

CBDG-MIT Grant Monthly Progress Report (MPR)

Grant No. – Sub. Name:	MT039 – City of Avon Park			
Project Title:	Drinking Water Infrastructure Project			
Funding Awarded:	\$670,623.00			
Agreement Period:	04/12/2022-04/11/2026			
Primary Points of Contact Information:	April Cluess FLORIDACOMMERCE - Office of Long-Term Resiliency		Melody Sauerhafer 863-452-4410 / msauerhafer@avonpark.city	
Activity Reporting Period: August 2023				
<i>An update of this report shall be submitted to FLORIDACOMMERCE ten (10) calendar days after the end of each month.</i>				
Section One – Financial Data:				
	Amount	Funds used this period	Funds used to date	Balance Remaining
Leverage Funds (A)	0	0	0	0
CDBG-MIT Funds (B)	\$670,623.00	0	0	\$670,623.00
TOTAL Project Funds (A+B)	\$670,623.00	0	0	\$670,623.00
Section Two – Accomplishments within the <u>Past</u> Month:				
<p>A narrative <u>MUST</u> be included</p> <p>Engineering design 50%. Completed Fair Housing activity placing fair housing PSA on the City website. Completed progress meetings with FLORIDACOMMERCE. No FLORIDACOMMERCE invoice this period. Council decided to readvertise for Admin services. Readvertisement was delayed due to the need for a meeting with FLORIDACOMMERCE on RFP requirements. Adopted revisions to Purchasing Policy and submitted.</p>				
Section Three – Issues or risks that have been faced with resolutions:				
<p>The RFP for admin has been delayed. Need a call with FLORIDACOMMERCE on requirements.</p>				
Section Four – Projected activities to be completed within the following Month:				

Updated 7/24/2023.

A narrative MUST be included.

Readvertise admin RFP. 70% Engineering design.

Section Five – Required Submissions:

❖ **Attachment B - Project Budget**

- Has the Project Budget changed?
 - If answered "Yes", please submit:
 - ◆ The **Revised Attachment B** for review and approval.
 - ◆ The **explanation** for the change.

Yes ☐

No ☒

❖ **Attachment C - Activity Work Plan**

- Has the Activity Work Plan/Project Timeline changed?
 - If answered "Yes", please submit:
 - ◆ The **Revised Attachment C** for review and approval.
 - ◆ The **explanation** for the change.

Yes ☐

No ☒

❖ **Staffing Plan**

- Were there any Staffing changes?
 - If answered "Yes", please submit the **Revised Staffing Plan** which will include the **Revised Org Chart** and **Updated names and Job descriptions**.

Yes ☐

No ☒

❖ **Equipment Transfer/Disposal**

- Were there Equipment Transferred/Disposed?
 - If answered "Yes", please request a copy of the **Equipment Transfer/Disposal Form** and disposition instructions from your grant Manager. Complete and submit the **Equipment Transfer/Disposal form**.

Yes ☐

No ☒

Section Six – Construction Updates: (only for GIP and CFHP Agreements)

- Have you started construction?
 - If answered "Yes", please answer next 3 questions.

Yes ☐

No ☒

- Percentage of Overall Construction **CURRENTLY** completed? (Approximate)

_____ %

- Percentage of Overall Construction **EXPECTED** to be completed next month? (Approximate)

_____ %

- Have you provided 3 to 5 photos showing construction progress for this month? – If not, please do so

Yes ☐

No ☐

This report was prepared by:
J. Corbett Alday, Melody Sauerhafer

Signature and date:

Updated 7/24/2023

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