken to the Code Enforcement Officer and he is working on it.

Commissioner Metosh had no report.

Commissioner Billings asked where he can get "Drive Like Your Kids Live Here". Sgt. Freeze will get him some.

Commissioner Clark had no report.

Mayor Coler stated he is appreciative of our staff.

**XIV. ADJOURNMENT**

**MOTION** was made by Commissioner Metosh and seconded by Commissioner Billings to adjourn at 7:45 p.m.

The vote was as follows:

AYES: 5

NAYS: 0

\_\_\_\_\_  
MAYOR CORY COLER

ATTEST:

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

CITY OF EAGLE LAKE - GENERAL FUND  
ACCOUNT BALANCE

JAN 2021

<b>ACCOUNT BALANCE AS OF DEC 31, 2020</b>	2,590,099.32
DEPOSITS	231,183.36
CLEARED CHECKS	(355,541.42)
WITHDRAWALS/ACH	0.00
RETURNED CHECKS	0.00
<b>ACCOUNT BALANCE AS OF JAN 31, 2021</b>	<b>2,465,741.26</b>

**OUTSTANDING CHECKS:**

39281	HILDA MARTINEZ - REF	(75.00)
40009	TIFFANY JOUPPI - REF	(3.12)
41362	REBECCA CHILDRESS - REF	(175.00)
41388	POLK COUNTY LIBRARY COOPERATIVE *	(35.00)
JE #5		(526.16)
42965	NATALIA ESTRADA - REF*	(125.00)
42961	FABTO - MEMBERSHIP	(45.00)
43045	BUILDING OFFICIALS ASSOCIATION OF FLORIDA	(115.00)
43055	JOANNE MCLEOD - REF	(50.00)
43099	PENNONI	(326.90)
43082	LETICIA MASCORRO - REF	(175.00)
43101	BOARD OF CO COMM - FUEL	(371.67)
43105	IIMC (MEMBERSHIP)	(175.00)
43109	RAQUEL RUIZ - REF	(50.00)
43121	FLORIDA BLUE	(15,858.30)
EFTPS	PAYROLL TAXES QB	(7,359.24)
EFT	FMPTF	(3,238.31)
43139	UTILITY FUND	(2,406.74)
43123	GUARDIAN	(577.92)
43124	Liberty National Insurance Company QB	(360.17)
43128	WASHINGTON NATIONAL INS CO	(332.70)
43135	LAKE REGION BASEBALL	(300.00)
43134	HILL MANUFACTURING COMPANY INC	(271.44)
43125	LINCOLN FINANCIAL GROUP	(246.71)
43129	AWARDS NETWORK	(200.00)
43126	MINNESOTA LIFE	(194.50)
43131	CIERRA ORTIZ - REF	(125.00)
43122	Florida Municipal Insurance Trust QB	(108.26)
43132	DALE STORMS	(78.47)
43133	DAWN WRIGHT - REIMB	(76.00)
43140	Walker Fence Company Inc	(62.00)
43130	BUSINESS CARD - DW	(53.63)
43127	New York Life Ins QB	(21.68)

CITY OF EAGLE LAKE - GENERAL FUND  
ACCOUNT BALANCE

JE #3 Florida Department of Revenue (85.75)

TOTAL OUTSTANDING CHECKS: (34,204.67)

Deposit	01/28/2021	175.00
Deposit	01/29/2021	240.75
General Journal	01/31/2021	0.00

TOTAL OUTSTANDING DEPOSITS: 415.75

REMAINING ACCOUNT BALANCE: 2,431,952.34

**CITY OF EAGLE LAKE**  
**Balance Sheet**  
As of January 31, 2021

	Jan 31, 21
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
100.000 · Cash & Cash Equivalents	
101.103 · CS - GENERAL FUND	2,431,952.34
102.216 · Petty Cash	200.00
102.217 · Petty Cash Library	15.00
<b>Total 100.000 · Cash &amp; Cash Equivalents</b>	<b>2,432,167.34</b>
101.256 · CS - BUILDING/CODE ENFORCEMENT	837.44
101.257 · CS - PARKS & REC FUND	159,707.92
101.258 · CS - PUBLIC BUILDING FUND	608,154.18
101.259 · CS- TRANSPORTATION FUND	62,569.96
103.302 · CS - BOND & INTEREST FUND	103,896.35
<b>Total Checking/Savings</b>	<b>3,367,333.19</b>
<b>Accounts Receivable</b>	
115.101 · *Accounts Receivable	45,315.99
<b>Total Accounts Receivable</b>	<b>45,315.99</b>
<b>Other Current Assets</b>	
115.200 · A/R Due from Others	30,411.23
115.300 · A/R - Due from Governments	35,448.31
116.110 · Return Checks Receivable	80.00
130.000 · Due From (To) Utility/CRA Fund	
131.100 · Due From Utility Fund-Payroll	10,150.10
131.200 · Due From Utility-Sani/Storm	-15,772.00
131.250 · Due From/To Utility Daily Dep.	3,218.98
131.350 · Due To/From Utility Fund -OTHER	-2,869.21
131.382 · DUE FROM CRA FUND-ADMIN FEES	11,934.94
131.390 · DUE FROM CRA	16,000.00
<b>Total 130.000 · Due From (To) Utility/CRA Fund</b>	<b>22,662.81</b>
149.900 · Undeposited Funds	28,908.48
<b>Total Other Current Assets</b>	<b>117,510.83</b>
<b>Total Current Assets</b>	<b>3,530,160.01</b>
<b>TOTAL ASSETS</b>	<b>3,530,160.01</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
202.100 · Accounts Payable	20,150.25
<b>Total Accounts Payable</b>	<b>20,150.25</b>
<b>Other Current Liabilities</b>	
203.100 · Sales Tax Payable	163.78
205.000 · Polk County Impact Fees Payable	35,627.23
205.101 · POLK COUNTY SHERIFF EDUCATION	1,651.55
205.102 · POLK COUNTY FIRE REVIEW	792.80
205.200 · DBPR Fee Payable	-919.58
205.201 · DCA PAYABLE	-1,268.67
210.000 · Accrd Exp & Other Liabilities	
218.110 · Withholding Payable	-52.96
218.190 · Cobra Insurance Payable	156.94
<b>Total 210.000 · Accrd Exp &amp; Other Liabilities</b>	<b>103.98</b>
<b>2100 · Payroll Liabilities</b>	
2100.06 · UNITED WAY QB	30.00
2100.07 · EMPLOYEE FUND QB	75.00
2100.10 · LIBERTY LIFE QB	-0.07

02/03/21

**CITY OF EAGLE LAKE**  
**Balance Sheet**  
As of January 31, 2021

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	<u>Jan 31, 21</u>
2100.11 · COLONIAL ACCIDENT CANCER QB	0.03
2100.26 · PAYROLL TAXES	<u>1.00</u>
<b>Total 2100 · Payroll Liabilities</b>	105.96
215.000 · Accrued Payroll and Benefits	20,301.08
240.100 · DIRECT INFLOWS - UNAVAILABLE RE	<u>16,745.58</u>
<b>Total Other Current Liabilities</b>	73,303.71
<b>Total Current Liabilities</b>	<u>93,453.96</u>
<b>Total Liabilities</b>	93,453.96
<b>Equity</b>	
271.100 · Fund Balance	2,900,031.68
Net Income	<u>536,674.37</u>
<b>Total Equity</b>	<u>3,436,706.05</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u><b>3,530,160.01</b></u></u>

**CITY OF EAGLE LAKE**  
**Profit & Loss Budget vs. Actual**  
 October 2020 through January 2021

Ordinary Income/Expense	Oct '20 - Jan 21	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>310.000 · Taxes</b>				
311.000 · Ad Valorem Taxes	729,489.82	812,178.75	-82,688.93	89.8%
<b>312.000 · Sales, Use &amp; Gas Taxes</b>				
312.300 · 9th Cent Gas Tax	6,433.32	14,000.00	-7,566.68	46.0%
312.410 · Local Option Gas Tax	28,824.00	82,016.00	-53,192.00	35.1%
312.412 · Local Gov. 1/2 cent sales tax	58,903.62	144,338.00	-85,434.38	40.8%
312.420 · 5-cent Local Option Gas Tax	17,505.00	50,137.00	-32,632.00	34.9%
<b>Total 312.000 · Sales, Use &amp; Gas Taxes</b>	111,665.94	290,491.00	-178,825.06	38.4%
<b>314.000 · Utility Service Taxes</b>				
314.100 · Electric Utility Service Tax	56,310.43	150,000.00	-93,689.57	37.5%
314.150 · Water Utility Service Tax	13,038.50	40,000.00	-26,961.50	32.6%
314.400 · Natural Gas Service Tax	60.59	1,000.00	-939.41	6.1%
314.800 · Propane Service Tax	605.64	1,500.00	-894.36	40.4%
315.000 · Local Communications Serv. Tax	24,598.35	63,000.00	-38,401.65	39.0%
<b>Total 314.000 · Utility Service Taxes</b>	94,613.51	255,500.00	-160,886.49	37.0%
<b>323.000 · Franchise Fees</b>				
323.100 · Electric Franchise Fees	53,244.90	155,000.00	-101,755.10	34.4%
323.700 · Solid Waste Franchise Fee	5,500.84	32,000.00	-26,499.16	17.2%
<b>Total 323.000 · Franchise Fees</b>	58,745.74	187,000.00	-128,254.26	31.4%
<b>Total 310.000 · Taxes</b>	994,515.01	1,545,169.75	-550,654.74	64.4%
<b>330.000 · Intergovernmental Revenue</b>				
<b>331.000 · Federal Grants</b>				
331.391 · CDBG Revenue	0.00	39,000.00	-39,000.00	0.0%
<b>Total 331.000 · Federal Grants</b>	0.00	39,000.00	-39,000.00	0.0%
<b>335.000 · State Shared Revenues</b>				
335.120 · SRS Sales Tax	24,233.08	65,000.00	-40,766.92	37.3%
335.122 · SRS - Motor Fuel Tax	9,423.96	24,000.00	-14,576.04	39.3%
335.150 · Alcoholic Beverage Licenses	0.00	500.00	-500.00	0.0%
<b>Total 335.000 · State Shared Revenues</b>	33,657.04	89,500.00	-55,842.96	37.6%
<b>338.800 · County Shared Revenue</b>				
337.700 · Library Cooperative	0.00	25,000.00	-25,000.00	0.0%
337.710 · Delivery Driver System Funding	32,500.08	114,794.00	-82,293.92	28.3%
338.200 · Polk County Occupational Licens	1,003.25	1,600.00	-596.75	62.7%
<b>Total 338.800 · County Shared Revenue</b>	33,503.33	141,394.00	-107,890.67	23.7%
<b>Total 330.000 · Intergovernmental Revenue</b>	67,160.37	269,894.00	-202,733.63	24.9%
<b>340.000 · Charges for Services</b>				
341.200 · Zoning Fees	0.00	500.00	-500.00	0.0%
341.300 · Copies/Certifications	30.10	75.00	-44.90	40.1%
342.900 · FDOT Roadway Maintenance	5,982.52	12,000.00	-6,017.48	49.9%
342.901 · FDOT Lighting Maintenance	16,257.89	15,784.00	473.89	103.0%
352.000 · Library Fines and Collections	514.25	1,500.00	-985.75	34.3%
<b>Total 340.000 · Charges for Services</b>	22,784.76	29,859.00	-7,074.24	76.3%
<b>350.000 · Fines &amp; Forfeitures</b>				
341.541 · Police Fines	1,089.35	8,000.00	-6,910.65	13.6%
350.100 · Other Fines and Forfeitures	0.00	600.00	-600.00	0.0%
350.000 · Fines & Forfeitures - Other	-86.90			
<b>Total 350.000 · Fines &amp; Forfeitures</b>	1,002.45	8,600.00	-7,597.55	11.7%
<b>360.000 · Other Revenue</b>				
361.100 · Interest Income	2,578.15	5,000.00	-2,421.85	51.6%
361.110 · Facilities Deposits	4,801.00	1,500.00	3,301.00	320.1%

**CITY OF EAGLE LAKE**  
**Profit & Loss Budget vs. Actual**  
**October 2020 through January 2021**

	Oct '20 - Jan 21	Budget	\$ Over Budget	% of Budget
362.100 · Facilities Rental	5,300.00	9,000.00	-3,700.00	58.9%
362.200 · Sprint Tower Lease	12,441.60	37,325.00	-24,883.40	33.3%
362.201 · T-Mobile Tower Lease	5,625.00	22,500.00	-16,875.00	25.0%
366.000 · Private Donations				
366.300 · Donations - Library	50.00			
366.000 · Private Donations - Other	0.00	1,500.00	-1,500.00	0.0%
<b>Total 366.000 · Private Donations</b>	<b>50.00</b>	<b>1,500.00</b>	<b>-1,450.00</b>	<b>3.3%</b>
369.900 · Miscellaneous Income				
369.125 · LIEN PAYMENTS	50.00			
369.310 · Misc Revenue - Engineering Fees	8,201.30			
369.994 · Library Grant	3,000.00			
369.996 · E-Rate Reimbursement	798.66			
369.900 · Miscellaneous Income - Other	14,044.00	14,000.00	44.00	100.3%
<b>Total 369.900 · Miscellaneous Income</b>	<b>26,093.96</b>	<b>14,000.00</b>	<b>12,093.96</b>	<b>186.4%</b>
<b>Total 360.000 · Other Revenue</b>	<b>56,889.71</b>	<b>90,825.00</b>	<b>-33,935.29</b>	<b>62.6%</b>
367.000 · Licenses and Permits				
316.000 · Business Tax Receipts	1,622.38	8,500.00	-6,877.62	19.1%
322.000 · Building Permits Other				
322.050 · Subdivision Permit App.Fee	2,100.00	0.00	2,100.00	100.0%
322.060 · Plan Review Fee	3,206.25	2,000.00	1,206.25	160.3%
322.070 · DCA BLDG Cert Charge 1%	28.20	50.00	-21.80	56.4%
322.100 · DBPR Radon Surcharge-1%	32.32	50.00	-17.68	64.6%
322.150 · Contractor's Registration	330.00	300.00	30.00	110.0%
322.200 · Polk County Imp.Fees 3%	274.05	100.00	174.05	274.1%
322.300 · Building Inspection Fees	10,000.00	9,000.00	1,000.00	111.1%
322.400 · Building Permits	10,170.10	10,000.00	170.10	101.7%
324.610 · Parks and Rec Impact Fee	4,074.00	0.00	4,074.00	100.0%
324.611 · Public BLDG & Fac - Res	13,888.00	0.00	13,888.00	100.0%
<b>Total 322.000 · Building Permits Other</b>	<b>44,102.92</b>	<b>21,500.00</b>	<b>22,602.92</b>	<b>205.1%</b>
<b>Total 367.000 · Licenses and Permits</b>	<b>45,725.30</b>	<b>30,000.00</b>	<b>15,725.30</b>	<b>152.4%</b>
369.200 · CASH OVER/SHORT	5.41			
382.000 · Transfers - IN	35,401.36	143,004.00	-107,602.64	24.8%
382.100 · CRA Transfer - IN	6,668.00	20,004.00	-13,336.00	33.3%
<b>Total Income</b>	<b>1,230,152.37</b>	<b>2,137,355.75</b>	<b>-907,203.38</b>	<b>57.6%</b>
<b>Gross Profit</b>	<b>1,230,152.37</b>	<b>2,137,355.75</b>	<b>-907,203.38</b>	<b>57.6%</b>
<b>Expense</b>				
510.000 · General Government				
511.000 · Commissioner Costs				
511.100 · Employee Benefits	202.90	575.00	-372.10	35.3%
511.110 · City Commission Fees/Salaries	2,652.40	7,957.00	-5,304.60	33.3%
511.300 · Operating Expenditures				
511.240 · Workers Compensation Insurance	34.19	150.00	-115.81	22.8%
511.310 · Engineering Services	19,286.20	5,000.00	14,286.20	385.7%
511.311 · Legal Services	200.00	10,000.00	-9,800.00	2.0%
511.313 · Planning Services	0.00	5,000.00	-5,000.00	0.0%
511.320 · Accounting & Auditing	8,000.00	11,500.00	-3,500.00	69.6%
511.321 · Financial Reporting Svcs	9,166.25	15,000.00	-5,833.75	61.1%
511.340 · Contractual Services	0.00	2,500.00	-2,500.00	0.0%
511.341 · Election Fees	0.00	3,000.00	-3,000.00	0.0%
511.410 · Communication Services	721.40	3,600.00	-2,878.60	20.0%
511.420 · Postage	0.00	1,000.00	-1,000.00	0.0%
511.450 · Insurance Property	52,190.38	50,000.00	2,190.38	104.4%
511.460 · Repair & Maint Svcs Comm Bldg	0.00	10,500.00	-10,500.00	0.0%
511.470 · Printing and Binding/ Municipal	1,175.00	4,500.00	-3,325.00	26.1%
511.480 · Advertising / Promotions	615.25	5,000.00	-4,384.75	12.3%
511.490 · Other Current Charges	1,428.52	12,000.00	-10,571.48	11.9%

**CITY OF EAGLE LAKE**  
**Profit & Loss Budget vs. Actual**  
 October 2020 through January 2021

	Oct '20 - Jan 21	Budget	\$ Over Budget	% of Budget
511.512 · Trick or Treat Lane	0.00	2,500.00	-2,500.00	0.0%
511.541 · Travel, Meetings, and Dues	673.66	5,000.00	-4,326.34	13.5%
511.991 · Contingency Fund	0.00	5,500.00	-5,500.00	0.0%
511.992 · Debt Service 1999 Rev Bond	13,871.25	91,100.00	-77,228.75	15.2%
511.993 · CRA/Community Redevelopment Age	20,000.00	20,000.00	0.00	100.0%
511.998 · Reserve / Contingency	0.00	160,634.75	-160,634.75	0.0%
<b>Total 511.300 · Operating Expenditures</b>	<b>127,362.10</b>	<b>423,484.75</b>	<b>-296,122.65</b>	<b>30.1%</b>
511.600 · CAPITAL OUTLAY	-150.00			
<b>Total 511.000 · Commissioner Costs</b>	<b>130,067.40</b>	<b>432,016.75</b>	<b>-301,949.35</b>	<b>30.1%</b>
<b>512.000 · CITY MANAGER</b>				
512.100 · Employee Benefits	9,448.11	32,000.00	-22,551.89	29.5%
512.120 · Salaries and Wages	33,715.20	97,316.00	-63,600.80	34.6%
<b>512.300 · Operating Expenditures</b>				
512.240 · Workers Compensation Insurance	518.04	1,900.00	-1,381.96	27.3%
512.340 · Contractual Services	0.00	500.00	-500.00	0.0%
512.410 · Communication Services	807.53	2,100.00	-1,292.47	38.5%
512.420 · Postage	96.71	650.00	-553.29	14.9%
512.460 · Repairs & Maintenance	57.50	500.00	-442.50	11.5%
512.490 · Other Expenditures	0.00	1,500.00	-1,500.00	0.0%
512.540 · Education & Training	0.00	3,000.00	-3,000.00	0.0%
512.541 · Travel, Meetings, and Dues	855.29	2,000.00	-1,144.71	42.8%
512.991 · Contingency Fund	0.00	2,000.00	-2,000.00	0.0%
<b>Total 512.300 · Operating Expenditures</b>	<b>2,335.07</b>	<b>14,150.00</b>	<b>-11,814.93</b>	<b>16.5%</b>
<b>Total 512.000 · CITY MANAGER</b>	<b>45,498.38</b>	<b>143,466.00</b>	<b>-97,967.62</b>	<b>31.7%</b>
<b>513.000 · Administration</b>				
513.100 · Employee Benefits	21,956.60	78,000.00	-56,043.40	28.1%
513.121 · Salaries and Wages	58,177.24	170,916.00	-112,738.76	34.0%
513.140 · Overtime	199.88	325.00	-125.12	61.5%
<b>513.300 · Operating Expenditures</b>				
513.240 · Workers Compensation Insurance	998.45	4,500.00	-3,501.55	22.2%
513.340 · Contractual Svcs (Copier/Lease)	1,130.23	7,000.00	-5,869.77	16.1%
513.410 · Communication Services	1,424.43	15,000.00	-13,575.57	9.5%
513.420 · Postage	1,549.34	5,000.00	-3,450.66	31.0%
513.430 · Utility Services	772.96	3,500.00	-2,727.04	22.1%
513.460 · Repair & Maintenance	131.60	5,000.00	-4,868.40	2.6%
513.490 · Other Expenditures	443.83	9,500.00	-9,056.17	4.7%
513.510 · Office Supplies	1,064.24	5,000.00	-3,935.76	21.3%
513.540 · Education and Training	3.63	6,000.00	-5,996.37	0.1%
513.541 · Travel, Meetings, & Dues	762.50	4,000.00	-3,237.50	19.1%
513.991 · Contingency Fund	0.00	1,500.00	-1,500.00	0.0%
<b>Total 513.300 · Operating Expenditures</b>	<b>8,281.21</b>	<b>66,000.00</b>	<b>-57,718.79</b>	<b>12.5%</b>
<b>Total 513.000 · Administration</b>	<b>88,614.93</b>	<b>315,241.00</b>	<b>-226,626.07</b>	<b>28.1%</b>
<b>Total 510.000 · General Government</b>	<b>264,180.71</b>	<b>890,723.75</b>	<b>-626,543.04</b>	<b>29.7%</b>
<b>521.000 · Police Department</b>				
<b>521.300 · Operating Expenditures - PD</b>				
521.340 · Contractual Services - Sheriff	273,530.00	547,060.00	-273,530.00	50.0%
521.410 · Communication Services	604.18	2,000.00	-1,395.82	30.2%
521.430 · Utility Services	772.96	3,000.00	-2,227.04	25.8%
<b>Total 521.300 · Operating Expenditures - PD</b>	<b>274,907.14</b>	<b>552,060.00</b>	<b>-277,152.86</b>	<b>49.8%</b>
<b>Total 521.000 · Police Department</b>	<b>274,907.14</b>	<b>552,060.00</b>	<b>-277,152.86</b>	<b>49.8%</b>
<b>541.000 · Streets</b>				
541.100 · Employee Benefits	5,954.00	20,400.00	-14,446.00	29.2%

**CITY OF EAGLE LAKE**  
**Profit & Loss Budget vs. Actual**  
**October 2020 through January 2021**

	Oct '20 - Jan 21	Budget	\$ Over Budget	% of Budget
541.120 · Salaries and Wages	9,965.90	28,031.00	-18,065.10	35.6%
541.140 · Overtime	0.00	2,000.00	-2,000.00	0.0%
<b>541.300 · Operating Expenditures - ST</b>				
541.240 · Workers Compensation Insurance	202.04	700.00	-497.96	28.9%
541.310 · Engineering	0.00	2,000.00	-2,000.00	0.0%
541.340 · Contractual Services	0.00	2,000.00	-2,000.00	0.0%
541.400 · Petroleum Products	184.29	3,500.00	-3,315.71	5.3%
541.410 · Communication Services	161.77	2,400.00	-2,238.23	6.7%
541.430 · Utility Services	11,583.27	40,000.00	-28,416.73	29.0%
541.460 · Repair and Maintenance	4,901.20	11,000.00	-6,098.80	44.6%
541.490 · Other Expenditures	90.00	1,000.00	-910.00	9.0%
541.521 · Supplies & Materials	156.86	2,000.00	-1,843.14	7.8%
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	0.00	5,000.00	-5,000.00	0.0%
<b>Total 541.300 · Operating Expenditures - ST</b>	<b>17,279.43</b>	<b>72,475.00</b>	<b>-55,195.57</b>	<b>23.8%</b>
<b>541.600 · Captial Outlay - ST</b>				
541.603 · Trsfer Out-Restr. 5 Cent GasTx	0.00	79,000.00	-79,000.00	0.0%
<b>Total 541.600 · Captial Outlay - ST</b>	<b>0.00</b>	<b>79,000.00</b>	<b>-79,000.00</b>	<b>0.0%</b>
<b>Total 541.000 · Streets</b>	<b>33,199.33</b>	<b>201,906.00</b>	<b>-168,706.67</b>	<b>16.4%</b>
<b>550.000 · Building and Code Enforcement</b>				
550.100 · Employee Benefits	5,758.30	22,400.00	-16,641.70	25.7%
550.120 · Salaries and Wages	21,421.24	61,186.00	-39,764.76	35.0%
<b>550.300 · Operating Expenditures</b>				
550.240 · Workers Compensation Insurance	334.85	1,200.00	-865.15	27.9%
550.311 · Legal Services & Magistrate	456.00	5,000.00	-4,544.00	9.1%
550.340 · Contractual Services (Code Enf)	0.00	20,000.00	-20,000.00	0.0%
550.400 · Petroleum Products	0.00	1,500.00	-1,500.00	0.0%
550.410 · Communication Services	230.74	2,100.00	-1,869.26	11.0%
550.420 · Postage	0.00	400.00	-400.00	0.0%
550.460 · Repairs and Maintenance	669.07			
550.490 · Other Expenditures	176.76	525.00	-348.24	33.7%
550.491 · Code Enforcement Other	2,156.00	2,000.00	156.00	107.8%
550.522 · Uniforms	0.00	300.00	-300.00	0.0%
550.540 · Education & Training	155.00	1,000.00	-845.00	15.5%
550.541 · Travel, Meetings & Dues	75.00	2,000.00	-1,925.00	3.8%
<b>Total 550.300 · Operating Expenditures</b>	<b>4,253.42</b>	<b>36,025.00</b>	<b>-31,771.58</b>	<b>11.8%</b>
<b>Total 550.000 · Building and Code Enforcement</b>	<b>31,432.96</b>	<b>119,611.00</b>	<b>-88,178.04</b>	<b>26.3%</b>
<b>571.000 · Library</b>				
571.100 · Employee Benefits	11,858.74	48,150.00	-36,291.26	24.6%
571.120 · Salaries and Wages	8,085.01	26,410.00	-18,324.99	30.6%
571.128 · Delivery Van Drivers	25,828.46	70,394.00	-44,565.54	36.7%
<b>571.300 · Operating Expenditures</b>				
571.240 · Workers Compensation Insurance	580.67	2,200.00	-1,619.33	26.4%
571.410 · Communication Services	884.10	3,300.00	-2,415.90	26.8%
571.420 · Postage	0.00	250.00	-250.00	0.0%
571.430 · Utility Services	772.94	3,300.00	-2,527.06	23.4%
571.460 · Repair and Maintenance	0.00	500.00	-500.00	0.0%
571.490 · Other Expenditures	15.00			
571.510 · Office Supplies	195.01	600.00	-404.99	32.5%
571.521 · Operating Expenses---LB Van Dri	0.00	500.00	-500.00	0.0%
571.660 · Books & Materials	261.04	1,500.00	-1,238.96	17.4%
<b>Total 571.300 · Operating Expenditures</b>	<b>2,708.76</b>	<b>12,150.00</b>	<b>-9,441.24</b>	<b>22.3%</b>
<b>Total 571.000 · Library</b>	<b>48,480.97</b>	<b>157,104.00</b>	<b>-108,623.03</b>	<b>30.9%</b>

**CITY OF EAGLE LAKE**  
**Profit & Loss Budget vs. Actual**  
**October 2020 through January 2021**

	Oct '20 - Jan 21	Budget	\$ Over Budget	% of Budget
<b>572.000 · Parks &amp; Rec</b>				
<b>572.100 · Employee Benefits</b>	5,173.73	19,200.00	-14,026.27	26.9%
<b>572.120 · Salaries and Wages</b>	9,862.83	27,851.00	-17,988.17	35.4%
<b>572.140 · Overtime</b>	0.00	1,650.00	-1,650.00	0.0%
<b>572.300 · Operating Expenditures</b>				
<b>572.240 · Workers Compensation Insurance</b>	195.06	750.00	-554.94	26.0%
<b>572.340 · Contractual Services</b>	1,786.00	10,000.00	-8,214.00	17.9%
<b>572.400 · Petroleum Products</b>	809.49	6,000.00	-5,190.51	13.5%
<b>572.410 · Communication Services</b>	161.77	2,000.00	-1,838.23	8.1%
<b>572.430 · Utility Services</b>	10,285.81	49,000.00	-38,714.19	21.0%
<b>572.460 · Repair &amp; Maintenance</b>	2,498.49	20,000.00	-17,501.51	12.5%
<b>572.461 · Grounds-Bldg/Clean/Maint/Veh</b>	6,528.22	22,000.00	-15,471.78	29.7%
<b>572.490 · Other Expenditures</b>	0.00	500.00	-500.00	0.0%
<b>572.512 · Trick or Treat Lane</b>	0.00	2,500.00	-2,500.00	0.0%
<b>572.513 · Hometown Festival (Fireworks)</b>	0.00	5,500.00	-5,500.00	0.0%
<b>572.521 · Supplies &amp; Materials</b>	0.00	7,000.00	-7,000.00	0.0%
<b>572.654 · Mistletoe Marketplace</b>	0.00	3,000.00	-3,000.00	0.0%
<b>572.814 · CDBG (Grants)</b>	0.00	39,000.00	-39,000.00	0.0%
<b>572.888 · Facilities Deposit Refunds - PR</b>	4,376.00			
<b>Total 572.300 · Operating Expenditures</b>	26,640.84	167,250.00	-140,609.16	15.9%
<b>Total 572.000 · Parks &amp; Rec</b>	41,677.40	215,951.00	-174,273.60	19.3%
<b>6560 · Payroll Expenses</b>	-400.51			
<b>Total Expense</b>	693,478.00	2,137,355.75	-1,443,877.75	32.4%
<b>Net Ordinary Income</b>	536,674.37	0.00	536,674.37	100.0%
<b>Net Income</b>	<b>536,674.37</b>	<b>0.00</b>	<b>536,674.37</b>	<b>100.0%</b>

CITY OF EAGLE LAKE - UTILITY FUND  
ACCOUNT BALANCE

JAN 2021

<b>ACCOUNT BALANCE AS OF DEC 31, 2020</b>	1,392,964.65
DEPOSITS	179,885.36
CLEARED CHECKS	(145,324.42)
WITHDRAWALS/ACH	0.00
RETURNED CHECKS	0.00
<b>ACCOUNT BALANCE AS OF JAN 31, 2021</b>	<b><u>1,427,525.59</u></b>

**OUTSTANDING CHECKS:**

18199	KRISTINE COX - REF	(63.08)
18219	MARIA APARICIO - REF	(112.68)
18286	VICTORIA O'NEAL - REF	(179.52)
18301	JENNIFER WALLACE - REF	(58.77)
18295	DUSTIN WADLEY - REF	(25.40)
18591	MATTHEW MYERS - REF	(24.11)
18672	MARC PILKENTON - REF	(42.22)
18737	YANISSA DIAZ - REF	(29.22)
18762	JESMIN CHAMELI - REF	(11.30)
18842	MILTON LEE - REF	(150.00)
18827	ENEDINA PEREZ - REF	(51.73)
18913	BARBARA WEIAND - REF	(82.70)
JE #29		(215.00)
19236	ADVANCED FINGERPRINTING SERVICES - REF	(73.42)
19295	THOMAS RAY WOODARD - REF	(7.39)
19424	LOUIS KELLY - REF*	(18.20)
19436	VERNON KAY III - REF	(5.11)
19445	MATTHEW ASHMORE - REF	(41.49)
19567	DAWN ANDREWS - REF	(131.81)
19692	LUIS SANCHEZ - REF	(49.53)
19719	ANH NGUYEN - REF	(200.00)
20015	KEREN ALEXIS - REF	(95.26)
20121	MICHELLE RICHARDSON - REF	(45.26)
20172	COREY LEWIS - REF	(4.64)
20283	AROMA CHRISTIAN CHURCH - REF	(58.76)
20390	VICTOR WEN - REF	(147.48)
20561	SHEILA PAGE - REF	(120.13)
20651	MARIA CASTRO - REF	(44.32)
20779	JENESSA FEICHETEL - REF	(1.97)
20857	JENNIFER CORTES - REF	(2.37)
21171	ASHLEY ADKINS - REF	(8.09)
21452	MEREDITH HICKS - REF	(101.98)
21448	JOSEPH GARRARD - REF	(10.00)

CITY OF EAGLE LAKE - UTILITY FUND  
ACCOUNT BALANCE

21507	JESUS CANALES - REF	(31.23)
21514	CRYSTAL BRISENO - REF	(3.96)
21598	DIANA MERILUS - REF	(39.13)
21635	OFELIA TREJO - REF	(39.88)
21682	WALTER O'BYRNE - REF	(50.88)
21667	HEATHER MCKENZIE - REF	(19.42)
21671	KENNETH BRAMBLETT - REF	(7.08)
21713	SHELBY DIAZ - REF	(55.65)
21740	ALFONSO ARCADIO ESTRADA - REF	(166.24)
21742	JOHN RIDEOUT - REF	(40.76)
21769	RESHEENA HARDY - REF	(29.33)
21801	VSP TAMPA LLC - REF	(124.38)
21783	CITRAVEST MANAGEMENT - REF*	(116.32)
21793	PAULA TIERNEY - REF	(37.70)
21789	INFINITE ATHLETICS AND FITNESS LLC - REF	(26.69)
21892	TOM PERRY ST - REF	(30.81)
21880	JAMIE SKINNER - REF	(9.26)
21941	CITRAVEST MANAGEMENT - REF**	(122.65)
21918	CITRAVEST MANAGEMENT - REF**	(45.30)
21972	BRANDON GIBSON - REF	(31.01)
22014	TROY ADAMS - REF	(79.76)
22045	CITRAVEST MANAGEMENT - REF**	(95.78)
22027	CITRAVEST MANAGEMENT - REF**	(77.35)
22047	CITRAVEST MANAGEMENT - REF**	(45.30)
22039	MOHAMMAD IQBAL - REF	(7.64)
JE #20		(947.78)
22071	BOCC - FUEL	(623.22)
22074	FELICITA MARTELL - REF	(162.30)
22078	MAGDALENA GONZALEZ - REF	(137.67)
22079	SAMANTHA HAGGANS - REF	(33.57)
22083	RIVERO GORDIMER & COMPANY PA	(4,500.00)
22084	Sunstate Meter & Supply Inc.	(1,740.00)
22082	CITY OF BARTOW	(556.74)
22086	TUCKER PAVING INC - REF	(194.86)
22085	TIKI'S HAIR EMPORIUM - REF	(81.48)
		<hr/> <hr/>
		(12,524.07)

Deposit	09/24/2020	7,565.00
General Journal	01/15/2021	947.78
Deposit	01/27/2021	615.00
General Journal	01/27/2021	1,261.55
General Journal	01/28/2021	204.61
General Journal	01/29/2021	201.00
Deposit	01/29/2021	205.00
General Journal	01/31/2021	710.25

CITY OF EAGLE LAKE - UTILITY FUND  
ACCOUNT BALANCE

General Journal

01/31/2021

986.61

TOTAL OUTSTANDING DEPOSITS:

12,696.80

REMAINING ACCOUNT BALANCE:

1,427,698.32

**City of Eagle Lake-Utility Fund**  
**Balance Sheet**  
As of January 31, 2021

02/03/21

Accrual Basis

	Jan 31, 21
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
101.108 · UNRESTRICTED CASH - ALL	
101.109 · CS- UTILITY FUND	1,427,698.32
<b>Total 101.108 · UNRESTRICTED CASH - ALL</b>	1,427,698.32
102.216 · PETTY CASH-DRAWER SET UP	50.00
<b>150.001 · RESTRICTED CASH - ALL</b>	
101.104 · CS STORMWATER UTILITY FUND	210,074.08
101.110 · CS- DEPOSIT FUND	252,216.48
101.111 · CS - WATER IMPACT FUND	10,456.84
101.112 · CS- SEWER IMPACT FUND	9,245.27
101.121 · CS- WATER IMPACT SAVINGS	740,543.29
101.122 · CS- SEWER IMPACT SAVINGS	497,377.30
101.215 · WATER METER PROJECT-BB&T	40,762.98
151.113 · CS- RUS FUND	42,095.39
151.114 · CS- SRF SINKING FUND	5,432.07
151.116 · CS- LIFT STATION FUND	18,225.76
<b>Total 150.001 · RESTRICTED CASH - ALL</b>	1,826,429.46
<b>Total Checking/Savings</b>	3,254,177.78
<b>Accounts Receivable</b>	
1200 · *Accounts Receivable	13,134.36
<b>Total Accounts Receivable</b>	13,134.36
<b>Other Current Assets</b>	
110.000 · Accounts Receivable, Net	
115.100 · Accounts Receivable	154,337.26
116.100 · Unbilled Accounts Receivable	52,421.16
116.110 · Utility Returned Checks Rec.	10,126.06
117.100 · Allowance for Bad Debts	-7,764.16
<b>Total 110.000 · Accounts Receivable, Net</b>	209,120.32
131.000 · Due From Other Funds	
131.250 · Due to/from General Fund	-5,284.94
131.350 · Due From/To Gen.Fund - Other	2,869.21
207.100 · Due to General Fund-Payroll	-10,150.12
207.200 · Due to General Fund-Sani/Storm	15,772.00
<b>Total 131.000 · Due From Other Funds</b>	3,206.15
141.100 · Inventory of Supplies	10,749.32
1499 · Undeposited Funds	2,533.74
<b>Total Other Current Assets</b>	225,609.53
<b>Total Current Assets</b>	3,492,921.67
<b>Fixed Assets</b>	
160.900 · Fixed Assets, Net	
161.900 · Land-Water	28,526.62
164.900 · Water Plant	2,456,640.73
164.901 · Sewer Plant	5,589,632.51
164.902 · Stormwater Plant	1,913,068.76
166.900 · Furniture & Equipment - Water	459,676.60
166.901 · Furniture & Equipment - Sewer	116,195.16
167.900 · Accumulated Depreciation-Water	-1,704,443.45
167.901 · Accumulated Depr - Sewer	-3,214,640.63
167.902 · Accumulated Depr. - Stormwater	-469,818.23
<b>Total 160.900 · Fixed Assets, Net</b>	5,174,838.07
<b>Total Fixed Assets</b>	5,174,838.07

## City of Eagle Lake-Utility Fund

## Balance Sheet

As of January 31, 2021

02/03/21

Accrual Basis

	Jan 31, 21
<b>TOTAL ASSETS</b>	<b>8,667,759.74</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
202.100 · Accounts Payable	1,247.77
<b>Total Accounts Payable</b>	<b>1,247.77</b>
<b>Other Current Liabilities</b>	
202.500 · Polk County Utility Tax	876.38
202.501 · Bartow Sewer Impact Fee Payable	71,820.00
208.100 · DUE TO STATE-UNCLAIMED PROPERTY	-410.24
215.000 · Accrued Payroll and Benefits	11,634.99
217.000 · Accrued Compensated Absences	
217.100 · Accrued Sick Pay	54,534.00
217.200 · Accrued Vacation Pay	18,917.48
217.300 · Accrued Compensatory Time	4,720.62
<b>Total 217.000 · Accrued Compensated Absences</b>	<b>78,172.10</b>
220.100 · Customer Deposits	251,936.48
232.950 · Accrued Interest Payable	13,455.32
239.100 · OPEB LIABILITY	35,932.86
<b>Total Other Current Liabilities</b>	<b>463,417.89</b>
<b>Total Current Liabilities</b>	<b>464,665.66</b>
<b>Long Term Liabilities</b>	
203.100 · State Revolving Loan - SW	487,125.13
203.120 · RUS Water Revenue Bonds - 2007	490,631.00
203.130 · USDA - Water Meter Loan	105,489.00
203.140 · USDA LOAN - LIFT STATIONS	394,788.00
203.150 · CURRENT PORTION OF LONG TERM D	140,852.77
203.155 · LESS CURRENT PORTION OF LTD	-140,852.77
203.902 · PLATINUM BANK - HARRISON	0.01
<b>Total Long Term Liabilities</b>	<b>1,478,033.14</b>
<b>Total Liabilities</b>	<b>1,942,698.80</b>
<b>Equity</b>	
281.500 · Retained Earnings	6,377,866.51
Net Income	347,194.43
<b>Total Equity</b>	<b>6,725,060.94</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>8,667,759.74</b>

**City of Eagle Lake-Utility Fund**  
**Profit & Loss Budget vs. Actual**  
 October 2020 through January 2021

	Oct '20 - Jan 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
324.210 · Impact Fees-Water-residential	88,000.00			
324.211 · Impact Fees-Sewer-residential	45,931.74			
<b>343.000 · Charges for Services</b>				
343.300 · Water Charges / User Fee	175,091.94	510,000.00	-334,908.06	34.3%
343.310 · Water Taps	6,900.00	3,000.00	3,900.00	230.0%
343.311 · New Water Meters	18,810.00	5,000.00	13,810.00	376.2%
343.312 · Water Reconnect Fee	75.00	8,000.00	-7,925.00	0.9%
343.330 · Service Charge - 1/2	10,330.00	16,000.00	-5,670.00	64.6%
343.360 · Customer Billing Fee - 1/3	19,923.00	52,000.00	-32,077.00	38.3%
<b>343.400 · Garbage Collection</b>				
343.410 · GARBAGE TOTE SALES	321.00			
343.400 · Garbage Collection - Other	163,105.44	410,000.00	-246,894.56	39.8%
<b>Total 343.400 · Garbage Collection</b>	163,426.44	410,000.00	-246,573.56	39.9%
343.500 · Sewer Charges / User Fee	232,942.04	663,000.00	-430,057.96	35.1%
343.510 · Tap Fees - Sewer	2,600.00	3,000.00	-400.00	86.7%
343.520 · Polk County Utility Tax-CITY SH	39.89	100.00	-60.11	39.9%
343.900 · Stormwater Fees	22,760.00	60,000.00	-37,240.00	37.9%
349.000 · Late Fees - 1/2	12,180.00	30,000.00	-17,820.00	40.6%
<b>Total 343.000 · Charges for Services</b>	665,078.31	1,760,100.00	-1,095,021.69	37.8%
361.000 · Interest Income	1,611.01	3,600.00	-1,988.99	44.8%
<b>369.901 · Miscellaneous Income - 1/2</b>				
369.902 · Initial Set Up Fees Revenue	370.00			
369.901 · Miscellaneous Income - 1/2 - Other	338.26	2,000.00	-1,661.74	16.9%
<b>Total 369.901 · Miscellaneous Income - 1/2</b>	708.26	2,000.00	-1,291.74	35.4%
<b>Total Income</b>	801,329.32	1,765,700.00	-964,370.68	45.4%
<b>Gross Profit</b>	801,329.32	1,765,700.00	-964,370.68	45.4%
<b>Expense</b>				
<b>533.000 · Water</b>				
533.100 · Employee Benefits	17,226.52	66,000.00	-48,773.48	26.1%
<b>533.120 · Salaries and Wages</b>	43,285.04	123,568.00	-80,282.96	35.0%
533.125 · On Call Pay	2,766.05	8,200.00	-5,433.95	33.7%
533.140 · Overtime	404.30	3,500.00	-3,095.70	11.6%
<b>533.300 · Operating Expenses</b>				
533.240 · Insurance	806.28	3,000.00	-2,193.72	26.9%
533.310 · Engineering Services	9,060.36	5,000.00	4,060.36	181.2%
533.311 · Legal Services	8,642.25	1,500.00	7,142.25	576.2%
533.320 · Accounting & Auditing - WD	2,250.00	6,000.00	-3,750.00	37.5%
533.340 · Contractual Services	750.00	6,500.00	-5,750.00	11.5%
533.400 · Petroleum Products	912.13	10,000.00	-9,087.87	9.1%
533.410 · Communications Services	1,996.58	6,500.00	-4,503.42	30.7%
533.420 · Postage Supplies & Billing 1/3	2,414.74	8,500.00	-6,085.26	28.4%
533.430 · Utilities	12,689.22	57,000.00	-44,310.78	22.3%
533.450 · Insurance Auto & Equipment	3,207.89	15,000.00	-11,792.11	21.4%
533.460 · Repairs & Maint Svc (Equip/Veh)	5,886.51	25,000.00	-19,113.49	23.5%
533.480 · ADVERTISING	0.00	2,500.00	-2,500.00	0.0%
533.490 · Other Expenditures	425.37	1,200.00	-774.63	35.4%
533.521 · Supplies & Materials (Tools)	2,700.00	5,000.00	-2,300.00	54.0%
533.522 · Uniforms	248.59	900.00	-651.41	27.6%
533.540 · Education and Training	0.00	1,500.00	-1,500.00	0.0%
533.541 · Travel, Meetings, & Dues	0.00	1,200.00	-1,200.00	0.0%
533.555 · Chemicals	0.00	14,500.00	-14,500.00	0.0%
533.560 · POLK REGIONAL WATER COOPERATI...	517.92	2,500.00	-1,982.08	20.7%
533.581 · Transfer to General Fund/Adm	14,166.68	60,900.00	-46,733.32	23.3%
533.602 · Repairs & Maint Svc (Plants)	13,677.70	40,000.00	-26,322.30	34.2%
533.996 · Debt Service Rus Water	0.00	54,709.00	-54,709.00	0.0%
533.998 · Reserve/Contingency	0.00	63,100.00	-63,100.00	0.0%

**City of Eagle Lake-Utility Fund**  
**Profit & Loss Budget vs. Actual**  
**October 2020 through January 2021**

	Oct '20 - Jan 21	Budget	\$ Over Budget	% of Budget
Total 533.300 · Operating Expenses	80,352.22	392,009.00	-311,656.78	20.5%
533.600 · Capital Outlay - WD	0.00	40,000.00	-40,000.00	0.0%
533.900 · Bad Debt Expense - WD	926.57			
Total 533.000 · Water	144,960.70	633,277.00	-488,316.30	22.9%
534.000 · Solid Waste				
534.300 · Operating Expenses				
534.340 · Contract for Solid Waste	81,738.43	280,000.00	-198,261.57	29.2%
534.913 · Due to Gen Fund Admin S Waste	7,068.00	21,204.00	-14,136.00	33.3%
Total 534.300 · Operating Expenses	88,806.43	301,204.00	-212,397.57	29.5%
Total 534.000 · Solid Waste	88,806.43	301,204.00	-212,397.57	29.5%
535.000 · Sewer/Waste Water Services				
535.100 · Employee Benefits	18,263.45	60,000.00	-41,736.55	30.4%
535.120 · Salaries and Wages	45,207.68	125,498.00	-80,290.32	36.0%
535.125 · On Call Pay	2,869.87	8,500.00	-5,630.13	33.8%
535.140 · Overtime	220.64	3,000.00	-2,779.36	7.4%
535.300 · Operating Expenses				
535.240 · Insurance	789.18	2,500.00	-1,710.82	31.6%
535.310 · Engineering	0.00	5,000.00	-5,000.00	0.0%
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	2,250.00	11,000.00	-8,750.00	20.5%
535.340 · Contractual Services	0.00	4,000.00	-4,000.00	0.0%
535.400 · Petroleum Products	628.91	10,000.00	-9,371.09	6.3%
535.410 · Communications Services	994.64	4,000.00	-3,005.36	24.9%
535.420 · Postage Supplies & Billing 1/3	2,483.68	8,500.00	-6,016.32	29.2%
535.430 · Utilities	4,210.38	28,000.00	-23,789.62	15.0%
535.431 · Wastewater Treatment - SW	48,243.82	148,000.00	-99,756.18	32.6%
535.450 · Insurance Auto & Equip	4,087.23	29,500.00	-25,412.77	13.9%
535.460 · Repairs & Maint Svc (Equip/Veh)	0.00	5,000.00	-5,000.00	0.0%
535.490 · Other Expenditures	147.67	500.00	-352.33	29.5%
535.521 · Supplies & Materials (Tools)	0.00	1,500.00	-1,500.00	0.0%
535.522 · Uniforms	248.59	900.00	-651.41	27.6%
535.541 · Travel, Meetings & Dues	0.00	1,500.00	-1,500.00	0.0%
535.581 · Transfer Out - Other Funds	14,166.68	60,900.00	-46,733.32	23.3%
535.602 · Repairs & Maint-Syst (Lift Sta)	960.00	12,000.00	-11,040.00	8.0%
535.994 · Debt Service SRF 201 Planning	57,510.16	115,000.00	-57,489.84	50.0%
535.995 · Lift Station Debt Svc-Bond Pmt	17,085.18	21,721.00	-4,635.82	78.7%
535.998 · Reserve / Contingency	0.00	63,100.00	-63,100.00	0.0%
Total 535.300 · Operating Expenses	153,806.12	534,221.00	-380,414.88	28.8%
Total 535.000 · Sewer/Waste Water Services	220,367.76	731,219.00	-510,851.24	30.1%
535.600 · Capital Outlay	0.00	50,000.00	-50,000.00	0.0%
538.581 · Trnsfer of Stormwater Fees	0.00	50,000.00	-50,000.00	0.0%
Total Expense	454,134.89	1,765,700.00	-1,311,565.11	25.7%
Net Ordinary Income	347,194.43	0.00	347,194.43	100.0%
Net Income	<b>347,194.43</b>	<b>0.00</b>	<b>347,194.43</b>	<b>100.0%</b>

CITY OF EAGLE LAKE - CRA

ACCOUNT BALANCE

JAN 2021

<b>ACCOUNT BALANCE AS OF DEC 31, 2020</b>	192,884.32
DEPOSITS	20,043.15
CLEARED CHECKS	(1,813.39)
WITHDRAWALS/ACH	0.00
RETURNED CHECKS	0.00
<b>ACCOUNT BALANCE AS OF JAN 31, 2021</b>	<u><u>211,114.08</u></u>
<b>OUTSTANDING CHECKS:</b>	
<b>TOTAL OUTSTANDING CHECKS</b>	<u><u>0.00</u></u>
<b>REMAINING ACCOUNT BALANCE</b>	<u><u>211,114.08</u></u>

## City of Eagle Lake CRA

## Balance Sheet

02/02/21

As of January 31, 2021

Accrual Basis

	<u>Jan 31, 21</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
101.408 · PB- CRA COMMUNITY REDEVELOPMENT	211,114.08
<b>Total Checking/Savings</b>	<u>211,114.08</u>
<b>Other Current Assets</b>	
131.382 · DUE TO GENERAL FUND-ADMIN FEES	-11,934.94
<b>Total Other Current Assets</b>	<u>-11,934.94</u>
<b>Total Current Assets</b>	<u>199,179.14</u>
<b>TOTAL ASSETS</b>	<b><u>199,179.14</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
131.390 · DUE TO GENERAL FUND --LOAN PAY	16,000.00
<b>Total Other Current Liabilities</b>	<u>16,000.00</u>
<b>Total Current Liabilities</b>	<u>16,000.00</u>
<b>Total Liabilities</b>	16,000.00
<b>Equity</b>	
1110 · Retained Earnings	130,513.98
Net Income	52,665.16
<b>Total Equity</b>	<u>183,179.14</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>199,179.14</u></b>

**City of Eagle Lake CRA**  
**Profit & Loss Budget vs. Actual**  
**October 2020 through January 2021**

	Oct '20 - Jan ...	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>310.000 · Taxes-Other</b>				
<b>311.100 · CRA Ad Valorem taxes - E.L.</b>	20,000.00	20,000.00	0.00	100.0%
<b>311.101 · Polk Cty.-tax increment EL-CRA</b>	39,919.75	39,500.00	419.75	101.1%
<b>Total 310.000 · Taxes-Other</b>	59,919.75	59,500.00	419.75	100.7%
<b>361.100 · Interest Income</b>	145.64	270.00	-124.36	53.9%
<b>Total Income</b>	60,065.39	59,770.00	295.39	100.5%
<b>Gross Profit</b>	60,065.39	59,770.00	295.39	100.5%
<b>Expense</b>				
<b>510.000 · Operating Expenses</b>				
<b>510.311 · Legal Services</b>	0.00	2,000.00	-2,000.00	0.0%
<b>510.313 · Planning Services</b>	0.00	2,000.00	-2,000.00	0.0%
<b>510.420 · Postage, Supplies &amp; Materials</b>	0.00	100.00	-100.00	0.0%
<b>510.430 · Utilities</b>	557.23	2,000.00	-1,442.77	27.9%
<b>510.460 · Repair &amp; Maint Service</b>	175.00	1,000.00	-825.00	17.5%
<b>510.470 · Printing and Binding-CRA</b>	0.00	500.00	-500.00	0.0%
<b>510.480 · Advertising</b>	0.00	500.00	-500.00	0.0%
<b>510.510 · Office Supplies - CRA</b>	0.00	500.00	-500.00	0.0%
<b>510.520 · OPERATING SUPPLIES</b>	0.00	500.00	-500.00	0.0%
<b>510.541 · Travel, Meetings and Dues</b>	0.00	100.00	-100.00	0.0%
<b>510.832 · Facade Grant</b>	0.00	4,000.00	-4,000.00	0.0%
<b>510.991 · CRA CONTIGENCY</b>	0.00	23,566.00	-23,566.00	0.0%
<b>Total 510.000 · Operating Expenses</b>	732.23	36,766.00	-36,033.77	2.0%
<b>510.320 · Accounting &amp; Auditing</b>	0.00	3,000.00	-3,000.00	0.0%
<b>510.581 · Transfer Out - Other Funds</b>	6,668.00	20,004.00	-13,336.00	33.3%
<b>Total Expense</b>	7,400.23	59,770.00	-52,369.77	12.4%
<b>Net Income</b>	<b>52,665.16</b>	<b>0.00</b>	<b>52,665.16</b>	<b>100.0%</b>