

## CBDG-MIT Grant Monthly Progress Report (MPR)

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|---|---|---|
| <b>Grant No. – Sub. Name:</b>                 | MT047 – City of Lakeland  |   |
| <b>Project Title:</b>                         | Lake Bonnet Drainage Basin Flood Hazard and Debris Mitigation Project   |   |
| <b>Funding Awarded:</b>                       | \$42,986,390.00   |   |
| <b>Agreement Period:</b>                      | 10/27/2022 – 10/26/2028   |   |
| <b>Primary Points of Contact Information:</b> | <p>Tequila James-Murray, Mitigation Team Lead/Grant Manager<br/>Phone #850-921-3182 / GM email: <a href="mailto:tequila.james@deo.myflorida.com">tequila.james@deo.myflorida.com</a><br/>DEO - Office of Long-Term Resiliency</p> | <p>Laurie Smith, Manager, Lakes &amp; Stormwater<br/>Phone#863-834-6276 / Email: <a href="mailto:laurie.smith@lakelandgov.net">laurie.smith@lakelandgov.net</a><br/>Lana Braddy, Special Projects Coordinator, Lakes &amp; Stormwater<br/>Phone#863-834-3327 /Email: <a href="mailto:lana.braddy@lakelandgov.net">lana.braddy@lakelandgov.net</a></p> |

### Activity Reporting Period: **JANUARY 2023**

*An update of this report shall be submitted to DEO ten (10) calendar days after the end of each month.*

**Section One – Financial Data:**

|                           | Amount        | Funds used this period | Funds used to date | Balance Remaining |
|---------------------------|---------------|------------------------|--------------------|-------------------|
| Leverage Funds (A)        | .00           | .00                    | .00                | .00               |
| CDBG-MIT Funds (B)        | 42,986,390.00 | .00                    | .00                | 42,986,390.00     |
| TOTAL Project Funds (A+B) | 42,986,390.00 | .00                    | .00                | 42,986,390.00     |

**Section Two – Accomplishments within the Past Month:**

1/3/2023 – The City received an email from Garnet Nevels, Deputy Bureau Chief, Office of Long-Term Resiliency, providing an MIT Organizational Chart and noticing a 1/5/2023 Teams presentation designed for those with newly-executed agreements.

1/5/2023 – City staff Laurie Smith and Lana Braddy attended the Teams presentation and received the PowerPoint presentation titled “Rebuild Florida Mitigation Program.”

1/6/2023 – The City submitted the MPRs for November and December 2023 and the QPR for 10/1/22-12/30/22 with attachments and a question for the GM.

1/11/2023- The City submitted a revised QPR with hyperlinks or attachments to the following required documents: City of Lakeland Ordinance – Division 2 – Public Accommodation, City Fair Housing Coordinator and contact information, Fair Housing Coordinator’s contact information from the City’s website, City Fair Housing Poster, City EEO Title VI/Nondiscrimination Policy and Plan, City EEO Coordinator and contact information, EEO Coordinator’s contact information from the City’s website, City’s Title VI/Nondiscrimination Policy Plan with Section 504/ADA policy, City’s ADA Coordinator. The City will submit a revised QPR by 1/23/2023 with those outstanding items noted. (i.e., tracking spreadsheets and a list of Certified WBE the City will use for construction activities.

**Section Three – Issues or risks that have been faced with resolutions:**

**Section Four – Projected activities to be completed within the following Month:**

The City anticipates receipt of DEO’s approval of the 30-day required documentation submitted back in November 2022. Additionally, the City will address DEO’s procurement checklist comments and re-submit a 2<sup>nd</sup> draft of the RFQ for Professional Engineering and Environmental Consulting Services and the draft Professional and Environmental Consulting Services Agreement incorporating DEO’s requirements.

**Section Five – Required Submissions:**

|  |                                     |   |
|--|-------------------------------------|---|
| <p>❖ <b>Attachment B - Project Budget</b></p> <ul style="list-style-type: none"> <li>➤ Has the Project Budget changed?           <ul style="list-style-type: none"> <li>➤ <i>If answered “Yes”, please submit the <b>Revised Attachment B</b> for review and approval.</i></li> </ul> </li> </ul>  | <p>Yes <input type="checkbox"/></p> | <p>No <input checked="" type="checkbox"/></p> |
| <p>❖ <b>Attachment C - Activity Work Plan</b></p> <ul style="list-style-type: none"> <li>➤ Has the Activity Work Plan/Project Timeline changed?           <ul style="list-style-type: none"> <li>➤ <i>If answered “Yes”, please submit the <b>Revised Attachment C</b> for review and approval.</i></li> </ul> </li> </ul>                         | <p>Yes <input type="checkbox"/></p> | <p>No <input checked="" type="checkbox"/></p> |
| <p>❖ <b>Staffing Plan</b></p> <ul style="list-style-type: none"> <li>➤ Were there any Staffing changes?           <ul style="list-style-type: none"> <li>➤ <i>If answered “Yes”, please submit the <b>Revised Staffing Plan</b> which will include the <b>Revised Org Chart and Updated names and Job descriptions.</b></i></li> </ul> </li> </ul> | <p>Yes <input type="checkbox"/></p> | <p>No <input checked="" type="checkbox"/></p> |

|   |                                     |   |
|---|-------------------------------------|---|
| <p>❖ <b>Equipment Transfer/Disposal</b></p> <ul style="list-style-type: none"> <li>➤ Were there Equipment Transferred/Disposed? <ul style="list-style-type: none"> <li>➤ <i>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.</i></li> </ul> </li> </ul> | <p>Yes <input type="checkbox"/></p> | <p>No <input checked="" type="checkbox"/></p> |
|   |                                     |   |
| <p><i>This report was prepared by:</i><br/><b>Laurie Smith and Lana Braddy</b></p>  | <p><b>Signature and date:</b></p>   |   |